

# OGDENSBURG BOROUGH BOARD OF EDUCATION

## Minutes: March 19, 2018 Meeting

The Special Session of the Ogdensburg Board of Education is called to order at 6:00 p.m. in the Library 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, Mr. Conklin, Ms. Donegan, Ms. Dolan, Ms. Gough

ABSENT: Ms. Walsh

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

### PRESENTATIONS:

N/A

### OPEN SESSION #1

### COMMITTEE REPORTS/DISCUSSIONS

**Board Business:**

**Personnel/Program:**

**Facilities/Finance:** Discussed having Parette Somjen Architects come to the school for Phase One of updating the entrance way, estimated cost is between \$2,500 and \$3,000.

### ADMINISTRATIVE REPORTS

Superintendent's Report :

### CORRESPONDENCE

**COR 01** Letter from Stephanie Byrne requesting maternity leave for the end of the 2017-2018 school year.

### BOARD BUSINESS

N/A

**PERSONNEL/PROGRAM**

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

**P/P - 13** Second reading and adoption of the following District Policies & Regulations from Alert 214 and updated District Policy 0142.1 NEPOTISM (M) (attached):

- P 0169.02 Board Member Use of Social Networks (New)
- P 3437 Military Leave (Revised)
- P 4437 Military Leave (Revised)
- P 5516.01 Student Tracking Devices (New)
- R 7101 Educational Adequacy of Capital Projects (Revised)
- P 7425 Lead Testing of Water in Schools (New)
- P & R 7440 School District Security (M) (Revised)
- P & R 7441 Electronic Surveillance in School Buildings and on School Grounds (M) (Revised)
- P 8507 Breakfast Offer Versus Serve (OVS) (M) (Revised)
- P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630 Emergency School Bus Procedures (M) (Revised)
- P 9242 Use of Electronic Signatures (New)
- P0142.1 NEPOTISM (M)

**P/P - 14** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves a stipend payment of \$743.00 for Ms. Marisa Baeli to update the ELA curriculum.

**P/P - 15** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Megan Astor as a substitute teacher for the 2017-2018 school year at the rate of \$75.00 per day.

**P/P – 16** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Michael Astor as a substitute custodian at the hourly rate of \$13.86 on an as needed basis contingent upon criminal history background clearance as required by P.O., 1986, C.116

**P/P – 17** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approve the attendance at the School Climate Team Training in Lafayette, NJ (March 22nd, 2018 from 8:30 - 3:00) for Ms. Paolazzi, Ms. Conklin, Ms. Fierro, Ms Hennion and Ms. Hauptly. Total estimated cost of \$225.00.

**P/P – 18** RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the following Maternity Leave as listed below:

- Name: Stephanie Byrne
- Estimated date: last week of May 2018

- Paid sick leave: 22 days
- FMLA leave/no pay w/benefits: \*will be used if needed (after 22 sick days have been expended)
- Estimated return: beginning of 2018-2019 school year

**P/P - 19** First reading of the following District Policies: Policies 5310 (Health Services) and Policy 8451 (Control of Communicable Disease)

AYE: Ms. Corban, Mr. Donegan, Mr. Conklin, Ms. Donegan, Ms. Dolan, Ms. Gough  
 ABSENT: Ms. Walsh

**FACILITIES/FINANCE**

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

**F/F – 19** BE IT RESOLVED, that the tentative budget be approved for the 2018/2019 School Year using state aid figures and the secretary to the board of education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for the approval in accordance with the statutory deadline (school district budget statements for revenues and appropriations being submitted to the County Offices are attached for review by the Board):

	<u>GENERAL</u>	<u>SPECIAL</u>	<u>DEBT</u>	<u>TOTAL</u>
<b><u>REVENUES</u></b>				
Revenues State Sources	\$2,259,602		\$0	\$2,431,756
Revenues Federal Sources	\$93,200		\$93,200	
Budgeted Fund Balance	\$56,198			\$56,198
Maint Reserve	\$50,000			\$50,000
Revenue From Local Sources (Tax Levy)	<u>\$2,480,579</u>		\$0	<u>\$2,480,579</u>
<b>Total Revenues</b>				<b>\$4,939,579</b>
<b><u>APPROPRIATIONS</u></b>				
<b>2018-19 Total Appropriations</b>	\$4,846,379	\$93,200	\$0	<b>\$4,939,579</b>

**F/F – 20** WHEREAS, the Ogdensburg Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district:

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. required Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and,

WHEREAS, a Board of Education may establish, for regular district business travel only, and annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and,

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq. but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms: now,

THEREFORE, be it resolved, that the Ogdensburg Board of Education approves all travel not in compliance with N.J.A.C. 6A23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District and Reimbursement Forms; and

BE IT FURTHER RESOLVED, that the Ogdensburg Board of Education approves travel and related expense reimbursements (object '580') in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$15,000 for all staff members in the General Fund; and, that the school business administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Current expenditures for travel and related expenses of the 2017/18 school year as follows:

Expenditures	\$4,005.61
Encumbrances	\$202.20
Funds Available	\$4,316.43

AYE: Ms. Corban, Mr. Donegan, Mr. Conklin, Ms. Donegan, Ms. Dolan, Ms. Gough

ABSENT: Ms. Walsh

**OPEN SESSION #2**

Mr. Gough asked about ideas for entrance way, also discussed access to school after school hours.

**EXECUTIVE SESSION - N/A**

**OTHER BOARD BUSINESS – N/A**

**ADJOURN**

MOTION presented by Ms. Donegan, and seconded by Ms. Dolan that the Ogdensburg Board of Education adjourn at 6:20 p.m.

AYE: Ms. Corban, Mr. Donegan, Mr. Conklin, Ms. Donegan, Ms. Dolan, Ms. Gough

ABSENT: Ms. Walsh

Respectfully submitted,

Rich Rennie  
Board Secretary