

OGDENSBURG BOROUGH BOARD OF EDUCATION
Minutes: April 5, 2022

The Regular Session of the Ogdensburg Board of Education is called to order at 6:31 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, Mr. Donegan, Mr. Mortensen, Mr. Conklin, Ms. Schinn

ABSENT: Ms. Allen

Superintendent/Principal, David Astor
Business Administrator, Rich Rennie

PRESENTATIONS:

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 (tentatively scheduled to open around Feb 1st and we'll have 30 days from that point to complete).

Superintendent Evaluation tool should open (or open soon) on NJSBA.org

Personnel/Program: N/A

Facilities/Finance: N/A

ADMINISTRATIVE REPORTS

Drills for the previous month:

Fire Drill: 3/16

Evacuation Drill: 3/7

Van/Bus evacuation:

HIB Report: 0

CORRESPONDENCE

- **COR 01:** Letter from Mrs. Egan to Mr. Astor and the Ogdensburg BOE dated 3/28/2022
- **COR 02:** Letter from Ms. Lisa Kevins, informing the District of her decision to resign
- **COR 03:** Letter from Mr. Alex Kays, informing the District of his decision to resign
- **COR 04:** Letter from Richard Gandarinho, ORA Basketball Director

BOARD BUSINESS

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

BB 01: Approval of Minutes: March 15, 2022 Meeting

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

ABSENT: Ms. Allen

PERSONNEL/PROGRAM

MOTION presented by Ms. Corban and seconded by Mr. Dongean 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 2022 as presented on April 5, 2022 with Board options to affirm, reject or modify the report.

P/P – 02 Second reading and adoption of the following District Policies & Regulations from Alert 226:

- P 2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)
- P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
- P 2451 Adult High School (M) (Revised)
- R 2460.30 Additional/Compensatory Special Education and Related Services (M) (New)
- P 2622 Student Assessment (M) (Revised)
- R 2622 Student Assessment (M) (New)
- P 3233 Political Activities (Revised)
- P 5460 High School Graduation (M) (Revised)
- P 5541 Anti-Hazing (M) (New)
- P 7540 Joint Use of Facilities (Revised)
- P & R 8465 Bias Crimes and Bias-Related Acts (M) (Revised)
- P 9560 Administration of School Surveys (M) (Revised)

P/P – 03 Second reading and adoption of the following District Policies & Regulations from Alert 225:

- P & R 5751 Sexual Harassment of Students (M) (Revised)
- P 1648.14 SAFETY PLAN FOR HEALTHCARE SETTINGS SCHOOL BUILDINGS – COVID-19 (NEW)

P/P -04 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the hiring of Bernice Colefield as an Interim Administrative Supervisor. Ms. Colefield will be cleared to work from April 06, 2022 through June 30, 2022 at a per diem rate of \$400.00 (currently estimated not to exceed a school year total payment of \$7,000). Note: Updated for new per diem rate.

P/P – 05 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approve the following request for professional development for Mr. Rich Rennie: NJASBO Annual Conference (June 7, 8, 9, and 10, 2022) in Atlantic City, NJ. Total estimated cost: \$711.00

P/P - 06 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Robin Smith as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (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, approves the appointment of Matt Matrisciano as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (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 - 08 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Robert McBair as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (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 -08 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Allison Murphy as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (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 - 10 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Hannah Macaluso- Green as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (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 - 11 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Mia Pulido as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (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 – 12 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the following Maternity Leave as listed below:

- Name: Skye Egan
- Estimated leave date: June 12, 2022
- Estimated return: January 3, 2023

Letter from the employee is attached. Employee will be placed on a Federal family medical leave of absence using accumulated sick days, with benefits, after which the employee will be placed on a leave of absence under the Federal and State family leave acts, subject to modifications as may be necessary with medical documentation, ending on or about January 3, 2023.

P/P - 13 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the amended 2021-2022 school calendar for the remainder of this school year as follows:

- June 13th- 1/2 day, Field Day
- June 14th- 1/2 day, Field Day Raindate
- June 15th- 1/2 day, Graduation - 7pm

- June 16th- 1/2 day, Last day of school

P/P -14 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts with regret the resignation request of Lisa Kevins effective immediately.

P/P -15 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts with regret the resignation request of Alex Kays (last day will be 4/14/22).

P/P – 16 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the trip(s) for the 2021-2022 school year:

Ms. Hunter / Kindergarten	Space Farms	May 13, 2022 (Rain Date: May 20th)
Ms. Stagg / MD Class	CBI / Walmart Project Self Sufficiency and Bubbakoo Burrito (Sparta)	April 13, 2022

P/P – 17 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Jim Cody as a substitute custodian for the 2021/2022 school year at the hourly rate of \$13.86. (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 – 18 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Jamie Maldonado as a substitute custodian for the 2021/2022 school year at the hourly rate of \$13.86. (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 (abstain: P/P 03), Mr. Donegan, Mr. Mortensen, Mr. Conklin, Ms. Schinn
 ABSENT: Ms. Allen

FACILITIES/FINANCE

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

F/F – 01 RESOLVED, that the Ogdensburg Board of Education approves the attached March 2022 Check Register for checks from 016529 through 040069 for a total of \$517,614.12

F/F – 02 RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of February 2022 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 2022.

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 2022, 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:

- Wallkill Valley Girls Recreation Softball League (outside field)

F/F – 06 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 2022/2023 School Year (beginning on July 1, 2022 and ending on June 30, 2023) 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 \$8,205.97.

The management fee shall be payable in monthly installments of \$820.59 per month commencing on September 1, 2022 and ending on June 30, 2023.

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 breakeven.

F/F – 07

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 22-23 school year.

F/F - 08

Withdrawal of Funds from the Capital Reserve Account

RESOLVED, that the Ogdensburg Board of Education, per N.J.A.C. 6A:23A-14.1, approves the withdrawal of funds in the amount of \$20,000 from the Capital Reserve Account to be used in the capital outlay fund (Account 12-000-400-931) for the purpose of paying for pre-development / pre-application professional services rendered by PSA for the roofing upgrades at the Ogdensburg Elementary School. Projects are part of the 2022 - 2023 budget submitted to the County Office.

F/F – 09 RESOLVED, that the Ogdensburg Board of Education, approves the attached 22-23 school year dates for the Use of School Facilities for the Ogdensburg Recreation Association.

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

ABSENT: Ms. Allen

OPEN SESSION #2

Ms. Cooke mentioned successful PD in the district about mindfulness and being in the moment.

EXECUTIVE SESSION

MOTION presented by Mr. Donegan, and seconded by Ms. Corban to accept the following declaration of Executive Session as presented @ 6:41 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: District Legal Matter, no action to be taken

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

ABSENT: Ms. Allen

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 6:57 p.m.

OTHER BOARD BUSINESS –

ADJOURN

MOTION presented by Mr Donegan, and seconded by Ms. Corban that the Ogdensburg Board of Education adjourn at 6:58 p.m.

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

ABSENT: Ms. Allen

Respectfully submitted,

Rich Rennie
Board Secretary