



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

**REGULAR BOARD MEETING
December 18, 2012
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

Mrs. Callahan _____
 Mr. Coladarci _____
 Mrs. Dalesandro _____
 Mr. McQueeney _____
 Mr. Olivo _____
 Mrs. Popelka _____
 Ms. Suflay _____
 Mr. Tranor _____
 Mr. Morton _____

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. Welcome Special Guests
2. Board Goals Action Plan

III. CHIEF SCHOOL ADMINISTRATOR’S COMMENTS

1. Fire/Security Drill Report

	DATE/TIME	EVACUATION TIME
Netcong Public School	11/30/12 – 12:35 p.m. – 12:37 p.m.	2:00 Minutes

2. Parent/Teacher Conferences
3. TEACH NJ: Teacher evaluation model
 - a. Danielson Model
 - i. Consortium with LVRHS, Stanhope, Byram
4. Interdistrict School Choice Update: Deadline extended to January 11
5. Referendum Update

IV. SCHOOL BUSINESS ADMINISTRATOR’S COMMENTS

BOARD CORRESPONDENCE AND MINUTES

Approval of Board Minutes

Moved by: _____ Seconded by: _____

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

NAME	PURPOSE	DATE	TIME
Daisy Girl Scouts	Meetings – Snack, craft, learning	01/09/13, 01/23/13, 02/06/13, 02/20/13, 03/06/13, 03/20/13	2:49-4:30

Roll Call:

Mrs. Callahan	Mr. Coladarci	Mrs. Dalesandro	Mr. McQueeney	Mr. Olivo	Mrs. Popelka	Ms. Sufly	Mr. Tranor	Mr. Morton

B. PERSONNEL

Frank Tranor, Chairperson
Marianne Callahan, Member
Lynn Popelka, Member
Todd Morton, Member

Moved by: _____

Seconded by: _____

BE IT RESOLVED that resolution numbers 1 – 6 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 Tuition Reimbursement:

NAME	COURSE	LOCATION	DATES	COST
Kathleen Walsh	Educ 716F, RTI & RTI2 Revitalizing K-12	University of Laverne	Rolling – Done Online	\$105.00 Per Credit (\$315.00 for course)
Jacqueline Cinotti	Educ 716F, RTI & RTI2 Revitalizing K-12	University of Laverne	Rolling – Done Online	\$105.00 Per Credit (\$315.00 for course)

2. **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
Kevin Carroll Gina Szarejko	TECHSPO	Atlantic City	January 31, 2013- February 1, 2013	\$375 per staff (Plus mileage, lodging)

3. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the maternity disability leave of absence of Cie DRenzo from May 20, 2013 through June 30, 2013.

4. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves Christine Longo for the home instruction position for a sixth grade student, effective December 10, 2012.

5. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School

Administrator, approves Catherine DeVito as an alternate for the home instruction position for a sixth grade student, effective December 10, 2012.

6. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby amends the salary for Linda Blazier, the third grade maternity leave teacher for the Netcong School District from Step 0, MA, pro-rated at \$50,002.00, to Step 0, MA+15, pro-rated at \$54,637.00 effective November 1, 2012.

Roll Call:

Mrs. Callahan	Mr. Coladarci	Mrs. Dalesandro	Mr. McQueeney	Mr. Olivo	Mrs. Popelka	Ms. Sufly	Mr. Tranor	Mr. Morton

C. EDUCATION

Patrick McQueeney, Chairperson
 Robert Olivo, Member
 Colleen Sufly, Member
 Todd Morton, Member

Moved by: _____

Seconded by: _____

BE IT RESOLVED that resolution numbered 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 individuals to chaperone the 8th grade trip to Washington D.C. on March 26, 27, & 28, 2013.

- Jane Morin-School Nurse *
- Cathy DeVito- Trip Coordinator *
- Robert Chiappelli - Social Studies Teacher *
- Kevin Carroll - Chief School Administrator °

* The current rate as per the negotiated agreement for an overnight trip is salary plus \$313.71.
 ° Mr. Carroll does not receive a stipend.

Roll Call:

Mrs. Callahan	Mr. Coladarci	Mrs. Dalesandro	Mr. McQueeney	Mr. Olivo	Mrs. Popelka	Ms. Sufly	Mr. Tranor	Mr. Morton

VII. NEW BUSINESS

VIII. MISCELLANEOUS

BE IT RESOLVED by the Netcong Board of Education, approves the Board Goals Action Plan. (A. 12-13-4)

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.

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 School 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.

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: _____

**DECEMBER 18, 2012
BOARD MEETING
ATTACHMENTS**

A. 12-13-1

BYLAWS

NETCONG BOARD OF EDUCATION

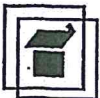
BYLAWS
0153/page 1 of 1
Annual Appointments

0153 ANNUAL APPOINTMENTS

The Board of Education may appoint at the organizational meeting, but shall appoint before July 1 of the year in which the Board organizes:

1. A Board Secretary,
N.J.S.A. 18A:17-2, 17-5;
2. A Treasurer of School Moneys,
N.J.S.A. 18A:17-31;
3. A public school accountant,
N.J.S.A. 18A:23-1;
4. A medical inspector,
N.J.S.A. 18A:40-1;
5. A psychological examiner,
N.J.S.A. 18A:46-11;
6. A member to serve as delegate to the New Jersey School Boards Association,
N.J.S.A. 18A:6-46;
7. An attendance officer,
N.J.S.A. 18A:38-32;
8. A member to serve as delegate to the Morris County School Boards Association; and
9. An attorney.

Adopted: 18 October 2005



BYLAWS

NETCONG BOARD OF EDUCATION

BYLAWS
0154/page 1 of 1
Annual Motions and Designations

0154 ANNUAL MOTIONS AND DESIGNATIONS

The Board of Education shall at the organizational meeting:

1. Designate one or more depositories for school funds, N.J.S.A. 18A:17-34;
2. Designate those persons authorized to sign school warrants, N.J.S.A. 18A:19-1;
3. Designate the official newspaper, N.J.S.A. 18A:22-11; 18A:39-3;
4. Designate a second newspaper for the publication of Board meetings, N.J.S.A. 10:4-8;
5. Designate the day, place, and time for regular meetings of the Board;
6. Approve the curriculum for all grades;
7. Designate a day for regular informal meetings of the Board; and
8. Readopt existing bylaws and policies for the Board's operation and the operation of the school system.

Adopted: 18 October 2005



BYLAWS

NETCONG BOARD OF EDUCATION

BYLAWS
0155/page 1 of 1
Board Committees

0155 BOARD COMMITTEES

The Board of Education authorizes the creation of committees of Board members charged to conduct studies, make recommendations to the Board, and act in an advisory capacity. Committees are not authorized to take action on behalf of the Board.

The President shall appoint Board members to serve a one-year term on the following Board standing committees:

Personnel
Finance/Facilities
Education

An ad hoc committee may be created and charged at any time by the President or a majority of the Board members present and voting. The President shall appoint members to any committee so created and charged; members shall serve until the committee is discharged.

Committees shall consist of no more than four Board members, one of whom shall be the President, who shall serve as ex officio member on all Board committees. A member may request or refuse appointment to a committee; a member's refusal to serve on any one committee shall not prejudice his/her appointment to another committee.

The Board reserves the right to meet and work as a Committee of the Whole in informational, discussion, and exploratory sessions. No official action shall be taken at these meetings, unless so advertised.

A chairperson shall be appointed by the President.

Committee meetings may be called at any time by the committee chairperson or when a meeting is requested by a majority of the members of the committee.

Committee meetings shall not be open to the public, except that a majority of the committee or the chairperson may open the meeting to the public or invite persons whose knowledge or expertise may be useful to the committee.

Adopted: 18 October 2005



BYLAWS

NETCONG BOARD OF EDUCATION

BYLAWS

0164/page 1 of 1
Conduct of Board Meetings

0164 CONDUCT OF BOARD MEETINGS

Parliamentary Authority

Roberts' Rules of Order, Newly Revised, shall govern the Board of Education in its deliberations and acts in all cases in which it is not inconsistent with statutes of the State of New Jersey, rules of the State Board of Education, or these bylaws.

Presiding Officer

The President shall preside at all meetings of the Board. In the absence, disability, or disqualification of the President, the Vice President shall act in his/her place; if neither person is present, any member shall be designated by a plurality of those present to preside. The act of any person so designated shall be legal and binding.

Announcement of Adequate Notice

The person presiding shall commence each meeting with an announcement of the notice given for the meeting or a statement regarding the lack of adequate notice, in accordance with law.

Agenda

The Superintendent's office shall prepare an agenda of items of business to come before the Board at each meeting. The agenda shall be typically delivered to each Board member no later than two days before the meeting and shall include such reports and supplementary materials as are appropriate and available.

The order of business shall be as follows:

- Call to order
- Roll call
- Correspondence
- President's comments
- Superintendent/Principal's comments
- School Business Administrator comments
- Meeting open to the public (agenda items only)
- Old business
- Committee reports
- Miscellaneous
- Meeting open to the public
- Executive session
- Possible motions following executive session
- Adjournment

N.J.S.A. 10:4-10

N.J.S.A. 18A:16-1.1

Adopted: 18 October 2005



A. 12-13-2

Nursing Services Plan 2012-2013 School Year

District Needs: The district includes approximately 285 K5 to grade 8 students, 24 K4 students, and 4 3-year old Pre-school disabled students. Students are housed in the main school building throughout the day. In addition, there are 53 employees.

The certified school nurse in the Netcong School District has a multitude of roles within the scope of professional practice. Care provider, educator, child advocate, and counselor are a few of the roles the school nurse fills.

The most consuming of these roles is to provide individualized nursing care to students and staff utilizing assessment, planning, implementation, and evaluation of that care in an ongoing manner. Individualized health care plans and emergency health care plans are developed by the school nurse for each student with acute or chronic health problems.

The School Health Guidelines require that students be screened for height and weight (annually), hearing (Grade PS-gr.4 annually, and grades 6 & 8), vision (K, 2, 4, 6, & 8), blood pressure (annually), and scoliosis (every other year after age 10). Because the relationship between learning and normal hearing and vision has been demonstrated, an attempt is made to screen vision and hearing of **all** students annually. Tuberculosis screening is done as mandated by the State. Individual records of screenings, medical exams, and health office visits are maintained for each student.

The role of the school nurse includes obtaining and updating of records. A Developmental Form has been developed for the PS to grade 4 students and is requested at the time of enrollment, as is the Universal Child Health Record for physical exams. The State recommended forms, Pre-Participation Health History and Physical Exam, are reviewed and recorded for all 5th -8th grade students entering the school and for those who wish to participate in sports. These are reviewed by the school nurse and approvals for sports physicals and physicals for students without a medical home are requested from the district physician.

Consideration must be given for the special education population and the severity of health concerns present.

1. Nursing Dependent and Medically Fragile - 8
2. Medically Complex - 16
3. Health Concerns - 30

The school nurse serves in the role of counselor to students, parents, and staff regarding issues of health and personal concerns. In the absence of a guidance counselor,

many students seek guidance in the Health Office. Referrals are made to the school psychologist, private physicians, counselors, and community health resources.

The role of educator is a vital role for the certified school nurse. Informal teaching takes place on a daily basis during the administration of nursing care to staff and students and in contacts made with parents. Staff education on pertinent health topics such as asthma and blood borne pathogens is provided at faculty meetings. Formal classroom instruction involves two of the four middle school grades and covers topics from the core curriculum.

A character education program entitled "Girls Helping Girls" has been utilized in small group settings with the 5th-8th grade girls. This program will be enhanced to broaden the topics and offer character education for the boys as well. Several Character Education books have been selected and an outline developed for use by the other grades. The school nurse functions as a faculty advisor for the S.A.D.D. program.

The Wellness Committee monitors and promotes healthy behaviors in the areas of nutrition, physical activity, and safety. In addition to the school nurse, the following areas are represented on the committee: administration, parents, faculty, physical education, and student body.

As a child advocate, the school nurses works closely with staff and families to assure that health needs are identified and met. An integral aspect of this role is referrals for health services, counseling, community programs, or DYFS. The school nurse is part of the I & RS committee, communicates with the CST as needed, and acts as the school liaison with DYFS representatives.

Health care is an ever-changing field and the school nurse must continue to be a student in order to remain effective and to keep up with these changes. CPR certification is required. Continuing education is an ongoing process as is self learning through professional collaboration and reading.

A. 12-13-3

SIDEBAR AGREEMENT
July 1, 2012 –June 30, 2013

Whereas, the Netcong School District Board of Education and the Netcong Teachers' Association are participants in a collective bargaining agreement covering the period from July 1, 2010 through June 30, 2013; and

Whereas, the Board and the Association have negotiated Article X, Section B, Paragraphs 3 and 4, which provide that teachers shall receive one forty minute duty free lunch period per day and one forty minute preparation period per day, respectively; and

Whereas, the Netcong School District Board of Education and the Netcong Teachers' Association wish to enter into an agreement modifying Article X, Section B, Paragraphs 3 and 4 of the collective bargaining agreement for one time only commencing July 1, 2012, and ending on June 30, 2013.

NOW, THEREFORE, the parties agree as follows:

1. That the contract provision noted above shall be amended for the period commencing July 1, 2012 and ending June 30, 2013 for one instance and one person only (Julio Picallo) to teach Spanish and English as a Second Language during his lunch and/or preparation period(s);
2. That Mr. Picallo will be compensated at a rate of \$39.42 per period taught; and
3. That the Board and Association agree that this Sidebar does not establish a precedent and may not be relied upon by either party in the future.

Netcong School District

Date: _____

Todd Morton, Board President

Netcong Teachers' Association

Date: _____

Cathy DeVito, Association President

A. 12-13-4

Netcong School Board Goals 2012-2013 Action Plan

1) Fiscal – Address and resolve QSAC fiscal management recommendations.

Major Activities	Responsibility	Resources	Timelines	Indicators of Success
a) Submit District Improvement Plan (DIP)	Administration Board	QSAC DPR's Policy & Procedure NJASA NJASBO NJSBA Auditors	September 2012	DIP approved by NJDOE
b) Update protocols	Administration Board	NJ Statute Policy & Procedure Auditors Treasurer of School Monies	September 2012 - January 2013	Feedback from Board, School Treasurer, and Auditors
c) Report on progress	Administration Board	Policy & Procedure	September 2012 - June 2013	Board Meeting Agendas and Minutes
d) Evaluate changes/updates	Administration Board	Policy & Procedure NJASA NJASBO NJSBA	April 2013 - June 2013	QSAC SOA submission Clean Audit

2) 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.

Major Activities	Responsibility	Resources	Timelines	Indicators of Success
a) Survey Stakeholders	Administration Board	Policy & Procedure NJASA NJASBO NJSBA	December 2012 - Design Survey January 2013 - disseminate	75% participation from Stakeholders
b) Approve Staff Professional Development and Board Training that supports best practices	Board	NJEA NJASA ASCD NJDOE	September 2012 - June 2013	Staff PD reports Board presentations Board Training Reports
c) Research and network best practices	Teachers Administration Board	NJEA NJASA NJPSA NJSBA ASCD NJDOE Other districts	September 2012 - June 2013	Professional Learning Community reports Staff PD reports Board presentations
d) Evaluate programs	Teachers Administration Board	NJEA NJASA NJPSA NJSBA ASCD NJDOE	May 2013 - June 2013	Survey Stakeholders 90% positive responses
e) Memorialize programs	Administration Board	Policy & Procedure Curriculum	June 2013	Approved policy, curriculum Mandated programs

3) 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.

Major Activities	Responsibility	Resources	Timelines	Indicators of Success
a) Research and compare facilitators	Administration Board	NJASA NJSBA NJDOE Other districts	December 2012 - January 2013	Board approved facilitator
b) Start process	Administration Board	Board approved facilitator Staff Community	January 2013 - February 2013	Publicize scheduled meetings Form committees
c) Formulate Strategic Plan	Stakeholders	Stakeholders	February 2013 - May 2013	Scheduled meetings Committee findings Recommended Strategic Plan
d) Approve Strategic Plan	Board	Strategic Plan Committee Members	June 2013	Publicized Strategic Plan 2013-2018