



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

**REGULAR BOARD MEETING
December 17, 2013
7:00 P.M.**

AGENDA

I. 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 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 2013-2014

- Successfully complete a 5 year strategic plan in all areas of instruction and programming, personnel, fiscal management, operations and governance as a means to advance student achievement and promote public confidence in our schools.
- Communications- Continue to improve communications to all stakeholders as a means to advance student advocacy and public awareness of our district.
- School Climate and Culture- Support district initiatives regarding a student centered school climate and culture that affords every student to opportunity to develop intellectually, ethically and personally to the fullest extent of his/her abilities.
- Explore alternate sources of revenue to improve and expand district programs.

E. DISTRICT GOALS 2013-2014

- Student Achievement- Continue to improve student achievement as measured by the NCLB progress targets for the district, our schools and all subgroups to reach 100% proficiency by 2017.
- Successful implementation of Achieve NJ (teacher and principal evaluation).
- School Climate and Culture-Develop a student-centered school climate and culture that afford every student the opportunity to develop intellectually, ethically and personally to the fullest extend of his or her abilities.

II. ROLL CALL

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

III. BOARD CORRESPONDENCE AND MINUTES

Correspondence

None at this time.

Approval of Board Minutes

None at this time.

IV. PRESIDENT’S COMMENTS

- Audit presentation by Kathryn L. Mantell, partner of Nisivoccia, LLP.

V. CHIEF SCHOOL ADMINISTRATOR’S COMMENTS

1. Fire Drill/Security Report

| | DRILL | DATE/ TIME | EVACUATION/DURATION |
|-----------------------|--------------------------|--------------------|----------------------------|
| Netcong Public School | Fire Drill | 11/18/13 2:03 p.m. | 2 Minutes |
| | Security Drill- Lockdown | 11/25/13 | 6 Minutes |

2. Suspensions

| GRADE | INFRACTION | ISS | OSS |
|--------------|-------------------|------------|------------|
| 6 | Fighting | 1 day | |

3. HIB

-None

4. Curriculum Updates

5. Strategic Planning

VI. SCHOOL BUSINESS ADMINISTRATOR'S COMMENTS

VII. 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:

VIII. OLD BUSINESS

IX. COMMITTEE REPORTS

**A. GOVERNANCE/POLICY/FINANCE - Bernadette Dalesandro, Chairperson
Joe Coladarci, Member
Patrick McQueeney, Member
Colleen Sufly, Member**

Moved by: _____

Seconded by: _____

BE IT RESOLVED that resolution numbers 1-9 be adopted as presented:

1. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the December 15, 2013 payroll in the amount of \$158,843.73.
2. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby accepts the following October 2013 Financial Reports:

The Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of October 31, 2013 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 October 31, 2013 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.

The financial reports from the Board Secretary and the Treasurer of School Monies for the month of October 2013.

3. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the bills list for November 20, 2013 to December 13, 2013 in the amount of \$374,038.93.
4. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the transfers of the attached list (A. 12-12-01) for October-November 2013.
5. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the Corrective Action Plan as follows for the 2012-2013 school year:

1. Recommendation:

It is recommended that the surety bond coverage for the Treasurer and School Business Administrator is increased to the State's minimum requirements.

Management's Response:

The District will ensure that surety bond coverage for the Treasurer and School Business Administrator is increased to the State's minimum requirements.

2. Recommendation:

It is recommended that the required certification (E-CERT1) is filed annually by March 15th with the NJ Department of Treasury.

Management's Response:

The District will ensure that the E-CERT1 is filed annually by March 15th.

3. **Recommendation:**

The Board Secretary's and Treasurer's Reports for December and June are submitted to the County Superintendent's office as required.

Management's Response:

The Board Secretary's and Treasurer's Reports for December and June will be filed with the County Office in a timely manner.

4. **Recommendation:**

The Board Secretary's and Treasurer's reports are prepared and presented to the Board for approval on a regular basis.

Management's Response:

The Board Secretary's and Treasurer's Reports shall be submitted to the Board of Education for approval on a regular and timely basis.

5. **Recommendation:**

Board approval is obtained for all budget transfers or additional appropriated fund balance.

Management's Response:

The District will obtain board approval for all budget appropriation transfers and additions to the budget.

6. **Recommendation:**

The District annually files an application for extraordinary aid.

Management's Response:

The District shall annually file an application for extraordinary aid.

7. **Recommendation:**

Budgets for grant expenditures are established for all grants according to the grant award.

Management's Response:

The District will ensure that budgets are established for all grants according to the grant award.

8. **Recommendation:**

Requests for grant reimbursements do not exceed current grant expenditures.

Management Response:

The District shall ensure that requests for grant reimbursements do not exceed actual expenditures.

9. Recommendation:

It is recommended that all reimbursement vouchers for federal and state food subsidies are submitted and certified in a timely manner.

Management Response:

The District will ensure that monthly reimbursement vouchers federal and state food subsidies are submitted in a timely manner.

10. Recommendation:

It is recommended that the District ensure that all subsequent reports are completed for all non-regular business travel expenses.

Management's Response:

The District will ensure that all subsequent reports are completed for all non-regular business travel expenses.

6. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the prorated salaries for Jacqueline Cinotti \$49,562 effective November 1, 2013 and Elizabeth Ettinger \$30,301.20 (0.6 FTE) effective December 2, 2013 to the NCLB Title I Basic Skills salary line account for the 2013-2014 school year, for a total not to exceed \$50,398.
7. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the second reading and approval of the following policies:

| POLICY # | DESCRIPTION |
|----------|---------------------------|
| 3125.2 | Employment of Substitutes |
| 4434 | Holidays |
| 4413 | Overtime Compensation |

8. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the change in the 2013-2014 school calendar to reflect the teacher's in-service day previously scheduled for June 19, 2014 to January 20, 2014.
9. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby accepts the following November 2013 Financial Reports:

The Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of November 30, 2013 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 November 30, 2013 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.

The financial reports from the Board Secretary and the Treasurer of School Monies for the month of November 2013.

Roll Call:

| | | | | | | | | |
|---------------|---------------|---------------|------------|--------------|--------------|-------------|-----------|-----------------|
| Mrs. Callahan | Mr. Coladarci | Mr. McQueeney | Mr. Morton | Mrs. Popelka | Mrs. Santana | Mr. Stevens | Ms. Sufly | Mrs. Dalesandro |
| | | | | | | | | |

B. PERSONNEL-

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

Moved by: _____ Seconded by: _____

BE IT RESOLVED that resolution numbers 1-2 be adopted as presented:

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

| NAME | COURSE | LOCATION | DATES | COST |
|---|--|---------------------------------|------------------|----------------------|
| Cathy DeVito | Best Practices in Co-Teaching | Fairfield, NJ | January 13, 2014 | \$235 +mileage |
| Darrell Sandrue Gina Szarejko Kevin Carroll Linda Cannon | PARCC Transition and Performance Report | The Villa Mountain Lakes, NJ | January 10, 2014 | \$100 (\$25 each) |

2. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the addendum salary for Mr. William D. Ross at \$100,000 retroactive to July 1, 2013 and effective through June 30, 2014.

Roll Call:

| | | | | | | | | |
|---------------|---------------|---------------|------------|--------------|--------------|-------------|-----------|-----------------|
| Mrs. Callahan | Mr. Coladarci | Mr. McQueeney | Mr. Morton | Mrs. Popelka | Mrs. Santana | Mr. Stevens | Ms. Sufly | Mrs. Dalesandro |
| | | | | | | | | |

C. FACILITIES/OPERATIONS -

Joe Coladarci, Chairperson
Todd Morton, 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 the Facilities usage as follows:

| DATE | LOCATION | EVENT | HOURS |
|--------------------|--|-------------------------------|---------------|
| 2/26/14- Wednesday | Classroom (2 nd Grade or Higher) | Brownie Girl Scout Troop 5038 | 2:50PM-4:30PM |
| 3/12/14- Wednesday | Classroom (2 nd Grade or Higher) | Brownie Girl Scout Troop 5038 | 2:50PM-4:30PM |
| 3/26/14- Wednesday | Classroom (2 nd Grade or Higher) | Brownie Girl Scout Troop 5038 | 2:50PM-4:30PM |
| 4/16/14- Wednesday | Classroom (2 nd Grade or Higher) | Brownie Girl Scout Troop 5038 | 2:50PM-4:30PM |
| 4/30/14- Wednesday | Classroom (2 nd Grade or Higher) | Brownie Girl Scout Troop 5038 | 2:50PM-4:30PM |
| 5/14/14- Wednesday | Classroom (2 nd Grade or Higher) | Brownie Girl Scout Troop 5038 | 2:50PM-4:30PM |
| 5/28/14- Wednesday | Classroom (2 nd Grade or Higher) | Brownie Girl Scout Troop 5038 | 2:50PM-4:30PM |
| 6/11/14- Wednesday | Classroom (2 nd Grade or Higher) | Brownie Girl Scout Troop 5038 | 2:50PM-4:30PM |

Roll Call:

| Mrs. Callahan | Mr. Coladarci | Mr. McQueeney | Mr. Morton | Mrs. Popelka | Mrs. Santana | Mr. Stevens | Ms. Sufly | Mrs. Dalesandro |
|---------------|---------------|---------------|------------|--------------|--------------|-------------|-----------|-----------------|
| | | | | | | | | |

- D. CURRICULUM/INSTRUCTION-** Patrick McQueeney, Chairperson
Marianne Callahan, Member
Jennifer Santana, 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 the following curriculum:
 - English/Language Arts K-8
 - Mathematics K-8
 - Science K-8

Roll Call:

| Mrs. Callahan | Mr. Coladarci | Mr. McQueeney | Mr. Morton | Mrs. Popelka | Mrs. Santana | Mr. Stevens | Ms. Sufly | Mrs. Dalesandro |
|---------------|---------------|---------------|------------|--------------|--------------|-------------|-----------|-----------------|
| | | | | | | | | |

X. MISCELLANEOUS

XI. 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: _____

XII. 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: _____

Time: _____

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

Motion by: _____

Seconded by: _____