

# **OGDENSBURG BOROUGH BOARD OF EDUCATION**

## **Minutes: March 2, 2021**

The Regular Session of the Ogdensburg Board of Education is called to order at 6:30 p.m. via online video conference, originally scheduled for the Media Center of the Ogdensburg School, 100 Main Street, Ogdensburg, New Jersey, 07439.

**OPEN PUBLIC MEETING NOTICE:** Read by Ms. Corban

"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

### **ROLL CALL:**

AYE: Ms. Corban, Ms. Walsh, Mr. Donegan, Ms. Donegan, Ms. Gough, Ms. Lamonia

ABSENT: Mr. Conklin

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

### **PRESENTATIONS:**

- Honor Roll Presentation
- Read Across America Video
- Budget / State Aid Information

### **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. If you are required to file, you will be receiving an email from the NJ Ethics Commission.

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

Discuss moving April Board meeting date (currently scheduled for Tuesday during Spring Break). New date of Tuesday 4/13/21, Mr. Rennie will run an ad in NJ Herald. Also discussed starting in-person or hybrid BOE meetings.

**Personnel/Program:** No meeting this month, but Ms. Donegan has spoken with Mr. Astor about upcoming Policy review

**Facilities/Finance:** Committee reviewed and district will be moving forward with work on Downstairs Bathrooms, Doors in old building and purchase of new copier. Many of the things were discussed / approved last year and put on hold for a bit due to pandemic.

### **ADMINISTRATIVE REPORTS**

Drills for the previous month:

- Drills for the previous month:
- Fire Drill: 2/24/21
- Security Drill: 2/23/2021
- HIB's for the previous month: none

HIB's for the previous month: none

Mr. Astor mentioned that the County has moved from Orange to Yellow for Covid tracking. The district has opened up for the Special Ed population and will continue to monitor CDC guidelines (and 6 foot of distance requirements).

### **CORRESPONDENCE**

**COR 01:** N/A

### **BOARD BUSINESS**

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

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

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

ABSTAIN: Ms. Lamonica

ABSENT: Mr. Conklin

## **PERSONNEL/PROGRAM**

MOTION presented by Ms. Donegan and seconded by Ms. Donegan 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 February 2021 as presented on March 2, 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, approves the appointment of Michelle Armstrong as a substitute teacher for the 2020-2021 school year at the rate of \$100.00 per day.

**P/P - 03** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Alexander Kays as a substitute teacher for the 2020-2021 school year at the rate of \$100.00 per day.

**P/P – 04** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Kristen Jones (who is currently taking classes at Sussex County Community College), to complete 5 hours of classroom observation with Mrs. Capriglione.

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

ABSENT: Mr. Conklin

## **FACILITIES/FINANCE**

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

**F/F – 01** RESOLVED, that the Ogdensburg Board of Education approves the February 2021 Check Register for checks from 015838 through 040005 with February Payroll transfers of \$309,427.87 and accounts payable of \$230,498.78, for a total of \$539,926.65.

**F/F – 02** RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of January 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 January 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 January 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** RESOLVED, that the Ogdensburg Board of Education accepts, Pursuant to P.L. 2019, c.35., the attached budget calendar for the 2021-2022 budget per information from School Election and Budget Procedures Type II Districts (Attached)

**F/F – 06** BE IT RESOLVED, that the attached tentative budget be approved for the 2021/2022 School Year using state aid figures and the secretary to the board of education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for the approval in accordance with the statutory deadline (school district budget statements for revenues and appropriations being submitted to the County Offices are attached for review by the Board):

The Budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. and N.J.A.C. title 6 and 6A.

<b><u>Appropriations</u></b>	<b><u>21-22</u></b>
General Current Expense	\$4,804,784.00
Capital Outlay Expense	\$6,657.00
Charter School Tuition	\$42,000.00
Pre-School Expenses (Fund 20)	\$566,496.00
Federal Grants (Fund 20)	\$89,671.00
Repayment of Debt	\$0.00
	<b><u>Total Est. Expenses</u></b>
	<b><u>\$5,509,608.00</u></b>

<b><u>Revenues</u></b>	
Local Tax Levy	\$2,603,865.00
Tuition (SUMMER PRESCHOOL)	\$3,240.00
Miscellaneous Revenue / Interest	\$2,000.00
Interest Earned	\$500.00
	Revenue from Local Sources
	<b><u>\$2,609,605.00</u></b>

<b>State Sources</b>		
School Choice		\$328,671.00
Transportation Aid		\$17,372.00
Special Ed Aid		\$162,828.00
Equalization Aid		\$1,364,108.00
Security Aid		\$27,247.00
	Revenue from State Sources	<b>\$1,900,226.00</b>
 <b>Other Sources</b>		
Budgeted Fund Balance		\$343,610.00
		<b>\$343,610.00</b>
Pre-School Aid (Fund 20)		\$566,496.00
Federal Grants (Fund 20)		\$89,671.00
	Total Grants	<b>\$656,167.00</b>
		 <b><u>Total Est. Revenues</u>            <u>\$5,509,608.00</u></b>

The proposed FY 2021-20212 budget includes no withdrawal from maintenance reserve, and no withdrawal from the capital reserve.

**F/F – 07** WHEREAS, the Ogdensburg Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district:

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. required Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and,

WHEREAS, a Board of Education may establish, for regular district business travel only, and annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and,

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq. but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms: now,

THEREFORE, be it resolved, that the Ogdensburg Board of Education approves all travel not in compliance with N.J.A.C. 6A23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District and Reimbursement Forms; and

UPDATE: BE IT FURTHER RESOLVED, that the Ogdensburg Board of Education approves travel and related expense reimbursements (object '580') in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$15,000 for all staff members in the General Fund; and, that the school business administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Current expenditures for travel and related expenses for the 2020/2021 school year as follows:

Expenditures	\$375
Encumbrances	\$950
Funds Available	\$5,234

**F/F - 08** RESOLVED, that the Ogdensburg Board of Education approves the submission of the 2021-2022 Preschool Plan and Budget to the NJ Department of Education, Division of Early Childhood Education (approves submission of the application and ability to execute a contract with the New Jersey Department of Education for full-day Pre-K).

NOW, THEREFORE, BE IT RESOLVED that the Board formally approves the submission for the budget attached.

BE IT FURTHER RESOLVED that the school administrators are hereby authorized to submit an electronic application to the New Jersey Department of Education on behalf of Ogdensburg.

BE IT FURTHER RESOLVED that Superintendent and Business Administrator are hereby authorized to sign the appropriate paperwork on behalf of Ogdensburg (including the District Statement of Assurance and District Information Form) and that their signature constitutes acceptance of the terms and conditions.

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

ABSENT: Ms. Lamonica

**OPEN SESSION #2**

N/A

**EXECUTIVE SESSION**

N/A

**OTHER BOARD BUSINESS – N/A**

**ADJOURN**

MOTION presented by Ms Donegan, and seconded by Ms. Gough that the Ogdensburg Board of Education adjourn at 7:11 p.m.

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

ABSENT: Ms. Lamonica

Respectfully submitted,

Rich Rennie  
Board Secretary