



Our Children
Our School
Our Future

Netcong School District
26 College Road
Netcong, New Jersey 07857

REGULAR BOARD MEETING
January 22, 2013
7:00 P.M.

AGENDA

CALL TO ORDER

A. FLAG SALUTE

B. OPEN PUBLIC MEETING ACT PROCLAMATION

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

C. MISSION STATEMENT

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

D. BOARD GOALS

- Student Achievement - Continue to improve student achievement in NJASK test scores to garner achievable AYP results.
- School Climate and Culture – Develop a student-centered school climate and culture that affords every student the opportunity to develop intellectually, ethically, and personally to the fullest extent of his or her abilities.
- Communication – Improve communications both internally and externally as a means to advance student advocacy and public confidence in our schools.
- Fiscal – Promote a school choice initiative as a means to advance public confidence in our schools as well as provide a revenue stream regarding school finance.

E. DISTRICT GOALS

- Fiscal – Address and resolve QSAC fiscal management recommendations.

- School Climate and Culture – Support district initiatives regarding a student-centered school climate and culture that affords every student the opportunity to develop intellectually, ethically, and personally to the fullest extent of his or her abilities.
- Strategic Plan – Develop a 5-year strategic plan in all areas of instruction and programs, personnel, fiscal management, operations, and governance as a means to advance student achievement and promote public confidence in our schools.

F. ROLL CALL

Ms. Albensi _____
 Mrs. Callahan _____
 Mr. Coladarci _____
 Mr. McQueeney _____
 Mr. Morton _____
 Mrs. Popelka _____
 Mr. Stevens _____
 Ms. Suflay _____
 Mrs. Dalesandro _____

PETITIONS AND REQUESTS OF THE PUBLIC

Open to the Public: _____ Time: _____

Moved by: _____ Seconded by: _____

Voice Vote: _____ Ayes: _____ Nays: _____ Abstentions: _____

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.

Close to the Public: _____ Time: _____

Moved by: _____ Seconded by: _____

Voice Vote: _____ Ayes: _____ Nays: _____ Abstentions: _____

EXECUTIVE SESSION

Time: _____

Motion by: _____ Seconded by: _____

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.

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

Motion by: _____ Seconded by: _____

II. PRESIDENT'S COMMENTS

III. CHIEF SCHOOL ADMINISTRATOR'S COMMENTS

1. Fire Drill/Security Report

	DRILL	DATE/TIME	EVACUATION TIME
Netcong Public School	Fire Drill	01/10/13/1:50 PM	2:00 Minutes

IV. SCHOOL BUSINESS ADMINISTRATOR'S COMMENTS

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

1. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator and Business Administrator, approves the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report for the fiscal year ended June 30, 2012.

2. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator and Business Administrator, approves the Corrective Action Plan (C.A.P.) for the fiscal year ended 2011-2012. (A. 01-22-5)

3. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator and Business Administrator, approves the following Resolution for submission to the County Office in compliance with Department of Education requirements:

RESOLUTION APPROVING COMPREHENSIVE MAINTENANCE PLAN AND THE M-1

WHEREAS, the Department of Education requires New Jersey School Districts to have three-year Comprehensive Maintenance Plan and M-1 form documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached documents for the Netcong Elementary School District are consistent with these requirements,

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE, BE IT RESOLVED, that the Netcong Board of Education hereby authorizes the School Business Administrator to submit the attached Three-Year Comprehensive Plan and M1-form for the Netcong

School District in compliance with the Department of Education requirements. Said plan is on file for the public inspection in the Office of the Business Administrator. Originally due November 15, 2012 (A. 01-22-6)

BOARD CORRESPONDENCE AND MINUTES

Correspondence

Moved by: _____ Seconded by: _____

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

Sender	Subject	Referred to
Gary Stephens	Resignation as Trustee for Netcong Education Foundation Effective February 9, 2013	Mr. Kevin Carroll, Chief School Administrator Mrs. Bernadette Dalesandro, Board President Members, Netcong Board of Education

Voice Vote: _____ Ayes: _____ Nays: _____ Abstentions: _____

Approval of Board Minutes

Moved by: _____ Seconded by: _____

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

Date	Meeting
12/18/12	Regular Meeting
01/02/13	Reorganization Meeting
01/08/13	Work Session Meeting

Voice Vote: _____ Ayes: _____ Nays: _____ Abstentions: _____

V. OLD BUSINESS

VI. COMMITTEE REPORTS

- A. FINANCE/FACILITIES -**
 - Joe Coladarci, Chairperson
 - Marianne Callahan, Member
 - Lynn Popelka, Member
 - Bernadette Dalesandro, Member

Moved by: _____ Seconded by: _____

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

1. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Facilities usage as follows:

<u>NAME</u>	<u>PURPOSE</u>	<u>DATE</u>	<u>TIME</u>
Netcong Basketball Team	Annual Basketball Tournament	February 1, 2013	3:30 PM – 7:00 PM
Netcong Basketball Team	Annual Basketball Tournament	February 2, 2013	8:00 AM – 6:30 PM

Roll Call:

<u>Ms. Albensi</u>	<u>Mrs. Callahan</u>	<u>Mr. Coladarsi</u>	<u>Mr. McQueeney</u>	<u>Mr. Morton</u>	<u>Mrs. Popelka</u>	<u>Mr. Stevens</u>	<u>Ms. Sufly</u>	<u>Mrs. Dalesandro</u>

B. PERSONNEL

Colleen Sufly, Chairperson
Bill Stevens, Member
Marianne Callahan, Member
Bernadette Dalesandro, Member

Moved by: _____

Seconded by: _____

BE IT RESOLVED that resolution numbers 1 – 4 be adopted as presented:

1. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the following Professional Development:

<u>NAME</u>	<u>COURSE</u>	<u>LOCATION</u>	<u>DATES</u>	<u>COST</u>
Cathy DeVito/ Tana Ferris	Co-Teaching That Works	Parsippany	January 29, 2013	\$225.00 each (\$450.00 total) Plus Mileage
Jacqueline Kartanos/ Amy Henry	Section 504 in New Jersey	Hasbrouck Heights	March 13, 2013	\$189.99 Plus Mileage
Kimberly Arbolino/ Linda Cannon	Keeping All of Your Students Engaged While You Work with Small Math Groups	Parsippany	March 3, 2013	\$215.00 each (\$430.00 total) Plus Mileage

2. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the termination of Deborah Ross, Assistant to the Business Administrator, effective January 25, 2013.

3. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the hiring of Renee Solar as the Interim Assistant to the Business Administrator at the rate of \$25.00 per hour effective January 15-January 31.

4. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the creation of the position and accompanying job description for the Secretary to the Business Administrator. This will be a part-time position. (A. 01-22-7)

Roll Call:

Ms. Albensi	Mrs. Callahan	Mr. Coladarsi	Mr. McQueeney	Mr. Morton	Mrs. Popelka	Mr. Stevens	Ms. Sufly	Mrs. Dalesandro

C. EDUCATION

Patrick McQueeney, Chairperson
Leslie Albensi, Member
Bernadette Dalesandro, Member

Moved by: _____ Seconded by: _____

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

1. **BE IT RESOLVED** by the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the following class trips:

TEACHER	GRADE	LOCATION	DATE	COST
Jaci Rich	5-8	Prudential Center, Newark Seton Hall Men's Basketball Game	2/19/13	No cost to the District
Jaci Rich	5-8	Prudential Center, Newark NJ Devils Hockey Game	4/10/13	No cost to the District
Jaci Rich	5-8	Montclair State University Yogi Berra Stadium NJ Jackals Baseball Game	6/1/13	No cost to the District

Roll Call:

Ms. Albensi	Mrs. Callahan	Mr. Coladarsi	Mr. McQueeney	Mr. Morton	Mrs. Popelka	Mr. Stevens	Ms. Sufly	Mrs. Dalesandro

VII. NEW BUSINESS

VIII. MISCELLANEOUS

BE IT RESOLVED that resolution number 1 - 2 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:

Number	Title
0132	Executive Authority (Revised)

2415	No Child Left Behind Programs (Revised)
2431	Athletic Competition (Revised)
2468	Independent Educational Evaluations (New)
3230	Outside Activities (Revised)
3281	Inappropriate Staff Conduct (Revised)
4230	Outside Activities (Revised)
4281	Inappropriate Staff Conduct (Revised)
6113	E-Rate (New)
6163	Advertising on School Property (New)
6480	Purchase of Food Supplies (Revised)
8505	School Nutrition (Revised)

<i>Number</i>	<i>Title</i>
R 2431.1	Emergency Procedures for Athletic Practices and Competitions (Revised)
R 2431.2	Medical Examination to Determine Fitness for Participation in Athletics (Revised)
R 3230	Outside Activities (Revised)
R 4230	Outside Activities (Revised)
R 4281	Inappropriate Staff Conduct (Revised)

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

<i>Number</i>	<i>Title</i>
0155	Board Committees

Roll Call:

<i>Ms. Albensi</i>	<i>Mrs. Callahan</i>	<i>Mr. Coladarsi</i>	<i>Mr. McQueney</i>	<i>Mr. Morton</i>	<i>Mrs. Popelka</i>	<i>Mr. Stevens</i>	<i>Ms. Sufly</i>	<i>Mrs. Dalesandro</i>

PETITIONS AND REQUESTS OF THE PUBLIC

Open to the Public: _____ Time: _____

Moved by: _____ Seconded by: _____

Voice Vote: _____ Ayes: _____ Nays: _____ Abstentions: _____

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.

Close to the Public: _____ Time: _____

Moved by: _____

Seconded by: _____

Voice Vote: _____ **Ayes:** _____ **Nays:** _____ **Abstentions:** _____

IX. EXECUTIVE SESSION

Time: _____

Motion by: _____

Seconded by: _____

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.

Roll Call:

Ms. Albensi	Mrs. Callahan	Mr. Coladarci	Mr. McQueeney	Mr. Morton	Mrs. Popelka	Mr. Stevens	Ms. Sufly	Mrs. Dalesandro

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

Motion by: _____

Seconded by: _____

XI. ADJOURNMENT – A motion is requested to adjourn. **Time:** _____

Motion by: _____

Seconded by: _____



A. 01-22-5

CORRECTIVE ACTION PLAN 11-12

NAME OF SCHOOL Netcong Board of Education

COUNTY: Morris

TYPE OF AUDIT Financial

DATE OF BOARD MEETING January 22, 2013

CONTACT PERSON Lorraine Frege

TELEPHONE NUMBER 973-347-0045

RECOMMENDATION NUMBER	CORRECTION ACTION APPROVED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
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Administrative Practices and Procedures

1. Payrolls not approved by CSA and certified by Board President, SBA & CSA

Will be approved monthly.

Signed upon receipt of payroll

SBA

Immediate

2. E-CERT1 was not filed by March 15th

12-13 E-CERT will be filed timely

File with NJ Dept Treasury as per 18A:17-14.4; 6A23A-4.2

SBA

March 15, 2013
February 28, 2013

3. A summary of Payroll Agency account was not prepared.

Monthly summary will be prepared showing Deposits, payments and balances

Reconcile monthly

SBA

June 30, 2013

4. Compensated absences Incorrectly computed

Compensated absences will be based on current salary and reported by expense function

Will be calculated annually for use in end-of-year 1-schedules

SBA

Immediate

5. State taxable wages were under reported on W-2's due to exclusion of pension contributions.

Pension contributions will not be excluded from State taxable wages on W-2's.

State tax withholding will be accurately calculated in future.

Financial Planning, Accounting and Reporting

1. Payments were backdated during July/Aug to June 30th,

Correct cash cut-off procedures will be followed.

GAAP accounting methods will be followed.

SBA

Immediate

2012

2.	Board Secretary reports reconciled with Treasurer's records. Treasurer's reports identified discrepancies which were never resolved.	Board Secretary records will be reconciled with Treasurer's reports on a monthly basis. Treasurer will receive appropriate files on a timely basis.	SBA will work closely with school treasurer to assure balanced cash accounts.	SBA	February 28, 2013
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3.	Board Secretary and Treasurer reports never submitted to the County Superintendent as required: (June & December)	Reports will be submitted to the County on a timely basis.	Reports will be submitted to the County office when required, by due date.	SBA	Immediate
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4.	District had cash deficits at June 30 th in its General, Capital Project and Food Service Funds.	Cash accounts and financials must be up-to-date and a cash flow projection should be created to avoid these deficits.	Accounts must be correctly monitored and reconciled to avoid these deficits.	SBA	Immediate
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5.	Budgetary Line Item accounts over expended throughout the year.	Adherence to budget and careful use of transfers necessary.	13-14 budget should be constructed to try and avoid over-expended accounts.	SBA/CSA	Ongoing/Immediate
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6.	Budget transfers over 10% made without County approval.	All transfers over 10% will have County approval.	Will submit according as per 18A:22-8.1-2; 6A:23A-16.10	SBA	As necessary
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7.	Reconciling items are not resolved.	Bank recs will be reviewed periodically and reconciling items promptly resolved.	Reconciliations will be analyzed periodically and outstanding items addressed.	SBA	Immediate
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Other Federal/State Projects;

1.	Budgets for grant expenditures not established and/or not in agreement with awards.	Grant budgets will be established and monitored.	Grant budgets will be established and monitored for best use.	SBA/CSA	
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2.	IDEA grant reimbursement requests exceeded expenditures	Requests for grant reimbursement will not exceed expenditures.	Correct controls will be put in place to monitor grant fund revenue & expenditures.	SBA	February 28, 2013
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3. Reimbursement voucher for pension & Social Security due to NJDOE for TPAF salaries charged to federal programs was not prepared or filed. Pension & SS due to NJDOE for TPAF salaries charged to federal grants will be prepared and filed annually. Voucher for pension & SS due to NJDOE will be filed annually. SBA June 30, 2013

4. Federal program closeout reports & State nonpublic aid project completion reports were not prepared and filed with grantor. All closeout reports will be filed at end of grant period. Federal program closeout reports and State nonpublic aid project reports will be filed at end of grant period with grantor. SBA Immediate

School Purchasing Program
 1. Required documents not retained on file for contracts and professional services awarded. Filing system is being constructed for all documents. All required documents will be retained on file for all contracts and professional services awarded according to NJ Retention manual. SBA Immediate

School Food Service
 No Comments

Student Body Activities
 Application for State School Aid
 Pupil Transportation
 Facilities and Capital Assets
 1. District did not take action required to release \$154,508. for boiler replacement project. District is taking necessary steps to collect grant reimbursement from SDA. Board hired Anthony DeSordi to manage this project. Along with consultant A. DeSordi, business office will take necessary steps required to fulfill SDA requirements for release of funds. SBA/Referendum Consultant Immediate

1a. District did not take action required to release \$1,516,840. & \$2,834,763 from the SDA for renovations to the school. Surety bonds for Treasurer & Interim SBA will be increased to \$175000. Surety Bond procurement is being sought. SBA Immediate

9. Miscellaneous

10. Status of Prior Year's Findings/Recommendations

SBA

Ongoing

1. Corrective action was not taken on the findings and recommendations regarding stale dated checks and reimbursement requests . They are included in this year's findings.

Corrective action is being taken and CAP will be periodically reviewed to assure that there are no repeat findings.

Corrective action is ongoing and CAP is reviewed to prevent repeat findings.


CHIEF SCHOOL ADMINISTRATOR

DATE 1/22/13


BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR

DATE 1/22/13

C: County Superintendent

A. 01-22-6

District Name	Netcong	District Number													
A	B	C	Expenditure by Building												
Account/Item/Name			D	E	F	G	H	I	J	K	L	M	N	O	
			Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Budgeted Expenditures	Anticipated Expenditures		
Netcong Elementary		48,135	\$ 43,826	\$ 55,369	\$ 62,471	\$ 46,037	\$ 38,950	\$ 53,987	\$ 43,287	\$ 48,771	\$ 43,137	\$ 48,900	\$ 50,000	\$ 534,735	
District Total		48,135	\$ 43,826	\$ 55,369	\$ 62,471	\$ 46,037	\$ 38,950	\$ 53,987	\$ 43,287	\$ 48,771	\$ 43,137	\$ 48,900	\$ 50,000	\$ 534,735	

NETCONG PUBLIC SCHOOL
 MORRIS COUNTY
 27-3520
 COMPREHENSIVE MAINTENANCE REPORT

<p>11-12 Actual \$43,137.</p> <p>Routine repair & maintenance: Fire alarm Fire extinguishers Sprinkler systems Boiler Plumbing Parking lot Water treatment Pest Management HVAC/Univent Roof, gutters, downspouts Elevator Emergency lighting Classroom lighting Electrical Wall prep & paint when needed Rug cleaning Strip lighting/Stage area Playground Vacuum pump repairs Gym Floor/Stripping & waxing</p> <p>Annual inspections: Boiler Asbestos Annual servicing and inspection of all systems</p>	<p>12-13 Budgeted \$48,900.</p> <p>Routine repair & maintenance: Fire alarm Fire extinguishers Sprinkler systems Boiler Plumbing Parking lot Water treatment Pest Management HVAC/Univent Roof, gutters, downspouts Elevator Emergency lighting Classroom lighting Electrical Wall prep & paint when needed Rug cleaning Strip lighting/Stage area Playground Vacuum pump repairs Gym Floor/Stripping & waxing</p> <p>Annual inspections: Boiler Asbestos - Three Year Plan Annual servicing and inspection of all systems</p>	<p>13-14 Planned 53,000.</p> <p>Routine repair & maintenance: Fire alarm Fire extinguishers Sprinkler systems Boiler Plumbing Parking lot Water treatment Pest Management HVAC/Univent Roof, gutters, downspouts Elevator Emergency lighting Classroom lighting Electrical Wall prep & paint when needed Rug cleaning Strip lighting/Stage area Playground Vacuum pump repairs Gym Floor/Stripping & waxing</p> <p>Annual inspections: Boiler Asbestos Annual servicing and inspection of all systems</p>
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A. 01-22-7

**NETCONG SCHOOL DISTRICT
JOB DESCRIPTION**

TITLE: SECRETARY TO THE BUSINESS ADMINISTRATOR

QUALIFICATIONS:

1. High school diploma, secretarial training
2. Knowledge of automated office equipment and excellent secretarial skills, including transcription
3. Strong analytical, communication, and human relations Skills
4. Good command of English with the ability to compose letters, memoranda, reports, etc.
5. General knowledge of PC word Processor/Spread Sheet & Data Base programs
6. Excellent telephone communication skills
7. Required Criminal History Background check and proof of U.S. citizenship or legal resident alien status
8. Minimum of two years related work experience.

REPORTS TO: Business Administrator

JOB GOAL: To serve as the business administrator's confidential secretary, performing all duties necessary for the successful operation of the business office.

PERFORMANCE RESPONSIBILITIES:

1. Supervises and coordinates the efficient work flow of the school system relative to the responsibilities of the business administrator.
2. Assists in the preparation of board meeting agendas as well as all committee meeting agendas.
3. Performs all secretarial and confidential work as assigned by the business administrator.
4. Supervises and assists in the preparation of all correspondence and reports emanating from the business office.
5. Handles all incoming and outgoing mail.
6. Maintains a regular filing system, as well as a set of locked confidential files, and processes incoming correspondence.

7. Maintains and updates publications/data from various services, including but not limited to NJSBA, N.J. Education Law Reports, NJASA updates, Title 6 Administrative Code, School Boards Negotiations Source Book, etc.
8. Places and receives telephone calls, and records messages for the business office. Maintaining good public relations by receiving telephone calls and visitors in a positive, friendly and helpful manner.
9. Maintains a schedule of appointments for the business office and makes arrangements for conferences, meetings, and interviews.
10. Acts as a liaison between the business office and staff/community, screening and routing inquiries and requests.
11. Assists the business administrator in preparing reports required by law, administrative code, and board policy.
12. Assists business administrator in the preparation of grants, funding applications and related reports and evaluations.
13. Serves as a Notary Public for the district.
14. Maintains strictest confidence regarding the performance of all duties.
15. Performs other related duties as may be assigned by the business administrator.

TERMS OF

EMPLOYMENT:

Salary and work year to be determined by the board.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of non-certified staff or upon mutual agreement by the supervisor and employee.

APPROVED BY:

DATE:

REVISED:



Our Children
Our School
Our Future

Netcong School District
26 College Road
Netcong, New Jersey 07857

REGULAR BOARD MEETING
January 22, 2013
7:00 P.M.

AGENDA ADDENDUM

VI. COMMITTEE REPORTS

A. FINANCE/FACILITIES - Joe Coladarci, Chairperson
Marianne Callahan, Member
Lynn Popelka, Member
Bernadette Dalesandro, Member

Moved by: _____ Seconded by: _____

BE IT RESOLVED that resolution number 2 - 5 be adopted as presented:

2. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendations of the Chief School Administrator and the Interim Business Administrator, approves the bills list for January 15, 2013 to January 22, 2013.

3. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendations of the Chief School Administrator and the Interim Business Administrator, approves the following Resolution:

**RESOLUTION TO GRANT
INTRAFUND TRANSFERS**

Be It Resolved, the Netcong Board of Education hereby authorizes the Assistant to the Business Administrator, to prepare and process Intrafund Transfers between accounts held at Valley National Bank in the event the Interim Business Administrator is unavailable to do so.

4. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves Facilities usage as follows:

Tri-Town Recreation Committees	2013 Summer Recreation Program	July 8 – August 16, 2013	8:30 AM – 3:30 PM
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5. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, allows the Interim School Business Administrator to set up a scholarship fund checking account named the "Lisa A. Williams Scholarship Fund" at Valley National Bank.

Note: Criteria for the scholarship will be provided at a later date.

B. PERSONNEL

**Colleen Suflay, Chairperson
Bill Stevens, Member
Marianne Callahan, Member
Bernadette Dalesandro, Member**

Moved by: _____

Seconded by: _____

BE IT RESOLVED that resolution numbers 5 – 9 be adopted as presented:

5. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, rescinds the contract approval for Lorraine Frega as the Interim Business Administrator Consultant.

6. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the contract with Educational Staffing Solutions (ESS) to provide a school business administrator consultant, Lorraine Frega, for the Netcong School District. ESS will be paid a rate of \$400 per diem for the services.

7. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves Theresa Verviet, at the pro-rated salary of \$38,000 **plus benefits**, as the Assistant to the Business Administrator, effective January 28, 2013 to June 30, 2013.

8. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves Corinne Sodano, at the pro-rated salary of \$19,000 as the Part-Time Secretary to the Business Administrator, effective January 24, 2013 to June 30, 2013.

9. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, approves the following Tuition Reimbursement:

NAME	COURSE	LOCATION	DATES	COST
Kevin Earl	Human Motor Development	Montclair State University	January – May 2013	\$1851.24 (3 credit class)
Julio Picallo	Advanced Structure of American English APIN – 524	Montclair State University	1/22/13	\$1,551.00 517.00 Per Credit (3 Credit Class)