



Our Children
Our School
Our Future

Netcong School District
26 College Road
Netcong, New Jersey 07857

ANNUAL REORGANIZATION MEETING MINUTES

January 6, 2015
7:00 P.M.

The Board Secretary will temporarily chair the meeting until the Board President has been elected and will then turn the meeting over to the President immediately upon his/her election.

I. **CALL TO ORDER** Meeting was called to order by Board Secretary Nicole Sylvester at 7:00 p.m.

- A. **FLAG SALUTE**- All of those present participated in the salute to the flag.
- B. **OPEN PUBLIC MEETING ACT PROCLAMATION**- was read by Board Secretary Nicole Sylvester 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 and those persons or entities requesting notification, and filed with the municipal clerk of the Borough of Netcong.

- C. **MISSION STATEMENT**- The following is made part of the minutes:

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

- D. **BOARD GOALS for 2014-2015**

- Comprehensive review and update of the district policy manual.
- Continue to monitor and approve curriculum updates and systems of assessment.
- Review Board operations to improve Board performance.

- E. **DISTRICT GOAL for 2014-2015**

- Implement the action plans identified in the Netcong School District's Strategic Plan with a 2014/15 timeline under the goal areas of Student Achievement & Technology, School and Community, and Finance and Facilities.

II. ORGANIZATION OF THE BOARD

- A. **REPORT OF ELECTION RESULTS** was read by Board Secretary Nicole Sylvester and is made part of the minutes:

Cindy Eckert, Netcong Borough Clerk, certified the following election results for the Netcong Board of Education:

1. **For 3 (three) year term memberships on the Board of Education:**

3 (THREE) YEAR TERM	TOTAL
Patrick McQueeney	255
Jennifer Santana	234
Bernadette Dalesandro	223
Write-in	12

- B. **INDUCTION AND ADMINISTRATION OF THE OATH OF OFFICE TO THE RE-ELECTED BOARD MEMBERS.** Administered by Nicole Sylvester, Business Administrator/Board Secretary per (N.J.S.A. 18A:12-2.1, R.S. 41:1-3).

C. ROLL CALL

The following members were present: Mrs. Callahan, Mr. McQueeney, Mrs. Popelka, Mrs. Santana, Mrs. Dalesandro, Mr. Morton, Mr. Stevens and Ms. Suflay

Not Present: Mr. Coladarci, Military Obligation

Also Present: Mr. Pio Pennisi, Interim Superintendent
Mrs. Nicole Sylvester, Business Administrator/Board Secretary
Ms. Gina Cinotti, Principal
Four (4) Members of the public present

D. BOARD OFFICERS AND APPOINTMENTS

1. **Nomination & Election of President of the Board:**

The meeting is now open for nominations for President of the Board.

Motion by Todd Morton seconded by Lynn Popelka to nominate Patrick McQueeney for President.

Motion by Colleen Suflay seconded by Jennifer Santana to nominate Bernadette Dalesandro for President.

There being no other nominations for President, nominations were closed on the motion by Bernadette Dalesandro, seconded by Lynn Popelka and approved by Unanimous Voice Vote by all members present.

Vote for President:

Board Member	Bernadette Dalesandro	Patrick McQueeney
Mrs. Callahan	X	
Mrs. Dalesandro	X	
Mr. McQueeney		X
Mr. Morton		X
Mrs. Popelka		X
Mrs. Santana	X	
Mr. Stevens	X	
Ms. Suflay	X	

BE IT RESOLVED, that in accordance with N.J.S.A. 18A:15-1 and Policy 0152 the Netcong School District Board of Education, in the County of Morris, New Jersey, elects Bernadette Dalesandro as President of the Board of Education effective immediately until the next reorganization meeting as prescribed by law.

(The meeting is now turned over to the Board President.)

2. Nomination & Election of Vice President of the Board:

The meeting is now open for nominations for Vice President of the Board.

Motion by Jennifer Santana seconded by Todd Morton to nominate Patrick McQueeney for Vice President.

There being no other nominations for Vice President, nominations were closed on the motion by Lynn Popelka, seconded by Patrick McQueeney and approved by Unanimous Voice Vote by all members present.

Vote for Vice President:

Board Member	Patrick McQueeney
Mrs. Callahan	X
Mr. McQueeney	X
Mr. Morton	X
Mrs. Popelka	X
Mrs. Santana	X
Mr. Stevens	X
Ms. Suflay	X
Mrs. Dalesandro	X

RESOLVED, that in accordance with N.J.S.A. 18A:15-1 and Policy 0152 the Netcong School District Board of Education, in the County of Morris, New Jersey, elects Patrick McQueeney as Vice President of the Board of Education effective immediately until the next reorganization meeting as prescribed by law.

3. Appointments and Delegates

Appointment, by the President, of Delegate and Alternates to the New Jersey School Boards Association and the Morris County School Boards Association.

Delegate: Bernadette Dalesandro
State Alternate: Patrick McQueeney
County Alternate: Patrick McQueeney

Appointment, by the President, of a Member and Alternate to the Morris County Educational Services Commission Board of Directors:

Member: Bernadette Dalesandro
Alternate: Patrick McQueeney

4. Appointment of Committees

A. Governance/Policy/Finance

Chairperson: Bernadette Dalesandro
Member: Marianne Callahan
Member: Jennifer Santana
Member: Colleen Suflay

B. Personnel

Chairperson: Marianne Callahan
Member: Bill Stevens
Member: Jennifer Santana
Member: Bernadette Dalesandro

C. Facilities/Operations

Chairperson: Todd Morton
Member: Lynn Popelka
Member: Patrick McQueeney
Member: Bernadette Dalesandro

D. Curriculum/Instruction

Chairperson: Colleen Suflay
Member: Joe Coladarci

Member: Patrick McQueeney
Member: Bernadette Dalesandro

READING OF SCHOOL BOARD CODE OF ETHICS- BOARD PRESIDENT

In accordance with Bylaw 9271 “Code of Ethics,” the Board of Education shall discuss the Board Member Code of Ethics annually at a regularly scheduled public meeting. Each member shall sign documentation that he/she has received a copy of it and has read and understood it.

CODE OF ETHICS FOR SCHOOL BOARD MEMBERS

Board Trustee Morton read: I will uphold and enforce all laws, rules and regulations of the state Board of Education and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.

Board Trustee Santana read: I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.

Board Trustee Suflay read: I will confine my board action to policy making, planning and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

President Dalesandro read: I will carry out my responsibility not to administer the schools, but together with my fellow board members, to see that they are well run.

Board Trustee Callahan read: I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.

Board Trustee McQueeney read: I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

Board Trustee Popelka read: I will hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals, or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.

Board Trustee Stevens read: I will vote to appoint the best-qualified personnel available after consideration of the chief administrative officer.

Board Trustee Morton read: I will support and protect school personnel in proper performance of their duties.

Board Trustee Santana read: I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

CODE OF ETHICS FOR SCHOOL BOARD MEMBERS was read, fully discussed and disclosed by all Board Members and is made part of the minutes.

President Dalesandro reminded Board Members that Executive Sessions are confidential.

III. ANNUAL APPROVAL OF MOTIONS

Board Trustee Lynn Popelka, seconded by Board Trustee Todd Morton moved the following resolutions to be approved as submitted:

BE IT RESOLVED that resolution numbers 1-11 be adopted as presented:

1. 2015-2016 Meeting Schedule

BE IT RESOLVED by the Board of Education of Netcong, in the County of Morris, New Jersey that the Work Session Meetings will be held the third Tuesday of the month at 7:30 p.m. and the Regular Board Meetings shall be held the fourth Tuesday of the month at 7:00 p.m., unless otherwise noted.

Work Session Meeting	Regular Board Meeting
January 20, 2015	January 27, 2015
February 17, 2015	February 24, 2015
March 17, 2015	March 24, 2015
April 22, 2015* (Wednesday)	April 28, 2015 (Public Hearing & Adoption of 2015-2016 budget)
May 19, 2015	May 26, 2015
June 16, 2015	June 23, 2015
July 21, 2015	July 28, 2015
August 18, 2015	August 25, 2015
September 15, 2015	September 22, 2015
	October 20, 2015
November 17, 2015	November 24, 2015
	December 15, 2015
January 5, 2016 (Reorganization Meeting at 7 pm)	

In the event that said schedule is hereafter revised, the Board Secretary is hereby directed to post and direct notice to the Daily Record at least 48 hours before the revised meeting date; to file such notice with the Municipal Clerk of Netcong and mail said notice to those persons requesting the same.

*Please note the date change due to scheduling conflict.

2. Continuing Action

BE IT RESOLVED by the Board of Education of Netcong, to accept, ratify and adopt all of the rules, Policies, By-Laws, contracts and actions heretofore made, adopted and entered into by the preceding Boards of Education of the Netcong Public School.

BE IT FURTHER RESOLVED that the Board of Education of Netcong to the extent consistent with State Law, Policies and By-Laws of the Board will be guided by "Robert's Rules of Order" as per Board policy 0164.

3. **BE IT RESOLVED** by the Netcong Board of Education to approve all policies, rules, regulations, handbooks, and other legislative or regulatory action of this Board, in force immediately prior to the Reorganization Meeting, are hereby continued in force, as if the Board Year had not changed.

4. Designation of Newspaper

BE IT RESOLVED by the Board of Education of Netcong, in the County of Morris, New Jersey, that the Daily Record is hereby designated as the official newspaper of the Board, effective January 6, 2015 until the next annual Reorganization Meeting of this Board.

5. Bank Accounts and Signature Resolution

BE IT RESOLVED by the Board of Education of Netcong, in the County of Morris, New Jersey, that the following be and are hereby designated as the official depositories of the Board, effective January 6, 2015 until the next Reorganization Meeting of this Board.

Valley National and Wells Fargo
(facsimile stamps can be used with advance permission)

A. General Account	Minimum of three signatures required	Board President Treasurer of School Monies Business Administrator/Board Secretary Interim Superintendent
B. Payroll Agency	One signature required.	Board President Treasurer of School Monies Business Administrator/Board Secretary Interim Superintendent
C. Payroll	One signature required.	Board President Treasurer of School Monies Business Administrator/Board Secretary Interim Superintendent

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| D. Food Service | One signature required. | Board President
Treasurer of School Monies
Business Administrator/Board Secretary
Interim Superintendent |
| E. Student Activities | Two signatures required. | Board President
Business Administrator/Board Secretary
Principal
Principal's Secretary |

[This is the only account active at Wells Fargo]

BE IT FURTHER RESOLVED that all funds on deposit in the general checking account, payroll agency account, payroll, and food service account at Valley National be withdrawn only on School Warrant of said Board of Education as per signature cards which are approved by the Board of Education.

BE IT FURTHER RESOLVED that all funds on deposit in the student activities account be withdrawn only on School Warrant of said Board of Education as per signature cards which are approved by the Board of Education.

6. Appointment of Medical Examiner

BE IT RESOLVED, that the Netcong School District Board of Education in the County of Morris, New Jersey appoints Dr. Joseph Casella as its medical examiner to provide school physician services in accordance with N.J.S.A. 18A:40-1, for the 2014-2015 school year at an annual fee of \$2,500 retroactive to July 1, 2014.

7. **BE IT RESOLVED** by the Netcong Board of Education to approve the School Nurse, Mrs. Jane Morin, as the School Attendance Officer effective January 7, 2015 until June 30, 2015.

8. **BE IT RESOLVED** by the Netcong board of Education to appoint Gina Cinotti, Principal, as custodian of records for personnel records, and Nicole Sylvester, Business Administrator, as custodian of records for business and financial records.

9. **BE IT RESOLVED** by the Netcong Board of Education to approve the Interim Superintendent, Elementary Supervisor, School Nurse, and any other member designated by the Interim Superintendent, to hereby be designated to transport pupils in an emergency effective January 7, 2015 through June 30, 2015.

10. WHEREAS, the School Ethics Act, N.J.S.A. 18AA:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and

WHEREAS, in keeping with the Legislative purpose as set for the in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;

NOW THEREFORE BE IT RESOLVED that the School Ethics Commission hereby requires Boards of Education and Charter School Boards of Trustees that must invoke the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED that Boards of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for 30 days and provide the Commission with a copy;

BE IT FURTHER RESOLVED that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School Business Officials and the New Jersey Education Association.

11. WHEREAS, the Netcong 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; and

WHEREAS, N.J.A.C. 6A:23A-7.1 et seq. requires 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, an 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, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23-7.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$1,500 for all staff and board members.

VOTE: ANNUAL APPROVAL OF MOTIONS RESOLUTIONS #1-11 AS PRESENTED.

AYES: Mrs. Callahan, Mr. McQueeney, Mr. Morton, Mrs. Popelka, Mrs. Santana, Mr. Stevens, Ms. Suflay and Mrs. Dalesandro, President.

NAYES: None

ABSENTATIONS: None

IV. PETITIONS AND REQUESTS OF THE PUBLIC

Board Trustee Todd Morton moved, seconded by Board Trustee Lynn Popelka, to open the public session at 7:07 p.m. and was approved by a Unanimous Voice Vote by all members present. President Dalesandro opened the meeting at 7:07 p.m.

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 Interim Superintendent or the Board of Education, either by telephone or letter.

Gina Cinotti, Principal, inquired about a scheduling conflict with the Board meeting dates.

There being no further items for discussion, Board Trustee Todd Morton moved, seconded by Board Trustee Colleen Suflay, to close the public session at 7:09 p.m. and was approved by a Unanimous Voice Vote by all members present. President Dalesandro closed the meeting to the public at 7:09 p.m.

V. EXECUTIVE SESSION

None at this time

VI. ADJOURNMENT - There being no further business to come before the board, Board Trustee Todd Morton made a motion, seconded by Board Trustee Colleen Suflay and carried by Unanimous Voice Vote to adjourn the January 6, 2015 Annual Reorganization Meeting of the Netcong Board of Education at 7:10 p.m.

Respectfully Submitted



Nicole Sylvester
Business Administrator/Board Secretary

