

Netcong School District
26 College Road
Netcong, NJ 07857

Special Meeting Minutes
August 15, 2018

I. CALL TO ORDER

The work session of August 15, 2018 was called to order by President Dalesandro at 7:00 pm.

A. Flag Salute

B. Open Public Meeting Act 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.

C. Mission Statement

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

D. Board Goals 2018-19- TBD

E. District Goals 2018-19- TBD

II. ROLL CALL

The following members were present: Mr. Costanzo, Mrs. Dalesandro, Mr. Kranz, Mr. Morton, Mr. Quan and Ms. Santalucia

Not Present: Mr. Bates, Mr. Domick, Mrs. Santana
Nicole Sylvester, Business Administrator/Board Secretary

Also Present: Mrs. Kathleen Walsh, Acting Superintendent/Principal
Ms. Kylie McGlew, Administrative Assistant to the Business Administrator
3 members of the public and teachers

III. BOARD CORRESPONDENCE & MINUTES

None at this time.

IV. PRESIDENT'S COMMENTS

None at this time.

V. ACTING SUPERINTENDENT

Mrs. Walsh stated that we are getting ready for the 2018-19 school year.

VI. SCHOOL BUSINESS ADMINISTRATOR REPORT

None at this time.

VII. PETITIONS & REQUESTS OF THE PUBLIC FOR AGENDA ITEMS ONLY

Open to the Public

Moved by: Mr. Quan

Seconded by: Mr. Costanzo

Time: 7:01 p.m.

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

As there were no petitions or requests from the public, a motion was made to close.

Close to the Public

Moved by: Mr. Morton

Seconded by: Mr. Costanzo

Time: 7:01 p.m.

VIII. OLD BUSINESS

None at this time.

IX. COMMITTEE REPORTS

A. **Finance** (*B. Dalesandro, Chair*)- None at this time.

B. **Policy** (*COW, Chair*) - None at this time.

C. **Facilities** (*C. Kranz, Chair*)

Board Trustee Charlie Kranz moved and Board Trustee Todd Morton seconded, that the Netcong Board of Education approve resolution #1 as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the following change orders for the Annex project, as follows:

Description	Not to Exceed
Lighting	\$1,394
Romex Wiring-Code Issue	\$2,393
Thermostats	\$510
C.O. #13-Level Bathroom Floors	\$659.88

Roll Call Vote:

Yes: Mr. Costanzo, Mrs. Dalesandro, Mr. Kranz, Mr. Morton, Mr. Quan, and Ms. Santalucia

No: None

Abstain: None

D. Curriculum (*J. Santana, Chair*) - None at this time.

E. Personnel- *K. Santalucia (Chair)*

Board Trustee Todd Morton moved and Board Trustee Kerri Santalucia seconded, that the Netcong Board of Education approve resolutions #1-6 as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the hiring of Laura Kiely as a Part-time Instructional Aide, for a fixed one-year term during the 2018-2019 school year, at the rate of \$11.30 per hour no benefits, effective August 29, 2018 and pending a Criminal History Review Unit background check approval.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the creation of a second Administrative Assistant to the Business Administrator position beginning with the 2018-2019 school year.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the hiring of Jennifer Kerr as the Administrative Assistant to the Business Administrator, for a fixed one-year term during the 2018-2019 school year, effective September 10, 2018 at a prorated salary of \$40,800 and pending a Criminal History Review Unit background check approval.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the hiring of Patrick Fiedler as a Part-time Custodian, for a fixed one-year term during the 2018-2019 school year, effective October 1, 2018 at the rate of \$15 per hour and pending a Criminal History Review Unit background check approval.
5. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the hiring of Kenneth Loia as a Part-time Custodian, for a fixed one-year term during the 2018-2019 school year, effective September 4, 2018 at the rate of \$15 per hour and pending a Criminal History Review Unit background check approval.
6. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves Alexander Golden as a Substitute Custodian, for the 2018-2019 school year, at a rate of \$15/hour, as needed.

Roll Call Vote:

Yes: Mr. Costanzo, Mrs. Dalesandro, Mr. Kranz, Mr. Morton, Mr. Quan, and Ms. Santalucia

No: None

Abstain: None

Board Trustee Todd Morton moved and Board Trustee Kerri Santalucia seconded, that the Netcong Board of Education approve resolutions #7-11 as presented:

7. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the hiring of James Olobardi as Interim Business Administrator, 2 days per week, for a fixed one-year term effective August 26, 2018 through June 30, 2019 at a per diem rate of \$500 and pending a Criminal History Review Unit background check approval and pending county approval.

8. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves James Olobardi, Interim Business Administrator, as the following for the 2018-2019 school year: (a) Affirmative Action Officer and (b) Public Agency Compliance Officer (PACO).
9. Be it resolved that the Netcong Board of Education, upon recommendation of the Acting Superintendent, hereby appoints James Olobardi, Interim Business Administrator, as District Purchasing Agent- QPA.

Whereas, 18A:18A-2 provides that a board of education may assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons which shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and Whereas, 18A:18A-2 defines purchasing agent as the secretary, business administrator or the business manager of the board of education, but if there be no secretary, business administrator or business manager, such officer, committees or employees who such power has been delegated by the board of education, and Whereas, 18A:18A-3 provides that contracts awarded by the purchasing agent that do not exceed the aggregate in a contract year the bid threshold may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; and Whereas, 18A:18A-37 provides that all contracts that are in the aggregate less than 15% of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations of so authorized by board resolution, and now therefore, Be it resolved that the Netcong Board of Education pursuant to the statues cited above hereby appoints James Olobardi, Interim Business Administrator, as its duly authorized qualified purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Netcong Board of Education, and Be it further resolved that James Olobardi, Interim School Business Administrator, is hereby authorized to award contracts on behalf of the Netcong Board of Education that are in the aggregate less than 15% of the bid threshold without soliciting competitive quotations; and Be it further resolved that James Olobardi, Interim School Business Administrator, is hereby authorized to seek competitive quotations, when applicable and practicable, when contracts in the aggregate exceed 15% of the bid threshold but less than the bid threshold per statute set at \$40,000, and the quotation threshold per statue to be set at \$6,000 per 18A:18A-4.

10. Be it resolved that the Netcong Board of Education, upon recommendation of the Acting Superintendent, hereby designates the Interim School Business Administrator to:
 - a. Invest board funds at the most advantageous rate in compliance with all state laws and regulations effective on or about July 1, 2018 to June 30, 2019.
 - b. Make telephone wire or electric transaction of the Board's financial accounts of deposit effective on or about July 1, 2018 to June 30, 2019.
 - c. Advertise for and receive bids for supplies, equipment and services when required and in accordance with Public School Contract Law.
 - d. Audit and approve any account and demand for payment prior to presentation to the Board as per N.J.S.A. 18A:19-4.1.
 - e. Be bonded as per NJ State Law requirements.
 - f. To authorize, in consultation and agreement with the Acting Superintendent, to process line item changes in compliance with required law between board meetings effective on or about July 1, 2018 to June 30, 2019.
11. Be it resolved that the Netcong Board of Education, upon recommendation of the Acting Superintendent, hereby appoints James Olobardi, Interim Business Administrator, as custodian of records for business and financial records.

Roll Call Vote:

Yes: Mr. Costanzo, Mrs. Dalesandro, Mr. Kranz, Mr. Morton, Mr. Quan, and Ms. Santalucia

No: None

Abstain: None

X. MISCELLANEOUS

None at this time.

XI. PETITIONS AND REQUESTS OF THE PUBLIC

A. Open to the Public:

Moved by: Mr. Morton

Seconded by: Mr. Kranz

Time: 7:05 p.m.

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 of interest or concern, the matter would be referred to the Acting Superintendent or the Board of Education, either by telephone or letter.

As there were no further petitions or requests from the public, a motion was made to close.

B. Close to the Public:

Moved by: Mr. Morton

Seconded by: Mr. Costanzo

Time: 7:05 p.m.

XII. EXECUTIVE SESSION

None at this time.

XIV. ADJOURNMENT

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

Moved: Mr. Costanzo

Second: Ms. Santalucia

Time: 7:06 pm

Respectfully submitted,

Kylie McGlew

Administrative Assistant to the Business Administrator