

# OGDENSBURG BOROUGH BOARD OF EDUCATION

**Minutes: April 9, 2024**

The Regular Session of the Ogdensburg Board of Education is called to order at 6:35 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: Mr. Mortensen, Mr. Donegan, Ms. Schinn, Ms. Allen

ABSENT: Ms. Walsh, Mr. Menendez

Superintendent/Principal, David Astor

Board Secretary, Rich Rennie

**PRESENTATION(S):**

N/A

**OPEN SESSION #1:**

N/A

**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.**

Board members should have received their PIN/Authorization code and an email regarding the filing of School Ethics Commission disclosure reporting requirements, as well as the timeline/deadline for the filing of the School Ethics/Financial Disclosure Statements.

The Ogdensburg Board of Education has a vacancy on the Board of Education to be filled by a resident of Ogdensburg Borough. Those eligible residents of Ogdensburg having an interest in filling the position shall send a letter providing information about themselves and summarizing their interest in the position. All letters must be received by 4:00 pm on Wednesday, May 1, 2024.

Superintendent Evaluation tool should be open soon on NJSBA.org

2024-2025 School Year Calendar

**Personnel/Program:**

New policies will be on upcoming Agenda  
SHIF indemnity and trust agreement resolution to renew

**Facilities/Finance:**

State Aid has been released, the Budget was discussed and reviewed. The Windows project has been completed, and the district will be using some of the capital reserve money budgeted for 24-25 to install fire doors.

**ADMINISTRATIVE REPORTS:**

**Drills for the previous month:**

- Fire drill- 3/12/24
- Evacuation drill- 3/18/24
- Van / Bus evacuation:

District is soliciting proposals for a Food Service Management Company. Proposals from any interested companies are due no later than April 23rd at 2pm.

Big thank you to Msl. Cooper for coordinating the event for students to watch the Eclipse. We are repurposing the glasses for others students to use in different parts of the country (thanks Ms. Hennion)

Thanks to Ms. Hennion for her efforts with the book fair, it was a huge success.

Tutoring is going well, thanks to Ms. Percey  
Students reports met standards for both English and Math

Would like to offer up a big thanks for the entire Ogdensburg Community to Ms. Corban who has served the community for many years. She was a tremendous asset to the district and she will be sorely missed.

Thanks to Ms. Hennion for the Easter Egg hung.

Thanks to Ms. Cooper for the Science Fair.

Thanks to Ms. Struble for her work on Facebook, with her updates keeping the community updated.

Thanks to all who participated in in the Social Media event (and ‘no tech Tuesdays’)

Ogdensburg received an anonymous donation of \$100 to help support district families who count on the school’s food service program. The donation is very much appreciated and will go to help support families in need.

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

HIB’s for the previous month: 0

**CORRESPONDENCE:**

- N/A

**BOARD BUSINESS**

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

**BB 01:** Approval of Minutes: March 5, 2024 Meeting

**BB 02:** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the updated 2024-2025 School Year Calendar.

OGDENSBURG SCHOOL DISTRICT						
Month	2024-2025 CALENDAR			Student Days	Teacher Days	
Aug	28-29	Wednesday-Thurs	Teacher- In service		2	
Aug	30	Friday	School Closed			
Sept	2	Monday	Labor Day - School/District Closed			
Sept	3-4	Tues- Wed	Early Dismissal	20	20	

Oct	14	Monday	School Closed - Teacher in service	22	23
Nov	7-8	Thurs- Fri	School Closed - NJEA Conference		
Nov	27	Wednesday	Early Dismissal - Thanksgiving		
Nov	28-29	Thur-Friday	School/District Closed-Thanksgiving	17	17
Dec	20	Friday	Early Dismissal - Winter Recess		
Dec	23-31	Monday- Tuesday	School/District Closed - Winter Recess	15	15
Jan	1	Wednesday	School Closed		
Jan	2	Thursday	School/District reopens	22	22
Jan	20	Monday	Early Dismissal - MLK Day		
Feb	17-18	Mon- Tues	School Closed - Pres. Day	18	18
March	10	Monday	Early Dismissal- Teacher In-Service	21	21
April	17	Thursday	Early Dismissal- Spring Recess		
April	18-25	Friday-Friday	School Closed/Spring Recess	16	16
May	26	Monday	School/District Closed - Memorial Day	21	21
June	12	Thursday	Tentative Last Day	9	9
June	17	Tuesday	Last Day with 3 Snow Days		
				<b>Total Days</b>	<b>181</b>
					<b>184</b>

**BB 03: Updated Appointment, by the President, Board members to serve a one-year term on following Board standing committees:**

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

AYE: Mr. Mortensen, Mr. Donegan, Ms. Schinn, Ms. Allen  
 ABSENT: Ms. Walsh, Mr. Menendez

**PERSONNEL/PROGRAM**

MOTION presented by Ms. Schinn and seconded by Ms.Allen 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 2024 as presented on April 9, 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, approve the following trip(s) for the 2023-2024 school year:

5th Grade Class Trip	Warterloo Village	Friday, April 19, 2024
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7th Grade Class Trip	Wallkill Valley Regional High School	Thursday, April 11, 2024
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**P/P – 03** 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 4-7, 2024) in Atlantic City, NJ. Total estimated cost: \$750

**P/P – 04** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, to approve the submission of an application to start a new LLD program. A new LLD (Language Learning Disabilities) program would support students who need more specialized instruction and support than the general education or resource center.

**P/P - 05** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent/Principal, appoints the following stipend positions for the 2023-2024 school year.

Position	Name	Salary	Remarks
Pass It Along	Shannon Percey	\$35	Max 30 Hours

**P/P - 06** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the amended 2023-2024 school calendar for the remainder of this school year as follows:

- June 12th- 1/2 day, Field Day
- June 13th- 1/2 day, Field Day Rain Date and Graduation
- June 14th - 1/2 day, Last Day, K Graduation

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

ABSENT: Ms. Walsh, Mr. Menendez

**FACILITIES/FINANCE**

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

**F/F – 01** RESOLVED, that the Ogdensburg Board of Education approves the attached March 2024 Check Register for checks from 018109 through 040174 for a total of \$539,805.92

**F/F – 02** RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of February 2024 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 2024

**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 2024, 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 February 2024.

**F/F – 06** Motion to approve participation in in the Joint Transportation Agreement for the 2024-2025 school year with the Sussex County Regional Cooperative (additional information attached)

**F/F – 07** 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.

**F/F – 08** RESOLVED, that the Ogdensburg Board of Education, approves the attached Use of School Facilities for the Men’s Basketball League & Basketball Clinic for the 2023-2024 school year.

**F/F – 09** RESOLVED, that the Ogdensburg Board of Education, approves the attached Use of School Facilities for ORA Spring Soccer for the 2023-2024 school year (use of Soccer Field, Saturday’s 8:00 am - 1:00 pm)

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

ABSENT: Ms. Walsh, Mr. Menendez

**OPEN SESSION #2:**

N/A

**EXECUTIVE SESSION: N/A**

**OTHER BOARD BUSINESS: N/A**

**ADJOURN**

MOTION presented by Mr. Donegan, and seconded by Ms. Allen that the Ogdensburg Board of Education adjourned at 6:46 p.m.

The motion passed by voice vote of all members in attendance

Respectfully submitted,

Rich Rennie  
Board Secretary