

# **OGDENSBURG BOROUGH BOARD OF EDUCATION**

## **Minutes: November 7, 2017 Meeting**

The Regular Session of the Ogdensburg Board of Education is called to order at 7:31 p.m. in the Teacher's Lounge of the Ogdensburg School, 100 Main Street, Ogdensburg, New Jersey, 07439.

**OPEN PUBLIC MEETING NOTICE:** Read by Ms. Corban

"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. Donegan, Ms. Walsh, Mr. Conklin, Ms. Pedersen, Ms. Dolan

ABSENT: Ms. Gough

Also attending: Superintendent/Principal, David Astor and Business Administrator, Rich Rennie

### **PRESENTATIONS:**

Augmented Reality Goggles: Ms. Olsen

Goal Setting: Kathy Helewa (NJSBA)

### **OPEN SESSION #1**

### **COMMITTEE REPORTS/DISCUSSIONS**

- Board Business: There will be a new date for our December meeting, 12/12
- Personnel/Program: We had a meeting earlier today, and reviewed some policy recommendations also shout out to the Sterling Hill Mine
- Facilities / Finance: Had a meeting yesterday and reviewed some of the projects at the school; including the Univents

### **ADMINISTRATIVE REPORTS**

No HIB's reported in Oct

## **CORRESPONDENCE**

**COR 01:** Letter from School Alliance Insurance Fund, announcing that the district has qualified for a \$2,500 credit for its Tier I Safety Incentive Program participation by successfully completing requirements. (Attached)

**COR 02:** Letter from Emily Anderson, PhD and Assistant Professor, Education Studies at Centenary University providing recommendation for a student seeking to secure observation hours at the school to fulfill coursework requirements. (Attached)

**COR 03:** Correspondence from Ms. Emily Lindquist, informing the District of her interest in being the cheerleading coach/director at Ogdensburg School for the 2017-2018 school year.

## **BOARD BUSINESS**

MOTION presented by Ms. Pedersen and seconded by Ms. Dolan to approve:

**BB 01** Regular Session Minutes of the October 3, 2017 Meeting

AYE: Ms. Corban, Mr. Donegan, Ms. Walsh, Mr. Conklin, Ms. Pedersen, Ms. Dolan

ABSENT: Ms. Gough

## **PERSONNEL/PROGRAM**

MOTION presented by Ms. Dolan and seconded by Ms. Pedersen to approve:

**P/P – 168** Second reading and adoption of district policies and regulations:  
**ALERT No. 212**  
P & R 1240 Evaluation of Superintendent (M) (Revised)  
P 1511 Board of Education Website Accessibility (New)  
P & R 3126 District Mentoring Program (Revised)  
P & R 3221 Evaluation of Teachers (M) (Revised)  
P & R 3222 Evaluation of Teaching Staff Members, Excluding Teachers  
and Administrators (M) (Revised)  
P & R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and  
Assistant Principals (M) (Revised)  
P & R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M)  
(Revised)  
P & R 3240 Professional Development for Teachers and School Leaders (M)  
(Revised)  
P & R 5610 Suspension (M) (Revised)  
P 5620 Expulsion (M) (Revised)  
P & R 7424 Bed Bugs (New)  
P 7461 District Sustainability Policy (New)  
P 8505 Local Wellness Policy/Nutrient Standards for Meals and Other  
Foods (M) (Revised)  
P 8550 Unpaid Meal Charges/Outstanding Food Service Charges (M)

(Revised)

**Alert 213**

- P 2700 Services to Nonpublic School Students (M) (Revised)
- P & R 7100 Long-Range Facilities Planning (M) (Revised)
- P & R 7101 Educational Adequacy of Capital Projects (Revised)
- P 7102 Site Selection and Acquisition (Revised)
- R 7102 Site Selection and Acquisition (New)
- P 7130 School Closing (Revised)
- P 7300 Disposition of Property (Revised)
- R 7300.1 Disposition of Instructional Property (Abolished)
- R 7300.2 Disposition of Land (Revised)
- R 7300.3 Disposition of Personal Property (Revised)
- R 7300.4 Disposition of Federal Property (Revised)

**P/P – 169** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, affirms the Superintendent’s Harassment, Intimidation and Bullying Report for October as presented on November 7, 2017 with Board options to affirm, reject or modify the report.

**P/P - 170** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, provide 5th grade students with the opportunity to participate in interscholastic athletics (previously, participating on school sports teams was offered to children in 6th - 8th grades).

**P/P - 171** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Val Reeth to attend “TECHSPO 2018” scheduled for January 25-26, 2018. Total estimated cost \$425.00.

**P/P – 172** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent/Principal, appoints the following stipend positions for the 2017/2018 school year.

Position	Name	Salary	Remarks
Cheerleading Director	Emily Lindquist	\$2,554	2017-2018 school year

**P/P – 173** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the Memorandum of Agreement between Ogdensburg Elementary School and the Ogdensburg Police Department, approved by the Attorney General and the Commissioner of Education and which 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 on November 6, 2017. (Attached)

**P/P – 174** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent/Principal, appoints the following stipend position for the 2017/2018 school year.

Position	Name	Salary	Remarks
Soccer Coach	Michelle Cooper	\$1,833	Varsity Soccer

**P/P – 175** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent approves the updated contract for Kara Hauptly, Classroom Teacher for the 2017-2018 School Year, at the 2017/2018 ‘Step 2 BA’ salary of \$34,839 (part time increasing from .628 to .686). Updated Salary will be prorated from 11/16/17 - 6/30/18. (Date of Hire: September 1, 2017).

AYE: Ms. Corban, Mr. Donegan, Ms. Walsh, Mr. Conklin, Ms. Pedersen, Ms. Dolan

ABSENT: Ms. Gough

**FACILITIES/FINANCE**

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

**F/F – 99** RESOLVED, that the Ogdensburg Board of Education approves the October 2017 Check Register for checks from 001098 through 013448 with October Payroll, electronic funds transfers of \$284,663.89 and accounts payable of \$221,388.09 for a total of \$506,051.98

**F/F – 100** RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23-2.12(c), accepts that as of September 30, 2017 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Pursuant to N.J.A.C. 6A:23-2.14(c) 4, after review of the Board Secretary’s and Treasurer’s monthly financial reports certify that as of September 30, 2017 and upon consultation with the appropriate district officials, to the best of their knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. and N.J.S.A. 18A:22.8 and 18A:22-8.1 and sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year, and furthermore,

**F/F – 101** RESOLVED, that the Ogdensburg Board of Education accepts, in compliance with NJSA 18A: 22-8.1, line item transfers for the month of October 2017, to ensure that no line items are over-expended (Attached).

**F/F – 102** RESOLVED, that the Ogdensburg Board of Education accepts as amended the Financial Recap for school year ending June 30, 2017 from Nisivoccia & Company LLP on November 7, 2017 (provided to each board member) and furthermore,

RESOLVED, that the Ogdensburg Board of Education approves The Corrective Action Plan for school year ending June 30, 2017 with recommendations as follows:

CORRECTIVE ACTION PLAN

NAME OF SCHOOL Ogdensburg Elementary  
 TYPE OF AUDIT CAFR  
 DATE OF BOARD MEETING November 7, 2017

COUNTY Sussex  
 CONTACT PERSON Rich Rennie  
 TELEPHONE NUMBER (973) 827-7126

RECOMMENDATION NUMBER	CORRECTION ACTION APPROVED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
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6	Make sure that number of students reported as low-income on A.S.S.A is accurate	Reviewed information on Master Eligibility List, OnCourse and NJSMART	School Business Administrator	October 2017, and ongoing
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**F/F – 103** RESOLVED, that the Ogdensburg Board of Education approves the Comprehensive Maintenance Plan with direction for the 2018/19 School Year budget and implementation plans for the 2017/18 School Year, and furthermore,

**F/F – 104** RESOLVED, that the Ogdensburg Board of Education approves the Annual Maintenance Budget Amount Worksheet (Form M-1), covering the facilities activities recommended for the 2018/19 budget year and highlights of the 2017/18 facilities activities, and furthermore,

**F/F – 105** RESOLVED, that the Ogdensburg Board of Education approves the Annual Facilities Checklist, Health and Safety Evaluation of School Buildings for the 2017/18 School Year.

**F/F – 106** RESOLVED, that the Ogdensburg Board of Education approves the list of recommended Long Range Facilities projects (dated November 1<sup>st</sup> 2017).

**F/F – 107** RESOLVED, that the Ogdensburg Board of Education approves the Third Quarter (ending Sept 2017) check register balance for the following checking accounts:

Activities	\$16,965.32
Athletics	\$2,400.71
Cafeteria	\$26,372.51
Unemployment	\$81,452.24

**F/F – 108** RESOLVED, that the Ogdensburg Board of Education, approves to discard the following list of non-operative, non-functioning equipment: Broken Mimo Tool, fixed asset number 000332.

**F/F – 109** RESOLVED, that the Ogdensburg Board of Education, approves the attached Use of School Facilities for the ELKS HOOP SHOOT CONTEST from 8:00am to 1:00pm on 1/7/18.

**F/F - 110** WHEREAS, the Ogdensburg Board of Education and the Borough of Ogdensburg wish to collaborate to yield certain economies and efficiencies to the residents of Ogdensburg via a shared service agreement,

NOW, THEREFORE, BE IT RESOLVED, the Ogdensburg Board of Education approves the attached Shared Services Agreement with the Borough of Ogdensburg for the the purchase of custodial and cleaning supplies (attached).

**F/F - 111** RESOLVED, that the Ogdensburg Board of Education graciously accepts the donation of \$13,351 donated by the Ogdensburg PTO and the Sterling Hill Mining Museum (\$6,675.50 by the PTO and Matching of \$6,675.50 from SHMM), to help pay for the 2017-2018 8th grade class trip.

**FF - 112** Professional Services - RESOLVED, that the Ogdensburg Board of Education approve the appointment of Parette Somjen Architects, of Rockaway, NJ, to provide professional services for the

repair of the school's exterior steel bridge. To include design, bidding and construction administration as identified in the attached proposal for a fee of \$9,300 plus reimbursable costs, not to exceed \$750. BE IT FURTHER RESOLVED, that the Board of Education authorizes the administration to execute the necessary documents.

**F/F - 113** RESOLVED, that the Ogdensburg Board of Education, approves the Special Education Tuition Agreement between Hamburg and Ogdensburg for the 2017/18 school year at the annual tuition rate of \$17,085, plus \$85 per hour for OT/PT services.

AYE: Ms. Corban, Mr. Donegan, Ms. Walsh, Mr. Conklin, Ms. Pedersen, Ms. Dolan

ABSENT: Ms. Gough

**OPEN SESSION #2**

**EXECUTIVE SESSION - N/A**

**OTHER BOARD BUSINESS – N/A**

**ADJOURN**

MOTION presented by Ms. Walsh, and seconded by Mr. Conklin that the Ogdensburg Board of Education adjourn at 8:40 p.m.

AYE: Ms. Corban, Mr. Donegan, Ms. Walsh, Mr. Conklin, Ms. Pedersen, Ms. Dolan

ABSENT: Ms. Gough

Respectfully submitted,

Rich Rennie  
Board Secretary