

**OGDENSBURG BOROUGH BOARD OF EDUCATION**

April 13, 2021 Agenda  
6:30 p.m. Regular Session

The Regular Session of the Ogdensburg Board of Education is called to order at \_\_\_\_\_ p.m. (via Zoom Video Conference)

**OPEN PUBLIC MEETING NOTICE:** Read by \_\_\_\_\_:

"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, and be posted at the Ogdensburg Elementary School and the school website, setting forth the time, date, and location of this meeting."

**FLAG SALUTE**

**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."

**ROLL CALL:**

Ms. Corban \_\_\_\_\_ Ms. Walsh \_\_\_\_\_ Ms. Donegan \_\_\_\_\_  
Mr. Donegan \_\_\_\_\_ Mr. Conklin \_\_\_\_\_ Ms. Gough \_\_\_\_\_  
Ms. Lamonica \_\_\_\_\_

Also in attendance:  
Superintendent/Principal, Mr. David Astor  
Board Secretary, Mr. Rich Rennie

**PRESENTATION(S):**

**OPEN SESSION #1**

**COMMITTEE REPORTS/DISCUSSIONS**

**Board Business:**

Reminder, School Officials and Board Members must file the Personal/Relative and Financial Disclosure Statements pursuant to N.J.S.A. 18A:12-21 et seq. of the School Ethics Act. Please file before the end of April. No extensions will be granted.

Superintendent Evaluation is open, you will be receiving additional info in your email.

2021-2022 District Goals scheduled for the June 1, 2021 Board meeting with Kathy from NJ School Boards

**Personnel/Program:**

**Facilities/Finance:**

**ADMINISTRATIVE REPORTS:**

Drills for the previous month:

- Fire Drill: 3/19/21
- Security Drill: 3/22/21
- HIB's for the previous month: none

**CORRESPONDENCE:** N/A

**BOARD BUSINESS**

MOTION presented by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve:

**BB 01:** Approval of Minutes: March 2, 201 Regular Meeting

Ms. Corban	_____	Ms. Walsh	_____	Ms. Donegan	_____
Mr. Donegan	_____	Mr. Conklin	_____	Ms. Gough	_____
Ms. Lamonica	_____				

**PERSONNEL/PROGRAM**

MOTION presented by \_\_\_\_\_ and seconded by \_\_\_\_\_ 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 March 2021 as presented on April 12, 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, approve the following professional development: 'Reading Simplified' six week course for Mrs. Cooke. Cost for course: \$347.00

**P/P - 03** RESOLVED, that the Ogdensburg Board of Education, reviews and approves district policy 8505 “Wellness Policy / Nutrient Standards for Meals and Foods”

**P/P – 04** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, appoints the following para-professional staff members in positions which are represented by the Ogdensburg Education Association, for the 2020-2021 school year. Part time schedules to be determined:

				2020-2021			
Name			Step	Per Hour			
Alyssa Allen	Aide		Hourly	\$15.78			

Ms. Corban \_\_\_\_\_ Ms. Walsh \_\_\_\_\_ Ms. Donegan \_\_\_\_\_  
 Mr. Donegan \_\_\_\_\_ Mr. Conklin \_\_\_\_\_ Ms. Gough \_\_\_\_\_  
 Ms. Lamonica \_\_\_\_\_

**FACILITIES/FINANCE**

MOTION presented by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve:

**F/F – 01** RESOLVED, that the Ogdensburg Board of Education approves the March 2021 Check Register for checks from 015880 through 0400010 with March Payroll transfers of \$307,374.77 and accounts payable of \$120,531.58, for a total of \$427,936.35

**F/F – 02** RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of February 2021 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 February 2021.

**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 February 2021, 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**

### **RESOLUTION TO RENEW SCHOOLS HEALTH INSURANCE FUND**

WHEREAS, a number of school boards in the State of New Jersey have joined together to form the SCHOOLS HEALTH INSURANCE FUND hereafter referred to as "SHIF", as permitted N.J.S.A. 18A:18B-1 et seq., and;

WHEREAS, the SHIF has received approval by the Commissioner of the Department of Banking and Insurance on August 10, 2015;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a school board joint insurance fund;

WHEREAS, the governing body of the Ogdensburg Board of Education, hereinafter referred to as "SCHOOL BOARD" has determined that membership in the SHIF is in the best interest of said SCHOOL BOARD.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the SCHOOL BOARD hereby agrees as follows:

i. SCHOOL BOARD shall become a member of the SHIF for the period outlined in the SCHOOL BOARD's Indemnity and Trust Agreement.

ii. SCHOOL BOARD will participate in the following type (s) of coverage (s):

a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the SHIF's Bylaws, and the SHIF's Plan of Risk Management.

iii. SCHOOL BOARD accepts and approves the SHIF's Bylaws and agrees to be bound by the terms thereof.

- iv. SCHOOL BOARD shall execute an application for membership and any accompanying certifications.
- v. SCHOOL BOARD agrees to commit to the four principles of the SHIF which are:
  - a.) A long term philosophy on rates.
  - b.) A willingness to work with bargaining units to achieve plan design changes.
  - c.) Professional management with stability and commitment.
  - d.) Rating structure based on actuarial numbers.

BE IT FURTHER RESOLVED that the governing body of the SCHOOL BOARD is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the SHIF as required by the SHIF's Bylaws, and to deliver these documents to the SHIF's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the SCHOOL BOARD by the SHIF.
- ii. Receipt by the SHIF of a Resolution from the SCHOOL BOARD accepting SCHOOL BOARD's SHIF assessment.
- iii. Approval by the Commissioner of the New Jersey Department of Banking and Insurance of SCHOOL BOARD as a member of the SHIF.

**F/F – 06**

### **SCHOOLS HEALTH INSURANCE FUND, INDEMNITY AND TRUST AGREEMENT**

THIS AGREEMENT made Between the **SCHOOLS HEALTH INSURANCE FUND** referred to as "SHIF" and the governing body of the Ogdensburg Board of Education, a duly constituted Board of Education, hereinafter referred to as "SCHOOL BOARD".

WHEREAS, the governing bodies of various school boards within the State of New Jersey, have elected to form a joint insurance fund as defined in N.J.A.C. 11:15-5.2, and as such an entity is authorized and described in N.J.S.A. N.J.S.A. 18A:18B-1 et. seq. and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the Ogdensburg Board Of Education has agreed to become a member of the SHIF in accordance with and to the extent provided for in the Bylaws of the SHIF and in consideration of such obligations and benefits to be shared by the membership of the SHIF;

NOW THEREFORE, it is agreed as follows:

1. The SCHOOL BOARD accepts the SHIF's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.
2. The SCHOOL BOARD agrees to participate in the SHIF with respect to health insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the SCHOOL BOARD's resolution to join.
3. The SCHOOL BOARD agrees to become a member of the SHIF and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on July 1, 2021 and ending on June 30, 2024 at 12:01 AM provided, however, that the SCHOOL BOARD may withdraw at any time subsequent to the delivery of ninety (90) day prior written notice of the intent to withdraw to the SHIF as provided in the Bylaws.
4. The SCHOOL BOARD certifies that it has never defaulted on payment of any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.
5. In consideration of membership in the SHIF, the SCHOOL BOARD agrees (i) that it shall jointly and severally assume and discharge the liability of each and every member of the SHIF for the periods during which the SCHOOL BOARD is a member of the SHIF, (ii) acknowledges that the SCHOOL BOARD and all other members of the SHIF, as a condition of membership in the SHIF, have executed and delivered an Indemnity and Trust Agreement similar to this Agreement and (iii) by the execution of this Agreement the full faith and credit of the SCHOOL BOARD is pledged to the punctual payment of any sums which shall become due to the SHIF in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the SCHOOL BOARD for claims and expenses that are not covered by the SHIF, or for that portion of any claim or liability not within the SCHOOL BOARD's retained limit or in an amount which is in excess of the SHIF's limit of coverage.
6. If the SHIF in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the SCHOOL BOARD agrees to reimburse the SHIF for all such reasonable expenses, fees, and costs, inclusive of attorney fees, on demand.
7. The SCHOOL BOARD and the SHIF agree that the SHIF shall hold all moneys in excess of the SCHOOL BOARD's retained loss fund paid by the SCHOOL BOARD to the SHIF as fiduciaries for the benefit of SHIF claimants all in accordance with N.J.A.C. 11:15-5.1 et seq.
8. The SHIF shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with N.J.S.A. N.J.S.A. 18A:18B-1 et seq., and N.J.A.C. 11:15-5.13 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

- a) Employer contributions to group health insurance
  - b) Employee contributions to contributory group health insurance
  - c) Employer contributions to contingency account
  - d) Employee contributions to contingency account
  - e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding the terms of paragraph 8, above, to the contrary, the SHIF shall not be required to establish separate trust accounts for employee contributions provided the SHIF provides a plan in its Bylaws or Risk Management Plan for the recording and accounting of employee contributions of each member.

10. Each SCHOOL BOARD who shall become a member of the SHIF shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement. Each SCHOOL BOARD, by the execution and delivery of an Indemnity and Trust Agreement agrees to be jointly and severally bound with each other member of the SHIF who executes and delivers an Indemnity and Trust Agreement to the terms and conditions set forth in said Indemnity and Trust Agreement.

**F/F – 07** RESOLVED, that the Ogdensburg Board of Education, approves the renewal of the attached base year management food services contract with Maschio's Food Services Inc. for the 2021/2022 School Year (beginning on July 1, 2021 and ending on June 30, 2022) with the terms and conditions in adherence to state mandates;

#### **Management Fees(s) / Guarantees**

##### 1) Management Fee

The School Food Authority shall pay Maschio's annual management fee in the amount of \$7,649.09.

The management fee shall be payable in monthly installments of \$764.91 per month commencing on September 1, 2021 and ending on June 30, 2022.

##### 2) Guarantee Subsidy

Maschio's guarantees that the bottom line of the operational report (total revenue for all sources less program costs, including the management fee) will be a loss no greater than \$2,500.

**F/F – 08**

WHEREAS, the Hopatcong Board of Education is willing to provide the services to coordinate transportation for the Ogdensburg Board of Education for transportation along established routes to specific destinations in order to attempt to achieve the maximum cost effectiveness;

WHEREAS, the Hopatcong Board of Education shall provide such services under the name of Sussex County Regional Transportation Cooperative.

NOW THEREFORE, BE IT RESOLVED by the Ogdensburg Board of Education that pursuant hereto the President and Secretary of the Ogdensburg Board of Education are hereby authorized And directed to execute a duplicate of the Resolution which shall act as an agreement between the Ogdensburg Board of Education and the Sussex County Regional Transportation Cooperative for The coordination of transportation of students for the 21-22 school year.

Ms. Corban _____	Ms. Walsh _____	Ms. Donegan _____
Mr. Donegan _____	Mr. Conklin _____	Ms. Gough _____
Ms. Lamonica _____		

**OPEN SESSION #2**

**EXECUTIVE SESSION**

MOTION presented by \_\_\_\_\_, and seconded by \_\_\_\_\_ to accept the following declaration of Executive Session as presented @ \_\_\_\_\_ p.m.:

BE IT RESOLVED that the Ogdensburg Board of Education adopts the following resolution:

"WHEREAS, The Open Public Meeting Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, Ogdensburg Board of Education is of the opinion that such circumstances presently exist;

NOW, THEREFORE, BE IT RESOLVED by the Ogdensburg Board of Education, County of Sussex, State of New Jersey that a closed session of this Board of Education, where the public shall be excluded, will be held at this time for the purpose as stated below; and

BE IT FURTHER RESOLVED, that any action of the Board with regard to the closed session discussions shall be disclosed to the public at a later date and to the extent that the same is not prejudicial to the interests of the parties involved and would not result in a possible invasion of their right to privacy."



**Topics include:**

Ms. Corban _____	Ms. Walsh _____	Ms. Donegan _____
Mr. Donegan _____	Mr. Conklin _____	Ms. Gough _____
Ms. LaMonica _____		

**RE-ENTER PUBLIC SESSION**

MOTION presented by \_\_\_\_\_, and seconded by \_\_\_\_\_ that the Ogdensburg Board of Education returns to Public Session at \_\_\_\_\_ p.m.

Ms. Corban _____	Ms. Walsh _____	Ms. Donegan _____
Mr. Donegan _____	Mr. Conklin _____	Ms. Gough _____
Ms. Lamonica _____		

**OTHER BOARD BUSINESS**

**ADJOURN**

MOTION presented by \_\_\_\_\_, and seconded by \_\_\_\_\_ that the Ogdensburg Board of Education adjourn at \_\_\_\_\_ p.m.

Ms. Corban _____	Ms. Walsh _____	Ms. Donegan _____
Mr. Donegan _____	Mr. Conklin _____	Ms. Gough _____
Ms. Lamonica _____		