



Our Children, Our School, Our Future

Netcong Board of Education
26 College Road
Netcong, NJ 07857

REGULAR BOARD MEETING

August 25, 2015

7:00pm

Mrs. Bernadette Dalesandro, President
Mr. Patrick McQueeney, Vice President

Mrs. Marianne Callahan
Mrs. Jennifer Santana

Mr. David Costanzo
Mrs. Kelly Stephens
Mrs. Lynn Popelka

Mr. Todd Morton
Mr. Bill Stevens

Curriculum/Instruction

Patrick McQueeney*
Lynn Popelka
Bernadette Dalesandro

Facilities/Operations

Todd Morton *
David Costanzo
Kelly Stephens
Bernadette Dalesandro

Governance/Policy/Finance

Bernadette Dalesandro *
Marianne Callahan
Patrick McQueeney
Jennifer Santana

Personnel

Marianne Callahan *
Bill Stevens
Jennifer Santana
Bernadette Dalesandro

** Denotes Committee Chair*

2015-16
Netcong Board of Education

Open Public Meeting 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.

Mission Statement

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

Board Goals

1. Successfully communicate the information to all stakeholders regarding the public vote for the November 2015 Ballot Question.
2. Improve the Board of Education relationships among the community and staff.
3. Monitor and verify a secure financial status in the District.

District Goals

Implement the action plans identified in the Netcong School District Strategic Plan with the 2015-16 timeline under the goal areas of: (a) student achievement and technology, (b) school and community, and (c) finance and facilities.

I. Call to Order

II. Flag Salute

III. Roll Call

Mrs. Callahan	_____	Mrs. Santana	_____
Mr. Costanzo	_____	Mrs. Stephens	_____
Mr. McQueeney	_____	Mr. Stevens	_____
Mr. Morton	_____	Mrs. Popelka	_____
		Mrs. Dalesandro	_____

IV. Board Correspondence & Approval of Minutes

Correspondence

Moved _____	Seconded _____
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Approval of Board Minutes

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

June 16, 2015	Regular Minutes	Moved By: _____	Seconded By: _____
June 16, 2015	Executive Session #1	Mrs. Callahan _____	Mrs. Santana _____
June 16, 2015	Executive Session #2	Mr. Costanzo _____	Mrs. Stephens _____
July 28, 2015	Regular Minutes	Mr. McQueeney _____	Mr. Stevens _____
July 28, 2015	Executive Session #1	Mr. Morton _____	Mrs. Popelka _____
July 28, 2015	Executive Session #2		Mrs. Dalesandro _____
August 18, 2015	Work Session Minutes		
August 18, 2015	Executive Session #1		

V. President’s Comments

VI. Chief School Administrator’s Comments

A. Fire/Security Drill Report

DRILL	DATE/TIME
Fire	None
Security	None

B. Suspensions

GRADE	INFRACTION	ISS	OSS
	None		

C. HIB Monthly Incident Report – none

D. Strategic Action Plan Summary 2014-15 & 2015-16

VII. Business Administrator’s Comments

VIII. Questions/Comments from Public – Agenda Items Only

<u>Open</u>		<u>Closed</u>	
Moved	_____	Moved	_____
Seconded	_____	Seconded	_____
Time	_____	Time	_____

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

IX. Old Business

X. Information/Reports/Actions

A. Finance

(B. Dalesandro, Chair)

Moved By:	_____	Seconded By:	_____
Mrs. Callahan	_____	Mrs. Santana	_____
Mr. Costanzo	_____	Mrs. Stephens	_____
Mr. McQueeney	_____	Mr. Stevens	_____
Mr. Morton	_____	Mrs. Popelka	_____
		Mrs. Dalesandro	_____

Be it resolved that resolution numbers 1 - 19 be adopted as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the July 30, 2015 payroll in the amount of \$32,040.95.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the August 15, 2015 payroll in the amount of \$27,569.59.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the bills list for July 29, 2015 to August 25, 2015 in the amount of \$181,252.64
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the transfers of the attached list for July 2015.
5. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby accepts the following July 2015 Financial Reports:

The Board Secretary’s monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of July 31, 2015 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 July 31, 2015 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.

6. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Servicemaster of Dover & Lakeland to clean area rugs and carpeting on the nurse's ramp, library and music room retroactive to August 11, 2015 at a cost not to exceed \$810.
7. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Delsea Pest Control to spray for general pests retroactive to August 7, 2015 at a cost not to exceed \$250.
8. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the tuition contract with Jefferson Township Board of Education for Student#32421039 for an amount not to exceed \$22,125 for the period on or about September 30, 2015 and terminate on or about June 22, 2016.
9. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the Health Care Flexible Spending Account Amendment and therefore, be it resolved, that the Amendment to the Netcong Elementary School FSA (the amendment) is hereby approved and adopted, and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment.
10. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the tuition contract with Camfel Productions, Character-Building, for the Anti-Bullying Program on November 12, 2015 at a cost not to exceed \$795.
11. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the December 2014 peer review of our auditors, Nisivoccia LLP which was completed and approved by Deluzio & Company, LLP.
12. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves American Appraisal to update and complete the Fixed Asset report at a cost not to exceed \$3,000.

13. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Atlantic Tomorrow's Office to replace and clean-up the existing server and install a print server at a cost not to exceed \$9,172.47.
14. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the Netcong Board of Education- 100437 (TPAF) and 252353 (PERS), a participating employer in the State Health Benefits Program and/or School Employees' Health Benefits Program, hereby designates 30* hours per week (average) as the minimum requirement for the full-time status in accordance with N.J.S.A. 52:14-17.26 and N.J.S.A. 52:14-17.46.2.
**As of June 1, 2010, may not be less than 25 hours per week for employees, or less than 35 hours per week for elected or appointed officials.*
15. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the 2015-2016 Price list from Maschio's Food Services, Inc.
16. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves CC Productions, Inc. to provide a POS System for our Food Service Program at a cost not to exceed \$4,140.
17. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the contract with medical examiner, Dr. Joseph Casella to provide school physician services in accordance with N.J.S.A. 18A:40-1, for the 2015-2016 school year at an annual fee of \$2,500 retroactive to July 1, 2014.
18. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the contract with Byram Township Board of Education for the Shared Services of Occupational Therapist for an amount not to exceed \$47,772.60 for the one year period of September 8, 2015 to June 30, 2016.
19. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Clean, LLC retro-active to August 13, 2015 to strip and remove acrylic floor wax in the gymnasium at a cost not to exceed \$2,947.68 .

B. Policy

(B. Dalesandro, Chair)

Moved By:	_____	Seconded By:	_____
Mrs. Callahan	_____	Mrs. Santana	_____
Mr. Costanzo	_____	Mrs. Stephens	_____
Mr. McQueeney	_____	Mr. Stevens	_____
Mr. Morton	_____	Mrs. Popelka	_____
		Mrs. Dalesandro	_____

Be it resolved that resolution number 1 be adopted as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the **SECOND reading** of the following Policy and Regulation

Policy or Reg	Number	Title	Type
Policy	0134	Board Self Evaluation	Revised
Policy	0152	Board Officers	Revised
Policy	2622	Student Assessment	Mandatory Revised
Policy	3212	Attendance	Revised
Policy	4212	Attendance (formerly 4211)	Revised
Policy & Reg	3218	Substance Abuse	Mandatory Revised
Policy & Reg	4218	Substance Abuse	Mandatory Revised
Policy & Reg	5200	Attendance	Mandatory Revised

C. Facilities *(T. Morton, Chair)*

D. Curriculum/Instruction *(P. McQueeney, Chair)*

Moved By:	_____	Seconded By:	_____
Mrs. Callahan	_____	Mrs. Santana	_____
Mr. Costanzo	_____	Mrs. Stephens	_____
Mr. McQueeney	_____	Mr. Stevens	_____
Mr. Morton	_____	Mrs. Popelka	_____
		Mrs. Dalesandro	_____

Be it resolved that resolution numbers 1-4 be adopted as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the following Professional Development:

Date	Name	Workshop Conference	Location	Cost
8/12/15	Nicole Sylvester	Facilities Training	Rockaway, NJ	\$8.48 mileage
9/18/15 10/21/15 11/18/15 1/15/16 2/24/16 3/15/16 5/5/16	Gina Cinotti	New Superintendents' Academy	West Trenton, NJ	\$34.35/mileage per trip \$240.45 total mileage
8/10/15	Liz Juliano	Regional Training for Professional Development	Morristown, NJ	\$15.69 mileage

2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves mileage reimbursement at .31 cents/mile for Nicole Sylvester to attend monthly Morris County Association of School Business Official Meetings.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves mileage reimbursement at .31 cents/mile for Dr. Gina Cinotti to attend monthly Morris County Superintendent Roundtable Official Meetings.

4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves graduate course reimbursement of \$1,363.50 for Julio Picallo as a part of required course study at Montclair State University in continuation of the ESL Certification Program.

E. Personnel

(M. Callahan, Chair)

Moved By:	_____	Seconded By:	_____
Mrs. Callahan	_____	Mrs. Santana	_____
Mr. Costanzo	_____	Mrs. Stephens	_____
Mr. McQueeney	_____	Mr. Stevens	_____
Mr. Morton	_____	Mrs. Popelka	_____
		Mrs. Dalesandro	_____

Be it resolved that resolution numbers 1 – 7 be adopted as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves, Britt Huss, 0.75 Art/Gifted and Talented Teacher for a fixed one-year term effective October 1, 2015 or earlier through June 30, 2016, at MA, Step C, \$55,781, at the 75% prorated salary of \$41,836, pending fingerprinting and background check.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Donna Nesser, as a Cafeteria Aide, for one period a day at the rate of \$14.52 for the one year period of July 1, 2015 through June 30, 2016, pending receipt of her certification, fingerprinting and background check.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, accepts the revised resignation letter from Todd LeBlanc, Head Groundskeeper, as of September 1, 2015 through June 30, 2016 (for a fixed one-year term) at the prorated salary of \$36,720.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the following substitutes for a fixed one-year term of September 1, 2015 through June 30, 2016 at the rate of \$70/day for the first 10 days worked and \$80/day there after:
 - a. Alexandra Basciano
 - b. Alan Cook
 - c. Kelley Dilley
 - d. Susan Falleni
 - e. Donna Kali
 - f. Kimberly Kranz
 - g. Angela Kunkel
 - h. Lisa Macrae
 - i. Robert Martone
 - j. Meganne Secola
 - k. Linda Tuorinsky
 - l. Diana Yeager

5. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the following substitute nurses for a fixed one-year term of September 1, 2015 through June 30, 2016 at the rate of \$150/day pending fingerprinting and background check:
 - a. Noreen McGeary
 - b. Henna Cardenas
 - c. Emily Crispino
 - d. Joyce Ferraro

6. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Melissa Sylvester, as a part-time Instructional Aide, at \$11.30/hour for a fixed one-year term of September 1, 2015 through June 30, 2016 pending fingerprinting and background check.

7. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Joelle DeMasi, as a part-time Instructional Aide, at \$11.30/hour for a fixed one-year term of September 1, 2015 through June 30, 2016 pending fingerprinting and background check.

XI. Miscellaneous

XII. Comments from the Public – Any Issue/Topic

<u>Open</u>		<u>Closed</u>	
Moved	_____	Moved	_____
Seconded	_____	Seconded	_____
Time	_____	Time	_____

The Public is invited to address the Board with any questions, comments, or 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.

XIII. Executive Session

<u>Open</u>		<u>Closed</u>	
Moved	_____	Moved	_____
Seconded	_____	Seconded	_____
Time	_____	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.

XIV. Adjournment

Moved	_____	Seconded	_____	Time	_____
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