

# **OGDENSBURG BOROUGH BOARD OF EDUCATION**

## **Minutes: November 2, 2021**

The Regular Session of the Ogdensburg Board of Education is called to order at 6:32 p.m. in the Library of the Ogdensburg School, 100 Main Street, Ogdensburg, New Jersey, 07439.

**OPEN PUBLIC MEETING NOTICE:** Read by Mr. Donegan

"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, Ms. Donegan, Mr. Conklin, Ms. Schinn

ABSENT: Ms. Lamonica, Mr. Donegan

Superintendent/Principal, David Astor

Business Administrator, Rich Rennie

### **PRESENTATIONS:**

- Ms. Heidi Wohleb, Partner Nisivoccia LLP - 2020/2021 Comprehensive Annual Financial Report

### **OPEN SESSION #1:**

N/A

### **COMMITTEE REPORTS/DISCUSSIONS**

**Committees didn't meet this evening due to in school meetings and election night**

**Board Business:**

**Personnel/Program:**

**Facilities/Finance:**

## **ADMINISTRATIVE REPORTS**

Ms. Egan provided an update / overview of: Week of Respect, Spirit Days, Anti-Bullying Summit, Red Ribbon Week.

Mr. Astor provided an update on morning announcements, haunted mine tour, soccer team, QSAC and requested \$\$ from the maintenance reserve account.

Drills for the previous month:

Fire Drill: 10/21/21

Lockdown: 10/7/21

Van / Bus evacuation:

HIB's for the previous month: none

## **CORRESPONDENCE**

- **COR 01:** Correspondence from Ms. Shannon Rasmussen, informing the District of her decision to resign.
- **COR 02:** Correspondence from Ms. Cynthia Hamilton, informing the District of her decision to resign.
- **COR 03:** Letter from Franklin Borough School regarding Shared Services Agreement for nursing services.

## **BOARD BUSINESS**

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

**BB 01:** Approval of Minutes: October 5, 2021 Regular Meeting

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

ABSENT: Ms. Lamonica, Mr. Donegan

## **PERSONNEL/PROGRAM**

MOTION presented by Ms. Donegan and seconded by Ms. Walsh 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 October 2021 as presented on November 2, 2021 with Board options to affirm, reject or modify the report.

**P/P – 02**

First reading of the following District Policies & Regulations from Alert 224:

- P 2422 Comprehensive Health and Physical Education (M) (Revised)
- P 2467 Surrogate Parents and Resource Family Parents (M) (Revised)
- P 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P 5114 Children Displaced by Domestic Violence (Abolished)
- P 5116 Education of Homeless Children (Revised)
- P & R 7432 Eye Protection (M) (Revised)
- P 8420 Emergency and Crisis Situations (M) (Revised)
- R 8420.1 Fire and Fire Drills (M) (Revised)
- P 8540 School Nutrition Programs (M) (Revised)
- P 8550 Meal Charges/Outstanding Food Service Bill (M) (Revised)
- P 8600 Student Transportation (M) (Revised)
- P 8810 Religious Holidays (Abolished)
- P 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
- P 6115.02 Federal Awards/Funds Internal Controls – Mandatory Disclosures (M) (New)
- P 6115.03 Federal Awards/Funds Internal Controls – Conflict of Interest (M) (New)
- P 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
- P 1648 Restart and Recovery Plan (M) (Abolished)
- P 1648.02 Remote Learning Options for Families (M) (Abolished)
- P 1648.03 Restart and Recovery Plan – Full-Time Remote Instruction (M) (Abolished)
- P 1648.11 The Road Forward COVID-19 – Health and Safety (M) (New)

**P/P – 03** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approve the following request for professional development for Ms. Jennifer Hunter: Comprehensive Virtual IMSE Orton Gillingham Training. Total estimated cost: \$1,275.00

**P/P – 04** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Hayley Shea (currently attending Montclair State University) to observe Ms. Nancy Capriglione's 2nd grade class.

**P/P - 03** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment the following substitute nurse for the 2021-2022 school year at the rate of \$200 per day: Marianne Petronella, Sarah Joyce, Michelle Marchionda.

Increase will be retroactive to any days worked after 10/5/2021.

**P/P - 04** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent/Principal, makes the following updates to stipend positions for the 2021-2022 school year.

Position	Name	Salary	Remarks
Field Hockey Coach	Ashley Kratzsch	\$33 per hour	To replace Ms. Egan
Track Coach	Ashley Kratzsch	\$1,993	To replace Ms. Zagleski

**P/P - 05** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent/Principal, appoints the following stipend positions for the 2021/2022 school year

Position	Name	Stipend	Remarks
Pre-K Intervention & Referral Team Chair	Marisa Baeli	\$3,785	Paid as part of the PEEA funding
Community Parent Involvement Specialist	Leanne Paolazzi	\$4,600	Paid as part of the PEEA funding
Master Teacher	Marisa Baeli	\$4,900	Paid as part of the PEEA funding
School Security/Safety	Skye Patete	\$3,300	

**P/P - 06** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, appoints Eileen Feuss as a paraprofessional staff member, in a position represented by the Ogdensburg Education Association, for the 2021-2022 school year. The 21-22 Hourly rate is \$16.24. Part time schedule to be determined. (New personnel employment appointments are contingent upon the required state and federal criminal history background checks - in accordance with N.J.S.A. CH 116, P.L. 1986 - and completion of required employee paperwork, including pre-employment verification).

**P/P - 07** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts with regret the resignation request of Shannon Rasmussen (last day is 11/10/2021).

**P/P - 08** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts with regret the resignation request of Cynthia Hamilton (last day is 12/13/2021).

**P/P - 09** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts and adopts the attached Safe Routes to School Policy for New Jersey School Districts. The district will incorporate the Safe Routes to School Policy into their Student and Parent Handbooks and "This Safe Routes to School Policy is hereby incorporated into District's School Wellness Policy.

**P/P - 10** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, appoints Krysten Bifano as the Child Study Team Secretary for the remainder of 2021-2022 school year. Salary is \$42,000 per year and the yearly salary will be prorated to the start date of 2/1/2022. (New personnel employment appointments are contingent upon the required state and federal criminal

history background checks - in accordance with N.J.S.A. CH 116, P.L. 1986 - and completion of required employee paperwork, including pre-employment verification).

AYE: Ms. Corban, Ms. Walsh (abstained from PP 02), Ms. Donegan, Mr. Conklin, Ms. Schinn  
ABSENT: Ms. Lamonica, Mr. Donegan

## **FACILITIES/FINANCE**

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

**F/F – 01** RESOLVED, that the Ogdensburg Board of Education approves the October 2021 Check Register for checks from 016193 through 040043 for a total of \$603,110.63

**F/F – 02** RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of September 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 September 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 September 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 the attached Use of School Facilities for the following organization for the 2021-2022 school year:

- 8TH Grade Parents / PTO Fundraising (tentative dates and activities attached)

**F/F – 06** RESOLVED, that the Ogdensburg Board of Education approves the attached Comprehensive Maintenance Plan with direction for the 2022/23 School Year budget and implementation plans for the 2021/22 School Year, and furthermore,

**F/F – 07** RESOLVED, that the Ogdensburg Board of Education approves the Annual Maintenance Budget Amount Worksheet (Form M-1), covering the facilities activities recommended for the 2021/22 budget year and highlights of the 2020/2021 and 2022/2023 school years. (Attached)

**F/F - 08** RESOLVED, that the Ogdensburg Board of Education approves Student #S2088 to attend the Morris-Union Jointure for the 2021-2022 school year at a cost of \$97,866 for 180 days inclusive of any needed services, plus transportation.

**F/F - 09** RESOLVED, that the Ogdensburg Board of Education approves the Third Quarter (ending Sept 2021) check register balance for the following checking accounts:

Activities	\$28,316.11
Athletics	\$1,988.24
Cafeteria	\$3,706.68
Unemployment	\$77,217.63

**F/F - 10** Motion to approve \$23,476 in Extraordinary Aid from 2020-2021 and apply those funds to the 2021-2022 budget.

**F/F - 11** RESOLVED, that the Ogdensburg Board of Education accepts the Comprehensive Annual Financial Report (CAFR) for school year ending June 30, 2021 as presented by Ms. Heidi Wohlleb from Nisivoccia & Company LLP in draft form with final report received on November 2, 2021.

**F/F - 12** RESOLVED, that the Ogdensburg Board of Education approves The Corrective Action Plan for school year ending June 30, 2021 as follows:

CORRECTIVE ACTION PLAN

<b>Recommendation Number</b>	<b>Corrective Action Required by The Board</b>	<b>Method of Implementation</b>	<b>Person Responsible for Implementation</b>	<b>Planned Completion Date of Implementation</b>
2	Make sure to have all require signatures on purchase orders prior to the release of funds	Checking purchase orders	BA	21-22 school year
10	Status of prior year's findings	Prior year recommendation was resolved	BA	20-21 school year

**F/F -13** Withdrawal of Funds from the Maintenance Reserve Account  
 RESOLVED, that the Ogdensburg Board of Education, per N.J.A.C. 6A:23A-14.2, approves the withdrawal of funds in the amount of \$10,000 from the Maintenance Reserve Account to be used in General Fund Account 11- 000-261-420-00-000 for the purpose of funding repair work to a pump in the boiler room, thermostats in the downstairs bathrooms and replacement of a motor in the fan room.

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

**OPEN SESSION #2**

Mr. Conklin mentioned that he attended the Mine Tour with his family, and it was great.

**EXECUTIVE SESSION**

N/A

**OTHER BOARD BUSINESS –**

**ADJOURN**

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

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

Respectfully submitted,

Rich Rennie  
Board Secretary