

Netcong School District
26 College Road
Netcong, NJ 07857

Work Session Meeting Minutes
November 20, 2018

I. CALL TO ORDER

The work session 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 2018-2019

- 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.

E. District Goals 2018-2019

- 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.

II. ROLL CALL

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

Mrs. Santana and Mr. Domick arrived at 7:05 pm.

Also Present: Mrs. Kathleen Walsh, Acting Superintendent
1 member of the public
Mrs. Kathi Mantel and Ms. Candy Repsher, Nisovoccia, LLP

III. BOARD CORRESPONDENCE & MINUTES

Approval of Board Minutes

Mr. Morton moved and Ms. Santalucia seconded that the Netcong Board of Education approve the minutes of the following as submitted:

Be it resolved, that the minutes of the following meeting(s) be approved as submitted:

September 25, 2018	Regular Meeting Minutes
September 25, 2018	Executive Session Minutes
October 16, 2018	Regular Meeting Minutes
October 16, 2018	Executive Session Minutes
October 20, 2018	Special Meeting Minutes

Roll Call:

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

**Abstentions: Mr. Costanzo: September 25, 2018, Executive Session
Mr. Quan: October 16, 2018, Regular and Executive Session
Mr. Kranz: October 16, 2018, Regular and Executive Session
Mrs. Witt: September 25, 2018, Regular and Executive Session
Ms. Santalucia, October 30, 2018, Special Meeting**

Not present when voting: Mrs. Santana and Mr. Domick

IV. PRESIDENT'S COMMENTS

Mrs. Dalesandro welcomed Mrs. Kathi Mantel and Ms. Candy Repsher from Nisovoccia, LLP who were at the meeting to present our 2017-2018 audit.

Mrs. Dalesandro wished everyone a Happy Thanksgiving.

V. ACTING SUPERINTENDENT'S REPORT

Mrs. Walsh wished everyone a Happy Thanksgiving.

Mrs. Walsh thanked the Hathaway family for their donation of a wireless microphone set.

Mrs. Walsh thanked Mrs. Arbolino for a successful Color Run fundraiser and a successful Krispy Kreme fundraiser. Monies raised from the two fundraisers will offset the cost of buses for field trips.

VI. INTERIM SCHOOL BUSINESS ADMINISTRATOR'S REPORT

None at this time.

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

A. Open to the Public: Moved by: Mr. Quan Seconded by: Mr. Morton Time: 7:27 pm.

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.

B. Close to the Public: Moved by: Mr. Morton Seconded by: Mr. Costanzo Time: 7:27 pm.

VIII. OLD BUSINESS

None at this time.

IX. COMMITTEE REPORTS

A. Governance – B. Dalesandro (Chair)

None at this time

B. Policy – COW (Chair)

None at this time

C. Facilities – C. Kranz (Chair)

The Facilities Committee reviewed the initial plan for the security vestibule with the architect. There will be a resolution next week on the agenda to approve the architects to develop a schematic to address the exterior of the Annex building. We are waiting on a bid for bollards from PMZ. Repairs to the gym divider will be on 12/28/18. Security upgrades are moving along. N.D. Security measured the interior doors for the Annex that will be replaced.

D. Curriculum – J. Santana (Chair) *Be it resolved that resolution numbers 1-5 be adopted, as presented:*

Mrs. Walsh gave the curriculum report as follows:

1. The Color Run netted \$5469 The Krispy Kreme Fundraiser netted \$4182.
2. New desks and chairs will be delivered on 12/27. We will need to rent a dumpster to discard old desks and chairs. An ad will be put out letting people know we are disposing of the materials.
3. Lenape Valley Band students: we had two eighth graders interested in going to band at the HS twice a month. I will see if the parents of the two students who are interested are willing to transport their children to and from Lenape from the program.

4. Netcong drama club will be doing a student version of Macbeth this year. The writers' team is centering the play on bullying.
5. We are going to start a program where our students are pen pals with a former Netcong student who is a US Marine stationed in Afghanistan. The Marine is Nick Williams.
6. Students participated in a variety of events for Week of Respect and School Violence Awareness Week. Activities included a visit from the Morris County Prosecutor's office where the students learned about fingerprinting, how the search dogs are used, and they also attended an HIB presentation. Students also saw a presentation from The NED Show and participated in other spirit days as well.
7. Students created thank you cards for Marines that will be sent to Marines for Thanksgiving. This program is run through Picatinny.
8. We are going to solicit interest to start an Early Act program at Netcong. This is program sponsored by the Rotary.
9. Melanie Nowling asked about the Girls on the Run tending to the community garden. We will reach out to Mountain Landscape to see about re-doing the garden. After the garden is re-done, the Girls on the Run and other student organizations can weed the garden, etc.
10. The G and T students will be attending a chess tournament sponsored by the G and T consortium on 3/13/19. The program is in Randolph and is after school from 4p-7p.
11. We will be participating in the Rockaway Mall Art Show from April 28 – May 4.
12. Teacher of the Year and Ed Services Professional of the Year nominations are due to Mrs. VanTassel by 12/3. The committee will meet to review nominations at 3pm on 12/10. Winners will be announced at morning meeting on 12/21.
13. The NEF has requested to run a summer program. There will be a resolution on the agenda for them to do this.
14. We have moved from the weekly update to the weekly newsletter. We have received positive feedback the new format
15. There are several people going out for PD in the coming months.
16. Kindergartners in Ms. V's class adopted a soldier again this year.
17. The second graders are participating in a pen pal program with students in Florida who have Mrs. Secola's sister as a teacher.

Board Trustee Mrs. Santana moved and Board Trustee Mr. Quan seconded, that the Netcong Board of Education approve resolutions #1-5 as presented:

1. Be it resolved that the Netcong Board of Education, upon recommendation of the Acting Superintendent, hereby approves the following Professional Development for the 2018-2019 school year:

<i>Date</i>	<i>Name</i>	<i>Workshop/Conference</i>	<i>Location</i>	<i>Cost</i>
11/17/18, Retroactively	B. Dalesandro A. Witt	NJSBA Delegate Assembly	The Conference Center at Mercer West Windsor, NJ	Workshop – Free Mileage @ \$0.31 per mile
11/27/18	F. Torsiello	Arts in Education 2018 Grant Workshop	Morris Arts Morristown, NJ	Workshop – Free Mileage @ \$0.31 per mile
11/28/18	B. Dalesandro A. Witt	NJSBA's 3Rs: Roles, Responsibilities, and Resources; Northern Region	Mt. Lakes High School Mt. Lakes, NJ	Workshop – Free Mileage @ \$0.31 per mile

2. Be it resolved that the Netcong Board of Education, upon recommendation of the Acting Superintendent, hereby approves Mrs. Evans' LLD 6-8 class to visit the Sterling Hill Mining Museum in Ogdensburg, New Jersey on Monday, November 26, 2018 at no cost to the district. Transportation and admission costs will be funded by the Coffee Shop proceeds.

3. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves Home Instruction services to Student #3242947 beginning on Tuesday, November 6, 2018 and ending on January 4, 2019 for 10 hours per week.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves Darrell Sandrue to provide Home Instruction services to Student #3242947 beginning on Tuesday, November 6, 2018 and ending on January 4, 2019 for 6 hours per week at the rate of \$35 per hour.
5. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves Phyllis Konyak to provide Home Instruction services to Student #3242947 beginning on Tuesday, November 6, 2018 and ending on January 4, 2019 for 4 hours per week at the rate of \$35 per hour.

Roll Call Vote:

Yes: Mr. Costanzo, Mr. Domick, Mr. Kranz, Mr. Morton, Mr. Quan, Ms. Santalucia, Mrs. Santana, Mrs. Witt, Mrs. Dalesandro.

No: None

**Abstain: Mrs. Witt, #1 NJSBA Delegate Assembly and NJSBA's 3Rs
Mrs. Dalesandro, #1 NJSBA Delegate Assembly and NJSBA's 3Rs**

E. Personnel – K. Santalucia (Chair) Be it resolved that resolution numbers 1-7 be adopted, as presented:

Board Trustee Ms. Santalucia moved and Board Trustee Mr. Quan seconded, that the Netcong Board of Education approve resolution #1-7 as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves Kimberly Siegel, RN, as a Substitute Nurse for the 2018-2019 school year at the rate of \$150 per day pending a Criminal History Background Check approval.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves Christopher Mueller as the following for the 2018-2019 school year: (a) Asbestos Hazard Emergency Response Act (AHERA), (b) Facilities Manager, (c) Indoor Air Quality Officer, (d) Integrated Pest Management Officer, (e) Right to Know Coordinator, and (f) Chemical Hygiene Officer.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the hiring of Paul Stabile as Interim Business Administrator, 2 days per week, effective November 21, 2018 through January 3, 2019 at a per diem rate of \$500, pending a Criminal History Review Unit background check approval, and pending county approval.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves Paul Stabile, Interim Business Administrator, as the following from November 21, 2018 through January 3, 2019: (a) Affirmative Action Officer and (b) Public Agency Compliance Officer (PACO).
5. Be it resolved that the Netcong Board of Education, upon recommendation of the Acting Superintendent, hereby appoints Paul Stabile, 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 Paul Stabile, 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 Paul Stabile, 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 Paul Stabile, 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.

6. 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 November 21, 2018 through January 3, 2019.
 - b. Make telephone wire or electric transaction of the Board's financial accounts of deposit effective on or about November 21, 2018 through January 3, 2019.
 - c. Advertise for and receive bids for supplies, equipment and services when required and in accordance with
 - 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 November 21, 2018 through January 3, 2019.
7. Be it resolved that the Netcong Board of Education, upon recommendation of the Acting Superintendent, hereby appoints Paul Stabile, Interim Business Administrator, as custodian of records for business and financial records.

Roll Call:

Yes: Mr. Costanzo, Mr. Domick, Mr. Kranz, Mr. Morton, Mr. Quan, Ms. Santalucia, Mrs. Santana, Mrs. Witt, Mrs. Dalesandro

No: None

Abstain: None

F. Finance – *B. Dalesandro (Chair) Be it resolved that resolution numbers 1-4 be adopted, as presented:*

Board Trustee Mr. Costanzo moved and Board Trustee Mr. Morton seconded, that the Netcong Board of Education approve resolution #1-4 as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the 2018-2019 Special Education Tuition Contract Agreement between the Netcong Board of Education and the Stanhope Board of Education to provide OOD services for Student #32621054.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves to amend the final IDEA 2019 Grant total to include the final report carry-over monies for a new 2019 IDEA Grant total of \$97,880.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the amendment to the Long-Range Facilities Plan to include the installation of new security cameras.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Superintendent, hereby approves the bills list for October 17, 2018 through November 20, 2018 in the amount of \$392,390.39

Roll Call:

Yes: Mr. Costanzo, Mr. Domick, Mr. Kranz, Mr. Morton, Mr. Quan, Ms. Santalucia, Mrs. Santana, Mrs. Witt, Mrs. Dalesandro

No: None

Abstain: None

X. MISCELLANEOUS

Mrs. Dalesandro advised that at next week's meeting we would be bidding farewell to Mr. Quan and thanking Mrs. Sylvester for her years of service to the Netcong Board of Education.

XI. PETITIONS AND REQUESTS OF THE PUBLIC

A. Open to the Public:

Moved By: Mr. Morton

Seconded by: Mrs. Santana

Time: 7:38 pm.

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.

B. Close to the Public:

Moved by: Mr. Morton

Seconded by: Mr. Costanzo

Time: 7:38 pm.

XII. EXECUTIVE SESSION

Moved by: Mr. Morton

Seconded by: Mrs. Santana

Time: 7:38 pm

A. 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.

B. A motion is requested to come out of executive session

Moved by: Mr. Morton

Seconded by: Mr. Costanzo

Time: 7:58 pm

XIII. ADJOURNMENT

A. A motion is requested to adjourn

Moved by: Mr. Morton

Seconded by: Mr. Costanzo

Time: 7:59pm

Respectfully submitted,



Kathleen E. Walsh
Acting Superintendent