

# OGDENSBURG BOROUGH BOARD OF EDUCATION

## Minutes: April 1, 2025

The Regular Session of the Ogdensburg Board of Education is called to order at 6:34 p.m. in the Library of the Ogdensburg School, 100 Main Street, Ogdensburg, New Jersey, 07439.

### **OPEN PUBLIC MEETING NOTICE:** Read by Mr. Mortensen

"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, Mr. Gorsky, Ms. Kondik

ABSENT: Ms. Allen, Mr. Menendez

Superintendent/Principal, David Astor

Board Secretary, Ivana Gray

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

N/A

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

Ms. Stagg had a question about P/P-05. Ms. Egan clarified that this program is for 4-5 year olds that will be working in small groups, and is in addition to our existing MD program.

### **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.

Superintendent Evaluation tool should be open soon on NJSBA.org

**Personnel/Program:**

Personnel/Program committee met and discussed P/P-05, as well as personnel changes (hiring an additional middle school teacher and an aide).

Also discussed the unpaid leave of absence (FMLA) that was requested by a staff member.

Talked about the NJSBA's workshop in Atlantic City (Oct.20-Oct.23).

**Facilities/Finance:**

Facilities/Finance met earlier regarding budget. Discussed the hiring of a new middle school teacher and aide. Talked about a Tax Levy incentive from the state. The committee also discussed Mr. Astors contract.

**ADMINISTRATIVE REPORTS:**

**Drills for the previous month:**

- Fire drill- March 20, 2025
- Lockdown- March 7, 2025
- Van / Bus evacuation: N/A

- Daughters of the American Revolution- Dr. Takacs was selected as the teacher of the year for Sussex county as well as the State, and Maya M. was selected as the student of the year for Sussex County, and attended a luncheon last week.
- PTO for the very generous donation (\$1,600) to support transportation for student trips (K-7th)
- Anonymous donor who contributed (\$800) to support the food service account
- Lisa Giuffrida - presentation / discussion (Justice, Soldier of God)-cancelled
- Food Service Administrative Review (2024 - 2025) - Results-passed with perfect score

**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: 3

**CORRESPONDENCE:**

**COR 01** Letter from Ms. Dykstra, expressing gratitude to the Ogdensburg BOE for their support of the Girls on the Run program.

**BOARD BUSINESS**

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

**BB 01:** Approval of Minutes: March 4, 2025 Meeting

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

ABSENT: Ms. Allen, Mr. Menendez

**PERSONNEL/PROGRAM**

MOTION presented by Ms. Schinn and seconded by Ms. Kondik 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 2025 as presented on April 1, 2025 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 2024-2025 school year:

8th Grade Class Trip	Boston Trip	May 21-23, 2025
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**P/P - 03** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Danielle Mannion 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 appointment of Gregory Rosenfeld as a substitute teacher for the 2024-2025 school year at the rate of \$120.00 per day.

**P/P – 05** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the submission of an application to establish a Special Education Program: Autism-Preschool/Elementary. A new Autism-Preschool/Elementary program would support students who have been diagnosed with autism spectrum disorder and need a specialized program.

**P/P - 06** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Jamie Winton and Lisa Sears to provide Home Instruction services for student (SID #1377493828). Hourly rates are as follows:

- Lisa Sears hourly rate \$55.38
- Jamie Winton's hourly rate \$56.26

The home Instruction assignment will be from 4/1/2025 - Spring Break (which starts on 4/21/25). In accordance with New Jersey Administrative Code N.J.A.C. 6A, the purpose of home instruction is to provide students the opportunity to continue their academic studies at times when circumstances prevent them from participating in the traditional school setting.

**P/P - 07** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following substitute nurse for the 2024-2025 school year at the rate of \$250.00 per day: Anna Cooke.

**P/P – 08** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approve the following requests for professional development for Mrs. Sears, Mrs. Paolozzi and Mrs. Conklin: Workshop/Seminar (May 20, 2025) in Forked River, NJ. Total estimated cost: \$300.00.

**P/P – 09** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts the donation of \$1,600 from the PTO to support transportation for student trips (K-7th). The Ogdensburg BOE appreciates the generosity of the PTO and is thankful for the donation.

**P/P –10** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves an unpaid leave of absence (FMLA) be granted to staff member (#10968006).

**P/P –11** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, accepts the donation of \$800 from an anonymous donor (to be used to support the food service account). The Ogdensburg BOE appreciates the generosity of this donor and is thankful for the donation.

**P/P - 12** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Mckenna Percey as a substitute teacher for the 2024-2025 school year at the rate of \$120.00 per day.

**P/P - 13** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the amended 2025-2026 school calendar for the remainder of this school year as follows:

- Thursday, June 12th, Field Day

- Friday, June 13th, Field Day Rain Date, K Graduation at 9am, Graduation at 7pm
- Monday, June 16th, Last Day, Awards ceremony

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

ABSENT: Ms. Allen, Mr. Menendez

## **FACILITIES/FINANCE**

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

**F/F – 01** RESOLVED, that the Ogdensburg Board of Education approves the attached March 2025 Check Register for checks from 018981 through 040228 for a total of \$ 667,994.53.

**F/F – 02** RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of February 2025 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 2025.

**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 2025, 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 2025.

**F/F – 06** 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 – 07** RESOLVED, that the Ogdensburg Board of Education, approves the following rates for 25-26 school meals:

25-26 Student Lunch: \$3.85  
25-26 Entree Only: \$3.50  
25-26 Student Breakfast: \$2.55

25-26 Staff Lunch: \$4.35  
25-26 Staff Breakfast: \$3.05

**F/F – 08** RESOLVED, that the Ogdensburg Board of Education, approves the resolution for

participation in joint transportation agreement for the 2025-2026 school year with the Sussex County Regional Cooperative (additional information attached)

**F/F – 09** RESOLVED, that the Ogdensburg Board of Education, approves the attached Use of School Facilities form for ORA Spring Soccer on the Soccer Field from 5:30pm to 8pm on Mondays and Wednesdays, and 8am to 1pm on Saturdays, April 7 – June 21, 2025.

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

**OPEN SESSION #2:**

Ms. Egan announced that the date of graduation will be June 13th, and the last day of school will be June 16th. Ms. Cooper is currently in 1st place as “America's Favorite Teacher”. Ms. Egan also clarified that there will be a new middle school teacher hired in addition to our existing staff.

**EXECUTIVE SESSION:**

MOTION presented by Ms. Schinn, and seconded by Mr. Gorsky to accept the following declaration of Executive Session as presented @ 6:54 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 may include, superintendent evaluation and contract. No action may be taken.**

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

**RE-ENTER PUBLIC SESSION**

MOTION presented by Ms. Schinn and seconded by Ms. Kondik that the Ogdensburg Board of Education returns to Public Session at 7:00 p.m.

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

ABSENT: Ms. Allen, Mr. Menendez

**ADJOURN**

MOTION presented by Mr. Gorsky, and seconded by Ms. Schinn that the Ogdensburg Board of Education adjourned at 7:01 p.m.

The motion passed by voice vote of all members in attendance

Respectfully submitted,

Ivana Gray  
Board Secretary