

Netcong School District
26 College Road
Netcong, NJ 07857

Work Session Minutes
March 15, 2016
7:00pm

I. CALL TO ORDER The meeting was called to order by President Costanzo at 7:00 p.m.

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

D. Board Goals 2015-16

1. Successfully communicate the information to all stakeholders regarding the public vote for the November 2015 Ballot Question.
2. Improve the Board of Education relationships among the community and staff.
3. Monitor and verify a secure financial status in the District.

E. District Goals 2015-16

Implement the action plans identified in the Netcong School District Strategic Plan with the 2015-16 timeline under the goal areas of: (a) student achievement and technology, (b) school and community, and (c) finance and facilities.

II. ROLL CALL

The following members were present: Mrs. Callahan, Mr. Costanzo, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Morton, Ms. Santalucia, Mrs. Santana and Mrs. Stephens.

Not Present: None

Also Present: Dr. Gina Cinotti, Chief School Administrator
Mrs. Nicole Sylvester, Business Administrator/Board Secretary
Mr. William Bannister, Parette Somjen Architect
Three (3) Members of the public & staff present

III. BOARD CORRESPONDENCE & APPROVAL OF MINUTES

None at this time. The Board reviewed the minutes to be approved next week and no requested changes were indicated.

IV. PRESIDENT'S COMMENTS

President Costanzo asked Mrs. Dalesandro to report on how successful the St. Patrick's Day dinner fundraiser was. Mrs. Dalesandro reported that we received \$10,000 to stay as 21st century learners.

Board Trustee Bernadette Dalesandro reported that the NEF met on Thursday, March 8, 2016. She stated the highlights of the meeting included the success of the March 5th St. Patrick's Day fundraiser dinner. The event raised \$10,000 to help fund Netcong school technology initiatives to help ensure our students continue to thrive as 21st-century learners. Mrs. Dalesandro thanked everybody who contributed to making the event a success. She reported that other highlights included the discussion of the preparation for the June 3rd talent show at the Growing Stage to help fund the cultural arts programs at the school. She then stated that five kids have signed up for private music lessons being offered by the NEF and our music teacher and lessons are given before and after school. Mrs. Dalesandro reported that other items discussed were the NEF participation in the tri-town summer recreation camp program which begins the week after school ends and the NEF now has the ability to accept credit cards for payment. Finally, she reported that the NEF accepted a Board Member resignation and there is currently an open seat on the Board and reported that the next meeting will be held on April 6th.

Board Trustee Bernadette Dalesandro also gave the report for the March 8th PTA meeting. She stated that Kerri Santalucia was voted in as the new treasurer for the PTA and was in training during the meeting. Mrs. Dalesandro indicated the highlights of the PTA meeting included discussion of the March 19th Easter egg hunt and the walk and roll to school events scheduled for March 30th, April 27th, May 11th and June 8. She reported that the PTA also discussed the upcoming spring book fair and tricky tray for kids. She stated a walkathon is scheduled for April 27th if the PTA is able to get enough volunteers. Final items discussed were the eighth-grade breakfast and a casino night for six through eighth graders who will earn tickets for prizes. She reported that the PTA wanted everyone to know that the Box Tops for education contest has begun and the top 20 families who send in box tops will get 2 preferred seats for the spring concert. She indicated that the class who collects the most box tops will receive a movie day and the contest runs from March 14th through April 8th. The next meeting of the general membership of the PTA will be May 11, 2016.

President Costanzo reported that in connection with the Board retreat, Mrs. Charlene Peterson from NJSBA indicated she could come out on specific dates to get us to our recertification. President Costanzo indicated the following dates would be when/why Charlene Peterson would be back to assist the Board which are also regularly scheduled work session meetings: April 19th to review CSA evaluation process, May 24th CSA evaluation compilation and next steps, June 21st deliver BOE self-evaluation and July 19th for the goal setting workshop.

President Costanzo reported that there were upcoming Board training dates and asked that if anyone was interested to please e-mail Mrs. Sylvester.

President Costanzo reported that the he has a verbal commitment from the town but is still working with them to receive a final contract regarding our grass cutting.

V. CHIEF SCHOOL ADMINISTRATOR'S COMMENTS

None at this time.

VI. SCHOOL BUSINESS ADMINISTRATOR REPORT

None at this time.

VII. PETITIONS & REQUESTS OF THE PUBLIC FOR AGENDA ITEMS ONLY

Board Trustee Todd Morton moved, seconded by Board Trustee Bernadette Dalesandro, to open the public session at 7:12 p.m. and was approved by a Unanimous Voice Vote by all members present. President Costanzo opened the meeting at 7:12 p.m.

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 CSA or the Board of Education, either by telephone or letter.

There being no further items for discussion, Board Trustee Todd Morton, moved, seconded by Board Trustee Bernadette Dalesandro, to close the public session at 7:12 p.m. and was approved by a Unanimous Voice Vote by all members present. President Costanzo closed the meeting to the public at 7:12 p.m.

VIII. OLD BUSINESS

Board Trustee Bernadette Dalesandro went to the Town Council Work Session meeting and stated the Mayor said he was pursuing a technology grant and any monies left over he would use to help the school.

IX. COMMITTEE REPORTS

A. Governance/Policy/Finance – D. Costanzo (Chair)

Board Trustee Bernadette Dalesandro indicated that she supported the ballot question but would have liked to see two separate questions. She also indicated she approves of the 2% increase but hasn't seen a line by line detail of the budget which she would have like to have seen this similar to prior years. Discussion ensued regarding Board Trustee Kerri Santalucia also asking for a line by line detail of the budget. Dr. Cinotti, Mrs. Sylvester and President Costanzo reported that the Board had ample time to review budget revenues and expenses on two different dates and times last week to review the budget PowerPoint and ask questions that it was not necessary or required for Board members to have a line by line detail of the budget. President Costanzo indicated that 86% of our budget are fixed costs and that if we were in a situation similar to the town where they accrued an \$800,000 deficit this year he would understand the questions. However, he reiterated that there is no room for adjustments as Dr. Cinotti & Mrs. Sylvester indicated they had to cut \$115,000 from the budget which were items on their "wish list".

Board Trustee David Costanzo, seconded by Board Trustee Todd Morton moved the following resolutions to be approved as submitted:

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 CSA, hereby approves the tentative budget be approved for the 2016-2017 School Year using the 2016-2017 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
2016-17 Total Expenditures	\$4,643,428	\$225,813	\$153,390	\$5,022,631
Less: Anticipated Revenues	\$1,235,682	\$225,813	\$0	\$1,461,495
Taxes to be Raised (Tax levy)	\$3,407,746	\$0	\$153,390	<u>\$3,561,136</u>

And to advertise said tentative budget in the Daily Record in accordance with the form suggest 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 26, 2016 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2016-2017 School Year.

Be it further resolved, that the Netcong Board of Education authorizes the Business Administrator to modify the proposed FY 2016-2017 school budget, if changes are required at the conclusion of the review of the proposed FY 2016-2017 school budget by the Executive County Superintendent and the Board acknowledges that in the FY 2016-2017 tentative budget, the Board is applying for various tax levy adjustments that could be utilized in future budgets.

2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the November ballot question 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 \$320,000 for General Funds in the same school year (2016-17). These taxes will be used exclusively for the hiring of two elementary teachers for the purpose of reducing class size and to increase Art, Music, World Language, and the School Psychologist to full-time. Approval of these taxes will result in a permanent increase in the district's tax level. The proposed additional expenditures are in addition to those necessary for thorough and efficient (T&E).

3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the professional services maximum costs for the 2016-2017 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. Whereas, if these professional services exceed the maximum amount listed, the Netcong Board of Education will consider another motion to increase amounts listed. This resolution is required when the annual budget is submitted to the state. It should be noted that the proposed budgeted has less money in the specific line items, yet it is best practice to have an overall estimate in these areas, so that another resolution is not required.

Architects	\$30,000	Attorneys	\$30,000
Auditors	\$40,000	School Physician	\$2,500

4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, 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 2016-2017 tentative budget includes a maximum travel appropriation of \$15,000. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded. Included in the 2016-2017 proposed budget is a maximum regular business travel amount of \$1,500 per employee. This resolution is required when the annual budget is submitted to the state.

VOTE: GOVERNANCE/POLICY/FINANCE RESOLUTIONS #1-4 AS PRESENTED.

AYES: Mrs. Callahan, Mr. Costanzo, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Morton, Ms. Santalucia, Mrs. Santana and Mrs. Stephens.

NAYES: Mrs. Callahan on resolution #2

ABSENTATIONS: None

The Board reviewed the resolutions on next week's regular agenda.

B. Policy– D. Costanzo (Chair)

The Board reviewed the resolutions on next week’s regular agenda.

Board Trustee Todd Morton, seconded by Board Trustee Bernadette Dalesandro moved the following resolutions to be approved as submitted:

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 CSA, approves the **FIRST READING** of following Policy and Regulation Revisions:

Policy or Regulation	Number	Title	Type
Policy/Regulation	3240	Professional Development for Teachers and School Leaders	Revised
Policy/Regulation	5512	Harassment, Intimidation, and Bullying	Revised
Policy/Regulation	9180	School Volunteers	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 or Regulation	Number	Title	Type
Policy	0142	Board Member Qualifications, Prohibited Acts, and Code of Ethics	Revised

VOTE: POLICY RESOLUTIONS #1-2 AS PRESENTED.

AYES: Mrs. Callahan, Mr. Costanzo, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Morton, Ms. Santalucia, Mrs. Santana and Mrs. Stephens.

NAYES: None

ABSENTATIONS: None

C. Facilities - T. Morton (Chair)

Board Trustee Todd Morton introduced Mr. William Bannister, Architect for Parette Somjen to present on the Architect/Engineer Report on the Annex Building. Discussion ensued.

The Board reviewed the resolutions on next week’s regular agenda.

D. Curriculum– K. Stephens (Chair)

The Board reviewed the resolutions on next week’s regular agenda.

Board Trustee Kelly Stephens, seconded by Board Trustee Todd Morton moved the following resolutions to be approved as submitted:

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 CSA, approves the following the 2015-16 Calendar revision due to unused snow days. If after March 21, 2016, there are no used snow days, the following days will be the order of priority for the give back days: March 24 (Extension of Spring Break), April 4 (Extension of Spring Break), April 15 (Half Day of Friday of Spring Parent/Teacher Conferences), May 27 (Friday of Memorial Day Weekend), and May 31 (Tuesday of Memorial Day Weekend).
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the Home Instruction for Student #32421138 beginning February 24, 2016 until an out of district placement is secured.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the following Professional Development:

Date	Name	Workshop/Conference	Location	Cost
3/9/16	Dr. Gina Cinotti	Curriculum Council Meeting and Presentations	New Providence, NJ	Round Trip mileage @ \$0.31/mile of \$19.59
3/15/16	Amy Henry Mary Anne Collins	2016 Spring Regional Training for SEMI	Mt. Olive, NJ	Round trip mileage @ \$0.31/mile of \$2.42

VOTE: CURRICULUM RESOLUTIONS #1-3 AS PRESENTED.

AYES: Mrs. Callahan, Mr. Costanzo, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Morton, Ms. Santalucia, Mrs. Santana and Mrs. Stephens.

NAYES: Mrs. Dalesandro on resolution #3

ABSENTATIONS: None

E. Personnel – M. Callahan (Chair)

The Board reviewed the resolutions on next week’s regular agenda.

X. MISCELLANEOUS

None at this time.

XI. PETITIONS AND REQUESTS OF THE PUBLIC

Board Trustee Bernadette Dalesandro moved, seconded by Board Trustee Charlie Kranz, to open the public session at 8:24 p.m. and was approved by a Unanimous Voice Vote by all members present. President Costanzo opened the meeting at 8:24 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 CSA or the Board of Education, either by telephone or letter.

Mrs. Bond asked if Dr. Cinotti was going to save one of the snow days in case there was a hot day and she had to send students home. Dr. Cinotti indicated she was not saving a day and would approach this if faced with the situation.

There being no further items for discussion, Board Trustee Bernadette Dalesandro moved, seconded by Board Trustee Todd Morton, to close the public session at 8:25 p.m. and was approved by a Unanimous Voice Vote by all members present. President Costanzo closed the meeting to the public at 8:25 p.m.

XII. EXECUTIVE SESSION

Motion by Board Trustee Bernadette Dalesandro, seconded by Board Trustee Jen Santana that **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 negotiations and personnel issues. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken. The motion was made at 8:25 p.m. and was approved by a Unanimous Voice Vote by all members present. President Costanzo closed the meeting to the public at 8:25 p.m. President Costanzo stated that no action will be taken after executive session and the anticipated time could not be determined as he would be stepping out of Executive Session for conflict of negotiations issues.

Dr. Cinotti, President Costanzo and Board Trustee Timothy Domick exited the room at 9:45 p.m. due to negotiations conflicts.

EXECUTIVE SESSION ADJOURNMENT

Board Trustee Todd Morton made a motion to come out of executive session. It was seconded by Board Trustee Kelly Stephens and carried by Unanimous Voice Vote by all members present at 9:10 p.m.

XIII. ADJOURNMENT There being no further business to come before the board, Board Trustee Bernadette Dalesandro made a motion, seconded by Board Trustee Jen Santana and carried by Unanimous Voice Vote to adjourn the March 15, 2016 Work Session Meeting of the Netcong Board of Education at 9:10 p.m.

Respectfully Submitted,



**Nicole Sylvester
Business Administrator/Board Secretary**