

# **OGDENSBURG BOROUGH BOARD OF EDUCATION**

## **Minutes: July 25, 2023**

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, Mr. Mortensen, Ms. Walsh, Ms. Allen, Mr. Donegan

ABSENT: Mr. Menendez, Ms. Shinn

Superintendent/Principal, David Astor

Board Secretary, Rich Rennie

### **PRESENTATION(S):**

N/A

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

Mrs. Cooper came to address the BOE

### **COMMITTEE REPORTS/DISCUSSIONS**

#### **Board Business:**

School Board petitions: for any Ogdensburg resident planning on running for a seat on the Ogdensburg BOE; petitions are due to the County Clerk no later than July 31st. NJ School Board workshop: October 23-26th in Atlantic City. Please let Mr. Astor and Mr. Rennie know if you plan on attending.

**Personnel/Program:** N/A

**Facilities/Finance:** N/A

## **ADMINISTRATIVE REPORTS:**

### **Drills for the previous month:**

- Fire Drill: 6/8/23 and 7/19/23
- Evacuation Drill: 6/9/23
- Van / Bus evacuation:

Administrative update: weather issues / damage, ESY, STEM programming, Membership for Sussex County Chamber of Commerce (JR FBLA), Applications due 7/31 for anyone interested in running for school board seat.

**HIB REPORT** *All policies and procedures have been followed and met; the May report is based on the recommendation of the Superintendent.*

HIB's for the previous month:

- 1 substantiated HIB with 2 offenders
- 1 substantiated HIB with 1 offender

## **CORRESPONDENCE:**

- **COR 01:** Letter from NJ School Boards congratulating Ms. Walsh on 10 years of service
- **COR 02:** Thank you note from Logan Quinn (regarding Math Award)

## **BOARD BUSINESS**

MOTION presented by Ms. Corban and seconded by Ms. Allen to approve:

**BB 01:** Approval of Regular Meeting Minutes: June 6, 2023 Meeting

**BB 02:** Approval of Executive Meeting Minutes: June 6, 2023 Meeting

**BB 03:** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the submission of the attached "Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials". The Memorandum of Agreement is between Ogdensburg Elementary School and the Ogdensburg Police Department And, and will be sent to the Executive Superintendent of Sussex County. The agreement is required in N.J.A.C. 6A:16-62(b)13-15; which states the mutual concern and commitment to students, and to the level of cooperation and understanding described in this agreement, the Chief School Administrator, Chief of Police and President of the Board of Education do hereby affirm and agree by the standards, procedures, principles and policies set forth in this document with their signatures. (Attached)

AYE: Ms. Corban, Mr. Mortensen, Ms. Walsh, Ms. Allen, Mr. Donegan

ABSENT: Mr. Menendez, Ms. Shinn

## **PERSONNEL/PROGRAM**

MOTION presented by Ms. Corban and seconded by Mr. 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 June 2023 as presented on July 5, 2023 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 following 2023 summer custodian(s) to be called for work as needed: Patrick Garofano, Ethan Teevan

**P/P - 03** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts the attached “Student Safety Data System (SSDS)” summary report for the 22-23 school year.

**P/P – 04** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, appoints Earl Hornyak as custodian in charge with the annual stipend of \$1,680 to be paid in two installments, November 15th and May 15<sup>th</sup> for the 2023-2024 School Year.

**P/P – 05** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the following community based instruction trip(s):

### **COMMUNITY BASED INSTRUCTION**

Ms. Stagg’s Class will be going to the following locations, as part of the Community Based Instruction Program.

Turkey Brook Park Splash Pad, Mount Olive, NJ

Rockaway AMC Cinemas, Rockaway, NJ

Tranquility Farms, Green Township, NJ

Angelo’s Diner, Franklin, NJ

Trips are scheduled for Wednesdays during our ESY program. The students will be transported in the Ogdensburg School van.

**P/P - 06** RESOLVED, that the Ogdensburg Board of Education, upon recommendation of the Superintendent, approves the rate of \$18.00 per hour for any certified driver who is board approved to be a school bus driver for the Ogdensburg BOE during the 2023-2024 school year (to qualify for the hourly rate, drivers must be transporting children and have a valid license to operate a school bus in N.J).

**P/P - 07** RESOLVED, that the Ogdensburg Board of Education, reviews and annually re-approves district policy 8505 “Wellness Policy / Nutrient Standards for Meals and Foods” (no updates made)

**P/P – 08** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approve the following request for professional development form Michele Block: Annual School Health Conference in Somerset Park, NJ (October 11, 2023). Total estimated cost: \$215.00

**P/P – 09** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approve the following request for professional development form Brittney Zagleski; Adventure Curriculum for PE (July 24-25). Total estimated cost: \$369.00

**P/P – 10** RESOLVED that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the attached Technology Plan (Dates: Sept 5, 2023 - June 30, 2024 )

**P/P – 11** RESOLVED that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the attached Acceptable Use Policies (for both staff and students)

**P/P – 12** RESOLVED that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the attached 23-24 Professional Development Plan

**P/P – 13** RESOLVED that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the attached 23-24 Virtual / Remote Instruction Plan.

**P/P - 14** 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 for the 23-24 school year at a per diem rate of \$420.00 (currently estimated not to exceed 17 days, or \$7,140)

**P/P - 15** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Megan Murphy as a substitute teacher for the 2023-2024 school year at the rate of \$120.00 per day.

**P/P – 16** RESOLVED that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the attached 2023 Membership Application for the Sussex County Chamber of Commerce. Total cost of \$304.00

**P/P – 17** RESOLVED that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, readopts the attached 21-24 Mentoring Plan.

AYE: Ms. Corban, Mr. Mortensen, Ms. Walsh, Ms. Allen, Mr. Donegan

ABSENT: Mr. Menendez, Ms. Shinn

## **FACILITIES/FINANCE**

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

**F/F – 01** RESOLVED, that the Ogdensburg Board of Education approves the attached June 2023 Check Register for checks from 017448 through 040135 for a total of \$549,371.89

**F/F – 02** RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of May 2023 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 May 2023.

**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 May 2023, 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 partial check register for July 2023 (through July 19th) for checks from 017404 through 040137 for a total of \$173,801.25

**F/F – 06** RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of June 2023 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 - 07** RESOLVED that the Ogdensburg Board of Education accepts the Board Secretary's and Treasurer's monthly financial reports for June 2023.

**F/F – 08** 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 June 2023, 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 – 09** RESOLVED, that the Ogdensburg Board of Education, approves the Use of School Facilities for the PTO for the 23-24 school year:

Pto meetings 7pm

September 19

November 28

January 23

March 19

May 21

Pto activity nights

September 29

October 27

November 17

December 15

January 26

February 16

March 15

April 12

May 17

June 7

Breakfast with Santa December 16

Breakfast with the bunny March 23

**F/F – 10** RESOLVED, that the Ogdensburg Board of Education, approves the attached Special Education Tuition Contract Agreement between the Hamburg BOE and Ogdensburg BOE for the education of student K.R. (State ID number #2136244565) for the 23-24 school year.

**F/F – 11** RESOLUTION to Approve Joint Transportation Agreement with Hamburg School District for 2023/2024.

RESOLVED, that the Ogdensburg Board of Education, approves the attached joint transportation agreement with the Hamburg BOE in an amount not to exceed a total of \$6,500 for the 23-24 school year.

The Ogdensburg BOE will provide special services transportation from Hamburg to Ogdensburg for student (State ID number #2136244565) for the 23/24 school year.

**F/F – 12** RESOLVED, that the Ogdensburg Board of Education accepts the IDEA, Basic Grant Funds for the 203-2024 school year and IDEA Preschool Grant Funds as follows:

IDEA Basic

100-100	Salaries:	\$13,000
100-600	Supplies:	\$3,000

200-100	Salaries	\$6,480
200-200	Benefits	\$7,680
200-300	OT/PT	\$57,446
200-400	Services:	1,000
	Total:	\$88,606

## IDEA Preschool

200-300	OT/PT:	\$3,868
	Total:	\$3,868

Note: A portion of Gail Stagg's salary will be offset with IDEA funding.

**F/F – 13** RESOLVED, that the Ogdensburg Board of Education accepts the ESEA Grant funds for the 2023-2024 school year as follows:

## Title I-A

100-100	Instruction Salary:	\$14,948
200-200	Benefits:	\$9,567
200-800	Other Objects	\$1
	Total:	\$24,516

## Title II-A

200-300	Prof & Tech Services:	\$2,500
200-600	Supplies & Materials:	\$1,027
	Total:	\$3,527

## Title IV-A

200-300	Prof & Tech Services:	\$3,840
200-400	Instructional Supplies:	\$1,000
200-600	Instructional Supplies:	\$7,000

Total: \$10,000

Note: A portion of Marisa Baeli's salary will be offset with Title 1 funding.

**F/F - 14** RESOLVED, that the Ogdensburg Board of Education approves the Second Quarter (ending June 30, 2023) balance for the following checking accounts:

- Activities: \$31,370.35
- Athletics: \$1,775.40
- Scholarship \$60,000.38
- Cafeteria: \$52,237.57
- Unemployment: \$84,829.36

AYE: Ms. Corban, Mr. Mortensen, Ms. Walsh, Ms. Allen, Mr. Donegan

ABSENT: Mr. Menendez, Ms. Shinn

**OPEN SESSION #2:**

N/A

**EXECUTIVE SESSION: N/A**

**OTHER BOARD BUSINESS: N/A**

**ADJOURN**

MOTION presented by Ms. Corban, and seconded by Ms. Allen that the Ogdensburg Board of Education adjourned at 6:50 p.m.

AYE: Ms. Corban, Mr. Mortensen, Ms. Walsh, Ms. Allen, Mr. Donegan

ABSENT: Mr. Menendez, Ms. Shinn

Respectfully submitted,

Rich Rennie  
Board Secretary