



Our Children
Our School
Our Future

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

WORK SESSION MEETING

June 17, 2014

7:30 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 and those persons or entities requesting notification, and filed with the municipal clerk of the Borough of Netcong.

C. NEW MISSION STATEMENT

Netcong, a tradition to nurture, inspire, empower, and achieve by all, for all.

D. BOARD GOALS 2013-2014

- Successfully complete a 5 year strategic plan in all areas of instruction and programming, personnel, fiscal management, operations and governance as a means to advance student achievement and promote public confidence in our schools.
- Communications- Continue to improve communications to all stakeholders as a means to advance student advocacy and public awareness of our district.
- School Climate and Culture- Support district initiatives regarding a student centered school climate and culture that affords every student to opportunity to develop intellectually, ethically and personally to the fullest extent of his/her abilities.
- Explore alternate sources of revenue to improve and expand district programs.

E. DISTRICT GOALS 2013-2014

- Student Achievement- Continue to improve student achievement as measured by the NCLB progress targets for the district, our schools and all subgroups to reach 100% proficiency by 2017.
- Successful implementation of Achieve NJ (teacher and principal evaluation).
- School Climate and Culture-Develop a student-centered school climate and culture that afford every student the opportunity to develop intellectually, ethically and personally to the fullest extent of his or her abilities.

II. ROLL CALL

Mrs. Callahan	_____	Mrs. Santana	_____
Mr. Coladarci	_____	Mr. Stevens	_____
Mr. McQueeney	_____	Ms. Sufly	_____
Mr. Morton	_____	Mrs. Dalesandro	_____
Mrs. Popelka	_____		

III. BOARD CORRESPONDENCE AND MINUTES

Correspondence

Moved by: _____ Seconded by: _____

Sender	Subject	Referred to
NJSBA	NJ School Boards Dues	Bernadette Dalesandro, Board President

Voice Vote Ayes: _____ Nays: _____ Abstentions: _____

Approval of Board Minutes

Moved by: _____ Seconded by: _____

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

Date	Meeting
March 25, 2014	Regular Board Minutes
March 25, 2014	Executive Session Minutes
April 29, 2014	Regular Board Minutes
April 29, 2014	Executive Session Minutes
May 6, 2014	Special Board Minutes
May 20, 2014	Work Session Minutes
May 20, 2014	Executive Session Minutes

May 27, 2014	Regular Board Minutes
May 27, 2014	Executive Session Minutes - 1
May 27, 2017	Executive Session Minutes - 2

Roll Call:

Mrs. Callahan	Mr. Coladarci	Mr. McQueeney	Mr. Morton	Mrs. Popelka	Mrs. Santana	Mr. Stevens	Ms. Suflay	Mrs. Dalesandro

IV. PRESIDENT'S COMMENTS

V. CHIEF SCHOOL ADMINISTRATOR'S COMMENTS

1. Fire Drill/Security Report

	DRILL	DATE/TIME	EVACUATION/ DURATION
Netcong Public School	Fire Drill	05/21/14 / 10:52 pm	2 Minutes
	Security Drill- Non-fire, bomb threat	05/29/14 / 12:50 pm	10 Minutes

2. Suspensions

GRADE	INFRACTION	ISS	OSS
5	Insubordination	1 Day	
8	Insubordination	1 Day	

3. HIB

None

VI. SCHOOL BUSINESS ADMINISTRATOR'S COMMENTS

None at this time.

VII. 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: _____

VIII. OLD BUSINESS

IX. EXECUTIVE SESSION

Motion by: _____ Seconded by: _____ Time: _____

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: _____ Time: _____

X. COMMITTEE REPORTS

**GOVERNANCE/POLICY/FINANCE - Bernadette Dalesandro, Chairperson
Joe Coladarci, Member
Patrick McQueeney, Member
Colleen Suflay, Member**

Moved by: _____ Seconded by: _____

BE IT RESOLVED that resolution numbers 1-13 be adopted as presented:

1. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the June 15, 2014 payroll in the amount of \$182,663.36.
2. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby accepts the following May 2014 Financial Reports:

The Board Secretary’s monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of May 31, 2014 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.S.A. 18A-22-8 and 18A-22-8.1.

Pursuant to N.J.A.C. 6A:23A-16.10 the Netcong Board of Education, after review of the Board Secretary’s and Treasurer’s monthly financial reports certify that as of May 31, 2014 and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.2 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

The financial reports from the Board Secretary and the Treasurer of School Monies for the month of May 2014.

3. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the bills list for May 24, 2014 to June 13, 2014 in the amount of \$453,420.47
4. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the transfers of the attached list (A. 06-17-01) for May 2014.
5. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the second reading of:

POLICY NO.	DESCRIPTION
3421.10	Health Insurance Waiver for State Health Benefits Plan

6. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby appoints CBIZ Insurance Services, Inc. d/b/a, CBIZ Centric, as the insurance broker retroactive to June 6, 2014.
7. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves, René Solar as part-time School Business Administrator at the salary of \$30,000, effective on July 1, 2014 to June 30, 2015.
8. **BE IT RESOLVED** that the Netcong Board of Education, upon recommendation of the Chief School Administrator, hereby designates the part-time School Business Administrator and Assistant Business Administrator to:
 - a. Invest board funds at the most advantageous rate in compliance with all state laws and regulations effective on or about July 1, 2014 to June 30, 2015.
 - b. Make telephone wire or electric transaction of the Board's financial accounts of deposit effective on or about July 1, 2014 to June 30, 2015.
 - c. Advertise for and receive bids for supplies, equipment and services when required and in accordance with Public School Contract Law.
 - d. Audit and approve any account and demand for payment prior to presentation to the Board as per N.J.S.A. 18A:19-4.1.
 - e. Be bonded as per NJ State Law requirements.
 - f. To authorize, in consultation and agreement with the Chief School Administrator, to process line item changes in compliance with required law between board meetings effective on or about July 1, 2014 to June 30, 2015.
9. **BE IT RESOLVED** that the Netcong Board of Education, upon recommendation of the Chief School Administrator, hereby appoints René Solar as District Purchasing Agent- QPA.

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 which shall have the power to prepare advertisements, to advertise for and receive bids and to award contract 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 tin 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 of so authorized by board resolution, and now therefore

BE IT RESOLVED, that the Netcong Board of Education pursuant to the statues cited above hereby appoints René Solar, part-time Business Administrator, as its duly authorized qualified 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 René Solar, part-time School Business Administrator, 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 René Solar, part-time School Business Administrator, 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.

Note: Quotation threshold per statue to be set at \$5,400 per 18A:18A-4.

10. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the submission of the 2014 Consolidated Monitoring Report for the Corrective Action Plan from the State of New Jersey, Department of Education.
11. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the revision to the May bills list from \$1,195,371.93 to \$1,184,623.56 for accounting adjustments.
12. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves that the amount of tax monies required for school purposes for the 2014-2015 school year is \$2,904,108.00 for General Fund and \$146,977.50 for Debt Service and that the Netcong Borough is hereby requested to pay the Treasurer of School Monies the below listed amounts:

Due Date	Amount
July 15, 2014	\$242,009.00
August 15, 2014	\$242,009.00
September 15, 2014	\$242,009.00
October 15, 2014	\$242,009.00
November 1, 2014	\$35,988.75
November 15, 2014	\$242,009.00
December 15, 2014	\$242,009.00

Due Date	Amount
January 15, 2015	\$242,009.00
February 15, 2015	\$242,009.00
March 15, 2015	\$242,009.00
April 15, 2015	\$242,009.00
May 1, 2015	\$110,988.75
May 15, 2015	\$242,009.00
June 15, 2015	\$242,009.00

13. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby authorizes \$60,000.00 to be appropriated from the unbudgeted fund balance to general fund line account 11 000 291 270 000 000.

Roll Call:

Mrs. Callahan	Mr. Coladarci	Mr. McQueeney	Mr. Morton	Mrs. Popelka	Mrs. Santana	Mr. Stevens	Ms. Suffay	Mrs. Dalesandro

**A. PERSONNEL- Colleen Suflay, Chairperson
 Bill Stevens, Member
 Marianne Callahan, Member
 Bernadette Dalesandro, Member**

Moved by: _____ Seconded by: _____

BE IT RESOLVED that resolution numbers 1-10 be adopted as presented:

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

NAME	COURSE	LOCATION	DATES	COST
Catherine DeVito	Handwriting Without Tears (2) Workshops: Pre-K Readiness & Writing Literacy & Math	Holiday Inn Princeton, NJ	July 11, 2014	\$385 +Mileage
Mary Frances Koch	AMTNJ 25 th Annual Two-Day Conference	Hyatt Regency Hotel New Brunswick NJ	October 23 & 24, 2014	\$150 +Mileage

2. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Suzanne DeKleine to be moved from MA, step 10 to MA+15, step 11 effective July 1, 2014.
3. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Robert DeKleine to be moved from, step 6 to MA+15, step 7 effective July 1, 2014.
4. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves a one-time carry-over of eleven (11) vacation days for Nicole Sylvester from the 2013/2014 school year to the 2014/2015 school year.
5. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Raymond Hopler as the Head Grounds Keeper at the salary of \$36,000, plus health benefits for the contract period of July 1, 2014 to June 30, 2015.
6. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Corinne Sodano as the maternity leave replacement full-time secretary for the period of on or before July 6, 2014, to on or after October 6, 2014 at the pro-rated salary of \$40,000.
7. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Gina Szarejko as the Technology Coordinator for a stipend salary of \$27,542.00 for the period of July 1, 2014 to June 30, 2015
8. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the following summer custodians:

Anthony Kefalos	\$ 10.00 per hour
Shawn Cryan	\$ 10.00 per hour

9. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Ms. Jamie Sivertsen as a substitute teacher for the 2014 – 2015 school year.
10. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Michele Fulmer as the Art/Gifted and Talented

Teacher at Step 0, Salary TBD, plus health benefits for the period of July 1, 2014 to June 30, 2015.

Roll Call:

Mrs. Callahan	Mr. Coladarci	Mr, McQueeney	Mr. Morton	Mrs. Popelka	Mrs. Santana	Mr. Stevens	Ms. Sufly	Mrs. Dalesandro

**B. FACILITIES/OPERATIONS - Joe Coladarci, Chairperson
Lynn Popelka, Member
Bernadette Dalesandro, Member**

Moved by: _____ Seconded by: _____

BE IT RESOLVED that resolution numbers 1 - 2 be adopted as presented:

1. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the Borough of Netcong to disconnect the water service from the old Grammar School location to eliminate future problems.
2. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Kate Walsh as the District Safety Coordinator for the 2014-2015 School Year.

**C. CURRICULUM/INSTRUCTION- Patrick McQueeney, Chairperson
Marianne Callahan, Member
Todd Morton, Member
Bernadette Dalesandro, Member**

None at this time.

Roll Call:

Mrs. Callahan	Mr. Coladarci	Mr, McQueeney	Mr. Morton	Mrs. Popelka	Mrs. Santana	Mr. Stevens	Ms. Sufly	Mrs. Dalesandro

XI. MISCELLANEOUS

XII. PETITIONS AND REQUESTS OF THE PUBLIC

Open to the Public: Time: _____

Moved by: _____ Seconded by: _____

Voice Vote Ayes: _____ Nays: _____ Abstentions: _____

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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: _____

XIII. EXECUTIVE SESSION

Motion by: _____ Seconded by: _____ Time: _____

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

Motion by: _____ Seconded by: _____ Time: _____

XIV. ADJOURNMENT – A motion is requested to adjourn

Motion by: _____ Seconded by: _____ Time: _____