

OGDENSBURG BOROUGH BOARD OF EDUCATION

December 6, 2022 Agenda

6:30 p.m. Regular Session

The Regular Session of the Ogdensburg Board of Education is called to order at _____ p.m.

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. Allen _____
Mr. Donegan _____	Mr. Conklin _____	Ms. Schinn _____
Mr. Mortensen _____		

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

PRESENTATION(S)

- Honor Roll Presentation
- Ms. Heidi Wohleb, Partner Nisivoccia LLP - 2021/2022 Comprehensive Annual Financial Report

OPEN SESSION #1

COMMITTEE REPORTS/DISCUSSIONS

Board Business:

- The November 2022 BOE election results have been calculated for the Ogdensburg Board of Education:

(3-year term): Ms. Heather Shinn
(3-year term): Mr. Daniel Mortensen
(2-year term): Ms. Alyssa Allen
(1-year term): Mr. Lazaro Menendez

We are planning to have the school's **reorganization meeting on January 3rd 2023 at 5:30 pm**, and all members of the community are welcomed. Because we need to have the reorganization meeting within the week of the New Year, we would like to announce a 'snow date' of January 5th.

Reminder to all Board members of Mandated Training (which can be taken online):

Governance I: New Board Members New Board Member Orientation Conference

Governance II: Finance take by board members during 1st Term, 2nd full year of service

Governance III: Student Achievement take by board members during 1st Term, 3rd full year of service

Governance IV: Legal Update take by re-elected/reappointed board members in the first year of any succeeding term

Personnel/Program:

Facilities/Finance:

ADMINISTRATIVE REPORTS:

Drills for the previous month:

- Fire Drill: 11/28/2022
- Security Drill/Meeting: 11/21/2022
- Bus Evacuation Drill: none (only twice per year)

HIB report for month of November: 0

Student Recognition: Ava Seebach (Christmas Tree)

Ms Cooper / DonorsChoose. Our science program will be receiving science skill books from Amazon and \$100.00 worth of activities from Teachers Pay Teachers

Ogdensburg FBLA students will be participating at the Wallkill Valley Breakfast with Santa alongside the high school chapter of FBLA. This opportunity will bring together middle schoolers and high schoolers to give young children and families a fun and festive morning.

Our students are requested to attend between 7:30-10am to help set up and help run a successful breakfast. Parents will be responsible for dropping off and picking up students at the designated times. Permission slips will be sent home.

Mrs. Gunderman and Miss Winton are looking forward to a strong partnership between schools.

CORRESPONDENCE:

COR 01: Correspondence from Brielle Hillbert (12/1/22), informing the District of her decision to resign

BOARD BUSINESS

MOTION presented by _____ and seconded by _____ to approve:

BB 01: Approval of Minutes: November 1, 2022 Regular Meeting

BB 02: RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the attached submission of the required 6 month updates to the ARP Safe Return Plan. Updates will be sent in via EWEG and posted on the district website.

Ms. Corban	_____	Ms. Walsh	_____	Ms. Allen	_____
Mr. Donegan	_____	Mr. Conklin	_____	Ms. Schinn	_____
Mr. Mortensen	_____				

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 November 2022 as presented on December 6, 2022 with Board options to affirm, reject or modify the report.

P/P – 02 Second Reading and Adoption of the following District Regulation; R 3270 LESSON PLANS AND PLAN BOOKS

P/P - 03 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Brian Sutherland as a substitute teacher for the 2022-2023 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 Melissa Biasi as a substitute teacher for the 2022-2023 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 following Curriculum (all curriculum can be found on OBBOE.org / Board of Education / Curriculum): OBSD ESL Curriculum

P/P – 06 RESOLVED that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the attached Annual Custodial/Maintenance Evaluation form

P/P - 07 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent/Principal, appoints the following stipend positions for the 2022-23 school year.

Position	Name	Salary	Remarks
Athletic Game Coordinator	Lauren Conklin	\$43	Per event
Athletic Game Coordinator	Krysten Bifano	\$43	Per event

P/P – 08 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, appoints the following staff members in positions which are represented by the Ogdensburg Education Association, for the 2022-2023 school year. Part time schedules to be determined:

<u>Last</u>	<u>First</u>	<u>Position</u>	<u>Hourly Rate</u>
Audet	Conrad	Custodian	Part-Time (\$19.76)

P/P – 09 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Robert Blair as a substitute custodian for the 2022/2023 school year at the hourly rate of \$15.00 per hour (part time schedule, as needed basis). Hire 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 Brian Sutherland as a substitute custodian for the 2022/2023 school year at the hourly rate of \$15.00 per hour (part time schedule, as needed basis). Hire 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, appoints the following para-professional staff members in positions which are represented by the Ogdensburg Education Association, for the 2022-2023 school year. Part time schedules to be determined:

<u>Last</u>	<u>First</u>	<u>Position</u>	<u>Hourly Rate</u>
Grotsky	JoAnn	Part-Time Aide	\$16.71

P/P - 12 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent/Principal, appoints the following stipend positions for the 2022-23 school year

3rd & 4th Grade Morning Extra Help	Maegan Olsen	\$34	Max 30 Hours
3rd & 4th Grade Morning Extra Help	Ashley Kratzsch	\$34	Max 30 Hours
3rd & 4th Grade Morning Extra Help	Theresa Nahrwold	\$34	Max 30 Hours

P/P - 13 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Melissa Radke as a substitute teacher for the 2022-2023 school year at the rate of \$100.00 per day.

P/P - 14 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Nikki Geene as a substitute teacher for the 2022-2023 school year at the rate of \$100.00 per day.

P/P - 15 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Ana Concepcion as a substitute teacher for the 2022-2023 school year at the rate of \$100.00 per day.

P/P - 16 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the operation of the Special Olympics/Unified Club for the 2022-23 school year.

P/P - 17 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts with regret the resignation request of Brielle Hilbert effective 12/23/2022.

P/P – 18 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approve the following trip(s) for the 2022-2023 school year:

Third Grade Class (Ms. Olsen)	Sussex County Fairgrounds with local 4H	May 30, 2023
-------------------------------	--	--------------

P/P – 19 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Trevor Reilly as a substitute custodian for the 2022/2023 school year at the hourly rate of \$15.00 per hour (part time schedule, as needed basis). Hire 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.

Ms. Corban _____ Ms. Walsh _____ Ms. Allen _____
Mr. Donegan _____ Mr. Conklin _____ Ms. Schinn _____
Mr. Mortensen _____

FACILITIES/FINANCE

MOTION presented by _____ and seconded by _____ to approve:

F/F – 01 RESOLVED, that the Ogdensburg Board of Education approves the attached updated November 2022 Check Register for checks from 017062 through 040104 for a total of \$561,429.05

F/F – 02 RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of October 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 October 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 October 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 submission of the 2023-2024 Annual Preschool Operational Plan Update 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 application submission for the program listed above.

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 of the agreement and approves the execution of the agreement.

F/F - 06 Approve the following Resolution for Counseling Services and licenced clinicians:

WHEREAS, there exists a need for professional services in the specific area(s) of Counseling, risk assessments and licenced clinicians , for the 2022-2023 school year,
and WHEREAS, funds are available for this purpose, and WHEREAS, the Public School Contracts Law (NJSA 18A:18A-1 et seq.) permits the award of contracts without competitive bids for Professional Services that require licensing and are regulated by law,
and WHEREAS, the Public School Contracts Law requires that the Board of Education adopt a resolution awarding such contracts at a public meeting.

Now Be It Resolved, by the Ogdensburg Board of Education, as follows:

1. The appointment of Lakeside Counseling Associates, LLC 350 Sparta Ave, Sparta, NJ 07871
2. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Public School Contracts Law because Legal Services are a recognized profession licensed and regulated by law.

- Risk Assessments conducted at Lakeside location (scheduled for same day or within 24 hours): \$175
- Initial Intakes for treatment conducted at Lakeside location: \$150
- Follow-up sessions for treatment conducted at Lakeside location (45 minutes): \$100
- Group therapy sessions conducted at Lakeside location (60 minutes+): \$50
- "Strategies to Stress Less: Part One- The Foundation"

Four scheduled in-service presentations conducted in person at Ogdensburg School location. Each date is invoiced at \$750 per presentation totaling \$3,000. More information regarding this service can be provided by requesting a mutual time for phone consultation.

F/F – 07 RESOLVED, that the Ogdensburg Board of Education approves the list of recommended Long Range Facilities projects (attached: dated December 2022).

F/F - 08 RESOLVED, that the Ogdensburg Board of Education approves the disposal of the following nonoperative / non-functioning equipment: Copier, fixed asset # 000463

F/F – 09 RESOLVED, that the Ogdensburg Board of Education, approves the Use of School Facilities for The Sussex County Stars Softball for the 2022-2023 school year.

F/F – 10 RESOLVED, that the Ogdensburg Board of Education accepts the Comprehensive Annual Financial Report (CAFR) for school year ending June 30, 2022 as presented by Ms. Heidi Wohlleb from Nisivoccia & Company LLP in draft form with final report received on December 6, 2022.

F/F - 11 RESOLVED, that the Ogdensburg Board of Education approves The Corrective Action Plan for school year ending June 30, 2022 as follows: N/A

Ms. Corban _____
Mr. Donegan _____
Mr. Mortensen _____

Ms. Walsh _____
Mr. Conklin _____

Ms. Allen _____
Ms. Schinn _____

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 _____
Mr. Donegan _____
Mr. Mortensen _____

Ms. Walsh _____
Mr. Conklin _____

Ms. Allen _____
Ms. Schinn _____

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. Allen	_____
Mr. Donegan	_____	Mr. Conklin	_____	Ms. Schinn	_____
Mr. Mortensen	_____				

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. Allen	_____
Mr. Donegan	_____	Mr. Conklin	_____	Ms. Schinn	_____
Mr. Mortensen	_____				