

**OGDENSBURG BOROUGH BOARD OF EDUCATION**  
**Minutes: June 1, 2021**

The Regular Session of the Ogdensburg Board of Education is called to order at 6:30 p.m. in the Cafeteria of the Ogdensburg School, 100 Main Street, Ogdensburg, New Jersey, 07439 (also via Zoom).

**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, Mr. Conklin

ABSENT: Ms. Lamonica, Ms. Gough

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

**PRESENTATIONS:**

- Honor Roll
- Special presentation for Dr. Takas who helped a student who had a medical need

**OPEN SESSION #1:**

**COMMITTEE REPORTS/DISCUSSIONS**

**Board Business:**

A new date for the July meeting (7/13/21), and an additional June meeting (6/22). Both will be advertised to alert the public.

District Goal setting with Kathy Helewa (NJSBA) - for anyone who would like to join: will be last portion of meeting, after Executive Session

- Development of Ogdensburg's "Safe Return Plan"

**Personnel/Program:** Ms. Donegan provided an overview

**Facilities/Finance:** Committee discussed various projects.

## **ADMINISTRATIVE REPORTS**

Drills for the previous month:

- Fire Drill: 5/11/21
- Lockdown: 5/17/21
- Bus Evacuation Drill: none (only twice per year)

HIB's for the previous month: none

8 school days remain in the 21-22 school year. June 11th will be graduation, and June 14th will be the last day of school. Working on a Summer Academy and ESY. Big thanks to the entire staff, administration and custodial and maintenance team for all their hard work this year.

Mr. Astor provided an overview of the Safe Return Plan being worked on, and the BOE will have a full plan to review / approve by next June BOE meeting.

## **CORRESPONDENCE**

**COR 01** Letter from Emily Lindquist, dated May 5, 2021, informing the District of her decision to resign July 1, 2021 (last date of employment will be June 30, 2021)

## **BOARD BUSINESS**

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

**BB 01:** Approval of Minutes: May 4, 2021 Regular Meeting

**BB 02:** Approval of Minutes: May 4, 2021 Executive Meeting

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

ABSENT: Ms. Lamonica, Ms. Gough

**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 May 2021 as presented on June 1, 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, accepts with regret the retirement request of Emily Lindquist effective July 1, 2021.

**P/P - 03** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the attached job description for Director of Special Education Services

**P/P - 04** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Emma McGuire as a substitute teacher for the 2020-2021 school year at the rate of \$100.00 per day.

**P/P - 05** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Audrey Janosko as a substitute teacher for the 2020-2021 school year at the rate of \$100.00 per day.

**P/P - 06** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Brittney Weiss as a substitute teacher for the 2020-2021 school year at the rate of \$100.00 per day.

**P/P - 07** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Ryan Neal as a substitute teacher for the 2020-2021 school year at the rate of \$100.00 per day.

**P/P - 08** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Emma McGuire as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day.

**P/P - 09** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Audrey Janosko as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day.

**P/P - 10** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Brittney Weiss as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day.

**P/P - 11** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Ryan Neal as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day.

**P/P - 12** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the following 2021 summer custodians to be called for work as needed: Peter Egan

**P/P - 13** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, appoints Mary Ellen Diffily as Physical Therapist for the 2021 ESY program at \$87.00 per hour. (rate was updated from May agenda)

**P/P - 14** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approve the attendance at the NJAAP School Health Conference (Virtual), on 10/20/21 for Ms. Michelle Block. Total cost: \$150.00

**P/P - 15** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, appoints Jennifer Hunter, Classroom Teacher for the 2021-20202 School Year, at the 2020-2021 Step 1, Level BA (Date of Hire: September 1, 2021).

**P/P - 16** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, appoints Ashley Songile, Classroom Teacher for the 2021-20202 School Year, at the 2020-2021 Step 1, Level BA (Date of Hire: September 1, 2021).

**P/P - 17** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, appoints Laura Durler, Special Ed Math Teacher for the 2021-20202 School Year, at the 2020-2021 part time Step 1, Level BA. (Date of Hire: September 1, 2021).

**P/P - 18** 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 2021-2022 school year. Part time schedules to be determined:

Kimberly Holster	Aide	Hourly	\$15.78		
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**P/P - 19** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, reappoints Mr. Rich Rennie as Business Administrator from July 1, 2021 through June 30, 2022. The Board hereby employs the School Business Administrator at an annual salary of \$116,094 (breakdown of the salary payment: \$58,047 by Ogdensburg BOE / \$58,047 by Hardyston BOE). This annual salary will be paid in equal installments in accordance with the Board's regular payroll schedule and it will be prorated for any period of employment constituting less than one year. The attached contract was reviewed, and approved by the Executive County Superintendent of Schools.

**P/P –20** RESOLVED, that the Ogdensburg Board of Education, upon recommendation of the Superintendent, approves the following appointments as staff/professional services for the Extended School Year (ESY) Program on an ‘as needed basis’ at Ogdensburg School during the summer 2021 with the applicable individual hourly rate based on the agreed upon salary guide.

<u>Name</u>	<u>Position</u>
Lisa Sears	LDTC / Teacher

Alyssa Allen	Paraprofessional
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Heather Rosier	Teacher
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Lauren Conklin	Social Worker
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In addition, any staff member currently employed by the Ogdensburg Board of Education will be allowed to sub during summer programs on an “as needed” basis at a rate of \$100 per day.

**P/P – 21** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves substitute custodians for the 2021/2022 school year at the hourly rate of \$13.86, as follows: Peter Egan

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

ABSENT: Ms. Lamonica, Ms. Gough

**FACILITIES/FINANCE**

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

**F/F – 01** RESOLVED, that the Ogdensburg Board of Education approves the May 2021 Check Register for checks from 015950 through 040020 with May Payroll transfers of \$318,980.27 and accounts payable of \$123,780.25 for a total of \$442,760.52

**F/F – 02** RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of April 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 April 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 April 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 approves transfer of up to \$100,000 of unanticipated revenue and/or unexpended line-item appropriation amounts anticipated at the end of 2020/2021 school year to Maintenance Reserve.

**F/F – 06** RESOLVED, that the Ogdensburg Board of Education approves transfer of up to \$100,000 of unanticipated revenue and/or unexpended line-item appropriation amounts anticipated at the end of 2020/2021 school year to Capital Reserve.

**F/F – 07** RESOLVED, that the Ogdensburg Board of Education, approves the attached Use of School Facilities for the following organizations for the 2021-2022 school year for Cub Scout Recruitment (area: fields behind the lower parking lot)

**F/F – 08** RESOLVED, that the Ogdensburg Board of Education, approves the attached Use of School Facilities for the following organizations for the 2021-2022 school year for the Ogdensburg Recreation Association.

**F/F - 09** RESOLVED that the Ogdensburg Board of Education designates Lakeland Bank as the depository of funds and approve the authorized signatures for the following accounts:

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

		Business Administrator
Scholarships Account	994020791	Business Administrator
Student Activities	8000166	Superintendent/Principal Business Administrator
Unemployment Account	640402524	Business Administrator
Summer Savings Account		Business Administrator Board Treasurer

**F/F –10** RESOLVED, that the Ogdensburg Board of Education accepts the School Security Grant for the 20-21 school year as follows: \$20,000 (for the purchase/reimbursement of the purchase of school safety supplies including security cameras, panic buttons, security window film and bollards).  
If cost estimates exceed the budgeted amount, there are local funds available to pay for the project(s)

**F/F – 11** RESOLVED, that the Ogdensburg Board of Education, approves the submission of the “Non-Lead-Testing-Year” SOA to the New Jersey Department of Education (NJDOE) regarding testing of lead in drinking water, pursuant to NJAC 6A:26-12.4.

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

**OPEN SESSION #2**

**EXECUTIVE SESSION**

MOTION presented by Mr. Conklin, and seconded by Ms. Donegan to accept the following declaration of Executive Session as presented @ 6:56 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: Superintendent Evaluation, no action to be taken**

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

ABSENT: Ms. Lamonica, Ms. Gough

**RE-ENTER PUBLIC SESSION**

MOTION presented by Mr. Donegan, and seconded by Ms. Corban that the Ogdensburg Board of Education returns to Public Session at 7:01 p.m.

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

ABSENT: Ms. Lamonica, Ms. Gough

**OTHER BOARD BUSINESS –  
NJSBA - District Goal Setting**

**ADJOURN**

MOTION presented by Mr. Donegan, and seconded by Ms. Donegan that the Ogdensburg Board of Education adjourn at 7:37 p.m.

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

ABSENT: Ms. Lamonica, Ms. Gough

Respectfully submitted,

Rich Rennie  
Board Secretary