



**Netcong School District
26 College Road
Netcong, New Jersey 07857**

REGULAR MEETING MINUTES

**March 27, 2018
7:00 P.M.**

I. CALL TO ORDER

The meeting was called to order to President Dalesandro at 7:00 p.m.

II. FLAG SALUTE

A. FLAG SALUTE- All of those present participated in the salute to the flag.

B. OPEN PUBLIC MEETING ACT PROCLAMATION

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

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

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

D. BOARD GOALS

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

- a. Financial Reports
- b. Audit

Continue to move forward to achieve NJSBA' Carol E. Larsen Master Board Certification.

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

E. DISTRICT GOALS

To improve security effectiveness of the district utilizing the 2017 Homeland Security Preparedness Assessment Report.

Explore administrative restructuring.

Explore space concerns, Annex project, and continue improvement projects to the building and grounds.

Explore strategies to improve student achievement.

III. ROLL CALL

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

Not Present: Mr. Morton - illness
Mrs. Santana

Also present: Mrs. Kathleen Walsh, Acting Chief School Administrator
Mrs. Nicole Sylvester, Business Administrator/Board Secretary
Mrs. Charlene Peterson, NJ School Boards Representative
5 members of the public and teachers

IV. BOARD CORRESPONDENCE & APPROVAL OF MINUTES

None at this time.

Mrs. Santana entered the room at 7:02 p.m.

V. PRESIDENT'S COMMENTS

President Dalesandro welcomed Mrs. Charlene Peterson from NJSBA and stated she would be providing a two-hour training on the new Superintendent evaluation later in the meeting.

President Dalesandro indicated she was going to move a couple items around on the agenda and there would be an executive session later in the meeting.

President Dalesandro also stated that the following are highlights in the bottom line budget number to later be approved:

1. Drama Club Stiped
2. Possibility of hiring a new teacher
3. Mantrap/Vestibule
4. Two Ballot questions:
 - a. To hire a Class III Officer for \$35,000
 - b. To hire a part-time Social Worker (.6) at \$33,000

VI. LIAISON REPORTS

a. Netcong Educational Foundation

Mr. Quan gave his NEF report as follows:

1. The NEF met on Monday, March 5th at 6:30 pm in the Spanish Room.
2. The Girls Volleyball league has been very successful and a key part of the NEF. They meet on Thursday's in the Gym at 6:30 if you are interested.
3. The NEF is also considering a co-ed dodge ball league if interested.

4. The NJ Devils fundraiser was a success, we were able to sell over 50 tickets to get the first prize and will be using that money towards security initiatives. The NEF would like to thank Mrs. Arbolino and Ms. Konyak for stepping up and chaperoning the Devils Game as well as everyone that helped out.
5. The NEF would like to thank everyone that helped make the 3rd Annual St Patrick's Day Fundraiser a successful event! The teachers, past and present; the administration, as well as the parents, sponsors, and students made it a huge success!
 - a. There were prizes and promotions for students/families that sell the most 50/50 tickets, ranging from pizza and ice cream parties as well as Chromebooks! For more information feel free to stop by our next meeting or take a look on our Facebook page.
 - b. Student Max Hathaway won a Chromebook and donated it back to the school for another student to win!
6. The NEF Daycare will be having different After Care Special events that are listed on the monthly Calendars to increase enrollment. They will also be looking at different Grants to apply to for the Daycare's needs.
7. Reach for the Stars Reading Initiative (Reading initiative by Usborne Rep)
 - a. Kick off date was last week, and students will have until April 9th to reach the goal of 75,000 minutes read by the entire school. If the goal is reached, then the administration will be taped by to the gym wall!
 - b. Students will have a wish list with the pledges gathered to purchase books, and the money raised will be returned to the school.
8. Lastly, our next meeting is scheduled on Monday, April 9th at 6:30 in the Spanish room.

b. Netcong PTA

Ms. Santalucia gave her PTA report as follows:

- Gertrude Hawk fundraiser raised \$1,000.
- Labelpalooza contest to see which class can collect the most box tops until April 20th.
- New Bulletin Board to stay up to date on what is going on with the PTA
- Fudrucker's fundraiser on April 12th from 5-8 pm
- Walk and Roll on April 20th
- Next meeting is on May 9th at 7pm in School Library

c. Town Council

No new business to report.

d. Recreation Commission & Planning Board

None at this time.

VII. ACTING CHIEF SCHOOL ADMINISTRATOR COMMENTS

Mrs. Walsh reported on the Fire/Security Drills as follows: Fire/Security Drill Report – A Security/Lockdown Drill was conducted on March 19, 2018, at 1:55 p.m. with a duration of 6 minutes.

Mrs. Walsh reported on her monthly HIB reports #11 and #12.

Mrs. Walsh stated that security needs and measures continue to be reviewed.

VIII. BUSINESS ADMINISTRATOR COMMENTS

None at this time.

IX. QUESTIONS/COMMENTS FROM THE PUBLIC – AGENDA ITEMS ONLY

Motion: Mr. Kranz Second: Mr. Bates Time: 7:09 pm

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

Mr. Jack Sylvester asked why the Board wanted the ballot questions to be recurring for the Class III officer and Social Worker versus the mantrap/vestibule for a one-time cost to the taxpayers. Discussion ensued.

There being no further comments from the public, a motion was made to close.

Motion: Mr. Costanzo Second: Mr. Kranz Time: 7:15 p.m.

X. OLD BUSINESS

None at this time.

XI. INFORMATION/REPORTS/ACTIONS

A. FINANCE *(B. Dalesandro, Chair)*

Board Trustee Jenn Santana moved and Board Trustee Charlie Kranz seconded, that the Netcong Board of Education approve resolutions #1-12 as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the February 28, 2018 payroll in the amount of \$128,024.65.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the March 15, 2018 payroll in the amount of \$134,779.40.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the bills list for February 28, 2018 through March 27, 2018 in the amount of \$480,277.53.

4. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby rescinds the bills list number from February 27, 2018 from \$634,910.64 to add an additional amount of \$15 for the adjustment on February 13th for Cafeteria Aides to have a new bills list total of \$634,925.64.
5. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby accepts the following February 2018 Financial Reports. The Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of February 28, 2018 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 February 28, 2018 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 Acting Chief School Administrator, hereby approves the Transfers Reports for the month of February 2018.
7. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the reimbursement of \$2,000.83 to Nick Serignese to obtain his Certified Educational Facilities Manager certification. Mr. Serignese's contract will be amended to reflect that should he leave the district prior to March 27, 2020, he will be required to reimburse the district in the amount of \$2,000.83.
8. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the tentative budget be approved for the 2018-2019 school year using the 2018-2019 state aid figures and the Secretary to the Board of Education of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenues	Debt Service (Referendum)	Total
2018-19 Total Expenditures	\$5,090,158	\$147,966	\$158,503	\$5,396,627
Less: Anticipated Revenues	\$1,382,897	\$147,966	\$0	\$1,530,863
Taxes to be Raised (Tax levy)	\$3,707,261	\$0	\$158,503	\$3,865,764

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

Be it further resolved, that a public hearing be held at 26 College Road, Netcong, New Jersey in the library, on April 24, 2018 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 18-19 school year:

Be it further resolved, that the Netcong Board of Education authorizes the Business Administrator to modify the proposed FY 2018-2019 school budget, if changes are required at the conclusion of the review of the proposed FY 2018-2019 school budget by the Executive County Superintendent and the Board acknowledges that in the FY 2018-2019 tentative budget, the Board is applying for various tax levy adjustments that could be utilized in future budgets.

9. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves in the proposed budget the adjustment for enrollment in the amount of \$121,560.
10. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the November ballot questions to be advertised and submitted to the Executive County Superintendent as follows:

In addition to the regular advertised budget, the Netcong Board of Education will seek approval from the district's legal voters to raise an additional \$35,000 for General Funds in the same school year (2018-2019). These taxes will be used exclusively for the hiring of one Class III Officer (armed police officer) for the purpose of safety and security of the students, staff, and the school grounds. Approval of these taxes will result in a permanent increase in the district's tax levy. The proposed additional expenditures are in addition to those necessary for a thorough and efficient (T&E) education.

In addition to the regular advertised budget, the Netcong Board of Education will seek approval from the district's legal voters to raise an additional \$33,000 for General Funds in the same school year (2018-2019). These taxes will be used exclusively for the hiring of a part-time (.6) Social Worker for the purpose of the students' social, emotional and mental well-being. Approval of these taxes will result in a permanent increase in the district's tax levy. The proposed additional expenditures are in addition to those necessary for a thorough and efficient (T&E) education.

11. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the professional services maximum costs for the 2018-2019 school year:

Whereas, NJAC 6A:23A-5.2 provides that a school district must establish a maximum dollar limit prior to budget preparation for public relations and professional services fees, and;

Whereas, the Netcong Board of Education has established the following maximum dollar limits as required, and;

Whereas, if these professional services exceed the maximum amount listed, the Netcong Board of Education will consider another motion to increase amounts listed:

Architects	\$50,000	Attorneys	\$50,000
Auditors	\$40,000	School Physician	\$2,500

12. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves, as per NJAC 6A:23B-1.2(b), that the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2018-2019 tentative budget includes a maximum travel appropriation of \$15,000. The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded. Included in the 2018-2019 proposed budget is a maximum regular business travel amount of \$1,500 per employee.

Roll Call Vote:

Yes: Mr. Bates, Mr. Costanzo, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Quan, Mrs. Santana and Ms. Santalucia

No: None

Abstain: Mr. Bates on resolution #3, Check#12137
Mr. Costanzo on resolution #8, #9 and #11

B. POLICY (COW, Chair)

Board Trustee Kerri Santalucia moved and Board Trustee David Costanzo seconded, that the Netcong Board of Education approve resolution #1 as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the SECOND READING of the following Policy and Regulation revisions:

Policy/Regulations	#	Title	Type
Policy	5111.1	Preschool Program Admission and Tuition	Revised
Policy	9270	Home Schooling and Equivalent Education Outside the Schools (M)	Revised
Regulation	9270	Home Schooling and Equivalent Education (M)	Revised

Roll Call Vote:

Yes: Mr. Bates, Mr. Costanzo, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Quan, Mrs. Santana and Ms. Santalucia

No: None

Abstain: None

C. FACILITIES (C. Kranz, Chair)
None at this time.

D. CURRICULUM (*J. Santana, Chair*)

Board Trustee Jenn Santana moved and Board Trustee Kevin Quan seconded, that the Netcong Board of Education approve resolutions #1-7 as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the following Professional Development for the 2017- 2018 school year, as follows:

Date	Name	Workshop/Conference	Location	Cost
3/28/18	K. Santalucia	MCSBA Meeting	Mountain Lakes, NJ	Mileage @ \$0.31/mile
4/11/18 and 4/12/18	M. Fasciana	Strengthen Your RTI Program	Edison, NJ	Workshop - \$595 Mileage @ \$0.31/mile
5/1/18	N. Sylvester	CDK Personnel	Washington, NJ	Workshop – No Cost Mileage @ \$0.31/mile
5/7/18	N. Sylvester	CDK Accounting	Washington, NJ	Workshop – No Cost Mileage @ \$0.31/mile

2. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the license agreement to use Schoolway Applications as a district communication tool at no cost to the district.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the first submission of the mandated NJDOE School Safety Data System for the 2017-2018 school year.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves Ann Marie Evans’ class Field Trip to the Equine Training Wellness Center on April 24, 2018, at no cost to the district. Funding is provided by the Corner Coffee Shop.
5. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves the 4th grade Field Trip to the Lake Hopatcong Foundation on June 12, 2018 at no cost to the district.
6. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves Ann Marie Evans to attend the 7th grade Stokes Trip on Thursday, May 10, 2018 at a cost of \$88 to cover her meals and admission.
7. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves an amendment to the 2017-2018 school year calendar to add a regular schedule make-up day on Thursday, April 5, 2018, in order to make-up the seventh Snow Day taken on March 21, 2018.

Roll Call Vote:

Yes: Mr. Bates, Mr. Costanzo, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Quan, Mrs. Santana and Ms. Santalucia

No: None

Abstain: Mr. Bates on resolution #1, Item #3 and #4

E. PERSONNEL (*K. Santalucia, Chair*)

David Costanzo made a motion to amend resolution #1 to delete the words, “upon the recommendation of the Acting Chief School Administrator.” It was seconded by Jenn Santana and approved by a Voice Call Vote of all members present.

Board Trustee Kerri Santalucia moved and Board Trustee Charlie Kranz seconded, that the Netcong Board of Education approve resolutions #1-6 as amended:

1. Be it resolved that the Netcong Board of Education, hereby approves Kathleen Walsh, Acting Chief School Administrator, as the Anti-Bullying Coordinator for the remainder of the 2017-2018 school year.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves Mark Fasciana, Interim Assistant Principal, as the Anti-Bullying Specialist for the remainder of the 2017-2018 school year.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves Mark Fasciana, Interim Assistant Principal, as the QSAC Data Coordinator for the remainder of the 2017-2018 school year.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves Darlene Kadel, BS RN, as the Substitute School Nurse for the 8th Grade Washington, DC, trip April 18, 19, and 20, 2018, at the rate of \$150 per day plus a stipend of \$313.71, and pending a Criminal History Record Check approval.
5. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves an increase in days per week for Mark Fasciana, Interim Assistant Principal, to 5 days per week at the rate of \$250 per day beginning on March 28, 2018, through June 30, 2018.
6. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby approves Julianna Sanchez and Emily Bocchino, both Morris County Vo Tech students, to do a Service Learning Project with Jackie Cinotti’s 3rd grade class on Monday, April 16, 2018.

Roll Call Vote:

Yes: Mr. Bates, Mr. Costanzo, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Quan, Mrs. Santana and Ms. Santalucia

No: None

Abstain: Mr. Costanzo on resolution #1

XII. COMMENTS FROM THE PUBLIC – ANY ISSUE/TOPIC

Motion: Mr. Costanzo Second: Mr. Kranz Time: 7:19 p.m.

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.

There being no further comments from the public, a motion was made to close.

Motion: Mr. Costanzo Second: Mr. Bates Time: 7:19 p.m.

XIII. MISCELLANEOUS

Mrs. Charlene Peterson gave her presentation on the new Superintendent's evaluation.

Mrs. Sylvester gave her presentation on "How to read a Board Secretary's report."

Mr. Bates asked why the Board held two Board meetings per month along with committee meetings. Discussion ensued.

Mrs. Santana expressed how thankful she was with all the help the NEF received for setting up, donations and to all who helped make the 3rd Annual Italian Style St. Patrick's Day fundraiser a success.

XIV. EXECUTIVE SESSION

Motion: Mr. Kranz Second: Mr. Bates Time: 8:43 p.m.

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.

President Dalesandro advised the public that the Board would discuss legal matters, personnel issues and student matters and that she expected the session would take approximately 15 minutes, and that action may or may not be taken after the Board recessed back to open session.

XV. RECONVENE

A motion was made and approved to come back from the Board's Executive Session.

Moved: Mr. Domick

Second: Ms. Santalucia

Time: 9:01 pm

The Board reconvened in open session with some members in attendance and no some members of the public.

XVI. MOTIONS AFTER EXECUTIVE SESSION

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

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, hereby terminates the employment contract for employee ID No.1024 effective the close of business on April 26, 2018; and BE IT FURTHER RESOLVED that Employee ID No. 1024 will be placed on administrative leave with pay effective March 28, 2018 through April 26, 2018.

Roll Call Vote:

Yes: Mr. Bates, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Quan, Mrs. Santana and Ms. Santalucia

No: None

Abstain: Mr. Costanzo

XVII. ADJOURNMENT

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

Moved: Mrs. Santana

Second: Mr. Kranz

Time: 9:03 pm

Respectfully submitted,



Nicole Sylvester
Business Administrator/Board Secretary