



Our Children, Our School, Our Future

Netcong Board of Education  
26 College Road  
Netcong, NJ 07857

# **Annual Re-Organization Meeting**

**January 3, 2017**

**7:00 p.m.**

**2016-17**  
**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 information for a successful passage of the ballot question.
2. Continue and increase professional development for board members.
3. Create an in-house new board member orientation.

**District Goals**

1. To continue to improve student achievement.
2. To continue to be financially disciplined in the areas of spending while continuing to maintain improvements to facilities.
3. Explore/Strategize ways to restore programs if the Ballot Question passes or fails.
4. To continue to schedule/complete Referendum projects.

*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**

**II. FLAG SALUTE**

**III. ORGANIZATION OF THE BOARD**

**A. REPORT OF ELECTION RESULTS**

Cindy Eckert, Netcong Borough Clerk, certified the following election results as follows:

<b>Netcong Board of Education</b>	<b>Term</b>	<b>TOTAL</b>
Marianne Callahan	3 year	552
Charles Kranz	3 year	582
Todd Morton	3 year	541
Michael Callahan- Write-in	Unexpired 1 year	96

**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**

Mrs. Callahan	_____	Mr. Kranz	_____
Mr. Callahan	_____	Mr. Morton	_____
Mr. Costanzo	_____	Ms. Santalucia	_____
Mrs. Dalesandro	_____	Mrs. Santana	_____
Mr. Domick	_____		

**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	Nominee	Seconded By
_____	_____	_____
Motion By	Nominee	Seconded By

Motion to close nominations: \_\_\_\_\_  
 \_\_\_\_\_  
 Motion By Seconded by

Motion to accept nominations: \_\_\_\_\_  
 \_\_\_\_\_  
 Motion By Seconded by

**Vote for President:**

<u>Board Member</u>	<u>Candidate</u>	<u>Candidate</u>	<u>Candidate</u>
Mrs. Callahan			
Mr. Callahan			
Mr. Costanzo			
Mrs. Dalesandro			
Mr. Domick			
Mr. Kranz			
Mr. Morton			
Ms. Santalucia			
Mrs. Santana			

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 \_\_\_\_\_ 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.)*

Mrs. Callahan _____	Mr. Kranz _____
Mr. Callahan _____	Mr. Morton _____
Mr. Costanzo _____	Ms. Santalucia _____
Mrs. Dalesandro _____	Mrs. Santana _____
Mr. Domick _____	

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

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

\_\_\_\_\_  
Motion By                      Nominee                      Seconded By

\_\_\_\_\_  
Motion By                      Nominee                      Seconded By

Motion to close nominations:                      \_\_\_\_\_  
Motion By                      Seconded by

Motion to accept nominations:                      \_\_\_\_\_  
Motion By                      Seconded by

**Vote for Vice President:**

<u>Board Member</u>	<u>Candidate</u>	<u>Candidate</u>	<u>Candidate</u>
Mrs. Callahan			
Mr. Callahan			
Mr. Costanzo			
Mrs. Dalesandro			
Mr. Domick			
Mr. Kranz			
Mr. Morton			
Ms. Santalucia			
Mrs. Santana			

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 \_\_\_\_\_ as Vice President of the Board of Education effective immediately until the next reorganization meeting as prescribed by law.

Mrs. Callahan	_____	Mr. Kranz	_____
Mr. Callahan	_____	Mr. Morton	_____
Mr. Costanzo	_____	Ms. Santalucia	_____
Mrs. Dalesandro	_____	Mrs. Santana	_____
Mr. Domick	_____		

**3. Appointments & Delegates**

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

Delegate \_\_\_\_\_ State Alternate \_\_\_\_\_ County Alternate \_\_\_\_\_

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

Member \_\_\_\_\_ Alternate \_\_\_\_\_

**4. Appointment of Committees**

**a) Governance/Policy/Finance**

Chairperson \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

**b) Personnel**

Chairperson \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

**c) Facilities/Operations**

Chairperson \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

**d) Curriculum/Instruction**

Chairperson \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

#### **IV. ANNUAL APPROVAL OF MOTIONS**

Be it resolved that resolution A-I be adopted as presented:

##### **A. Code of Ethics**

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.

- a. 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.
- b. 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.
- c. 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.
- d. 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.
- e. 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.
- f. 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.
- g. 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.
- h. I will vote to appoint the best-qualified personnel available after consideration of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. 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.

**B. 2017 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
January 17, 2017	January 24, 2017
February 21, 2017	February 28, 2017
March 14, 2017	March 21, 2017
April 18, 2017	April 25, 2017
May 16, 2017	(Public Hearing/Approval of 17-18 Budget)
n/a	May 23, 2017
n/a	June 20, 2017
August 22, 2017	July 25, 2017
September 19, 2017	August 29, 2017
n/a	September 26, 2017
November 21, 2017	October 17, 2017
n/a	November 28, 2017
January 2, 2018 (Reorganization Meeting)	December 19, 2017
*Work Session to Follow	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:

1. Mrs. Nicole Sylvester, Board Secretary
2. Nisivoccia,LLP, public school accountants
3. Dr. Joseph Casella, medical inspector
4. Dr. Nicholas DiDonato, psychological examiner
5. Mrs. Kathleen Walsh, attendance officer
6. Ms. Rene Metzgar, Treasurer of School Monies
7. 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 4, 2017 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 4, 2017 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.

<b>Bank Accounts</b>	<b>Signatures</b>	<b>Bank</b>
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, on file in the office of the Assistant Principal, be adopted for the period from the date of this Re-Organization Meeting until the Re-Organization Meeting in the next calendar year, unless modified upon the recommendation of the Chief School Administrator.

Mrs. Callahan _____	Mr. Kranz _____
Mr. Callahan _____	Mr. Morton _____
Mr. Costanzo _____	Ms. Santalucia _____
Mrs. Dalesandro _____	Mrs. Santana _____
Mr. Domick _____	

**V. COMMENTS FROM PUBLIC – Any Issue/Topic**

*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.*

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

**VI. EXECUTIVE SESSION**

*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.*

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

**VII. ADJOURNMENT**

Moved	_____	Seconded	_____	Time	_____
-------	-------	----------	-------	------	-------