



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

**REGULAR BOARD
MEETING MINUTES**

**January 22, 2013
7:00 P.M.**

I. CALL TO ORDER

The meeting was called to order at 7:00 PM by Board President Bernadette Dalesandro. The meeting was held in the Netcong Public School Annex Building as publicly advertised.

A. FLAG SALUTE

All of those present participated in the Flag Salute.

B. OPEN PUBLIC MEETING ACT PROCLAMATION

Was read by Board Trustee Todd Morton and is made part of the minutes.

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. Leslie Albensi	Present	Mrs. Lynn Popelka	Absent
Mrs. Marianne Callahan	Present	Mr. William Stevens	Present
Mr. Joseph Coladarci	Present	Ms. Colleen Suflay	Present
Mr. Patrick McQueeney	Present	Mrs. Bernadette Dalesandro	Present
Mr. Todd Morton	Present		

PETITIONS AND REQUESTS OF THE PUBLIC

Board Trustee Todd Morton moved, seconded by Board Trustee Patrick McQueeney to open the public session at 7:01PM and was approved by unanimous vote by all members present. President Dalesandro opened the meeting to the public at 7:02 PM.

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.

Board Trustee Patrick McQueeney moved, seconded by Board Trustee Todd Morton, to close the public session at 7:02 PM and was approved by unanimous voice vote by all members present. Board President Bernadette Dalesandro closed the meeting to the public at 7:03 PM.

EXECUTIVE SESSION

Board Trustee Colleen Suflay moved and seconded by Patrick McQueeney, to close the public session at 7:02 PM and was approved by unanimous voice vote by all members present. President Bernadette Dalesandro closed the meeting to the public at 7:03.

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. The purpose of this executive session is expressly for the discussion of personnel. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

EXECUTIVE SESSION ADJOURNMENT

Board Trustee Todd Morton made a motion, seconded by Board Trustee Patrick McQueeney to come out of executive session and carried by unanimous voice vote by all members present at 7:16 PM.

II. PRESIDENT'S COMMENTS

- Board President Bernadette Dalesandro welcomed Mrs. Lorraine Frega to the district and stated that she was a breath of fresh air and welcomed her help.
- Board President Bernadette Dalesandro discussed continuing Board of Education classes. She informed Colleen Suflay that she needed Governance II and Joseph Coladarci and Leslie Albensi needed to schedule New Board Member Training.
- Keeping in line with our board goals, President Dalesandro asked if any board member would like to attend the School Board and Student Achievement Seminar on January 29, 2013, in Haledon, NJ. On discussing the importance in data and how board members make a difference. Note: Board Trustee William Stevens and President Bernadette Dalesandro will be attending.

- With January being School Board Recognition month, President Dalesandro read the Governors Proclamation and thanked each and every board member for their time and dedication.
- President Dalesandro was happy to report that on January 19, 2013, that the Chief School Administrator Kevin Carroll began weekly informational blasts to parents. This will help avoid confusion and halt the spread of any false information.
- President Dalesandro stated during the Personnel section of the meeting we would be approving part-time and full-time office staff positions allowing for a fully staffed business office.
- President Dalesandro was pleased to announce that our 4th quarter pension obligations were met within the State time constraints and we have received an email confirmation.
- President Dalesandro stated that during the Finance section of this meeting the board will be approving a motion allowing the Business Administrator to establish the Lisa A Williams Scholarship Fund. Mrs. Williams was a long time Netcong resident, and a supporter of children, both as a member of the Board of Education and as an Aide at the school.

III. CHIEF SCHOOL ADMINISTRATOR'S COMMENTS

1. Fire Drill/Security Report

	DRILL	DATE/TIME	EVACUATION TIME
Netcong Public School	Fire Drill	01/10/13/1:50 PM	2:00 Minutes

2. 4th Quarter IROC has been submitted on January 18, 2013. CSA, Mr. Kevin Carroll explained the new committee structure and thanked the board for the new restructure.

IV. SCHOOL BUSINESS ADMINISTRATOR'S COMMENTS

BE IT RESOLVED that resolution numbers 1-3 be adopted as presented:

1. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator and Business Administrator, accepts the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report for the fiscal year ended June 30, 2012.

Motion made by Board Trustee Todd Morton, seconded by Board Trustee Colleen Suflay to amend the wording from "approves" to "accepts" and was approved by unanimous voice vote by all members present.
2. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator and Business Administrator, approves the Corrective Action Plan (C.A.P.) for the fiscal year ended 2011-2012. (A. 01-22-5)
3. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator and Business Administrator, approves the following Resolution for submission to the County Office in compliance with Department of Education requirements:

RESOLUTION APPROVING COMPREHENSIVE MAINTENANCE PLAN AND THE M-1

WHEREAS, the Department of Education requires New Jersey School Districts to have three-year Comprehensive Maintenance Plan and M-1 form documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached documents for the Netcong Elementary School District are consistent with these requirements,

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE, BE IT RESOLVED, that the Netcong Board of Education hereby authorizes the School Business Administrator to submit the attached Three-Year Comprehensive Plan and M1-form for the Netcong School District in compliance with the Department of Education requirements. Said plan is on file for the public inspection in the Office of the Business Administrator. **Originally due November 15, 2012 (A. 01-22-6)**

BOARD CORRESPONDENCE AND MINUTES

Correspondence

Board Trustee Todd Morton, seconded by Board Trustee Marianne Callahan moved the following resolution and was approved by unanimous voice vote by all members present.

RESOLVED, the communications mentioned be listed in the minutes and action be taken as noted.

Sender	Subject	Referred to
Gary Stephens	Resignation as Trustee for Netcong Education Foundation Effective February 9, 2013	Mr. Kevin Carroll, Chief School Administrator Mrs. Bernadette Dalesandro, Board President Members, Netcong Board of Education

Approval of Board Minutes

Board Trustee Todd Morton moved that the minutes of the following meetings be approved as submitted:

BE IT RESOLVED, that the minutes of the following meeting(s) be approved as submitted:

Date	Meeting
12/18/12	Regular Meeting
01/02/13	Reorganization Meeting
01/08/13	Work Session Meeting

The motion was seconded by Board Trustee Patrick McQueeney and was approved by unanimous voice vote by all members present.

V. OLD BUSINESS

- Board Trustee Marianne Callahan asked about schedule for lockdown, security and fire drills.
- Discussion regarding the spraying for poison ivy on the school property by the Town of Netcong.
- Board acknowledged the resignation of Gary Stephens from the Netcong Educational Foundation.

VI. COMMITTEE REPORTS

A. FINANCE/FACILITIES

Joseph Coladarci	Chairperson
Marianne Callahan	Member
Bernadette Dalesandro	Member
Lynn Popelka	Member

Board Trustee Joseph Coladarci moved the following resolutions to be approved as submitted:

BE IT RESOLVED that resolution number 1-5 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:

NAME	PURPOSE	DATE	TIME
Netcong Basketball Team	Annual Basketball Tournament	February 1, 2013	3:30 PM – 7:00 PM
Netcong Basketball Team	Annual Basketball Tournament	February 2, 2013	8:00 AM – 6:30 PM

2. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendations of the Chief School Administrator and the Interim Business Administrator, approves the bills list for January 15, 2013 to January 22, 2013, in the amount of \$166,550.02.

Board Trustee Marianne Callahan moved and seconded by Trustee Joseph Coladarci to table check #8697 and #8718 pending further verification and was approved by unanimous voice vote by all members present.

3. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendations of the Chief School Administrator and the Interim Business Administrator, approves the following Resolution:

RESOLUTION TO GRANT INTRAFUND TRANSFERS

Be It Resolved, the Netcong Board of Education hereby authorizes the Assistant to the Business Administrator, to prepare and process Intrafund Transfers between accounts held at Valley National Bank in the event the Interim Business Administrator is unavailable to do so.

4. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, allows the Interim School Business Administrator to set up a scholarship fund checking account named the "Lisa A. Williams Scholarship Fund" at Valley National Bank.
Note: Criteria for the scholarship will be provided at a later date.

5. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, and the Interim School Business Administrator to allow Board President Bernadette Dalesandro and Board Trustee William Stevens to attend the NJSBA Negotiation class to be held on January 26, 2013.

The motion was seconded by Board Trustee Patrick McQueeney and was approved by unanimous roll call vote by all members present.

Roll Call:

Ms. Albensi	Mrs. Callahan	Mr. Coladarci	Mrs. Dalesandro	Mr. McQueeney	Mr. Morton	Mrs. Popelka	Mr. Stevens	Ms. Suflay
Yes	Yes	Yes	Yes	Yes	Yes	Absent	Yes	Yes

B. PERSONNEL

Colleen Suflay	Chairperson
Marianne Callahan	Member
Bernadette Dalesandro	Member
William Stevens	Member

Board Trustee Marianne Callahan moved the following resolutions to be approved as submitted:

BE IT RESOLVED that resolution numbers 1 – 9 be adopted as presented:

1. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the following Professional Development:

NAME	COURSE	LOCATION	DATES	COST
Cathy DeVito/ Tana Ferris	Co-Teaching That Works	Parsippany	01/29/2013	\$225.00 each (\$450.00 total) Plus Mileage
Jacqueline Kartanos/ Amy Henry	Section 504 in New Jersey	Hasbrouck Heights	03/13/2013	\$189.99 Plus Mileage
Kimberly Arbolino/ Linda Cannon	Keeping All of Your Students Engaged While You Work with Small Math Groups	Parsippany	03/03/2013	\$215.00 each (\$430.00 total) Plus Mileage

2. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the termination of Deborah Ross, Assistant to the Business Administrator, effective January 25, 2013.

3. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the hiring of Rene Solar as the Interim Assistant to the Business Administrator at the rate of \$25.00 per hour effective January 15-January 31. Amount not to exceed \$2,500.00
4. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the creation of the position and accompanying job description for the Secretary to the Business Administrator. This will be a part-time position. (**A. 01-22-7**).

Board Trustee Marianne Callahan moved, seconded by Board Trustee Patrick McQueeney to table #4 for discussion in closed session and was unanimously approved by voice vote by all members present.
5. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, rescinds the contract approval for Lorraine Frega as the Interim Business Administrator Consultant.
6. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the contract with Educational Staffing Solutions (ESS) to provide a school business administrator consultant, Lorraine Frega, for the Netcong School District. ESS will be paid a rate of \$400 per diem for the services.
7. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves Theresa Vervaet, at the pro-rated salary of \$38,000 **plus benefits**, as the Assistant to the Business Administrator, effective January 28, 2013 to June 30, 2013. Pending fingerprinting and criminal background check.
8. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves Corinne Sodano, at the pro-rated salary of \$19,000 as the Part-Time Secretary to the Business Administrator, effective January 24, 2013 to June 30, 2013. Pending fingerprinting and criminal background check.
9. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the following Tuition Reimbursement:

NAME	COURSE	LOCATION	DATES	COST
Kevin Earl	Human Motor Development	Montclair State University	January – May 2013	\$1851.24 (3 credit class)
Julio Picallo	Advanced Structure of American English APIN – 524	Montclair State University	1/22/13	\$1,551.00 517.00 Per Credit (3 Credit Class)

The motion was seconded by Board Trustee Patrick McQueeney and was approved by unanimous roll call vote by all members present with the abstention of item # 8 by Board Trustee Marianne Callahan.

Roll Call:

Ms. Albensi	Mrs. Callahan	Mr. Coladarci	Mrs. Dalesandro	Mr. McQueeney	Mr. Morton	Mrs. Popelka	Mr. Stevens	Ms. Suflay
Yes	Yes Abstained from #8	Yes	Yes	Yes	Yes	Absent	Yes	Yes

C. EDUCATION

Patrick McQueeney Chairperson
Leslie Albensi Member
Bernadette Dalesandro Member

Board Trustee Todd Morton moved the following resolutions to be approved as submitted:

BE IT RESOLVED that resolution number 1 be adopted as presented:

1. **BE IT RESOLVED** by the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the following class trips:

TEACHER	GRADE	LOCATION	DATE	COST
Jaci Rich	5-8	Prudential Center, Newark Seton Hall Men's Basketball Game	02/19/13	No cost to the District
Jaci Rich	5-8	Prudential Center, Newark NJ Devils Hockey Game	04/10/13	No cost to the District
Jaci Rich	5-8	Montclair State University Yogi Berra Stadium NJ Jackals Baseball Game	06/01/13	No cost to the District

The motion was seconded by Board Trustee Patrick McQueeney and was approved by unanimous roll call vote by all members present.

Roll Call:

Ms. Albensi	Mrs. Callahan	Mr. Coladarc	Mrs. Dalesandro	Mr. McQueeney	Mr. Morton	Mrs. Popelka	Mr. Stevens	Ms. Suflay
Yes	Yes	Yes	Yes	Yes	Yes	Absent	Yes	Yes

VII. NEW BUSINESS

- New committee structure to move district forward.
- Shared services to be reviewed.

VIII. MISCELLANEOUS

Board Trustee Todd Morton moved the following resolutions to be approved as submitted:

BE IT RESOLVED that resolution number 1 - 3 be adopted as presented:

1. **BE IT RESOLVED** by the Netcong Board of Education, to approve the **first reading** and adoption of the following Bylaw, Policy and Regulation Revisions:

Number	Title
0132	Executive Authority (Revised)
2415	No Child Left Behind Programs (Revised)
2431	Athletic Competition (Revised)
2468	Independent Educational Evaluations (New)
3230	Outside Activities (Revised)
3281	Inappropriate Staff Conduct (Revised)
4230	Outside Activities (Revised)
4281	Inappropriate Staff Conduct (Revised)
6113	E-Rate (New)
6163	Advertising on School Property (New)
6480	Purchase of Food Supplies (Revised)
8505	School Nutrition (Revised)

Number	Title
R 2431.1	Emergency Procedures for Athletic Practices and Competitions (Revised)
R 2431.2	Medical Examination to Determine Fitness for Participation in Athletics (Revised)
R 3230	Outside Activities (Revised)
R 4230	Outside Activities (Revised)
R 4281	Inappropriate Staff Conduct (Revised)

2. **BE IT RESOLVED** by the Netcong Board of Education, to approve the **first and second reading** and adoption of the following Bylaw Revisions:

Number	Title
0155	Board Committees

3. **BE IT RESOLVED** by the Netcong Board of Education, to approve re-advertising and re-publish the 4th Tuesday of each month as the Netcong Board of Education regular board meeting schedule, unless otherwise noted.

The motion was seconded by Board Trustee Patrick McQueeney and was approved by unanimous roll call vote by all members present.

Roll Call:

Ms. Albensi	Mrs. Callahan	Mr. Coladarci	Mrs. Dalesandro	Mr. McQueeney	Mr. Morton	Mrs. Popelka	Mr. Stevens	Ms. Suflay
Yes	Yes	Yes	Yes	Yes	Yes	Absent	Yes	Yes

PETITIONS AND REQUESTS OF THE PUBLIC

Board President Bernadette Dalesandro moved, seconded by Board Trustee Marianne Callahan, to open the meeting to the public for questions and was unanimously approved by voice vote by all members present at 7:54 PM. President Dalesandro opened the meeting to the public at 7:55 PM.

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.

The Board wishes to remind all attendees at its meeting that while it subscribes 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 Schools is of interest or concern, the matter should be referred to the Chief School Administrator or the Board of Education, either by telephone or letter.

Sheryl Stanaback – spoke in regards to the basketball incident and why wasn't administration present. What type of security do we have?

Dian Flaherty (Teacher) – spoke as a parent, worker and tax payer that the lack of security is frightening.

Kim Arbolino (Teacher) – wanted to know if all IROC payment have been made.

Board Trustee Todd Morton moved and seconded by Patrick McQueeney, to close the public session at 8:05 PM and was approved by unanimous vote by all members present. President Bernadette Dalesandro closed the meeting to the public at 8:06 PM.

IX. EXECUTIVE SESSION

Board Trustee Todd Morton moved, seconded by Patrick McQueeney, to close the public session at 8:06 PM and was approved by unanimous voice vote by all members present. President Bernadette Dalesandro closed the meeting to the public at 8:07 PM.

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. The

purpose of this executive session is expressly for the discussion of contracts, legal and personnel. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

EXECUTIVE SESSION ADJOURNMENT

Board Trustee Todd Morton made a motion, seconded by Board Trustee Patrick McQueeney to come out of executive session and carried by unanimous roll call vote by all members present at 8:58 PM.

Roll Call:

Ms. Albensi	Mrs. Callahan	Mr. Coladarci	Mrs. Dalesandro	Mr. McQueeney	Mr. Morton	Mrs. Popelka	Mr. Stevens	Ms. Suflay
Yes	Yes	Yes	Yes	Yes	Yes	Absent	Yes	Yes

FINANCE/FACILITIES

Board Trustee Joseph Coladarci moved the following resolution to be approved as submitted:

BE IT RESOLVED that resolution number 1 be adopted as presented:

BE IT RESOLVED, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, and the Interim School Business Administrator, approves the payment of check #8718 to Schwartz Simon Edelstein & Celso LLC.

XI. ADJOURNMENT

There being no further business to come before the board, Board Trustee Todd Morton, seconded by Board Trustee Patrick McQueeney called for adjournment at 9:06 PM. Motion carried by unanimous roll call vote to adjourn the January 22, 2013 Business Meeting of the Netcong Board of Education at 9:07 PM.

Ms. Albensi	Mrs. Callahan	Mr. Coladarci	Mrs. Dalesandro	Mr. McQueeney	Mr. Morton	Mrs. Popelka	Mr. Stevens	Ms. Suflay
Yes	Yes	Yes	Yes	Yes	Yes	Absent	Yes	Yes