

OGDENSBURG BOROUGH BOARD OF EDUCATION

Minutes: December 3, 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

ROLL CALL:

AYE: Mr. Donegan, Ms. Schinn, Ms. Kondik, Mr. Gorsky, Mr. Menendez, Mr. Mortensen, Ms. Allen

ABSENT:

Superintendent/Principal, David Astor

Board Secretary, Ivana Gray

PRESENTATION(S):

- Honor Roll - cafeteria
- Audit Presentation - Ms. Heidi Wohlleb, Nisivoccia / Partner
- NJSLA Presentation - Ms. Egan

OPEN SESSION #1:

N/A

COMMITTEE REPORTS/DISCUSSIONS

Board Business:

The New Jersey *School Ethics Act, N.J.S.A. 18A:12-33, et seq.*, requires current school board members to complete a training course during each year of their first term of office and during the first year of any re-elective or re-appointive term as part of their school board member duties. To avoid an ethics violation, 2024 training needs to be completed by the end of December. Please check your email, or reach out to Mr. Rennie with any questions.

As a reminder, please complete your mandated training.

Governance I: New Board Members New Board Member Orientation Conference

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

Governance III: Student Achievement - 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

The November 2024 BOE election results have been calculated for the Ogdensburg Board of Education, congratulations to the following:

Brendan Donegan: 3-year-term

Alyssa Allen: (won as a write in candidate for 3 year term)

Casey Kondik: 2-year-term

Chris Gorsky: 2-year-term

We are planning to have the school's **reorganization meeting on Thursday January 2nd 2025 at 6:30 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 3rd at 5pm.

Personnel/Program:

N/A

Facilities/Finance:

N/A

ADMINISTRATIVE REPORTS:

Drills for the previous month:

- Fire drill: 11/18/24
- Security drill: 11/21/24
- Van / Bus evacuation: N/A
- Art show on Dec 17, 2024 at Wallkill Valley
- K-4 Christmas cards for troops
- Choice night: 11 students on waiting list
- BOE members judging hallway contest

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:

N/A

CORRESPONDENCE:

- **COR 01:** Letter from VFW / Chief George Lott (Ret) regarding the Veterans Day Ceremony
- **COR 02:** Maternity Leave letter from Brittney Zagleski

BOARD BUSINESS

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

BB 01: Approval of Minutes: November, 2024 Meeting

WHEREAS, the New Jersey Department of Education issued Instruction and Program, Fiscal Management, Governance, Operations, and Personnel accountability procedures through the New Jersey Quality Single Accountability Continuum (QSAC), and

WHEREAS, the Ogdensburg Board of Education has received from the Superintendent of Schools, the District Performance Review (DPR) in the areas of Instruction and Program, Fiscal Management, Governance, Operations, and Personnel,

NOW, THEREFORE, BE IT RESOLVED that the Ogdensburg Board of Education has reviewed the District Performance Review (DPR) and authorizes the Superintendent of Schools to submit the DPR for the 2024-2025 school year to the New Jersey Department of Education [Attachments].

AYE: Mr. Donegan, Ms. Schinn, Ms. Kondik, Mr. Gorsky, Mr. Menendez, Mr. Mortensen, Ms.

Allen

ABSENT:

PERSONNEL/PROGRAM

MOTION presented by Ms. Schinn and seconded by Mr. Gorsky 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 2024 as presented on December 3, 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 Amanda Zerulli as a substitute teacher for the 2024-2025 school year at the rate of \$120.00 per day.

P/P - 03 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Victoria French as a substitute teacher for the 2024-2025 school year at the rate of \$120.00 per day.

P/P – 04 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the following trip(s):

Grade(s)	Destination	Date(s)
3rd Grade	Education Day at Skylands Stadium	June 4, 2025
Student Council / Ms. Zagleski, Ms. Hunter	American Dream Water Park	June 3, 2024
2nd Grade	Sterling Hill Mining Museum	June 6, 2025
2nd Grade	Tranquility Farms	May 7, 2025

P/P – 05 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the following Maternity Leave as listed below:

- Name: Brittney Zagleski
- Estimated leave date: January 20, 2025
- Estimated return: April 15, 2025

Correspondence 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 around April 15, 2025.

AYE: Mr. Donegan, Ms. Schinn, Ms. Kondik, Mr. Gorsky, Mr. Menendez, Mr. Mortensen, Ms. Allen

ABSENT:

FACILITIES/FINANCE

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

F/F – 01 RESOLVED, that the Ogdensburg Board of Education approves the attached check Register through November 2024 for checks from 018738 through 040209 for a total of \$585,333.49

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

F/F – 06 RESOLVED, that the Ogdensburg Board of Education approves and accepts the Comprehensive Annual Financial Report (CAFR) for school year ending June 30, 2024 as presented by Ms. Heidi Wohlleb from Nisivoccia & Company LLP in draft form with final report received on December 3, 2024.

F/F - 07 RESOLVED, that the Ogdensburg Board of Education approves and accepts The Corrective Action Plan submitted for school year ending June 30, 2024 as follows:

A	B	C	D	E	F
*AMR/ACFR Finding #	*Finding (Condition)	*Recommendation	*Method of Implementation	Person Responsible for	Completion Date
Finding 2024-001	Financial Planning, Accounting and Reporting	The District should obtain County Superintendent approval for transfers from instruction line items as well as transfers which result in the elimination of funds from certain line items (preschool).	SBA will more carefully review all transfers to remain compliant	School Business Administrator	

*Info will be uploaded to ACFR repository with file name: CAP.PDF (within 45 days of BOE accepting the Audit). Actual Corrective Action Plan (CAP, is attached / found in BOE folders within Google Drive)

F/F – 08 RESOLVED, that the Ogdensburg Board of Education approves the disposal the following nonoperative / non-functioning equipment:

- Smart Board, Fixed Asset #000288

F/F - 09

RESOLUTION to Approve Joint Transportation Agreement with Franklin School District for 2024/2025.

RESOLVED, that the Ogdensburg Board of Education, approves the attached joint transportation agreement with the Franklin BOE in an amount not to exceed a total of \$420 for the month of December 2024.

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

OPEN SESSION #2:

Discussion about the school website including BOE members emails.

ADJOURN

MOTION presented by Mr. Mortenson, and seconded by Mr. Menendez that the Ogdensburg Board of Education adjourned at 7:46 p.m.

The motion passed by voice vote of all members in attendance

Respectfully submitted,

Ivana Gray
Board Secretary