

OGDENSBURG BOROUGH BOARD OF EDUCATION
Minutes: February 6, 2024

The Regular Session of the Ogdensburg Board of Education is called to order at 6:30 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

SCHOOL ELECTION RESULTS – from November 2023

Mr. Richard Rennie, Business Administrator/Board Secretary, will give the Oath of Office to the following new and incumbent board members: Oaths duly sworn and Code of Ethics affirmed by re-elected and current members:

- Ms. Allen (Code of Ethics only)

ROLL CALL:

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

ABSENT: Mr. Mendendez

Superintendent/Principal, David Astor

Board Secretary, Rich Rennie

PRESENTATION(S):

Honor Roll - cafeteria

OPEN SESSION #1:

Ms. Cook talked about some of the great work Ogdensburg's art teaching is doing (including a display at the Vernon library). Students working on the newspaper doing great and volunteering time during their recess

breaks to work on articles. She also provided an updated on two 7th graders from the school paper who went to the mine to conduct interviews and meet the president of the mine.

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. Information will be coming soon, due by April 2024

Superintendent Evaluation tool should be open soon on NJSBA.org

Personnel/Program: N/A - committees formed / approved this meeting

Facilities/Finance: N/A - committees formed / approved this meeting

ADMINISTRATIVE REPORTS:

Teachers have submitted 24-25 budget requests. Admin discussions are ongoing: Factors being considered include: projected enrollment, curriculum /programs, classroom sizes, State Aid, staffing and salaries (CBA), and reserve accounts. Gov Budget Address is currently scheduled for Tuesday February 27th, State Aid information should be available by Thursday February 29th.

District received the second payment application certified by the PSA (architect) for the Window ongoing project. ARP ESSER Funds will now be requested to reimburse the district for the updates to the windows in the old building and in the newer building. Total reimbursement request for ARP ESSER will be \$243,258

Newspaper (Mine)

Will be posting information (and positions) for the archery club

Drills for the previous month:

- Fire Drill: 1/29/24
- Security Drill: 1/18/244
- Van / Bus evacuation:

Donations:

- Sterling Hill Mine for the very generous donation (\$16,428) to the 8th grade class trip
- Anonymous donor who contributed (\$600) to the 6th grade class trip
- Ms Cooke who kindly donated a television for the staff lounge

CORRESPONDENCE:

EDUCATIONAL FACILITIES CONSTRUCTION AND FINANCING ACT SECTION 15 GRANT AGREEMENT OFFER LETTER.

- Project Description: HVAC System upgrades
- Detailed Project Scope.
- DOE Project #: 3840-050-23-R501
- SDA Project #: 3840-050-23-G5PA
- Grant #: G5-6794
- Total Project Cost: \$562,700
- Grant Amount: \$225,080

BOARD BUSINESS

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

BB 01: Approval of Reorganization Meeting Minutes: January 2, 2024 Meeting and Approval of Regular Meeting Minutes: January 2, 2024 Meeting

BB 02: RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the attached Budget Calendar and Dates for 2024 School Election & Budget Procedures for Type II districts with November Elections

BB 03: RESOLVED that the Ogdensburg Board of Education approves the attached standard operating procedures and internal controls. The SOP manual will be maintained in the business office and continue to be updated with additional/updated information when necessary.

BB 04: Appointments and Delegates

a. Appointment, by the President, of delegate and alternates to the New Jersey and Sussex County School Board Associations:

Delegate Mr. Donegan
State/County Alternate Ms. Corban

b. Appointment, by the President, of a Member and one alternate to the Sussex County Educational Services Commission Board of Directors:

Member Ms. Schinn

Alternate Mr. Mortensen

c. Appointment, by the President, of a Member and one alternate to the New Jersey School Board Legislative Delegate:

Member Mr. Mortensen

Alternate Ms. Walsh

d. Appointment, by the President, Board members to serve a one-year term on following Board standing committees:

Personnel/Program: Ms. Corban, Ms. Walsh, Ms. Schinn

Facilities / Finance: Mr. Mortensen, Ms. Allen, Mr. Menendez

Negotiations: Ms. Corban, Ms. Walsh, Ms. Schinn

Ad Hoc Committee: Mr. Donegan

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

ABSENT: Mr. Mendendez

PERSONNEL/PROGRAM

MOTION presented by Mr. Donegan and seconded by Ms. Shinn 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 January 2024 as presented on February 6, 2024 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 updated 23-24 Professional Development Plan (attached)

P/P – 03 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the rate listed below for substitute custodians starting (and retroactive) January 1st 2024: Substitute Custodian: \$15.25 per hour

P/P - 04 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Samantha Opilla as a substitute teacher for the 2023-2024 school year at the rate of \$120.00 per day. 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 – 05 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts the donation of \$16,428 from the Sterling Hill Mine (to be used to support class trips for the 8th grade). The Ogdensburg BOE appreciates the generosity of the Sterling Mine and is thankful for the donation.

P/P – 06 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts the donation of \$600 from an anonymous donor (to be used to support class trips for the 6th grade). The Ogdensburg BOE appreciates the generosity of this donor and is thankful for the donation.

P/P – 07 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the attached SSDS (Student Safety Data System) Report from the first half of the school year (July 1, 2023 - December 31, 2023). Attached.

P/P - 08 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Michael Suhok as a substitute teacher for the 2023-2024 school year at the rate of \$120.00 per day. 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 – 09 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts a donation of a lightly used television from Ms. Cooke. The Ogdensburg BOE appreciates the generosity of Ms. Cooke and is thankful for the donation.

P/P –10 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approve the following request for professional development for Mr. Sean MacLeod: NJSBGA Expo (3/17/24 - 3/20/24) in Atlantic City, NJ. Total estimated cost: \$770.98

P/P – 11 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves submission to the Sussex County Executive Superintendent of Schools to waive the requirements for SEMI participation based on the evidence that the District will have 16 Medicaid eligible classified students for the FY 2025. FY 2025 Reimbursement Revenue Projection (based on 10/13/203 snapshot) is attached.

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

ABSENT: Mr. Mendendez

FACILITIES/FINANCE

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

F/F – 01 RESOLVED, that the Ogdensburg Board of Education approves the attached January 2024 Check Register for checks from 017984 through 040166 for a total of \$617,459.18

F/F – 02 RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of December 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 December 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 December 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 accepts the attached Monthly Transfer Report for the month of December 2023.

F/F – 06 RESOLVED, that the Ogdensburg Board of Education approves the following check register balances for fourth quarter (Dec 2023):

Activities Account	\$29,491.49
Athletics Account	\$4,203.01
Cafeteria Account	\$37,458.70
Unemployment	\$79,371.42

F/F – 07 RESOLVED, that the Ogdensburg Board of Education, approves the attached Use of School Facilities for Girls on The Run for the 2023-2024 school year (March 4th - May 31st)

F/F – 08 RESOLVED, that the Ogdensburg Board of Education, authorizes the execution and delivery of the following Grant Agreement:

- Project Description: HVAC System upgrades
- Detailed Project Scope.
- DOE Project #: 3840-050-23-R501
- SDA Project #: 3840-050-23-G5PA
- Grant #: G5-6794
- Total Project Cost: \$562,700
- Grant Amount: \$225,080

*Section 15 Grant Agreement Execution Submission Checklist is also attached.

F/F – 09 RESOLVED, that the Ogdensburg Board of Education, authorizes the Delegation of Authority to the School Business Administrator for supervision of the following School Facilities Project:

- Project Description: HVAC System upgrades
- Detailed Project Scope.
- DOE Project #: 3840-050-23-R501
- SDA Project #: 3840-050-23-G5PA
- Grant #: G5-6794
- Total Project Cost: \$562,700
- Grant Amount: \$225,080

F/F – 10 RESOLVED, that the Ogdensburg Board of Education, reviewed the attached Auditors Management Report (June 30, 2023) and the attached December 2023 Board Secretary Report which contains information on the Capital Reserve account (10-116 of attached Board Secretary Report). Capital Reserve Funds will be used to fund the “Local Share” of the Unit Ventilators project. (DOE Project #: 3840-050-23-R501) SDA Project #: 3840-050-23-G5PA

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

ABSENT: Mr. Mendendez

OPEN SESSION #2:

Ms. Cooke congratulated the new committee members and indicated that the Union is looking forward to beginning negotiations with the Board soon.

EXECUTIVE SESSION: N/A

OTHER BOARD BUSINESS: N/A

ADJOURN

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

The motion passed by voice vote of all members in attendance

Respectfully submitted,

Rich Rennie
Board Secretary