

OGDENSBURG BOROUGH BOARD OF EDUCATION
Minutes: January 5, 2021

1. CALL TO ORDER: Rich Rennie, Board Secretary

The Regular Session of the Ogdensburg Board of Education is called to order at 6:30 p.m. via Zoom.

2. FLAG SALUTE

3. THE AMERICAN'S CREED, by William Tyler Page, 1917

"I believe in the United States of America as a government of the people, by the people, for the people; whose just powers are derived from the consent of the governed, a democracy in a republic, a sovereign Nation of many sovereign States; a perfect union, one and inseparable; established upon those principles of freedom, equality, justice, and humanity for which American patriots sacrificed their lives and fortunes.

I therefore believe it is my duty to my country to love it, to support its Constitution, to obey its laws, to respect its flag, and to defend it against all enemies."

4. OPEN PUBLIC MEETING NOTICE: Read by Rich Rennie, Board Secretary,

"This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act", Ogdensburg Board of Education caused notice of this meeting to be posted at the Office of Ogdensburg Board of Education, mailed to the newspapers circulated in the district and to the Municipal Clerk of the Borough of Ogdensburg, be posted at the Ogdensburg School and its website setting forth the time, date, and location of this meeting."

5. SCHOOL ELECTION RESULTS – from November 2020

Mr. Richard Rennie, Business Administrator/Board Secretary, read the election results and gave the Oath of Office to the following new and incumbent board members: Oaths duly sworn and Code of Ethics affirmed by re-elected and current members:

- Ms. Toni Corban (returning: 3-year term)
- Ms. Stacy Walsh (returning: 3-year term)
- Ms. Mary Donegan (returning: 3-year term)

ROLL CALL:

AYE: Ms. Corban, Ms. Donegan, Ms. Walsh, Mr. Conklin, Ms. Gough, Ms. Lamonica, Mr. Donegan
ABSENT:

Also attending: Superintendent/Principal, David Astor, and Business Administrator, Rich Rennie

ORGANIZATION MEETING

1. The President shall be elected by a public roll call vote of a majority of Board members in attendance. In the event of lack of a majority, those two nominees receiving the greatest number of votes will become the candidates for a second vote. In the event a tie prevents selecting only two nominees, those nominees involved in the tie shall also become candidates for the second vote. Third and successive votes will be cast in the same manner as the second, if necessary, until one candidate receives the necessary majority. In the event no majority is reached, after thirty days from the beginning of the election, the County Superintendent of Schools shall appoint a president.

The Vice President shall be elected by the same procedure as the President. All votes shall be recorded by the Secretary.

2. Election of Board President (18A: 15-1)

Mr. Rennie calls for nominations for President:

(1)	Ms. Corban	Ms. Walsh _____	Ms. Donegan _____
		Moved	Seconded
(2)	N/A	_____	_____
		Moved	Seconded

MOTION to close nominations moved by Mr. Donegan, and seconded by Mr. Walsh

AYE: Ms. Corban, Ms. Donegan, Ms. Walsh, Mr. Conklin, Ms. Gough, Ms. Lamonica, Mr. Donegan
ABSENT:

ROLL CALL VOTE:

(1) Ms. Corban
First Nominee

AYE: Ms. Corban, Ms. Donegan, Ms. Walsh, Mr. Conklin, Ms. Gough, Ms. Lamonica, Mr. Donegan
ABSENT:

ROLL CALL VOTE:

(2) N/A _____
Second Nominee

Ms. Corban elected as President.

THE BOARD PRESIDENT PRESIDES OVER MEETING:

3. Election of Vice-President of the Board:

The President calls for nomination of Vice-President:

(1)	Mr. Donegan	Ms. Walsh	Ms. Corban
		Moved	Seconded
(2))N/A	_____	_____
		Moved	Seconded

(1) Mr. Donegan
First Nominee

ROLL CALL VOTE:

AYE: Ms. Corban, Ms. Donegan, Ms. Walsh, Mr. Conklin, Ms. Gough, Ms. Lamonica, Mr. Donegan
ABSENT

Mr. Donegan elected as Vice-President.

MOTION presented by Ms. Donegan and seconded by Ms. Gough to approve:

The Ogdensburg Board of Education Members have the required Board of Ethics Training Session as required under N.J.A.C. 6:3-1.3 and N.J.A.C. 6A:30.

1. RESOLVED, that the new Jersey School Board Association “Code of Ethics” shall be considered the official Code of Ethics of the Ogdensburg Board of Education:

- I will uphold and enforce all laws, rules and regulations of the State Board of education, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.

- I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- I will confine my board action to policy making, planning, and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are run well.
- I will recognize that the authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
- I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the school for personal gain of friends.
- I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the school. But in all matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief school administrative officer.
- I will support and protect school personnel in proper performance of their duties.
- I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

2. Appointments and Delegates – TABLED until Feb Board Meeting

3. RESOLVED that the Ogdensburg Borough Board of Education re-appoints Mr. Richard Rennie, as the Business Administrator/Board Secretary, for the ensuing calendar year 2021, in accordance with 18A:17-5, and chairs the reorganization meeting to conduct the election, and furthermore,
4. RESOLVED that the Ogdensburg Borough Board of Education re-appoints Linda Padula, Treasurer and Custodian of School Monies, for the ensuing calendar year 2021, in accordance with 18A:17-31.

AYE: Ms. Corban, Ms. Donegan, Ms. Walsh, Mr. Conklin, Ms. Gough, Ms. Lamonica, Mr. Donegan
ABSENT

A. BUSINESS OF THE BOARD

MOTION presented by Mr. Conklin and seconded by Ms. Lamonica to approve the following actions as presented:

1-A. RESOLVED that the Ogdensburg Board of Education designates Lakeland Bank as the depository of funds and approve the authorized signatures for the following accounts for the ensuing calendar year, 2020:

ACCOUNTS	DESCRIPTION	SIGNATORIES
Agency Account	8000239	Business Administrator Board Treasurer
Athletics Account	640404314	Superintendent/Principal Business Administrator
General Fund Account	410005339	Board President Business Administrator Board Treasurer
Milk/Cafeteria Account (Enterprise Fund)	8000174	Superintendent/Principal Business Administrator
Payroll Account	8000212	Board Treasurer
Scholarships Account	994020791	Business Administrator
Student Activities	8000166	Superintendent/Principal Business Administrator
Unemployment Account	640402524	Business Administrator
Summer Savings Account		Business Administrator Board Treasurer

2-A. RESOLVED that the Ogdensburg Board of Education approves the use of facsimile signatures on school warrants and documents when permitted, with the permission of the signatories for the ensuing calendar year, 2021, and be it further,

3-A. RESOLVED, that the Ogdensburg Board of Education approves Lakeland Bank and New Jersey Cash Management Fund as depositories for investment purposes for the ensuing calendar year, 2021, and be it further,

4-A. RESOLVED that the Ogdensburg Board of Education approves reimbursement at the prevailing state rate of \$0.35 per mile for all administrative and other school personnel for use of their private vehicle while traveling on official school business, for the ensuing calendar year 2021, and furthermore,

5-A. RESOLVED, that the Ogdensburg Board of Education approves the renewal of the establishment of a Petty Cash Fund of \$250.00 to be distributed by the Business Administrator or his designee for office and school related expenditures limited to warrants \$50 or less but not including sales tax, for the ensuing calendar year 2021, and furthermore,

6-A. RESOLVED, that the Ogdensburg Board of Education appoints the Business Administrator as claims auditor and authorize the Business Administrator and the Superintendent to verify and pay bills as needed between meetings which will be listed as paid at the next board meeting for the ensuing calendar year 2021, and furthermore,

7-A. RESOLVED, that the Ogdensburg Board of Education authorizes the Business Administrator to approve such budget transfers as are necessary between board meetings for the ensuing calendar year 2021 and furthermore,

8-A. RESOLVED that the Ogdensburg Board of Education designates the following newspapers as the official newspapers of the Board, for the ensuing calendar year 2021

New Jersey Herald, Newton, NJ (Primary Newspaper)
The Star Ledger, Newark, NJ (alternate, as needed)

AYE: Ms. Corban, Ms. Donegan, Ms. Walsh, Mr. Conklin, Ms. Gough, Ms. Lamonica, Mr. Donegan
ABSENT

B. POLICY, PROCEDURES, REFERENCES

MOTION presented by Ms. Donegan and seconded by Mr. Conklin to approve the following actions as presented:

1-B. RESOLVED that the Ogdensburg Board of Education approves all existing policies, by-laws, job descriptions, rules and regulations and contracts now in force and effect, in accordance with the Policies and Procedures (Governance Manual) of the Ogdensburg Board of Education prepared by the Strauss Esmay, adopted on October 20, 2009, and include all revisions and additions which were subsequently adopted and in accordance with New Jersey state rules and regulations for the ensuing calendar year, 2021.

2-B. RESOLVED that the Ogdensburg Board of Education adopts the existing courses of study, course guides and curriculum and re-affirms the approval of the five-year schedule for curricula review and revision of textbooks: Counseling, Gifted and Talented, Health and Physical Education, Language Arts Literacy, Library Skills, Mathematics, Preschool Handicapped, Science, Social Studies, Special Education, Speech, Technology Education, Visual and Fine Arts (including music and art), and World Language for the ensuing calendar year 2021:

3-B. RESOLVED, that the Ogdensburg Board of Education adopts the textbooks (Attachment #1) to be used for the ensuing calendar year 2021, which have been in effect during the present school year, subject to change by recommendation of the administration and order of the Board of Education:

4-B. RESOLVED, that the Ogdensburg Board of Education approves the establishment of the following Board committees, with members to be assigned by the Board President, for the ensuing calendar year 2021:

- Personnel/Program
- Negotiations
- Facilities/Finance
- Board Business

5-B. RESOLVED, that the Ogdensburg Board of Education approves District memberships in the following organizations, for the ensuing calendar year 2021:

- ACES Energy Cooperative
- ACTS Communications Technology Services
- Educational Services of Morris County
- Hunterdon County Educational Services Commission
- Educational Services Commission of NJ
- New Jersey School Board Association
- New Jersey Association of School Business Officials
- Rockaway Township Bidding Consortium
- Educational Services Commission of Sussex County
- Sussex County Regional Cooperative
- Sussex County School Board Association
- US Communities
- PECCM

6-B. RESOLVED that the Ogdensburg Borough Board of Education, in the County of Sussex, in the State of New Jersey, elects to schedule one regular session meeting per month which shall convene at 6:30 p.m. on the first (1st) Tuesday of each month, at the Ogdensburg Elementary School, Library/Media Center, 100 Main Street, Ogdensburg, NJ, 07439, unless otherwise noted, and according to the following schedule:

Regular Session
January 5, 2021 Reorganization
February 2, 2021
March 2, 2021
April 6, 2021
May 4, 2021 *Public Hearing/Reappointment
June 1, 2021
July 6, 2021
August 3, 2021
September 7, 2021
October 5, 2021
November 2, 2021
December 7, 2021
January 4, 2022 Reorganization

In the event that said schedule is hereafter revised, the Board Secretary is hereby instructed to direct notice to the New Jersey Herald and Borough Hall, and post at the Ogdensburg Elementary School and Ogdensburg School District website at least 48 hours before the revised meeting date.

7-B. RESOLVED, that the Ogdensburg Board of Education approves conducting all board sessions utilizing generally accepted parliamentary procedures to conduct board business. The agendas will comprise the following order of business with additional topics to be added when necessary:

Regular Session:

Open Public Meeting Notice

Flag Salute

The American's Creed

Roll Call

Presentations

Open Session # 1

Committee Discussions (work session)

Administrative Reports

Correspondence

Board Business

Negotiations

Personnel/Program

Finance/District Operations
 Open Session # 2
 Executive Session
 Re-enter Public Session
 Other Board Business
 Adjourn

AYE: Ms. Corban, Ms. Donegan, Ms. Walsh, Mr. Conklin, Ms. Gough, Ms. Lamonica, Mr. Donegan
 ABSENT

PUBLIC QUESTIONS (#1) AND COMMENTS

Attachment #1 Textbooks

Grade	Content Area	Text Book Name	Publisher	Date
K - 8	Language Arts	Guided Reading	Scholastic	2015
K	Language Arts	Journeys	Houghton Mifflin	2011
	Language Arts	Guiding Readers	Dee Dee Wills	2016
	Math	Envision 2.0	Pearson	2017
	Science	Studies Weekly	Studies Weekly	2020
	Social Studies	Studies Weekly	Studies Weekly	2020
1	Language Arts	Journeys	Houghton Mifflin	2011
	Math	Envision 2.0	Pearson	2017
	Science TE only		Scott Foresman	2006
	Health	Totally Awesome Health	Meeks Heit	1999
	Science	Studies Weekly	Studies Weekly	2020
	Social Studies	Studies Weekly	Studies Weekly	2020

2	Language Arts	Journeys	Houghton Mifflin	2011
	Writing	Write Source	Houghton Mifflin Harcourt	2012
	Math	Envision 2.0	Pearson	2017
	Science	Studies Weekly	Studies Weekly	2020
	Science	NJ Science	Scott Foresman	2006
	Social Studies	We the People: Work Together	Houghton Mifflin	1997
	Social Studies	Studies Weekly	Studies Weekly	2020
	Health	Totally Awesome	Meeks Heit	1999
3	Language Arts	Journeys	Houghton Mifflin	2011
	Writing	Write Source	Houghton Mifflin Harcourt	2012
	Math	Envision 2.0	Pearson	2014
	Science	Scott Foresman Science	Pearson	2006
	Science	Studies Weekly Science	Studies Weekly	2020
	Social Studies	Share Our World	Houghton Mifflin	1997
	Social Studies	Studies Weekly SS	Studies Weekly	2020
	Health	Health Focus on You	Merrill Publishing	1990
	Health	Studies Weekly	Studies Weekly	2020
4	Language Arts	Journeys	Houghton Mifflin	2011

	Writing	Write Source	Houghton Mifflin Harcourt	2012
	Math	Envision 2.0	Pearson	2017
	Science	Seeing- Learning in a Whole New Light	Scott Foresman	2006
	Science	Studies Weekly Science	Studies Weekly	2020
	Social Studies	Explore Our Land from Sea to Shining Sea	Houghton Mifflin	2002
		Studies Weekly Social Studies	Studies Weekly	2020
5	Language Arts	Novels (See attached list)		
	Writing	Write Source	Houghton Mifflin Harcourt	2012
	Math	Envision 2.0	Pearson	2017
	Science	Scott Foresman Science	Scott Foresman	2005
	Social Studies	The United States: Making a New Nation	Harcourt	2012
	Health	Totally Awesome Health	Meeks Heit	1999
Grade	Content Area	Text Book Name	Publisher	Date
6	Language Arts	Journeys	Houghton Mifflin	2011
	Language Arts	Novels (See attached list)		

	Writing	Write Source	Houghton Mifflin Harcourt	2012
	Math	Digits	Pearson	2014
	Science	Holt Science & Technology Earth Science	Holt, Rinehart, Winston	2001
	Social Studies	World History	Holt, Rinehart, Winston	2006
7	Language Arts	Novels (See attached list)		
	Writing	Write Source	Houghton Mifflin Harcourt	2012
	Math	Digits	Pearson	/ 2014
	Math	Algebra I	Pearson	2012
	Science	Holt Science & Technology Life Science	Holt, Rinehart, Winston	2001
	Social Studies	Call to Freedom	Holt, Rinehart, Winston	2005
	Music	Music Connection	Silver Burdett/ Ginn Pearson	1995
8	Language Arts	Novels (See attached list)		
using	Writing	Write Source	Houghton Mifflin Harcourt	2012
	Math	Algebra I Common Core	Pearson	2012

	Science	Holt Science & Technology Physical Science	Holt, Rinehart, Winston	2001
	Social Studies	Call to Freedom	Holt, Rinehart, Winston	2005
	Music	Music Connection	Silver Burdett/ Ginn Pearson	1995

Language Arts Novel Lists

4th Grade

"Go Free or Die"

"Jacob's Rescue"

5th Grade:

"Miraculous Journey of Edward Tulane"

"Sign of the Beaver"

"Maniac Magee"

"Number the Stars"

"Rules"

"The City of Ember"

"Because of Winn Dixie"

6th Grade:

"Holes"

"Tuck Everlasting"

"Esperanza Rising"

"The Lightning Thief"

"Milkweed"

"Buddy, not Bud"

"The Watsons Go to Birmingham"

7th Grade:

"Hatchet"

"Torn Thread"

"Old Yeller"

“Where the Red Fern Grows”
“The Miracle Worker”
“Roll of Thunder Hear my Cry”
“The Book Thief”
“The Devil’s Arithmetic”
“Zlata’s Diary”
“Four Perfect Pebbles”
“The Upstairs Room”
“Touching Spirit Bear”
“Adrift”
“Watership Down”
“Wonder”
“My Brother Sam is Dead”
“True Confessions of Charlotte Doyle”
“Voyage of the Frog”

8th Grade:

“A Christmas Carol”
“The Diary of Anne Frank”
“The Diary of a Young Girl”
“The Giver”
“The Adventures of Tom Sawyer”
“The Call of the Wild”
“White Fang”

REGULAR SESSION OF THE OGDENSBURG BOARD OF EDUCATION

PRESENTATIONS: Honor Roll Presentation

OPEN SESSION #1:

COMMITTEE REPORTS/DISCUSSIONS

Board Business: N/A

Personnel/Program: N/A

Facilities/Finance: N/A

ADMINISTRATIVE REPORTS

Mr. Astor offered a congratulations to all BOE members

HIB's for the previous month: 0

CORRESPONDENCE

N/A

BOARD BUSINESS

MOTION presented by Ms. Donegan and seconded by Josh Conklin to approve:

BB 01: Regular Session Minutes of December 1, 2020

AYE: Ms. Corban, Ms. Donegan, Ms. Walsh, Mr. Conklin, Ms. Gough, Ms. Lamonica, Mr. Donegan

ABSENT

PERSONNEL/PROGRAM

MOTION presented by Ms. Donegan and seconded by Mr. Conklin to approve:

P/P – 01 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, affirms the Superintendent's Harassment, Intimidation and Bullying Report for November 2020 as presented on January 5, 2021 with Board options to affirm, reject or modify the report.

P/P – 02 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, moves the following teaching staff members in positions which are represented by the Ogdensburg Education Association, across the guide for the 2020-2021 school year:

Tenured				
Last	First		Longevity	20/21 Salary
19 BA salary paid from Sept 20 - Jan 21				
19 MA salary paid from Feb 21 - June 21				
Liberatore	Colette	19BA	\$750	\$74,960
Liberatore	Colette	19MA	\$750	\$78,960

P/P – 03 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves substitute custodians for the 2020/2021 school year at the hourly rate of \$13.86, as follows: Sam Bassolino and Kenneth Klackowski. All hires would be contacted on an ‘as needed basis’ and require appropriate paperwork and approvals.

AYE: Ms. Corban, Ms. Donegan, Ms. Walsh, Mr. Conklin, Ms. Gough, Ms. Lamonica, Mr. Donegan
 ABSENT

FACILITIES/FINANCE

MOTION presented by Mr. Conklin and seconded by Ms. Donegan to approve:

F/F – 01 RESOLVED, that the Ogdensburg Board of Education approves the December 2020 Check Register for checks from 001295 through 015786 with December Payroll transfers of \$299,856.92 and accounts payable of \$143,521.25 for a total of \$443,378.17

F/F – 02 RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of November 2020 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10.

F/F - 03 RESOLVED that the Ogdensburg Board of Education accepts the Board Secretary's and Treasurer's monthly financial reports for November 2020

F/F - 04 RESOLVED, that the Ogdensburg Board of Education accepts, in compliance with N.J.A.C 6A:23A-16.10, line item transfers for the month of November 2020, to ensure that no line items are over-expended, and the Board acknowledges that this/these transfer(s) may increase / decrease the maximum dollar limit established as part of the budget process for various budget lines.

F/F - 05 RESOLVED, that the Ogdensburg Board of Education approves the submission of the 2020/21 school year encumbrances disposition to the County Business Administrator, that as of December 1, 2020 there were the following open purchase orders outstanding from the prior school year over \$5,000:

PO#000429
Sharpe Plumbing
\$10,080 remaining

PO#000422
DA-LOR Service Co
\$22,740 remaining

PO#000425
Auto Temp Control
\$22,886 remaining

F/F -06 RESOLVED, that the Ogdensburg Board of Education approve the following resolution:

WHEREAS, the Ogdensburg Board of Education desires to control consumption and cost of energy to benefit taxpayers and reduce its carbon footprint thereby helping the environment; and

WHEREAS, the Ogdensburg Board of Education desires to reduce administrative costs and to scrutinize all energy bills to eliminate cover charges or inappropriate fees charged by public utilities;

WHEREAS, the Ogdensburg Board of Education desires to have real time data all energy consumption, for the purpose of improved energy management and educational programming, and reporting of said usage in a simple ready to utilize format when required:

NOW THEREFORE BE IT RESOLVED that the Ogdensburg Board of Education enter into a contract with AVID EXCHANGE, New Jersey to provide the following services at the listed rates using state contract 73693:

Provide the New Jersey Energy Tracking System which includes setting up of all energy bills in a relational database, reporting from the database utility bill and other information in standard or customer specific reports.

- Processing all utility bills electronically after checking for billing errors.
- Tariff analysis to ensure Ogdensburg Board of Education is being provided the best rates.
- Current rate for service is \$4.00 per bill

NOW THEREFORE BE IT RESOLVED that this resolution takes effect immediately on January 5, 2021 through January 4, 2022

F/F – 07 RESOLVED, that the Ogdensburg Board of Education accepts the CARES Emergency Relief Grant funds for the 2020/2021 school year as follows (updated from original resolution on 10/6/2020):

100-600	Instructional Supplies:	\$24,607 (Chromebooks / Hot Spots / Laptops)
200-600	Supplies & Materials:	\$2,000 (Cleaning Supplies & safety of school)

Total Grant: \$26,607

AYE: Ms. Corban, Ms. Donegan, Ms. Walsh, Mr. Conklin, Ms. Gough, Ms. Lamonica, Mr. Donegan
ABSENT

OPEN SESSION #2

Ms. Cooke - reminded the Board that it's a negotiation year, probably hear from the Union around Feb or March. Will try to make things simple and painless for both sides.

EXECUTIVE SESSION - N/A

ADJOURN

MOTION presented by Mr. Conklin, and seconded by Ms. Gough that the Ogdensburg Board of Education adjourn at 7:10 p.m.

AYE: Ms. Corban, Ms. Donegan, Ms. Walsh, Mr. Conklin, Ms. Gough, Ms. Lamonica, Mr. Donegan
ABSENT

Respectfully submitted,

Rich Rennie
Board Secretary