



Our Children, Our School, Our Future

Netcong Board of Education
26 College Road
Netcong, NJ 07857

Annual Reorganization Meeting

January 4, 2019

7:00 p.m.

2018-2019
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

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

- a. Finance - better monthly forecasting and information.
- b. Policy

To commit to an increase in Board operations and performance.

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

District Goals

To improve security effectiveness of the district utilizing the 2017 Homeland Security Preparedness Assessment Report and NJSBA's Security Task Force Report.

To integrate Social and Emotional Learning into the curriculum.

To increase community relations.

Explore strategies to improve student achievement.

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

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

Netcong Board of Education	Term	TOTAL
Lisa Corliss	Unexpired 1-year	568
David Costanzo	3-year	560
Timothy Domick	3-year	524
Kerri Santalucia	3-year	550

B. INDUCTION AND ADMINISTRATION OF THE OATH OF OFFICE TO THE NEW AND RE-ELECTED BOARD MEMBERS.

Administered by Jennifer Kerr, Board Secretary, per (N.J.S.A. 18A:12-2.1, R.S. 41:1-3).

C. ROLL CALL

Corliss _____ Costanzo _____ Domick _____ Kranz _____ Morton _____ Santalucia _____ Santana _____
 Witt _____ Dalesandro _____

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>
Ms. Corliss			
Mr. Costanzo			
Mrs. Dalesandro			
Mr. Domick			
Mr. Kranz			
Mr. Morton			
Ms. Santalucia			
Mrs. Santana			
Mrs. Witt			

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.)

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>
Ms. Corliss			
Mr. Costanzo			
Mrs. Dalesandro			
Mr. Domick			
Mr. Kranz			
Mr. Morton			
Ms. Santalucia			
Mrs. Santana			
Mrs. Witt			

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.

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

Chairperson _____ Member _____ Member _____

b) Personnel

Chairperson _____ Member _____ Member _____

c) Facilities/Operations

Chairperson _____ Member _____ Member _____

d) Curriculum/Instruction

Chairperson _____ Member _____ Member _____

e) Negotiations

Chairperson _____ Member _____ Member _____

f) Finance

Chairperson _____ Member _____ Member _____

g) Policy

Chairperson _____ Member _____ Member _____

h) Board Liaisons

NEF

PTA

Town Council

Recreation Commission

Planning Board

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.

Roll Call:

Corliss _____ **Costanzo** _____ **Domick** _____ **Kranz** _____ **Morton** _____ **Santalucia** _____ **Santana** _____
Witt _____ **Dalesandro** _____

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 29, 2019
February 19, 2019	February 26, 2019
March 19, 2019	March 26, 2019
April 9, 2019	April 30, 2019
May 14, 2019	May 21, 2019
N/A	June 17, 2019
N/A	July 23, 2019
August 20, 2019	August 27, 2019
September 17, 2019	September 24, 2019
N/A	October 15, 2019
November 19, 2019	November 26, 2019
N/A	December 17, 2019
January 2, 2020 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:

1. Mrs. Jennifer Kerr, Board Secretary
2. Nisivoccia, LLP, Public School Accountants
3. Dr. Joseph Casella, School Physician
4. Jamie Anastasio, Psychological Examiner
5. Mark Fasciana, 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, 2019, 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, 2019, 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
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 Superintendent.

Roll Call:

Corliss _____ Costanzo _____ Domick _____ Kranz _____ Morton _____ Santalucia _____ Santana _____
Witt _____ Dalesandro _____

V. Policy (COW, Chair) Be it resolved that resolution number 1 be adopted, as presented:

Moved By: _____ **Seconded By:** _____

- 1. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the SECOND READING of the following Policy and/or Regulation:

Policy/Regulations	#	Title	Type
Policy & Regulation	9150	School Visitors	Revised

Roll Call:

Corliss _____ Costanzo _____ Domick _____ Kranz _____ Morton _____ Santalucia _____ Santana _____
Witt _____ Dalesandro _____

VI. Information/Reports/Actions

A. Personnel (K. Santalucia, Chair) Be it resolved that resolution number 1 be adopted, as presented:

Moved By: _____ **Seconded By:** _____

- 1. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the hiring of Danielle Kaczynski as a Substitute Teacher, for the 2018-2019 school year, at the rate of \$70 per day for the first 10 days and \$80 per day, thereafter, and pending a Criminal History Review Unit background check approval.

Roll Call

Corliss _____ Costanzo _____ Domick _____ Kranz _____ Morton _____ Santalucia _____ Santana _____
Witt _____ Dalesandro _____

VII. COMMENTS FROM PUBLIC – Any Issue/Topic

Open: Moved By: _____ **Seconded By:** _____ **Time:** _____

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

Closed: Moved By: _____ **Seconded By:** _____ **Time:** _____

VIII. EXECUTIVE SESSION

Open: Moved 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.

Closed: Moved By: _____ **Seconded By:** _____ **Time:** _____

IX. ADJOURNMENT

Moved By: _____ **Seconded By:** _____ **Time:** _____