



Our Children, Our School, Our Future

Netcong Board of Education
26 College Road
Netcong, NJ 07857

REGULAR BOARD MEETING March 27, 2018 7:00pm

Mrs. Bernadette Dalesandro, President
Ms. Kerri Santalucia, Vice President

Mr. Shawn Bates Mr. David Costanzo Mr. Timothy Domick Mr. Charles Kranz
Mr. Todd Morton Mr. Kevin Quan Mrs. Jennifer Santana

Curriculum/Instruction

Jennifer Santana *
Kevin Quan
Todd Morton
Bernadette Dalesandro

Facilities/Operations

Charlie Kranz *
Timothy Domick
David Costanzo
Bernadette Dalesandro

Governance

Kerri Santalucia*
Jennifer Santana
Charles Kranz
Bernadette Dalesandro

Policy

BOW

Personnel

Kerri Santalucia*
Shawn Bates
Kevin Quan
Bernadette Dalesandro

Negotiations

Kerri Santalucia
Bernadette Dalesandro

Budget Committee

David Costanzo*
Charles Kranz
Kerri Santalucia
Bernadette Dalesandro

Finance

Bernadette Dalesandro*
Kerri Santalucia
Jennifer Santana
David Costanzo

Board Liaisons

NEF = Kevin Quan
PTA = Kerri Santalucia
Town Council = Rotating Members
Recreation Commission = Todd Morton
Planning Board = Todd Morton

** Denotes Committee Chair*

2017-18
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

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.

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.

1. Call to Order

2. Flag Salute

3. Roll Call

Bates _____ Costanzo _____ Domick _____ Kranz _____ Morton _____ Quan _____ Santalucia _____
Santana _____ Dalesandro _____

4. Board Correspondence & Approval of Minutes

5. President’s Comments

6. Liaisons Report

- a. Netcong Educational Foundation – *K. Quan*

- b. Netcong PTA – *K. Santalucia*

- c. Town Council – *Rotating Members*

- d. Recreation Commission & Planning Board – *T. Morton*

7. Acting Chief School Administrator’s Comments

- a. 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.*
- b. HIB 2017-2018: #11 and #12.

8. Business Administrator’s Comments

9. Questions/Comments from Public – Agenda Items Only

Open: Moved By: _____ **Seconded By:** _____ **Time:** _____

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

Closed: Moved By: _____ **Seconded By:** _____ **Time:** _____

10. Old Business

11. Information/Reports/Actions

A. FINANCE (B. Dalesandro, Chair) *Be it resolved that resolution numbers 1-12 be adopted, as presented:*

Moved By: _____ **Seconded By:** _____

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:

Bates _____ **Costanzo** _____ **Domick** _____ **Kranz** _____ **Morton** _____ **Quan** _____ **Santalucia** _____
Santana _____ **Dalesandro** _____

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

Moved By: _____ **Seconded By:** _____

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:

Bates _____ **Costanzo** _____ **Domick** _____ **Kranz** _____ **Morton** _____ **Quan** _____ **Santalucia** _____
Santana _____ **Dalesandro** _____

- C. Facilities** (C. Kranz, Chair)

None at this time.

D. Curriculum (J. Santana, Chair) *Be it resolved that resolution numbers 1-7 be adopted, as presented:*

Moved By:_____ **Seconded By:**_____

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:

Bates _____ **Costanzo** _____ **Domick** _____ **Kranz** _____ **Morton** _____ **Quan** _____ **Santalucia** _____
Santana _____ **Dalesandro** _____

E. Personnel (K. Santalucia, Chair) *Be it resolved that resolution numbers 1-6 be adopted, as presented:*

Moved By:_____ **Seconded By:**_____

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the Acting Chief School Administrator, 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:

Bates _____ **Costanzo** _____ **Domick** _____ **Kranz** _____ **Morton** _____ **Quan** _____ **Santalucia** _____
Santana _____ **Dalesandro** _____

12. Miscellaneous

13. Comments from the Public – Any Issue/Topic

Open: Moved By: _____ **Seconded By:** _____ **Time:** _____

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Closed: Moved By: _____ **Seconded By:** _____ **Time:** _____

14. Executive Session

Open: Moved By:_____ **Seconded By:**_____ **Time:**_____

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 may or may not be taken.

Closed: Moved By:_____ **Seconded By:**_____ **Time:**_____

15. Adjournment

Moved By:_____ **Seconded By:**_____ **Time:**_____