



Our Children, Our School, Our Future

Netcong Board of Education
26 College Road
Netcong, NJ 07857

REGULAR BOARD MEETING

August 23, 2016

7:00pm

Mr. David Costanzo, President
Mr. Todd Morton, Vice President

Mrs. Marianne Callahan
Mr. Charles Kranz

Mrs. Bernadette Dalesandro
Ms. Kerri Santalucia
Ms. Lisa Schuffenhauer

Mr. Timothy Domick
Mrs. Jennifer Santana

Curriculum/Instruction

Bernadette Dalesandro *
Jennifer Santana
Lisa Schuffenhauer
David Costanzo

Facilities/Operations

Todd Morton *
Bernadette Dalesandro
Charles Kranz
David Costanzo

Governance/Policy/Finance

David Costanzo *
Marianne Callahan
Bernadette Dalesandro
Todd Morton

Personnel

Marianne Callahan *
Timothy Domick
Kerri Santalucia
David Costanzo

Board Liaisons

NEF = Bernadette Dalesandro
PTA = Kerri Santalucia
Town Council = David Costanzo
Recreation Commission = Todd Morton
Planning Board = Todd Morton

Negotiations

Todd Morton
Marianne Callahan

** Denotes Committee Chair*

2016-17
Netcong Board of Education

Open Public Meeting Proclamation

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act the Board of Education of the Netcong School District in the County of Morris has caused notice of this meeting to be published by having the date, time and place thereof posted. The notice was mailed to the Daily Record and those persons or entities requesting notification, and filed with the municipal clerk of the Borough of Netcong.

Mission Statement

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

Board Goals

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

District Goals

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

1. Call to Order

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

2. Flag Salute

3. Roll Call

4. Board Correspondence & Approval of Minutes

Approval of Board Minutes

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

July 26, 2016	Regular Minutes
July 26, 2016	Executive Session Minutes- Part 1
July 26, 2016	Executive Session Minutes- Part 2

Moved by: _____	Seconded by: _____
Mrs. Callahan _____	Ms. Santalucia _____
Mrs. Dalesandro _____	Mrs. Santana _____
Mr. Domick _____	Ms. Schuffenhauer _____
Mr. Kranz _____	Mr. Costanzo _____
Mr. Morton _____	

5. President’s Comments

6. Chief School Administrator’s Comments

- a. 16-17 District Goal Updates
- b. AchieveNJ Updates – sharing with staff on first day, emailed to BOE 8/12/16, clinical internship extended (student teaching), HQ teacher observation alternative, SGO mandated training for administrators, regulation changes from 3 observations to 2 for tenured teachers, face-to-face post-conference for non-tenure teachers, NJDOE Implementation Quality Toolkit
- c. Article 8/2/16 - *Governor reports higher % of student meeting or exceeding expectations in nearly all subjects/grade levels, more students participated, test were 90 mins shorter, fewer testing sessions, one testing window*
- d. Thank you to the American Legion Musconetcong Post 278 for their \$100 donation for replacing our American Flags inside/outside building.
- e. Thank you to Mrs. Walsh for her commitment, attention to detail, and all the extra time she spent coordinating the curriculum revisions.
- f. Thank you to Mrs. Sylvester for her unwavering dedication to coordinating the facility projects this summer
- g. NEF Biometric Security Grant Update – *the NEF offered \$1000 for biometric security, however, upon investigation by my staff, this did not include installation, which to our knowledge costs much more. I offered to meet with the NEF Officers in hopes to collaborate on other security systems that meet their needs, as well as ours.*
- h. Last Day to Register is Oct. 18, 2016 for the Ballot Question & Election on Nov. 8, 2016
- i. Nov. 8, 2016 – Ballot Question – *reinstate 2 elementary teachers, restore Art, Music, Spanish, Psych to full time.*
- j. HIB Monthly Report – *none*
- k. Fire/Security Drill Report – *none*
- l. Suspensions – *none*

7. Business Administrator’s Comments

Open	_____	Closed	_____
Moved	_____	Moved	_____
Seconded	_____	Seconded	_____
Time	_____	Time	_____

8. Questions/Comments from Public – Agenda Items Only

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 Chief School Administrator or the Board of Education, either by telephone or letter.

9. Old Business

10. Information/Reports/Actions

Moved by:	_____	Seconded by:	_____
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A. Finance (D. Costanzo, Chair) *Be it resolved that resolution numbers 1-8 be adopted as presented:*

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the July 31, 2016 payroll in the amount of \$32,188.81.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the August 15, 2016 payroll in the amount of \$30,624.41.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the bills list for July 27, 2016 to August 23, 2016 in the amount of \$296,768.87.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the transfers of the attached list for July 2016.
5. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby accepts the following July 2016 Financial Reports. The Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of July 31, 2016 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.S.A. 18A-22-8 and 18A-22-8.1. Pursuant to N.J.A.C. 6A:23A-16.10 the Netcong Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports certify that as of July 31, 2016 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:23-2.2 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 of Education, upon the recommendation of the CSA, hereby rescinds the motion from June 21, 2016 as follows: Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the contract with Maschio's Food Service for Cafeteria Food Services, at the cost of \$7,197 for the 2016-2017 school year. The previous resolution did not include language that is mandated by New Jersey Department of Agriculture, Division of Food and Nutrition, School Nutrition Programs, as reflected in the new resolution #7 with this section.
7. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the contract with Maschio's Food Services, Inc. to reflect the guarantee no cost/breakeven as indicated in Article 1 B. 2) for the management fee of an amount not to exceed \$7,197 for the period of July 1, 2016 through June 30, 2017.

8. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the Pritchard Industries to provide custodial cleaning services for the 2016-17 school year and;

Whereas, the Netcong Board of Education (“Board”) publicly advertised, for a second occasion, the receipt of bids for Custodial Operations for the period of August 29, 2016 through June 30, 2017, (NES Bid 1617-2); and

Whereas, the Board received two bid responses, which were publicly open and read on August 16, 2016; and

Whereas, Pritchard Industries submitted a bid in the amount of \$52,741.00 for the period of August 29, 2016 through June 30, 2017 and Apple Maintenance Services, Inc. submitted a bid in the amount of \$83,900.00 for the period of August 29, 2016 through June 30, 2017; and

Whereas, Pritchard Industries is deemed to be the lowest responsible bidder pursuant to the requirements of the New Jersey Public School Contracts Law; and

Therefore be it resolved that the Board hereby awards the contract for Custodial Operations to Pritchard Industries for the period of August 29, 2016 through June 30, 2017 at a cost not to exceed \$52,741.00, with a Board option to renew the agreement for the period of August 29, 2017 through June 30, 2018 at a cost not to exceed \$53,795.82. The Board President and Business Administrator are hereby authorized to execute the necessary contract documents after review and approval of same by the Board attorney.

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

B. Policy (D. Costanzo, Chair) *Be it resolved that resolution number 1-2 be adopted as presented:*

Moved by:	_____	Seconded by:	_____
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1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the **FIRST READING** of following Policy and Regulation Revisions:

Policy/Reg	Number	Title	Type
Policy	0164	Conduct of Board Meetings	Revised
Policy	1140	Affirmative Action Program (M)	Revised
Policy	1331	Evaluation of Board Secretary	Revised
Policy	1523	Comprehensive Equity Plan (M)	Revised
Policy	1530	Equal Employment Opportunities (M)	Revised
Reg.	1530	Equal Employment Opportunities and Contract Practices (M)	Revised
Policy	1550	Affirmative Action Program for Employment and Contract Practices (M)	Revised
P&R	2220	Curriculum Content (M)	Revised
Policy	2260	Affirmative Action Program for School and Classroom Practices (M)	Revised
P&R	2411	Guidance Counseling (M)	Revised
P&R	2423	Bilingual and ESL Education (M)	Revised
Policy	2610	Educational Program Evaluation (M)	Revised
Policy	2622	Student Assessment (M)	Revised
Policy	5750	Equal Educational Opportunity (M)	Revised
Policy	5755	Equity in Educational Programs (M)	Revised

2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the **SECOND READING** of following Policy and Regulation Revisions:

Policy/Reg	Number	Title	Type
Policy	5330.01	Administration of Medical Marijuana (M)	New
Policy	7510	Facility Use	Revised

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

C. Facilities (T. Morton, Chair)

*None at this time

D. Curriculum (B. Dalesandro, Chair) Be it resolved that resolution numbers 1 – 4 be adopted as presented:

Moved by: _____ Seconded by: _____

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the Netcong School District Technology Plan for 2016-2019.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the Statement of Assurance for the requirements of the District Professional Development and Mentoring Plans for the 2016-2017 school year.
3. Be it resolves that the Netcong Board of Education, upon the recommendation of the CSA, approves the following Professional Development:

Date	Name	Workshop/Conference	Location	Cost
9/22/16	Dr. Gina Cinotti	Data Analysis that Improves Schools	New Providence, NJ	Registration Fee = \$145 RT Mileage = 63.2 * 0.31/mile = \$19.59 Total Cost = \$164.59

4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the revisions to the following Curriculum as required per the 2014-2015 Quality Single Accountability Continuum (QSAC) Review noting deficiencies in the areas of Instruction and Program (39%) and Governance (64%). The District improvement Plan (DIP) was created to address these deficiencies and was approved by the New Jersey and Morris County Departments of Education. All curriculum noted here has been revised and aligned to the New Jersey Student Learning Standards (SLS) and/or the New Jersey Core Curriculum Content Standards (NJCCCS) as of August 2016 for grades K – 8.

K-8 Revised Curriculum August 2016

	Subject
1	ELA
2	ESL
3	G & T
4	PE/Health
5	Performing Arts
6	Science
7	Social Studies
8	STEAM
9	Technology
10	Visual Arts
11	World Language

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

E. Personnel (M. Callahan, Chair) *Be it resolved that resolution numbers 1 – 11 be adopted as presented:*

Moved by: _____	Seconded by: _____
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1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the resignation, with regret, of Donna Nesser from her position as an Instructional Aide effective August 1, 2016.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the Maternity Leave Extension request for Meganne Secola, from November 5, 2016 until January 24, 2017. This will extend Mrs. Secola until the first day of the Third Marking Period.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Andrea Woconish, as the Leave Replacement Middle School Science Teacher for a fixed one-year term, effective August 30, 2016 through June 30, 2017, at a salary of \$50,070, on Step A, BA as per the NTA contract. This is a one-year, non-tenured track leave replacement position. Criminal history and background check on file.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Caren Cocuzza as the Part-Time (.6) Maternity Leave Replacement Basic Skills Teacher effective August 30, 2016 through January 23, 2017, at a rate of \$100 per day, pending criminal history and background check.
5. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Juanita Petty as the Maternity Leave Replacement Business Administrator effective September 1, 2016 through November 30, 2016, at a salary of \$500 per day, 2 days a week, 8 hours per day, pending criminal history and background check.
6. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Bonnie Lisk as an Elementary Teacher, in Grade 2, effective August 30, 2016 for a fixed one-year term, at BA, Step A at the salary of \$50,070. Salary is based on the 2015-16 NTA salary guide and may be revised pending the outcome of negotiations with the NTA.
7. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Elizabeth Sanchez as an Instructional Aide effective August 30, 2016 for a fixed one-year term, at a rate of \$11.30/hour. Pending fingerprinting and criminal history background check.
8. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the Laurie Glennon for the 2016-17 Cafeteria Aide stipend position.
9. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the School Psychologist job description.
10. Be it resolved that the Netcong Board of Education, upon recommendation of the CSA, hereby appoints Juanita Petty, Maternity Leave Replacement Business Administrator, as District Purchasing Agent- QPA, effective September 1, 2016 through November 30, 2016.

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 in 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 Juanita Petty, Maternity Leave Replacement 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 Juanita Petty, Maternity Leave Replacement 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 Juanita Petty, Maternity Leave Replacement 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. Note: Quotation threshold per statue to be set at \$6,000 per 18A:18A-4.

11. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the following Substitute Teachers and Nurses for the 2016-2017 school year at a rate of \$70/day for the first 10 days and \$80/day thereafter, for Teachers, and \$150/day for Nurses. Criminal history and background checks are already on file.

Name	Position
Al Cook	Teacher
Lisa DeAngelis	Teacher
Kelly Dilley	Teacher/Aide
Christopher Dimitriou	Teacher
Susan Falleni	Teacher/Aide
Donna Kali	Teacher/Aide
Lisa Macrae	Teacher
Robert Martone	Teacher
Jordan Melillo	Teacher
Hal Mordkoff	Teacher
Michael Moschella	Teacher
Karen Orlander	Teacher
Meganne Secola	Teacher
Melissa Slahor	Teacher/Aide
Linda Tuorinsky	Teacher/Aide
Diana Yaeger	Teacher/Aide

Name	Position
Henna Cardenas	Nurse
Emily Crispino	Nurse
Ellen Garzon	Nurse
Joyce Ferraro	Nurse
Noreen McGeary	Nurse
Carol Lee Spages	Nurse

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

11. Miscellaneous

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

12. Comments from the Public – Any Issue/Topic

The Public is invited to address the Board with any questions, comments or concerns. The Board requests that the individual address the Board, giving name and address, and asks that all remarks be directed to the Chair. The public portion shall be limited to thirty minutes with a five-minute time limit on each participant. The Board wishes to remind all attendees at its meeting that while it subscribes without reservation to the principle of keeping the public completely informed, by policy it cannot allow public discussion of personnel matters. If a matter concerning the staff of the Netcong Public School is of interest or concern, the matter should be referred to the Chief School Administrator or the Board of Education, either by telephone or letter.

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

13. Executive Session

RESOLVED, pursuant to N.J.S.A. 10:4:13 and 10:4-12 that the Netcong Board of Education hold a closed Executive Session regarding one or more of the following: legal matters, negotiations, personnel issues, individual student matters, and matters which are attorney-client privileged. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

14. Adjournment

Moved by _____	Seconded by _____	Time _____
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