



Netcong School District
26 College Road
Netcong, New Jersey 07857

ANNUAL REORGANIZATION MEETING MINUTES

January 2, 2018
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 made part of the minutes by Board Secretary Nicole Sylvester:

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**

Continue Professional Development for Board members with emphasis on training requirements and opportunities.

- a. Financial Reports
- b. Audit

Continue to move forward to achieve NJSBA Carol E. Larsen Master Board Certification.

Successfully communicate information for the successful passage of a ballot question.

E. DISTRICT GOALS

To improve security effectiveness of the district utilizing the 2017 Homeland Security Preparedness Assessment Report.

Explore administrative restructuring.

Explore space concerns, Annex project, and continue improvement projects to the building and grounds.

Explore strategies to improve student achievement.

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 as follows:

Netcong Board of Education	Term	TOTAL
Shawn C. Bates	3-year	394
Jennifer Santana	3-year	355
Bernadette T. Dalesandro	3-year	344

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: Mr. Bates, Mr. Costanzo, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Quan, Ms. Santalucia and Mrs. Santana.

Not Present: Mr. Morton- work commitment

Also Present: Mrs. Kathleen Walsh, Acting Chief School Administrator
Mrs. Nicole Sylvester, Business Administrator/Board Secretary
6 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 David Costanzo seconded by Kerri Santalucia to nominate Bernadette Dalesandro for President.

Motion by Shawn Bates seconded by Timothy Domick to nominate Todd Morton for President.

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

Motion by Charlie Kranz, seconded by Bernadette Dalesandro to accept the nominations and approved by a Unanimous Voice Vote by all members present.

Vote for President:

<u>Board Member</u>	Bernadette Dalesandro	Todd Morton
Mr. Bates		X
Mr. Costanzo	X	
Mrs. Dalesandro	X	
Mr. Domick		X
Mr. Kranz	X	
Mr. Quan	X	
Ms. Santalucia	X	
Mrs. Santana	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 Kevin Quan to nominate Kerri Santalucia for Vice President.

There being no other nominations for Vice President, nominations were closed on the motion by Charlie Kranz, seconded by Jennifer Santana and approved by a Unanimous Voice Vote by all members present.

Motion by Charlie Kranz, seconded by David Costanzo to accept the nominations and approved by a Unanimous Voice Vote by all members present.

Vote for Vice President:

<u>Board Member</u>	Kerri Santalucia
Mr. Bates	X
Mr. Costanzo	X
Mrs. Dalesandro	X
Mr. Domick	X
Mr. Kranz	X

Mr. Kranz	X
Ms. Santalucia	X
Mrs. Santana	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 Kerri Santalucia 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: Kerri Santalucia
 County Alternate: David Costanzo

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

Member: Bernadette Dalesandro
 Alternate: Kerri Santalucia

4. Appointment of Committees

A. Governance

Chairperson: Kerri Santalucia
 Members: Charlie Kranz, Jenn Santana, Bernadette Dalesandro

B. Personnel

Chairperson: Kerri Santalucia
 Members: Kevin Quan, Shawn Bates, Bernadette Dalesandro

C. Facilities/Operations

Chairperson: Charlie Kranz
 Members: David Costanzo, Timothy Domick, Bernadette Dalesandro

D. Curriculum/Instruction

Chairperson: Jennifer Santana
 Members: Kevin Quan, Todd Morton, Bernadette Dalesandro

E. Negotiations

Members: Bernadette Dalesandro, Kerri Santalucia

F. Annex/Classroom/Space Concerns

Chairperson: Bernadette Dalesandro
Members: Jenn Santana, Kerri Santalucia, Charlie Kranz

G. Finance

Chairperson: David Costanzo
Members: Jenn Santana, Kerri Santalucia, Bernadette Dalesandro

H. Policy- Board of the Whole

I. Budget Committee

Chairperson: David Costanzo
Members: Charlie Kranz, Kerri Santalucia, Bernadette Dalesandro

J. Board Liaisons

NEF- Kevin Quan
PTA- Kerri Santalucia
Town Council- Rotating
Recreation Commission- Todd Morton
Planning Board- Todd Morton

IV. ANNUAL APPROVAL OF MOTIONS

Board Trustee Charlie Kranz, seconded by Board Trustee David Costanzo moved the following resolution to be approved as submitted:

Be it resolved that resolution A be adopted as presented:

A. CODE OF ETHICS

Timothy Domick read: Be it resolved, 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.

David Costanzo 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.

Kevin Quan 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.

Charlie Kranz 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.

Kerri Santalucia 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.

Jenn Santana 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.

Shawn Bates 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.

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

David Costanzo read: I will support and protect school personnel in proper performance of their duties.

Kevin Quan 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.

The motion was approved by a Unanimous Voice Vote by all members present.

David Costanzo, seconded by Charlie Kranz moved resolutions B-I to be approved as submitted:

B. 2018 Meeting Schedule

Be it resolved by the Board of Education of Netcong, in the County of Morris, New Jersey that Work Session Meetings will be held the third Tuesday of the month 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
N/A	January 16, 2018
February 20, 2018	February 27, 2018
March 20, 2018	March 27, 2018
April 17, 2018	April 24, 2018
May 15, 2018	May 22, 2018
N/A	June 19, 2018
N/A	July 24, 2018
August 21, 2018	August 28, 2018
September 18, 2018	September 25, 2018
N/A	October 16, 2018
November 20, 2018	November 27, 2018
N/A	December 18, 2018
January 3, 2019 Board Reorganization	TBD

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.

C. 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 School District.

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.

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.

D. Annual Appointments

Be it resolved by the Board of Education of Netcong, in the County of Morris, New Jersey that the following annual appointments are made:

- a. Mrs. Nicole Sylvester, Board Secretary
- b. Nisivoccia, LLP, Public School Accountants
- c. Dr. Joseph Casella, School Physician
- d. Nicholas DiDonato, Psychological Examiner

- e. Mark Fasciana, Attendance Officer
- f. Ms. Rene Metzgar, Treasurer of School Monies
- g. Adams, Gutierrez & Lattiboudere, LLC, Attorney

E. 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, and the official newspaper for the publication of Board meetings, effective January 2, 2018, until the next annual Reorganization Meeting of this Board.

F. Doctrine of Necessity

Be it resolved, 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;

Be it further 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.

G. School Depositories, Accounts, & Signatories

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 2, 2018, until the next Reorganization Meeting of this Board. Valley National and Wells Fargo (facsimile stamps can be used with advance permission)

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.

Bank Accounts	Signatures	Bank
General Account	Board Pres, Treas. of School Monies, BA/BS, CSA = min 3 sign. Req.	Valley National Bank
Payroll Agency	Board Pres, Treas. of School Monies, BA/BS, CSA= 1 sign. Req.	Valley National Bank
Payroll	Board Pres, Treas. of School Monies, BA/BS, CSA= 1 sign. Req.	Valley National Bank
Food Service	Board Pres, Treas. of School Monies, BA/BS, CSA= 1 sign. Req.	Valley National Bank
Student Activities	BA/BS, CSA, School Secretary = min 2 sign. Req.	Wells Fargo
Referendum Account	Board Pres, Treas. of School Monies, BA/BS, CSA = min 3 sign. Req.	Valley National Bank
Lisa Williams Scholarship	Board Pres, Treas. of School Monies, BA/BS, CSA = min 3 sign. Req.	Valley National Bank

H. Travel Expenses

Be it resolved, 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.

I. Re-Adoption of Curriculum

Be it resolved, that the Netcong Board of Education move that all current written curriculum, courses, textbooks, workbooks, and ancillary materials of the District be adopted for the period from the date of this Reorganization Meeting until the Reorganization Meeting in the next calendar year, unless modified upon the recommendation of the Acting Chief School Administrator.

VOTE: ANNUAL APPROVAL OF MOTIONS RESOLUTIONS #B-I AS PRESENTED.

AYES: Mr. Bates, Mr. Costanzo, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Morton, Mr. Quan, Ms. Santalucia and Mrs. Santana.

NAYES: None

ABSENTATIONS: None

V. COMMENTS FROM THE PUBLIC – ANY ISSUE/TOPIC

Motion: David Costanzo Second: Charlie Kranz Time: 7:17 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 School is of interest or concern, the matter should be referred to the Acting Chief School Administrator or the Board of Education, either by telephone or letter.

There being no comments from the public, a motion was made to close.

Motion: David Costanzo Second: Charlie Kranz Time: 7:18 p.m.

VI. EXECUTIVE SESSION

None at this time.

VII. ADJOURNMENT

With no further Business before the Board, a motion was made and approved to adjourn.

Moved: David Costanzo

Second: Jenn Santana

Time: 7:18 pm

Respectfully Submitted,

A handwritten signature in cursive script that reads "Nicole Sylvester".

Nicole Sylvester

Business Administrator/Board Secretary