



Our Children  
Our School  
Our Future

**Netcong School District  
26 College Road  
Netcong, New Jersey 07857**

**WORK SESSION MEETING  
January 8, 2013  
7:00 P.M.**

## **AGENDA**

### **I. CALL TO ORDER**

#### **A. FLAG SALUTE**

#### **B. OPEN PUBLIC MEETING ACT PROCLAMATION**

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act the Board of Education of the Netcong School District in the County of Morris has caused notice of this meeting to be published by having the date, time and place thereof posted. The notice was mailed to the Daily Record, The West Morris Reporter and those persons or entities requesting notification, and filed with the municipal clerk of the Borough of Netcong.

#### **C. MISSION STATEMENT**

Netcong School District, a small caring community, is committed to providing a quality, well-rounded education achieved through the New Jersey Core Curriculum Content Standards which inspires students to ultimately become fulfilled, contributing and productive citizens.

#### **D. BOARD GOALS**

- Student Achievement - Continue to improve student achievement in NJASK test scores to garner achievable AYP results.
- School Climate and Culture – Develop a student-centered school climate and culture that affords every student the opportunity to develop intellectually, ethically, and personally to the fullest extent of his or her abilities.
- Communication – Improve communications both internally and externally as a means to advance student advocacy and public confidence in our schools.
- Fiscal – Promote a school choice initiative as a means to advance public confidence in our schools as well as provide a revenue stream regarding school finance.

#### **E. DISTRICT GOALS**

- Fiscal – Address and resolve QSAC fiscal management recommendations.

- School Climate and Culture – Support district initiatives regarding a student-centered school climate and culture that affords every student the opportunity to develop intellectually, ethically, and personally to the fullest extent of his or her abilities.
- Strategic Plan – Develop a 5-year strategic plan in all areas of instruction and programs, personnel, fiscal management, operations, and governance as a means to advance student achievement and promote public confidence in our schools.

**F. ROLL CALL**

Ms. Albensi \_\_\_\_\_  
 Mrs. Callahan \_\_\_\_\_  
 Mr. Coladarci \_\_\_\_\_  
 Mr. McQueeney \_\_\_\_\_  
 Mr. Morton \_\_\_\_\_  
 Mrs. Popelka \_\_\_\_\_  
 Mr. Stevens \_\_\_\_\_  
 Ms. Suflay \_\_\_\_\_  
 Mrs. Dalesandro \_\_\_\_\_

**PETITIONS AND REQUESTS OF THE PUBLIC**

Open to the Public: \_\_\_\_\_ Time: \_\_\_\_\_

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Voice Vote: \_\_\_\_\_ Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_

Public is invited to address the Board with any questions, comments or concerns. The Board requests that the individual address the Board, giving name and address, and asks that all remarks be directed to the Chair. The public portion shall be limited to thirty minutes with a five-minute time limit on each participant.

The Board wishes to remind all attendees at its meeting that while it subscribed without reservation to the principle of keeping the public completely informed, by policy it cannot allow public discussion of personnel matters.

If a matter concerning the staff of the Netcong Public School is of interest or concern, the matter would be referred to the Chief School Administrator or the Board of Education, either by telephone or letter.

Close to the Public: \_\_\_\_\_ Time: \_\_\_\_\_

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Voice Vote: \_\_\_\_\_ Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_

**EXECUTIVE SESSION**

Time: \_\_\_\_\_

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**RESOLVED**, pursuant to N.J.S.A. 10:4:13 and 10:4-12 that the Netcong Board of Education hold a closed Executive Session regarding one or more of the following: legal matters, negotiations, personnel issues, individual student matters, and matters which are attorney-client privileged. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

**EXECUTIVE SESSION** – A motion is requested to come out of executive session.

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**II. PRESIDENT’S COMMENTS**

- 1) Committee Structure

**III. CHIEF SCHOOL ADMINISTRATOR’S COMMENTS**

**IV. SCHOOL BUSINESS ADMINISTRATOR’S COMMENTS**

**V. OLD BUSINESS**

- 1) 2013-2014 Board Calendar

**VI. COMMITTEE REPORTS**

**A. FINANCE/FACILITIES -**

- Joe Coladarci, Chairperson**
- Marianne Callahan, Member**
- Lynn Popelka, Member**
- Bernadette Dalesandro, Member**

2011-2012 Financial Audit Presentation:

Kathryn L. Mantell, Partner  
Nisivoccia LLP Certified Public Accountants & Advisors

**B. PERSONNEL**

**Colleen Suflay, Chairperson  
Bill Stevens, Member  
Marianne Callahan, Member  
Bernadette Dalesandro, Member**

Professional Development:

<b>NAME</b>	<b>COURSE</b>	<b>LOCATION</b>	<b>DATES</b>	<b>COST</b>
Cathy DeVito	Co-Teaching That Works	Parsippany	January 29, 2013	\$225.00
Kimberly Arbolino/Linda Cannon	Keeping All of Your Students Engaged While You Work with Small Math Groups	Parsippany	March 3, 2013	\$215.00 each (\$430.00 total)

**C. EDUCATION**

**Patrick McQueeney, Chairperson  
Leslie Albensi, Member  
Todd Morton, Member  
Bernadette Dalesandro, Member**

**VII. NEW BUSINESS**

**VIII. MISCELLANEOUS**

**PETITIONS AND REQUESTS OF THE PUBLIC**

Open to the Public: \_\_\_\_\_ Time: \_\_\_\_\_

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Voice Vote:                      Ayes:                      Nays:                      Abstentions:

The Public is invited to address the Board with any questions, comments or concerns. The Board requests that the individual address the Board, giving name and address, and asks that all remarks be directed to the Chair. The public portion shall be limited to thirty minutes with a five-minute time limit on each participant.

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Close to the Public:

Time: \_\_\_\_\_

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**Voice Vote:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_ **Abstentions:** \_\_\_\_\_

**IX. EXECUTIVE SESSION**

Time: \_\_\_\_\_

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**RESOLVED**, pursuant to N.J.S.A. 10:4:13 and 10:4-12 that the Netcong Board of Education hold a closed Executive Session regarding one or more of the following: legal matters, negotiations, personnel issues, individual student matters, and matters which are attorney-client privileged. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

**X. EXECUTIVE SESSION** – A motion is requested to come out of executive session.

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**XI. ADJOURNMENT** – A motion is requested to adjourn. Time: \_\_\_\_\_

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**Voice Vote:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_ **Abstentions:** \_\_\_\_\_





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**AGENDA ADDENDUM**

**VI. COMMITTEE REPORTS**

**B. PERSONNEL**

Colleen Suflay, Chairperson  
 Bill Stevens, Member  
 Marianne Callahan, Member  
 Bernadette Dalesandro, Member

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**BE IT RESOLVED** that resolution numbers 3-7 be adopted as presented:

3. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Lauren Schwartz for the Part-Time Paraprofessional position for the Netcong School District, at the rate of \$11.17 per hour effective January 14, 2013 for the remainder of the 2012-2013 school year.

**Roll Call:**

Ms. Albensi	Mrs. Callahan	Mr. Coladarci	Mr. McQueeny	Mr. Morton	Mrs. Popelka	Mr. Stevens	Ms. Suflay	Mrs. Dalesandro

4. **BE IT RESOLVED** by the Netcong Board of Education to appoint Kevin J. Carroll, Chief School Administrator, as custodian of records for personnel records, and Lorraine Frega, Interim Business Administrator/Board Secretary, as custodian of records for business and financial records. **(Revised from Personnel #3 from 01-02-13 Meeting)**

5. **BE IT RESOLVED** by the Netcong Board of Education to appoint Lorraine Frega, Interim Business Administrator as the Right-To-Know contact person for the 2012-2013 school year. The Board appoints AERO Environmental Services Inc. as the district's Right-To-Know Consultant for the 2012-2013 school year. **(Revised from Personnel #9 from 01-02-13 Meeting)**

6. **BE IT RESOLVED** by the Netcong Board of Education to appoint Lorraine Frega, Interim Business Administrator as the Asbestos Hazard Emergency Response Act (AHERA) designated person for the 2012-2013 school year. The Board appointed AERO Environmental Services Inc., as the district's licensed asbestos management planner for the 2012-2013 school year. **(Revised from Personnel #10 from 01-02-13 Meeting)**







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AGENDA ADDENDUM

VI. COMMITTEE REPORTS

A. FINANCE/FACILITIES - Joe Coladarci, Chairperson  
 Marianne Callahan, Member  
 Lynn Popelka, Member  
 Bernadette Dalesandro, Member

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

BE IT RESOLVED that resolution numbers 1-4 be adopted as presented:

1. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Facilities usage as follows:

<u>NAME</u>	<u>PURPOSE</u>	<u>DATE</u>	<u>TIME</u>
Netcong Educational Foundation/Netcong PTA	Basketball Practice	January 18, 2013 January 25, 2013	8:00 PM – 9:00 PM
Netcong Educational Foundation/Netcong PTA	Night Out on the Court Basketball Event	February 8, 2013	5:00 PM -11:00 PM

2. **Appointment of Auditor** (Tabled from Finance and Facilities #7 from 01-02-13 Meeting)

**WHEREAS**, there exists a need for the appointment of auditors to perform the annual audit of the financial books and records of the Netcong School District Board of Education, in the County of Morris, New Jersey, for the school year 2012-2013; and

**WHEREAS**, funds are available in the annual budget for this purpose, and

**WHEREAS**, the Public School Contracts Law defines auditing and accounting services as Professional services not subject to competitive bidding;

**RESOLVED**, that the Netcong School District Board of Education, in the County of Morris, New Jersey, appoints Nisivoccia, LLP as public school accountant, in accordance with N.J.S.A. 18A:23-1 and Policy 6830, for the 2012-2013 school year at a fee of \$17,500 and for additional services as may be necessary for accounting/auditing purposes in accordance with the following fee schedule:

<u>Fee Schedule:</u>	<u>Rate</u>
- Partner	\$135.00-\$150.00/hour
- Manager	N/A
- Senior	\$110.0000-\$135.00/hour
- Staff	\$95.00-\$110.00/hour
- Admin.	N/A

**BE IT FURTHER RESOLVED**, that the Netcong School District Board of Education in the County of Morris, New Jersey shall forthwith cause to be printed once, in an official newspaper, a brief notice stating the nature, duration, service, and amount of the contract and available public inspection in the office of the Board of Education.

3. **Appointment of District Purchasing Agent – QPA (Revised from Finance and Facilities #15 from 01-02-13 Meeting)**

**WHEREAS**, 18A:18A-2 provides that a board of education may assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

**WHEREAS**, 18A:18A-2 defines purchasing agent as the secretary, business administrator or the business manager of the board of education, but if there be no secretary, business administrator or business manager, such officer, committees or employees who such power has been delegated by the board of education, and

**WHEREAS**, 18A:18A-3 provides that contracts awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; and

**WHEREAS**, 18A:18A-37 provides that all contracts that are in the aggregate less than 15% of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution, and now therefore

**BE IT RESOLVED**, that the Netcong Board of Education pursuant to the statutes cited above hereby appoints Lorraine Frega, Interim Business Administrator/Board Secretary, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Netcong Board of Education, and

**BE IT FURTHER RESOLVED**, that Lorraine Frega, Interim Business Administrator/ Board Secretary, is hereby authorized to award contracts on behalf of the Netcong Board of Education that are in the aggregate less than 15% of the bid threshold without soliciting competitive quotations; and

**BE IT FURTHER RESOLVED**, that Lorraine Frega, Interim Business Administrator/ Board Secretary, is hereby authorized to seek competitive quotations, when applicable and practicable, when contracts in the aggregate exceed 15% of the bid threshold but less than the bid threshold per statute set at \$36,000.00.



