

MINUTES OF THE ANNUAL ORGANIZATION MEETING

of the  
NETCONG SCHOOL DISTRICT  
26 College Road  
Netcong, NJ 07857

May 29, 2012

CALL TO ORDER: The meeting was called to order by President Morton at 7:03 PM. The meeting was held in the Netcong Public School Library as publicly advertised.

- A. **FLAG SALUTE** - All of those present participated in the salute to the flag.
- B. **OPEN PUBLIC MEET ACT PROCLAMATION** – was read by President Morton and is made part of the minutes:

The New Jersey Open Public Meetings 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 this Act, the Board of Education of the Netcong School 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/faxed to the Daily Record, New Jersey Herald and those persons or entities requesting notification, and filed with the Municipal Clerk of the Borough of Netcong.

- C. **MISSION STATEMENT** – The following is made part of the minutes:

Netcong School District, a small caring community, is committed to providing a quality, well-rounded education achieved through the New Jersey Core Content Curriculum Content Standards which inspires students to ultimately become fulfilled, contributing and productive citizens.

- D. **ROLL CALL**

The following members were present: Mrs. Callahan, Mr. Coladarci, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Sufly, Mr. Tranor and Mr. Morton, President.

Absent: Mr. Coladarci (arrived at 8:30 p.m.)

Also Present: Dr. Dwight Pfennig, Interim Superintendent  
Christine M. Werner, School Business Administrator/Board Secretary  
There were also twelve (12) members of the public present.

PETITIONS AND REQUESTS OF THE PUBLIC - AGENDA ITEMS ONLY

Board Trustee Olivo moved, seconded by Board Trustee Dalesandro, to open the public session at 7:06 p.m. and was approved by a unanimous voice vote by all members present. President Morton opened the meeting to the public at 7:06 pm.

There being no additional items for discussion at this time, Board Trustee Dalesandro moved, seconded by Board Trustee Popelka to close the public session at 7:07 pm. This was approved by a unanimous voice vote by all members present.

**EXECUTIVE SESSION** None at this time.

**II. PRESIDENT'S COMMENTS**

**Introduction of Mr. Kevin Carroll, Chief School Administrator**

President Morton read the following statement:

Today is a very important day for Netcong School. We are about to make a decision that will lead to a sense of stability that has not been felt in this district for a long time. With the appointment of Mr. Kevin Carroll as our CSA, we will be getting a proven educational leader that will provide this district with a great sense of leadership with a strong vision for educational greatness. I would like to thank everyone that took part in this long process. Thank you to the teachers and Board members that took place in the first six hour round of interviews on a Friday night. Thank you to my fellow Board Members who participated in the final two rounds of interviews and came together as one to make this very important decision. Finally I would like to thank Dr. Pfennig, who did a fantastic job in running our CSA search process. They couldn't have provided the Board with a better set of finalists for his position. This process was very smooth and well run from beginning to end.

The Netcong community should be very proud to have Mr. Carroll as our CSA. He is going to be the cornerstone of our district for at least the next four years.

noted that Dr. Pfennig will provide an update regarding the NPS Chief School Administrator search this evening. President Morton stated that Dr. Pfennig has done an excellent job in leading the district in its quest to find a new Chief School Administrator.

**Appointment of Mr. Kevin Carroll, Chief School Administrator**

Motion by Board Trustee Dalesandro, seconded by Board Trustee Popelka, that the following resolution appointing Mr. Kevin Carroll as Netcong's Chief School Administrator be adopted as presented:

**BE IT RESOLVED** that the Netcong Board of Education approves the Employment Contract for Mr. Kevin Carroll, Chief School Administrator of the Netcong Public School, for the period July 1, 2012 to June 30, 2016 with the terms and conditions of the contract as presented and as approved by the Morris County Executive Superintendent.

VOTE: APPOINTMENT OF KEVIN CARROLL AS CHIEF SCHOOL ADMINISTRATOR AS PRESENTED

AYES: Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka,  
Ms. Suflay, Mr. Tranor, and Mr. Morton, President  
NAYES: None  
ABSTENTIONS: None

Mrs. Werner congratulated Mr. Carroll on his appointment. There was a round of applause.

Board Trustee Dalesandro stated "Congratulations, Mr. Carroll" and then said that she was very proud to have been part of this process in hiring a new Chief School Administrator.

Board Trustee Popelka stated that Mr. Carroll's appointment will bring stability to this position in our district which has been the gammit of P/T Interim Superintendent/Principal, P/T Interim Superintendent, Shared Interim Superintendent, Acting Superintendent, etc., none of which were permanent. "Congratulations, Mr. Carroll! I am happy to see we are looking to a more permanent situation."

Board Trustee Olivo stated "Congratulations, Mr. Carroll! Welcome Aboard!"

Board Trustee Dalesandro stated "Congratulations Dr. Pfennig and Eileen! You have done an outstanding job with our Chief School Administrator search! We had outstanding candidates and you did wonders! I wish you both the best of luck and much success in your future endeavors!"

Mr. Carroll stated "Thank you, Netcong Board of Education! Thank you Dr. Pfennig and Eileen! Certainly, the Netcong Board of Education has set the bar for me. I am excited to be here, to be part of the day to day operations, engaging with the Netcong Elementary School community, staff, students and parents. Small districts can do great things. Thank you for the opportunity to make me a part of the Netcong Elementary School community! I look forward to working with you."

President Morton stated that at this time the Board of Education would engage in an intermittent recess to allow Board Trustees and the public an opportunity to meet our new CSA, Mr. Kevin Carroll and he invited the members of the public and the Board of Education to share in the refreshments provided this evening in honor of Mr. Carroll. A brief recess period ensued.

Mr. Carroll left the meeting at 7:37 p.m.

**III. INTERIM SUPERINTENDENT'S COMMENTS**

Dr. Pfennig stated "I wish Mr. Carroll well! He will most certainly be a great CSA for Netcong Public School!"

Dr. Pfennig provided an overview of the June 2012 Events:

- ✦ June 12, 2012 – Board Committee Meetings or Committee of the Whole Meeting
- ✦ June 14, 2012 – K4 Graduation and 8<sup>th</sup> Grade Picnic
- ✦ June 15, 2012 – 8<sup>th</sup> Grade Breakfast (a.m.), K5 Graduation and 8<sup>th</sup> Grade Dance (p.m.)
- ✦ June 18, 2012 – NPS Field Day – ½ Day Session
- ✦ June 19, 2012 – ½ Day Session
- ✦ June 20, 2012 – 8<sup>th</sup> Grade Graduation at 7:00 p.m.

Dr. Pfennig noted that today was "Student Take Over Day" and Aaron Arzone acted as the CSA. Dr. Pfennig noted that while Mr. Arzone was acting as the NPS CSA, he did not participate in reviewing the bills list. Dr. Pfennig stated that it is wonderful that Netcong has wonderful students (youth) and a caring staff!

**Monthly Fire Drill Report**

|                                          | DATE/TIME                    | EVACUATION TIME |
|------------------------------------------|------------------------------|-----------------|
| Netcong Public School                    | 04/16/12 – 1:16 pm – 1:18 pm | 2:00 Minutes    |
| Netcong Public School – Evacuation Drill | 04/27/12                     |                 |

**Principal's Monthly Report** - Mr. Eberhardt distributed a copy of his Principal's April 2012 monthly report this evening.

Board Trustee Dalesandro requested that Mr. Eberhardt would provide an update pertaining to the following matters:

- ✦ **Netcong Public School Incentive Program** – Incentives (credit cards to local businesses)/discounts/pins. Mr. Eberhardt stated that the monies paid for the Incentive Program pins was donated by the Netcong Education Foundation and given to the students already and that the credit cards to local business incentives will be given to students during the last week/on the last day of school.
- ✦ **Star Students** – Mr. Eberhardt stated that his program was put on hold because its start was later and Administration did not have ample time to implement it.
- ✦ **Tardy/Attendance Report** – Board Trustee Dalesandro referenced Policy #5200, #5240 and #5410 in terms of her prior request to obtain tardy/attendance information and promotion and retention noting that said information has not yet been provided to her and asked what the status of said reports is at the present time. Mr. Eberhardt stated that he would make every effort to provide said report at the next opportunity.

**IV. SCHOOL BUSINESS ADMINISTRATOR'S COMMENTS**

Mrs. Werner reviewed the following:

1. **Food Service Management Company Proposals for the 2012-2013 School Year** received and results as presented. Maschio's Food Service Company's summary proposal sheet was distributed to all Board Trustees. Discussion ensued.

| Food Service Management Company | Proposal – Annual Management Fee | Profit Guarantee |
|---------------------------------|----------------------------------|------------------|
| Maschio's Food Service          | \$7,197.00                       | \$3,387.00       |
| Chartwells Food Service         | No Bid                           |                  |
| Aramark Educational Services    | No Bid                           |                  |
| Sodexo Education                | No Bid                           |                  |
| Nu-Way Concessionaires          | No Bid                           |                  |
| FitzVogt & Associates           | No Bid                           |                  |

An inquiry was made regarding school lunch prices, is there going to be an anticipated increase to school lunch prices for the 2012-2013 school year? Mrs. Werner stated that this may be suggested but no discussion in terms of school lunch prices has taken place. Much discussion ensued and concern expressed that only one proposal has been received. It was the consensus of the Board of Education that the Business Administrator/Board Secretary solicit new proposals such that there is some mechanism for comparing the food service management company proposals one with another. Mrs. Werner stated that she would solicit new proposals for consideration and subsequent approval at the regular business meeting scheduled to be held on June 26, 2012.

2. Auditor/Auditing Firm-- Solicitation for Proposals for the 2012-2013 School Year – RFP document as presented. A brief discussion ensued. Mrs. Werner noted that the Auditor/Auditing Firm proposals are due to the Business Administrator/Board Secretary on Friday, June 8, 2012 at 11:00 a.m.
3. Fence Quotes / Removal of Poison Ivy – RFP will be solicited at the next opportunity for both fencing and the removal of Poison Ivy as was budgeted in the 2012-2013 school year budget.

**OLD BUSINESS**

President Morton provided a brief update pertaining to the following construction matters:

1. Electrical Upgrade Change Order – President Morton stated that Mr. Gianforcaro is currently completing the specifications for the electrical upgrade change order. Upon completion, the project will go out for bid and the project started mid to late July.
2. Board Office Leaks/NPS Parking Lot Flooding concerns – President Morton stated that Gianforcaro AEP has been contacted regarding these problems and the GC – Fine Wall has been put on notice to address the Board Office/Annex Building leaks a.s.a.p. President Morton requested that Mrs. Werner contact the Borough of Netcong to request their assistance pertaining to investigating the NPS Parking Lot flooding concerns and suggested that perhaps renting a camera to determine if the GC's subcontractor had disposed of cement or other material in the drain causing the flooding problems would be advisable. The initial flooding problem of the NPS back parking lot area occurred early on in September, and has been problematic since the construction projects that were done last summer began. A brief discussion ensued.

**BOARD CORRESPONDENCE AND MINUTES**

**Correspondence**

Board Trustee Dalesandro moved the following resolution:

**RESOLVED**, the communications mentioned be listed in the minutes and action be taken as noted.

| Sender      | Subject                                                                  | Referred to:                                                                                                          |
|-------------|--------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| Kevin Earl  | Lateral Step Movement Across the NTA Teachers' Salary Guide Notification | Dr. Dwight Pfennig, Interim Superintendent<br>Mr. Todd Morton, Board President<br>Members, Netcong Board of Education |
| Tana Ferris | Lateral Step Movement Across the NTA Teachers' Salary Guide Notification | Dr. Dwight Pfennig, Interim Superintendent<br>Mr. Todd Morton, Board President<br>Members, Netcong Board of Education |

The motion was seconded by Board Trustee Popelka and was approved by a unanimous voice vote by all members present.

**Approval of Board Minutes**

Board Trustee Dalesandro moved the following resolution:

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

| Date              | Meeting                                   |
|-------------------|-------------------------------------------|
| December 13, 2011 | Committee of the Whole Meeting (*amended) |
|                   | Executive Session I                       |
|                   | Executive Session II                      |
| December 20, 2011 | Regular Meeting                           |
|                   | Executive Session I                       |
|                   | Executive Session II                      |
|                   | Executive Session III                     |

The motion was seconded by Board Trustee Olivo and a brief discussion ensued.

Board Trustee Dalesandro moved the following resolution be **addended** and approved as submitted:

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

| Date              | Meeting                        |
|-------------------|--------------------------------|
| January 10, 2012  | Committee of the Whole Meeting |
|                   | Executive Session I            |
|                   | Executive Session II           |
|                   | Executive Session III          |
| January 24, 2012  | Regular Business Meeting       |
|                   | Executive Session I            |
|                   | Executive Session II           |
| February 13, 2012 | Committee of the Whole Meeting |
|                   | Executive Session I            |
|                   | Executive Session II           |
| February 28, 2012 | Regular Business Meeting       |
|                   | Executive Session I            |
|                   | Executive Session II           |

The motion was seconded by Board Trustee Olivo and a brief discussion ensued.

Board Trustee Dalesandro moved the following resolution:

**BE IT RESOLVED**, that the minutes of the following meeting(s) be tabled pending Executive Session discussion:

| Date              | Meeting                        |
|-------------------|--------------------------------|
| January 10, 2012  | Executive Session II           |
|                   | Executive Session III          |
| January 24, 2012  | Executive Session II           |
| February 13, 2012 | Committee of the Whole Meeting |
|                   | Executive Session I            |
|                   | Executive Session II           |
| February 28, 2012 | Executive Session I            |

All in favor.

Board Trustee Dalesandro moved the following resolution:

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

| Date              | Meeting                                   |
|-------------------|-------------------------------------------|
| December 13, 2011 | Committee of the Whole Meeting (*amended) |
|                   | Executive Session I                       |
|                   | Executive Session II                      |
| December 20, 2011 | Regular Meeting                           |
|                   | Executive Session I                       |
|                   | Executive Session II                      |
|                   | Executive Session III                     |
| January 10, 2012  | Committee of the Whole Meeting            |
|                   | Executive Session I                       |
| January 24, 2012  | Regular Business Meeting                  |
|                   | Executive Session I                       |
| February 28, 2012 | Regular Business Meeting (*amended)       |
|                   | Executive Session II                      |

The motion as amended and addended was seconded by Board Trustee Olivo and approved by the majority vote of the members present as follows:

- AYES:** Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Sufly, Mr. Tranor, and Mr. Morton, President.
- NAYES:** None
- ABSTENTIONS:** Mrs. Callahan – minutes of 01/24/12 due to her absence from the meeting.  
Mr. McQueeney – minutes of 02/28/12 due to his absence from the meeting.

## REORGANIZATION

### FINANCE AND FACILITIES - Robert Olivo

Motion by Board Trustee Olivo, seconded by Board Trustee Dalesandro that resolutions numbered 1 – 17 be adopted as presented:

**BE IT RESOLVED** that the resolutions numbered 1 -17 be adopted as presented:

- BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent and Business Administrator, approves the following schedule of meetings until the Board’s Reorganization meeting on January 3, 2013. These additional meetings are necessary due to the Board’s action to move the annual election to November.

|                 |                                       |
|-----------------|---------------------------------------|
| June 12, 2012   | Board of Education Committee Meetings |
| June 26, 2012   | Regular Business Meeting              |
| July 2012       | No Meeting to be held in July.        |
| August 14, 2012 | Board of Education Committee Meetings |
| August 28, 2012 | Regular Business Meeting              |

|                                      |                                       |
|--------------------------------------|---------------------------------------|
| September 11, 2012                   | Board of Education Committee Meetings |
| September 25, 2012                   | Regular Business Meeting              |
| October 9, 2012                      | Board of Education Committee Meetings |
| October 30, 2012*                    | Regular Business Meeting              |
| * Represents 5 <sup>th</sup> Tuesday |                                       |
| November 13, 2012                    | Board of Education Committee Meetings |
| November 27, 2012                    | Regular Business Meeting              |
| December 11, 2012                    | Board of Education Committee Meetings |
| December 18, 2012                    | Regular Business Meeting              |

In the event that said schedule is hereafter revised, the Board Secretary is hereby directed to post and direct notice to the Daily Record and The Reporter 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.

2. 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 preceeding Boards of Education of the Netcong Public School.

**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.

3. Designation of Newspaper

**BE IT RESOLVED** by the Board of Education of Netcong, in the County of Morris New Jersey, that the Daily Record and The Netcong News are hereby designated as the official newspapers of the Board, effective May 3, 2011 until the next annual Reorganization Meeting of this Board.

4. Bank Accounts and Signature Resolution

**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 May 29, 2012 until the next Reorganization Meeting of this Board.

*Valley National and Wachovia*

(facsimile stamps can be used with advance permission)

|    |                 |                                      |                                                                                                                  |
|----|-----------------|--------------------------------------|------------------------------------------------------------------------------------------------------------------|
| a. | General Account | Minimum of three Signatures required | Board President<br>Treasurer of School Monies<br>Int. Bus. Administrator/Bd. Sec'y<br>Chief School Administrator |
| b. | Payroll Agency  | One signature required.              | Board President<br>Treasurer of School Monies<br>Int. Bus. Administrator/Bd. Sec'y<br>Chief School Administrator |



- |    |                    |                          |                                                                                                                                                        |
|----|--------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| c. | Payroll            | One signature required.  | Board President<br>Treasurer of School Monies<br>Int. Bus. Administrator/Bd. Sec'y<br>Chief School Administrator                                       |
| d. | Food Service       | One signature required.  | Int. Bus. Administrator/Bd. Sec'y<br>Treasurer of School Monies<br>Board President                                                                     |
| e. | Student Activities | Two signatures required. | Board President<br>Treasurer of School Monies<br>Int. Bus. Administrator/Bd. Sec'y<br>Chief School Administrator<br>Principal<br>Principal's Secretary |
- [This is the only account active at Wachovia]\*

***MUNICIPAL INVESTORS SERVICE CORPORATION***

- |    |                    |                        |                                                    |
|----|--------------------|------------------------|----------------------------------------------------|
| a. | MBIA Class Account | Board action required. | This account uses electronic transfers, not checks |
|----|--------------------|------------------------|----------------------------------------------------|

**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.

Board Trustee Dalesandro moved, seconded by Board Trustee Olivo that resolution #4 be amended\* as follows:  
(\*remove - facsimile stamps can be used with advance permission)

**4. Bank Accounts and Signature Resolution**

**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 May 29, 2012 until the next Reorganization Meeting of this Board.

*Valley National and Wachovia*

- |    |                 |                                      |                                                                                                                  |
|----|-----------------|--------------------------------------|------------------------------------------------------------------------------------------------------------------|
| a. | General Account | Minimum of three Signatures required | Board President<br>Treasurer of School Monies<br>Int. Bus. Administrator/Bd. Sec'y<br>Chief School Administrator |
| b. | Payroll Agency  | One signature required.              | Board President<br>Treasurer of School Monies<br>Int. Bus. Administrator/Bd. Sec'y<br>Chief School Administrator |

- |    |                    |                          |                                                                                                                                                        |
|----|--------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| c. | Payroll            | One signature required.  | Board President<br>Treasurer of School Monies<br>Int. Bus. Administrator/Bd. Sec'y<br>Chief School Administrator                                       |
| d. | Food Service       | One signature required.  | Int. Bus. Administrator/Bd. Sec'y<br>Treasurer of School Monies<br>Board President                                                                     |
| e. | Student Activities | Two signatures required. | Board President<br>Treasurer of School Monies<br>Int. Bus. Administrator/Bd. Sec'y<br>Chief School Administrator<br>Principal<br>Principal's Secretary |
- [This is the only account active at Wachovia]\*

*MUNICIPAL INVESTORS SERVICE CORPORATION*

- |    |                    |                        |                                                    |
|----|--------------------|------------------------|----------------------------------------------------|
| a. | MBIA Class Account | Board action required. | This account uses electronic transfers, not checks |
|----|--------------------|------------------------|----------------------------------------------------|

**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.

All in favor.

Board Trustee Dalesandro stated she was confused with the resolutions listed this evening on the agenda having reference to an "Interim Board Secretary and Interim Business Administrator, when, in fact, Netcong Board of Education has not replaced Mrs. Werner. A brief discussion ensued. Board Trustee Dalesandro stated the following resolutions should be amended appropriately.

Board Trustee Dalesandro moved, seconded by Board Trustee McQueeney that resolutions #5 and #6 be amended\* as follows:

5. **Petty Cash for the 2012-2013 School Year**

**BE IT RESOLVED** by the Board of Education of Netcong, in the County of Morris, New Jersey that the Petty Cash Fund be approved at a monthly amount of \$500 with the person responsible to be the Interim Superintendent and ~~Interim~~ Business Administrator/Board Secretary with the maximum expenditure for one purpose to be \$175.00 through June 30, 2012.

6. Investment of District Funds/Transfers

BE IT RESOLVED that the ~~Interim~~ Board Secretary be permitted to invest Board funds at the most advantageous rate in compliance with all state laws and regulations.

BE IT FURTHER RESOLVED that the Board of Education authorizes the ~~Interim~~ Business Administrator/Board Secretary to make telephone and/or electronic transfers by and between school accounts, and to facilitate electronic transactions by and between the Board's agency accounts.

BE IT RESOLVED by the Board of Education that the ~~Interim~~ Business Administrator/Board Secretary, in consultation and agreement from the Chief School Administrator, is hereby designated as the individual to authorize line item changes between Board meetings, effective May 29, 2012 until the next annual Reorganization Meeting of this Board through June 30, 2012.

All in favor.

7. Appointment of Auditor through June 30, 2012

WHEREAS, there exists a need for the appointment of auditors to perform the annual audit of the financial books and records of the Netcong School District Board of Education, in the County of Morris, New Jersey, for the school year 2011-2012; and

WHEREAS, funds are available in the annual budget for this purpose, and

WHEREAS, the Public School Contracts Law defines auditing and accounting services as Professional services not subject to competitive bidding;

RESOLVED, that the Netcong School District Board of Education, in the County of Morris, New Jersey, appoints VM Associates, Inc. as public school accountant, in accordance with N.J.S.A. 18A:23-1 and Policy 6830, for the 2011-2012 school year at a fee of \$12,500 and for additional services as may be necessary for accounting/auditing purposes in accordance with the following fee schedule:

| <u>Fee Schedule:</u> | <u>Rate</u>   |
|----------------------|---------------|
| - Partner            | \$125.00/hour |
| - Manager            | \$100.00/hour |
| - Senior             | \$ 80.00/hour |
| - Staff              | \$ 70.00/hour |
| - Admin.             | \$ 40.00/hour |

BE IT FURTHER RESOLVED, that the Netcong School District Board of Education in the County of Morris, New Jersey shall forthwith cause to be printed once, in an official newspaper, a brief notice stating the nature, duration, service, and amount of the contract and available public inspection in the office of the Board of Education.

**8. Appointment of Insurance Brokers**

**BE IT RESOLVED** by the Board of Education of Netcong, in the County of Morris, New Jersey, appoint the following Insurance Brokers of Record:

- a. Brown & Brown Insurance - Worker's Compensation  
Property & Casualty  
Bonding
- b. Brown & Brown Benefit Advisors - Dental Insurance

and is hereby appointed insurance agent(s) for this Board of Education, effective May 29, 2012 until the next annual Reorganization Meeting of this Board.

**9. Authorization of 403 B Agent**

**BE IT RESOLVED** by the Board of Education of Netcong, in the County of Morris, New Jersey, that the following 403 B plans are hereby approved for the 2012-2013 school year:

AXA Equitable Life Insurance Company (formerly Equitable)  
Lincoln Investment Company  
Valic

**10. Appointment of Medical Examiner**

**BE IT RESOLVED**, that the Netcong School District Board of Education, in the County of Morris, New Jersey appoints Dr. Joseph Casella as its medical examiner to provide school physician services in accordance with N.J.S.A. 18A:40-1, for the 2012-2013 school year at an annual fee of \$2,500 effective May 29, 2012 until the next annual Reorganization Meeting of this Board.

**11. Award Contract for Legal Services for the 2012-2013 School Year**

**RESOLVED**, that the Netcong School District Board of Education, in the County of Morris, New Jersey, appoints the firm of Schwartz, Simon, Edelstein, & Celso, LLC with Andrew B. Brown as primary counsel for the 2012-2013 school year; and

**BE IT FURTHER RESOLVED**, that the Netcong School District Board of Education, in the County of Morris, authorizes the Interim Superintendent Dwight Pfennig to execute a contract with Schwartz, Simon, Edelstein, & Celso, LLC for an hourly rate of \$150.00 for general legal work, work by paralegals and by law clerks shall be billed at the hourly rate of \$110.00 per the terms as outlined in the agreement to commence July 1, 2012 through June 30, 2013 as outlined in the proposal of April 22, 2012.

**BE IT FURTHER RESOLVED**, that the Netcong School District Board of Education in the County of Morris, New Jersey shall forthwith cause to be printed once, in an official newspaper, a brief notice stating the nature, duration, service, and amount of the contract and available public inspection in the office of the Board of Education.

Board Trustee Dalesandro moved, seconded by Board Trustee Popelka that resolution #12 be amended\* as follows:

12. Appointment of Interim Board Secretary through June 30, 2012

BE IT RESOLVED by the Netcong Board of Education to appoint the Business Administrator to serve as the Interim Board Secretary, effective May 29, 2012 through June 30, 2012.

All in favor.

Board Trustee Dalesandro moved, seconded by Board Trustee Olivo that resolutions #13 and #14 be amended\* as follows:

13. Appointment of Acting Board Secretary

BE IT RESOLVED by the Board of Education of Netcong, in the County of Morris, New Jersey, that the Board President or designee act as Board Secretary in the absence of the Interim Board Secretary for this Board of Education effective May 29, 2012 until the next annual Reorganization Meeting of this Board through June 30, 2012.

14. Appointment of Liaison for Affirmative Action on Public Contracts

BE IT RESOLVED by the Board of Education of Netcong, in the County of Morris, New Jersey appoints the Interim Board Secretary to be the liaison for affirmative action on Public Contracts through June 30, 2012.

All in favor.

Board Trustee Dalesandro moved, seconded by Board Trustee Popelka that resolution #15 be amended\* as follows:

15. Authorization to Implement 2012-2013 Budget

BE IT RESOLVED by the Board of Education of Netcong, in the County of Morris, New Jersey, authorizes the Chief School Administrator, Interim Superintendent, Business Administrator and Interim Business Administrator to implement the 2012-2013 budget pursuant to applicable local and state policies and regulations.

Adoption of 2012-2013 Budget

BE IT RESOLVED, that the Netcong Board of Education hereby authorizes the Chief School Administrator, Interim Superintendent, Business Administrator/Board Secretary and the Interim Business Administrator/Board Secretary to implement the school budget pursuant to policies and regulations of the state board and local board in the amounts that follow:

|                 |                |      |
|-----------------|----------------|------|
| Current Expense | \$4,114,508.00 |      |
| Special Revenue | 263,000.00     |      |
| Debt Service    | 145,128.00     |      |
| TOTAL BUDGET    | \$4,522,636.00 | and, |

BE IT FURTHER RESOLVED, that the following General Fund tax levy and Debt Service tax levy schedule be approved to support the 2012-2013 budget as follows:

| <u>Date Due</u>    | <u>General Fund Amount</u>   | <u>Debt Service</u>        | <u>Total Amount</u>          |
|--------------------|------------------------------|----------------------------|------------------------------|
| July 15, 2012      | \$226,536.00                 |                            | \$226,536.00                 |
| August 15, 2012    | \$226,536.00                 |                            | \$226,536.00                 |
| September 15, 2012 | \$226,536.00                 |                            | \$226,536.00                 |
| October 15, 2012   | \$226,536.00                 | \$ 37,563.75               | \$262,490.75                 |
| November 15, 2012  | \$226,536.00                 |                            | \$226,536.00                 |
| December 15, 2012  | \$226,536.00                 |                            | \$226,536.00                 |
| <b>Subtotal:</b>   | <b>\$1,359,216.00</b>        | <b>\$ 37,563.75</b>        | <b>\$1,395,170.75</b>        |
| <u>Date Due</u>    | <u>General Fund Amount</u>   | <u>Debt Service</u>        | <u>Total Amount</u>          |
| January 15, 2013   | \$226,536.00                 |                            | \$226,536.00                 |
| February 15, 2013  | \$226,536.00                 |                            | \$226,536.00                 |
| March 15, 2013     | \$226,536.00                 |                            | \$226,536.00                 |
| April 15, 2013     | \$226,536.00                 | \$107,563.75               | \$329,831.00                 |
| May 15, 2013       | \$226,536.00                 |                            | \$226,536.00                 |
| June 15, 2013      | \$226,536.00                 |                            | \$226,536.00                 |
| <b>Subtotal:</b>   | <b>\$1,359,216.00</b>        | <b>\$107,563.75</b>        | <b>\$1,462,511.00</b>        |
| <b>TOTAL:</b>      | <b><u>\$2,718,432.00</u></b> | <b><u>\$145,127.50</u></b> | <b><u>\$2,863,559.50</u></b> |

All in favor.

Board Trustee Dalesandro moved, seconded by Board Trustee Popelka that resolution #16 be amended\* as follows:

16. Approves Chart of Accounts

BE IT RESOLVED by the Board of Education of Netcong, in the County of Morris, New Jersey designates the NJDOE Chart of Accounts as the minimum Chart of Accounts for use in the district; and

BE IT FURTHER RESOLVED, that the business office is authorized to add additional sub account designation (both within the existing sub accounts as well as additional sub positions), as the Interim School Business Administrator may deem necessary through June 30, 2012; and

BE IT FURTHER RESOLVED, that the Interim Business Administrator is authorized to make any necessary transfer below the level of the NJDOE Chart of Accounts through June 30, 2012.

All in favor.

Board Trustee Dalesandro moved, seconded by Board Trustee Popelka that resolution #17 be tabled pending executive session discussion:

17. Appointment of Treasurer of School Monies

BE IT RESOLVED by the Board of Education of Netcong, in the County of Morris, New Jersey, that Teresa Vervaeet be hereby appointed Treasurer of School Monies at an annual salary of \_\_\_\_\_ for this Board of Education, effective May 29, 2012 until the next annual Reorganization Meeting of this Board.

All in favor.

**VOTE:** FINANCE AND FACILITIES RESOLUTIONS #1 – #3, #4 - #6 AS AMENDED, #7 - #11, and #12 - #16 AS AMENDED AND AS PRESENTED.

**AYES:** Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Sufly, Mr. Tranor and Mr. Morton, President.  
**NAYS:** None  
**ABSTENTIONS:** None

**PERSONNEL (Frank Tranor, Chairperson)**

Motion by Mr. Tranor, seconded by Mrs. Dalesandro that resolutions numbered 1-12 be adopted as presented:

**BE IT RESOLVED** that the resolutions number 1- 12 be adopted as presented:

Board Trustee Dalesandro moved, seconded by Board Trustee Callahan that resolution #1 be tabled pending executive session discussion:

1. **BE IT RESOLVED** by the Netcong Board of Education to approve Dr. Dwight Pfennig as Affirmative Action Officer, Section 504 Compliance Officer and Title IX Coordinator, effective May 29, 2012 through June 30, 2012.

All in favor.

2. **BE IT RESOLVED** by the Netcong Board of Education to approve the School Nurse, Mrs. Jane Morin, as the School Attendance Officer effective May 29, 2012 until the next Reorganization Meeting of this Board.

Board Trustee Dalesandro moved, seconded by Board Trustee Olivo that resolution #3 be amended\* as follows:

3. **BE IT RESOLVED** by the Netcong Board of Education to appoint the Chief School Administrator and/or Interim Superintendent, as custodian of records for personnel records, and the Business Administrator/Board Secretary and/or Interim Business Administrator/Board Secretary, as custodian of records for business and financial records.

All in favor.

Board Trustee Dalesandro moved, seconded by Board Trustee Popelka that resolution #4 be amended\* as follows:

4. **BE IT RESOLVED** by the Netcong Board of Education to authorize the Interim Superintendent, effective May 29, 2012 – June 30, 2012 and the Chief School Administrator, effective July 1, 2012 – June 30, 2013, to collect and maintain the following types of pupil records as required by N.J.A.C. 6:3-6:1 et seq and Board of Education Policy 5125 "Pupil Records":

- Personal data identifying each pupil enrolled in the district including pupil's name, address, date of birth, name of parent(s)/guardian(s), citizenship and gender;
- Recording religious or political affiliation of pupil or parent is prohibitive unless requested by the parent;
- Daily attendance;
- Description of pupil progress, including grade level, according to evaluation system used by the district;
- History and status of physical health per state regulations;
- Special education records pursuant to relevant rules and laws;
- All other records required by the New Jersey State Board of Education.

A brief discussion ensued. Board Trustee Callahan inquired as to the "History and status of physical health per state regulations" statement in terms of information related to physicals of students. It was noted that this information is part of the student's individual health records that are part of a student's file as required by NJ Statutes.

All in favor.

Board Trustee Dalesandro moved, seconded by Board Trustee Popelka that resolutions #5 and #6 be amended\* as follows:

5. **BE IT RESOLVED** by the Netcong Board of Education to approve Mrs. Regina Szarejko and Miss Jacqueline Rich as the Teacher(s) in Charge when the Chief School Administrator, Interim Superintendent, Principal and Vice Principal are out of the building at the same time effective May 29, 2012 until the next Reorganization Meeting of this Board.
6. **BE IT RESOLVED** by the Netcong Board of Education to approve the Chief School Administrator, Interim Superintendent, Principal Vice Principal, School Nurse, and any other member designated by Chief School Administrator, to hereby be designated to transport pupils in an emergency, effective May 29, 2012 until the next annual Reorganization Meeting of this Board.

All in favor.

7. **BE IT RESOLVED** by the Netcong Board of Education to approve the use of the nurse from Byram and Stanhope when our school nurse is unavailable, absent, or an emergency arises or medication is to be given. Further the Netcong School Nurse will reciprocate and cover other schools if said emergencies arise.
8. **BE IT RESOLVED** by the Netcong Board of Education to approve the substitute teacher(s) and substitute nurse(s)\* as listed:

Tammy Antonucci  
Luanne Canfield  
Al Cook  
Jennifer DeRosa  
Marie Farmer\*  
Robert Martone  
Rewaida Muheisen  
Stacey Spicka  
Lynette Welsh

Dolores Bollinger  
John Campanile  
Melissa Cook  
Kelly Dilley  
Laura Kiely  
Lisa Macrae  
Cailla Mullen  
Brigid Walsh

Lori Brauer  
Johnna Charette\*  
Annette Conciatori  
Cori DiRupo  
Angela Kunkel  
Noreen McGearry\*  
Valerie Puco  
Molly Walsh



Board Trustee Dalesandro and Board Trustee McQueeney inquired as to the feasibility of employing a permanent substitute teacher. A brief discussion ensued. Dr. Pfennig stated that Administration will review the matter at the next opportunity and inform the Board of Education accordingly.

Board Trustee Dalesandro moved, seconded by Board Trustee Callahan that resolution #9 be amended\* as follows:

9. **BE IT RESOLVED** by the Netcong Board of Education to appoint the ~~Interim Business Administrator~~ School Nurse as the ~~Right-To-Know~~ Hazardous Communications contact person for the 2012-2013 school year. The Board appoints AERO Environmental Services Inc. as the district's Right-To-Know Consultant for the 2012-2013 school year.

All in favor.

Board Trustee Dalesandro moved, seconded by Board Trustee Olivo that resolutions #10 - #12 be amended\* as follows:

10. **BE IT RESOLVED** by the Netcong Board of Education to appoint the ~~Interim Business Administrator~~ as the Asbestos Hazard Emergency Response Act (AHERA) designated person for the period May 29, 2012 – June 30, 2012. The Board appointed AERO Environmental Services Inc., as the district's licensed asbestos management planner for the 2012-2013 school year.
11. **BE IT RESOLVED** by the Netcong Board of Education to appoint the ~~Interim Business Administrator~~ as the district's designated Pest Management Officer, who is responsible for the implementation of the school integrated pest management program for the period May 29, 2012 – June 30, 2012.
12. **BE IT RESOLVED** by the Netcong Board of Education to appoint the ~~Interim Business Administrator~~ as the district's Public Agency Compliance Officer (P.A.C.O.) for the period May 29, 2012 – June 30, 2012 ~~for the 2012-2013 school year~~ for the State of New Jersey Division of Contract Compliance and Equal Opportunity in Public Contracts.

All in favor.

**VOTE: PERSONNEL RESOLUTIONS # 2, #3 - #6 AS AMENDED, #7 - #8, AND #9 - #12 AS AMENDED AND AS PRESENTED.**

**AYES:** Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Sufly, Mr. Tranor and Mr. Morton, President.  
**NAYS:** None  
**ABSTENTIONS:** Resolution #8 – Mrs. Popelka

**G. EDUCATION (Patrick McQueeney, Chairperson)**

Motion by Board Trustee McQueeney, seconded by Board Trustee Popelka that resolutions numbered 1 - 2 be adopted as presented:

1. **BE IT RESOLVED** by the Netcong Board of Education to approve existing curriculum, courses of study, course guides, instructional materials, handbooks, and textbooks, as available through the Acting Superintendent's office, currently being used immediately prior to this Reorganization Meeting, and are hereby continued in force as if the Board Year had not changed.

| <u>SUBJECT/<br/>COURSE OF STUDY</u>                        | <u>DATE OF<br/>APPROVAL</u> |
|------------------------------------------------------------|-----------------------------|
| Science.....                                               | August 2011                 |
| Library.....                                               | June 2004                   |
| Computer Literacy.....                                     | June 2004*                  |
| ESL.....                                                   | April 2005                  |
| Health/Family Life.....                                    | June 2006                   |
| Mathematics.....                                           | January 2011                |
| Physical Education.....                                    | June 2006*                  |
| Social Studies.....                                        | June 2008*                  |
| Spanish.....                                               | June 2008                   |
| Lang. Arts/Literacy.....                                   | May 2011                    |
| Enrichment/Gifted & Talented.....                          | June 2007                   |
| Four & Five Year Old Kindergarten.....                     | June 2007*                  |
| Fine & Performing Arts.....                                | June 2006                   |
| Music.....                                                 | June 2006                   |
| Career Education and Consumer, Family and Life Skills..... | April 2008                  |

\* currently under revision.

A brief discussion ensued. Board Trustee Popelka inquired as to why there are some courses of study that are dated 2004 and still have not been updated. Board Trustee Dalesandro stated that the Board approved the 5-Year Curriculum Cycle on December 20, 2011 and there has been no updates as was done last year by Ms. Barnhill. Dr. Pfennig stated that the district stated that the district is following the 5-Year curriculum cycle schedule. Board Trustee Popelka referenced the curriculum(s) above that have asterisks and asked if at least one or two have been completed. Dr. Pfennig stated "no" not at this time. Discussion ensued. Board Trustee Dalesandro stated that Mr. Carroll will address this problem. Board Trustee Popelka stated that she had expected that at least a few of the curriculum(s) asterisked above would be completed and reviewed with the Board of Education, however, stating that the minutes should reflect that the Board of Education expects that they will have formal presentations of completed curriculum(s) as was done last year so that we are assured that the district is in compliance with NJQSAC regulations. Board Trustee Popelka stated that the district failed this NJQSAC DPR in 2008 and does not wish to have this occur again in the future.

2. **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 this reorganization meeting, are hereby continued in force, as if the Board Year had not changed.

**VOTE: EDUCATION RESOLUTIONS # 1 - # 2 AS PRESENTED.**

**AYES:** Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Sufly, Mr. Tranor and Mr. Morton, President.  
**NAYS:** None  
**ABSTENTIONS:** None

[End Of Annual Organization Meeting Business]

**VI. COMMITTEE REPORTS**  
**A. FINANCE/FACILITIES -**

Robert Olivo, Chairperson

Motion by Board Trustee Olivo, seconded by Board Trustee Dalesandro that resolutions numbered 1 – 12 be adopted as presented:

- BE IT RESOLVED** by the Netcong Board of Education, upon the recommendation of the Interim Superintendent, to approve the bill list dated May 29, 2012. (Attachment #1)

Discussion: Much discussion ensued regarding CINTAS invoices. Dr. Pfennig stated that CINTAS makes a delivery to the district every 2 weeks. Board Trustee Olivo inquired if some of the products might be less expensive if the items were purchased in bulk from Sam's Club rather than purchase them from a distributor such as CINTAS. Dr. Pfennig stated that part of the difficulty is that there is no inventory control with regard to the purchase of custodial supplies. Dr. Pfennig stated that he does not know what the district is renting (carpets, mops, etc.) and what we own and that, at the present time, Administration is trying to get a handle on this. Board Trustee Olivo inquired if the district utilizes State Contract vendors and/or the bidding process to purchase custodial supplies. Mrs. Werner stated yes, we utilize Grainger through Ed Data - MCESC (bidding service). Board Trustee Olivo stated that the district should be comparing prices and utilizing state contract vendors. Dr. Pfennig stated that Administration is trying to get this problem under control and is much better than it was previously (last Fall/Winter). Several miscellaneous questions were posed pertaining to various checks to which Mrs. Werner responded i.e ACCO Brands – Laminator Service Contract, etc.

Discussion: Board Trustee Dalesandro made an inquiry regarding check #8355 payable to Schwarz, Simon, Edelstein & Celso. A brief discussion ensued.

Motion by Board Trustee Dalesandro, seconded by Board Trustee Olivo that the following check listed on the bills list of resolution #1

| Check # | Payee                                  | Amount     |
|---------|----------------------------------------|------------|
| 8355    | Schwartz, Simon, Edelstein & Celso LLC | \$1,560.00 |

be **tabled** at this time pending further review and clarification in Executive Session.

All in favor.

- BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, approves the Maschio Food Service report for the month of April 2012, which shows a monthly income of \$91.87 and a year-to-date income of \$2,484.33.

(Attachment #2)

3. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Interim Superintendent and the Business Administrator approves payment to Gianforcaro AEP in the amount of \$300.00 for professional services through April 30, 2012.

Discussion: Board Trustee Olivo made an inquiry regarding check #0030 payable to Gianforcaro AEP. A brief discussion ensued.

Motion by Board Trustee Olivo, seconded by Board Trustee Dalesandro to table resolution #3 as presented pending further review and clarification in Executive Session.

3. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Interim Superintendent and the Business Administrator approves payment to Gianforcaro AEP in the amount of \$300.00 for professional services through April 30, 2012.

All in favor.

4. **BE IT RESOLVED** by the Netcong Board of Education, upon the recommendation of the Interim Superintendent, approves the list of transfers and the monthly transfer report as of May 1, 2012.

| May 1, 2012                                                    | From:           | To:             |
|----------------------------------------------------------------|-----------------|-----------------|
| 11-000-262-620-000-000<br>Custodial Electric                   | \$26,530        |                 |
| 11-000-100-562-000-000<br>Spec Ed Tuition to LEAS In-State     |                 | \$ 5,510        |
| 11-000-100-566-000-000<br>Spec Ed Tuition Priv Sch Handicapped |                 | \$20,000        |
| 11-000-252-339-000-000<br>Admin Info Tech Other                |                 | \$ 900          |
| 11-000-252-610-000-000<br>Admin Info Tech Gen Supplies         |                 | \$ 120          |
| <b>TOTAL</b>                                                   | <b>\$26,530</b> | <b>\$26,530</b> |

5. **BE IT RESOLVED** that the Netcong Board of Education pursuant to N.J.A.C.6A:23-2.11 (c) (4) certify that as of April 30, 2012 after the review of the Secretary's monthly financial reports (appropriation section) 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:23-2.11 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 Secretary pursuant to N.J.A.C.6A:23-2.11(c) (3) certifies that as of May 29, 2012 no budgetary line item accounts have been over expended in violation of N.J.A.C. 6A:23-2.11(c) (3).

Business Administrator

7. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, accepts one (1) out of district special education pupil, for the 2012-2013 school year. The sending district is responsible for tuition, Occupational Therapy services, Speech Therapy services, Counseling services\* and transportation costs.

| Student | Effective Date                       | Sending District | Program | Tuition Cost                           |
|---------|--------------------------------------|------------------|---------|----------------------------------------|
|         | September 1, 2012<br>- June 30, 2013 | Mine Hill        | LLD     | \$13,252.00/annual<br>\$73.62/Per Diem |

- \* NPS will provide tuition student with Therapy Services as deemed necessary by the sending district and will be billed in accordance with the hourly rate as follows:

|                                    |           |
|------------------------------------|-----------|
| Occupational Therapy Services..... | \$ T.B.D. |
| Speech Therapy Services.....       | \$ 50.44  |
| Counseling Services.....           | \$ 60.77  |

- 8. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, authorizes the renewal of the Student Voluntary Accident Insurance Policy underwritten by the QBE Insurance Corporation to be effective July 1, 2012 – June 30, 2013.  
 (This plan is voluntary. Premiums are the responsibility of a parent.)  
 (This premium is a \$0.00 increase over the 2011-2012 rates.)

| School Time Rate(s): |         | 24-Hour Rate(s): |         |         |
|----------------------|---------|------------------|---------|---------|
| Plan 3:              | Plan 4: | Plan 3:          | Plan 4: | Dental: |
| \$16.00              | \$8.00  | \$54.00          | \$30.00 | \$8.00  |

- 9. **BE IT RESOLVED** by the Netcong Board of Education, upon the recommendation of the Acting Superintendent, approves the Contract with American Appraisal Associates to provide Property Outsourcing Services for Accounting and Insurance Purposes for the 2012-2013 school year in the amount of \$1,100.00.
- 10. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, accepts Food Service Management Proposals as solicited by the School Business Administrator and received on May 25, 2012 as follows:

| Food Service Management Company | Proposal- Annual Management Fee | Profit Guarantee |
|---------------------------------|---------------------------------|------------------|
| Maschio's Food Service          | \$7,197.00                      | \$3,387.00       |
| Chartwells Food Service         | No Bid                          |                  |
| Aramark Educational Services    | No Bid                          |                  |
| Sodexo Education                | No Bid                          |                  |
| Nu-Way Concessionaires          | No Bid                          |                  |

**FURTHER BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, approves the contract with Maschio's Food Services, Inc. to provide food service for the district for the 2012-2013 school year at a ten month fee of \$7,197.00 billed in monthly installments of \$719.70.

Discussion: Discussion ensued regarding the lack of RFP responses received – only 1 which precludes the Board of Education to be able to have a comparison of companies/proposals.

**Resolution #10 NOT CARRIED.**

- 11. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, approves the final buy-out purchase of the Savin Copier System, Model 8035E – Serial #M2775201706 in the amount of \$860.00 per the Customer and Vendor Buyout Option received on April 24, 2012.
- 12. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, accepts the following quotations for copier equipment as solicited by the School Business Administrator/Board Secretary:

| Company                  | Quotation /Proposal                  | Funding         |
|--------------------------|--------------------------------------|-----------------|
| Stewart Business Systems | \$204.00/month*<br>\$0.009 per print | Current Expense |
| T.A. Mountford           | \$205.64/month*<br>\$0.000 per print | Current Expense |
| Xerox                    | No Quote                             | Current Expense |

• 48 month lease

**FURTHER BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent and School Business Administrator, authorizes the purchase of a TA5500i copier per Kyocera NJ State Contract #A53090, 4 year lease x \$205.64/month for 48 months=\$9,870.72 plus 2 extra paper cassettes for a monthly fee of \$12.13/month x 48 months=\$582.24 totaling \$10,452.96 for said purchase.

**VOTE:** FINANCE/FACILITIES AGENDA ITEMS #1 – 12 AS PRESENTED.

**AYES:** Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Suflay, Mr. Tranor and Mr. Morton, President.

**NAYS:** Resolution #10 – Mrs. Callahan, Mrs. Dalesandro, Mr. Olivo, Ms. Suflay, Mr. Tranor and Mr. Morton, President - Resolution #10 NOT CARRIED

**ABSTENTIONS:** None

**B. PERSONNEL - Frank Tranor, Chairperson**

Motion by Board Trustee Tranor, seconded by Board Trustee Dalesandro that resolutions numbered 1 – 3 be adopted as presented:

**BE IT RESOLVED** that resolution numbers 1 - 3 be adopted as presented:

- BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, acknowledges the movement of the following employees' advanced salary guide status, effective September 1, 2012 as follows:

| Employee    | From                          | To                            |
|-------------|-------------------------------|-------------------------------|
| Kevin Earl  | MA – Step 8<br>\$52,699       | MA + 15 – Step 8<br>\$56,673  |
| Tana Ferris | MA + 15 – Step 11<br>\$60,140 | MA + 30 – Step 11<br>\$62,128 |

- BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, appoints the following certificated tenured personnel at their corrected salary grades and salary rates:

| Name               | Salary/Grade | Base        | Longevity  | Salary      |
|--------------------|--------------|-------------|------------|-------------|
| Arbolino, Kimberly | BA-19        | \$80,028.00 | \$2,597.00 | \$82,625.00 |
| Rich, Jacqueline   | MA+30, - 19  | \$89,961.00 | \$2,597.00 | \$92,558.00 |

- 3. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, appoints the following certificated non-tenured personnel at their corrected Salary grades and annual salary rates:

A. Initially employed for/during the 2010-2011 school year:

| Name             | Salary/Grade       | Salary   |
|------------------|--------------------|----------|
| Simons, Rachelle | MA-11 P/T (.8 FTE) | \$44,933 |

Discussion: A brief discussion ensued. Mrs. Werner noted that the salary figures for Mrs. Arbolino, Ms. Rich and Mrs. Simons were not correctly calculated when the Personnel Renewals and Salaries were provided to the Business Office on May 4, 2012

**VOTE: PERSONNEL RESOLUTIONS # 1 - #3 AS PRESENTED.**

**AYES:** Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Sufly, Mr. Tranor and Mr. Morton, President.  
**NAYS:** None  
**ABSTENTIONS:** None

**C. EDUCATION** - Patrick McQueeney, Chairperson

Motion by Board Trustee McQueeney, seconded by Board Trustee Dalesandro that resolution number 1 – 1 be adopted as presented:

**BE IT RESOLVED** that resolution number 1 - 1 be adopted as presented:

- 1. **BE IT RESOLVED** by the Netcong Board of Education, upon the recommendation of the Interim Superintendent, approves the contract with Applied Behavioral Consulting, LLC, to provide Applied Behavior Analysis services for the Netcong School District at a rate of \$125.00/hour not to exceed 6 hours per month for the period September 1, 2012 – June 30, 2013.

(Attachment #3)

**VOTE: EDUCATION RESOLUTION # 1 AS PRESENTED.**

**AYES:** Mrs. Callahan, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Sufly, Mr. Tranor and Mr. Morton, President.  
**NAYS:** None  
**ABSTENTIONS:** None

**VI. NEW BUSINESS**

Board Trustee Tranor inquired if the GC had cleaned up the area adjacent to the Board Office/Annex building and removed the construction supplies/equipment as discussed. President Morton stated "yes" and noted that some of the supplies/equipment must remain until the GC (Fine Wall) has completed the work on the annex building.

**Board Trustee Coladarci entered the meeting at 8:30 p.m.**

Board Trustee Suflay requested that the Netcong Public School website be updated, in particular with reference to the Administrative Staff names and Student Handbook. Dr. Pfennig was asked to advise Mr. Carroll of this request.

Board Trustee Callahan inquired why parents did not receive a hard copy of the Student Handbook as has been the practice of the district in the past. Mrs. Hajtovik noted that the information is now included in the Student Planners. Board Trustee Callahan stated that the Student Handbook was a handy thing for parents to have being that they may not have ready access to their child's planner.

Board Trustee Dalesandro stated that in accordance with Policy #3160, all new employees must get a physical examination as part of their employment application.

Board Trustee Dalesandro inquired as to the status of the Superintendent's Evaluation – has it been written yet? Board Trustee Tranor stated that he was working on it. Board Trustee Dalesandro stated that it should have been completed by April 30, 2012.

Board Trustee Dalesandro inquired as to the status of the completion of the new job description of the Chief School Administrator. It was noted that this is being worked on. The Superintendent's job description is included in the district policy book, as will be the same for the Chief School Administrator's job description.

Board Trustee Olivo noted that he believes that there is paint in the catch basin of the NPS parking lot area which is the cause of the flooding problems in the parking lot area. Discussion ensued. Board Trustee Olivo stated that he would like to see what is in that drain recommending that Administration check into this problem at the next opportunity. Board Trustee Olivo stated that perhaps renting a camera and scoping the area might assist in finding the culprit. Board Trustee Popelka suggested that Mrs. Werner inquire if the Borough of Netcong (via request to the Borough Administrator) might be able to assist us with this task and recommended that Administration look into utilizing a snake/camera to see if there are contaminants/paint/etc. in the catch basin. Board Trustee Popelka also suggested that Administration call Gianforaro, AEP for assistance in this matter. A brief discussion ensued.

**VII. MISCELLANEOUS**

Motion by Board Trustee Popelka, seconded by Board Trustee Dalesandro that resolution number 1 – 1 be adopted as presented:

**BE IT RESOLVED** that resolution number 1 - 1 be adopted as presented:

1. **BE IT RESOLVED** by the Netcong Board of Education, to approve the **first reading** and adoption of the following Bylaw, Policy and Regulation Revisions:



**BYLAW, POLICY AND REGULATION – revisions:**

| <i>Number</i> | <i>Title</i>                                                                            |
|---------------|-----------------------------------------------------------------------------------------|
| 1631          | Residency Requirement for Person Holding School District Office, Employment or Position |
| 2431          | Athletic Competition                                                                    |
| 3324          | Right of Privacy – Teaching Staff Members                                               |
| 4324          | Right of Privacy – Support Staff Members                                                |
| 5117          | Interdistrict Public School Choice                                                      |
| 5600          | Pupil Discipline/Code of Conduct                                                        |
| 7510          | Use of School Facilities                                                                |
| 8613          | Waiver of Pupil Transportation                                                          |
| 9270          | Home Schooling and Equivalent Education                                                 |

| <i>Number</i> | <i>Title</i>                            |
|---------------|-----------------------------------------|
| R 5600        | Pupil Discipline/Code of Conduct        |
| R 7510        | Use of School Facilities                |
| R 9270        | Home Schooling and Equivalent Education |

Discussion: A brief discussion ensued regarding Policy #7510. It was requested that this Policy be tabled at this time to insure that the policy followed the district's current policy pertaining to "Use of Facilities".

Board Trustee Dalesandro moved, seconded by Board Trustee Callahan that Policy #7510 be tabled at this time pending additional research at this time.

| <i>Number</i> | <i>Title</i>             |
|---------------|--------------------------|
| 7510          | Use of School Facilities |

All in favor.

1. **BE IT RESOLVED** by the Netcong Board of Education, to approve the first reading and adoption of the following Bylaw, Policy and Regulation Revisions as amended:

**BYLAW, POLICY AND REGULATION – revisions:**

| <i>Number</i> | <i>Title</i>                                                                            |
|---------------|-----------------------------------------------------------------------------------------|
| 1631          | Residency Requirement for Person Holding School District Office, Employment or Position |
| 2431          | Athletic Competition                                                                    |
| 3324          | Right of Privacy – Teaching Staff Members                                               |
| 4324          | Right of Privacy – Support Staff Members                                                |
| 5117          | Interdistrict Public School Choice                                                      |
| 5600          | Pupil Discipline/Code of Conduct                                                        |
| 8613          | Waiver of Pupil Transportation                                                          |
| 9270          | Home Schooling and Equivalent Education                                                 |

| <i>Number</i> | <i>Title</i>                            |
|---------------|-----------------------------------------|
| R 5600        | Pupil Discipline/Code of Conduct        |
| R 7510        | Use of School Facilities                |
| R 9270        | Home Schooling and Equivalent Education |

**VOTE: MISCELLANEOUS ITEM RESOLUTION # 1 AS AMENDED AND AS PRESENTED.**

|                     |                                                                                                                                         |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>AYES:</b>        | Mrs. Callahan, Mr. Coladarci, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Sufly, Mr. Tranor and Mr. Morton, President. |
| <b>NAYS:</b>        | None                                                                                                                                    |
| <b>ABSTENTIONS:</b> | None                                                                                                                                    |

**PLECTIONS AND REQUESTS OF THE PUBLIC**

Board Trustee Dalesandro moved, seconded by Board Trustee Popelka to open the public session at 8:38 p.m. and was approved by a unanimous voice vote by all members present. President Morton opened the meeting to the public at 8:38 pm.

Mrs. Diane Hajtovik (5 Post Road) stated that an in-depth study/evaluation regarding a permanent substitute was completed last year and stated that she would make a copy of the information and provide it to Dr. Pfennig so that he can share the information with the Board of Education. Mrs. Hajtovik stated that the other report regarding student attendance/absences/tardy incidents was more difficult to ascertain for the Board of Education due to the manner of which the database prints the information, in particular with regard to printing student names which is confidential information. A brief discussion ensued. Mr. Eberhardt stated that perhaps the report could be manipulated to remove student names. Mr. Eberhardt stated that he would look into this and report the information as requested to the Board of Education at the next opportunity.

There being no additional items for discussion at this time, Board Trustee Popelka moved, seconded by Board Trustee Callahan to close the public session at 8:40 pm. This was approved by a unanimous voice vote by all members present.

**IX. EXECUTIVE SESSION**

Motion by Board Trustee Popelka, seconded by Board Trustee Olivo, that 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 pending or anticipated litigation, contract negotiation, personnel, and/or matters pertaining to attorney/client privilege. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

The motion was made at 8:41 pm and was approved by a unanimous voice vote by all members present.

**X. EXECUTIVE SESSION** – A motion is requested to come out of executive session.

Motion by Board Trustee Dalesandro, seconded by Board Trustee Popelka to close executive session at 9:51 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 9:51 pm with the following members present:

Present: Mrs. Callahan, Mr. Coladarci, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Sufly, Mr. Tranor and Mr. Morton, President.

**X. POSSIBLE MOTIONS FOLLOWING EXECUTIVE SESSION**

**BOARD CORRESPONDENCE AND MINUTES**

Board Trustee Dalesandro moved the following resolution:

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

| Date              | Meeting                         |
|-------------------|---------------------------------|
| January 10, 2012  | Executive Session II * amended  |
|                   | Executive Session III * amended |
| January 24, 2012  | Executive Session II * amended  |
| February 13, 2012 | Committee of the Whole Meeting  |
|                   | Executive Session I * amended   |
|                   | Executive Session II * amended  |
| February 28, 2012 | Executive Session I * amended   |

The motion was seconded by Board Trustee Popelka and approved by the majority vote of the members present as follows:

**AYES:** Mrs. Callahan, Mr. Coladarci, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Sufly, Mr. Tranor, and Mr. Morton, President.

**NAYES:** None

**ABSTENTIONS:** Mr. Coladarci – minutes of 12/13/11 due to his not yet being appointed as a Board Trustee. minutes of 02/13/12 due to his absence from the meeting.  
Mrs. Callahan – minutes of 01/24/12 due to her absence from the meeting.  
Mr. McQueeney – minutes of 02/28/12 due to his absence from the meeting.

**FINANCE AND FACILITIES (Robert Olivo, Chairperson)**

Motion by Board Trustee Dalesandro, seconded by Board Trustee Popelka that the following check listed on the bills list of resolution #1 be approved as presented.

**BE IT RESOLVED** that the resolution number 1 – Check #8355 be adopted as presented:

| Check # | Payee                                  | Amount     |
|---------|----------------------------------------|------------|
| 8355    | Schwartz, Simon, Edelstein & Celso LLC | \$1,560.00 |

**VOTE: FINANCE AND FACILITIES RESOLUTION # 1 – CHECK #8355 AS PRESENTED.**

**AYES:** Mrs. Callahan, Mr. Coladarci, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo, Mrs. Popelka, Ms. Sufly, Mr. Tranor and Mr. Morton, President.

**NAYS:** None

**ABSTENTIONS:** None

B. PERSONNEL - Frank Tranor, Chairperson

Board Trustee Tranor moved, seconded by Board Trustee Callahan that resolution #1 be adopted as presented:

5. BE IT RESOLVED by the Netcong Board of Education to approve Dr. Dwight Pfennig as Affirmative Action Officer, Section 504 Compliance Officer and Title IX Coordinator, effective May 29, 2012 through June 30, 2012.

**VOTE: PERSONNEL RESOLUTION # 1 AS PRESENTED.**

**AYES:** Mrs. Callahan, Mr. Coladarci, Mrs. Dalesandro, Mr. McQueeney, Mr. Olivo,  
Mrs. Popelka, Ms. Sufly, Mr. Tranor and Mr. Morton, President.

**NAYS:** None

**ABSTENTIONS:** None

XI. ADJOURNMENT – There being no further business to come before the board, Board Trustee Dalesandro made a motion, seconded by Board Trustee Popelka and carried by Unanimous Voice Vote to adjourn the May 29, 2012 Reorganization and Regular Business Meeting of the Netcong Board of Education at 9:55 PM.

Respectfully Submitted,

Christine M. Werner  
School Business Administrator/Board Secretary