



Our Children, Our School, Our Future

Netcong Board of Education
26 College Road
Netcong, NJ 07857

REGULAR BOARD MEETING

September 27, 2016

7:00pm

Mr. David Costanzo, President
Mr. Todd Morton, Vice President

Mrs. Marianne Callahan
Mr. Charles Kranz

Mrs. Bernadette Dalesandro
Ms. Kerri Santalucia
Ms. Lisa Schuffenhauer

Mr. Timothy Domick
Mrs. Jennifer Santana

Curriculum/Instruction

Bernadette Dalesandro *
Jennifer Santana
Lisa Schuffenhauer
David Costanzo

Facilities/Operations

Todd Morton *
Bernadette Dalesandro
Charles Kranz
David Costanzo

Governance/Policy/Finance

David Costanzo *
Marianne Callahan
Bernadette Dalesandro
Todd Morton

Personnel

Marianne Callahan *
Timothy Domick
Kerri Santalucia
David Costanzo

Board Liaisons

NEF = Bernadette Dalesandro
PTA = Kerri Santalucia
Town Council = David Costanzo
Recreation Commission = Todd Morton
Planning Board = Todd Morton

Negotiations

Todd Morton
Marianne Callahan

** Denotes Committee Chair*

2016-17
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

1. Successfully communicate information for a successful passage of the ballot question.
2. Continue and increase professional development for board members.
3. Create an in-house new board member orientation.

District Goals

1. To continue to improve student achievement.
2. To continue to be financially disciplined in the areas of spending while continuing to maintain improvements to facilities.
3. Explore/Strategize ways to restore programs if the Ballot Question passes or fails.
4. To continue to schedule/complete Referendum projects.

1. Call to Order

Mrs. Callahan _____	Ms. Santalucia _____
Mrs. Dalesandro _____	Mrs. Santana _____
Mr. Domick _____	Ms. Schuffenhauer _____
Mr. Kranz _____	Mr. Costanzo _____
Mr. Morton _____	

2. Flag Salute

3. Roll Call

4. Board Correspondence & Approval of Minutes

Approval of Board Minutes

Be it resolved, that the minutes of the following meeting(s) be approved as submitted:

August 16, 2016	Work Session Minutes
August 16, 2016	Executive Session Minutes
August 23, 2016	Regular Minutes
August 23, 2016	Executive Session Minutes
September 6, 2016	Special Meeting Minutes
September 6, 2016	Executive Session Minutes

Moved by: _____	Seconded by: _____
Mrs. Callahan _____	Ms. Santalucia _____
Mrs. Dalesandro _____	Mrs. Santana _____
Mr. Domick _____	Ms. Schuffenhauer _____
Mr. Kranz _____	Mr. Costanzo _____
Mr. Morton _____	

Approval of Correspondence

- a. Parent Email Dated 9/5/16 from Mrs. Magrini
- b. Parent Letter Dated 9/8/16 from Mrs. Cordero

5. President’s Comments

6. Chief School Administrator’s Comments

- a. 16-17 District Goal Update
- b. Thank you to Mrs. Sadel for setting up the Science classroom, unpacking/organizing supplies, & lesson planning for the first week
- c. Thank you to Mrs. Walsh for working on lesson plans for the Middle School Science Substitute
- d. Thank you to Jen Santana for assisting with typing school directory into a spreadsheet
- e. October 2016 Events
- f. NJDOE Evaluation Weights for 16-17
- g. Assessment/PARCC Presentation 2015-16
- h. Memorandum of Agreement 2016-2017
- i. Timeline of Annex Building Concerns
- j. HIB Monthly Report – none
- k. Fire/Security Drill Report – *Fire Drill: 9/8/16, 2 min.; Security Drill: 9/13/16, 12 min.*
- l. Suspensions – none

7. Business Administrator’s Comments

<u>Open</u>	<u>Closed</u>
Moved _____	Moved _____
Seconded _____	Seconded _____
Time _____	Time _____

8. Questions/Comments from Public – Agenda Items Only

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.

9. Old Business

10. Information/Reports/Actions

Moved by: _____ Seconded by: _____

A. **Finance** (D. Costanzo, Chair) Be it resolved that resolution numbers 1-12 be adopted as presented:

- 1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the August 30, 2016 payroll in the amount of \$24,973.01.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the September 15, 2016 payroll in the amount of \$132,243.41.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the bills list for August 24, 2016 through September 27, 2016 in the amount of \$354,048.50.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the renewal of the Shared Services Agreement with Byram Township Board of Education for services of a licensed Occupational Therapist, Mrs. Amy DelTurco, for the 2016-2017 school year, at a cost of 50% of the actual employment costs incurred by Byram Township as follows:

Table with 2 columns: Cost Category, Amount. Rows include 50% Salary Cost (\$37,203.50), 50% Benefits Cost (\$13,599.52), Total Cost to Netcong (\$50,803.02), and Monthly Cost (\$5,080.30).

And further, that this total contractual amount shall be pro-rated during the period of an anticipated leave of absence from October 26, 2016 through February 28, 2017.

Note: The cost for these services was included in the 2016-2017 school district budget.

- 5. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the contract with J&B Occupational Therapy at a total anticipated cost of \$23,409 (17 hrs per week x 17 weeks, x \$81 per hour) for Occupational Therapy services for the 2016-2017 school year to cover the occupational therapy services during the period of the anticipated leave of absence as noted in resolution #4 above.

Note: The cost of this contract will be paid from the savings of the unpaid leave of absence days from the occupational therapist agreement with Byram Township.

- 6. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the contract with the Educational Services of Morris County for tuition for student #32321335 from September 1, 2016 through June 30, 2017 at a cost of \$63,300 which includes up to 60 minutes each week, as required, of occupational therapy, physical therapy and speech therapy, with additional services beyond 60 hours as may be required in the student IEP to be billed at \$103/hour, which additional services are estimated to be \$7,828; and further, that the cost for such tuition and therapy services shall be paid from IDEA-Basic grant funding.
7. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the proposal from Parette Somjen Architects for Phase 2 of the Interior Renovations projects in the amount of \$14,250.

Finance continued

8. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the submission of the NCLB Title I Arts-Integration Pilot Program grant for Fiscal Year 2017, and accepts the grant award of these funds upon the subsequent approval of the application.
9. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves a contract with Pediatric Services of America, Inc., d/b/a PSA Healthcare, for nursing services for the 2016-2017 school year for Student #32321335 at a rate of \$44.00 per hour, one day per week, for LPN services, effective October 3, 2016.

Note: The District currently contracts with Bayada for nursing services for this student for four days per week. This contract will cover the services for one day per week. The rate is \$.50 per hour less with PSA Healthcare for these services.

10. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves staff to be paid from grant funding for the 2016-2017 school year as follows:

<u>GRANT</u>	<u>NAME</u>	<u>POSITION</u>	<u>FTE</u>	<u>AMOUNT</u>
IDEA-PS	Melissa Slahor	PreSchool Aide	.39	\$ 5,403
NCLB-Title I	Julio Picallo	ESL After School Tutor	.75	\$ 1,500

11. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the District professional development travel and expense reimbursement for the 2016 Annual NJSBA Workshop “Recognizing the Value of Every Student“ in Atlantic City, NJ on October 25-27, 2016, in accordance with the Netcong Board of Education travel policies and pursuant to N.J.A.C. 6A:23A-7 et seq as follows:

Lodging Cost: \$87 + \$15 per night occupancy fees, not to exceed two (2) nights paid by the Board
Conference Registration: \$1,400 for a group registration including all attendees
Meals and Incidentals Expense: \$64 per diem for full day; \$48 per diem (75%) for travel days
Mileage reimbursement: \$.31 per mile

District Personnel and Board Members attending:

- a. Marianne Callahan
- b. Gina Cinotti (*will attend October 24, 2016 at personal expense*)
- c. David Costanzo
- d. Bernadette Dalesandro
- e. Jennifer Santana

12. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Student #32821282 as a receiving student in Grade 1 from the New Jersey Department of Children and Families, at a tuition rate of \$12,000 per year.

Note: This tuition revenue was not anticipated in the 2016-2017 budget.

13. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the New Jersey Clean Energy Program Direct Install Application and Participation Agreement, as prepared by Donnelly Energy for HVAC units for the school library and school roof, as well as LED lighting upgrades in the school library; and further, that the total cost of the proposed project is \$35,741.21 of which 70% of the cost, or \$25,018.85, will be paid through the NJ Clean Energy Incentive, with the remaining 30%, or \$10,722.36, to be paid by the Board, using 2010 referendum funding.

14. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the Inter-local Shared Service Agreement between Netcong Borough and the Netcong School District, for site preparation for the installation of two sheds on Board of Education property, at no cost to the District.

Mrs. Callahan	_____	Ms. Santalucia	_____
Mrs. Dalesandro	_____	Mrs. Santana	_____
Mr. Domick	_____	Ms. Schuffenhauer	_____
Mr. Kranz	_____	Mr. Costanzo	_____
Mr. Morton	_____		

B. Policy (D. Costanzo, Chair) *Be it resolved that resolution number 1-2 be adopted as presented:*

Moved by:	_____	Seconded by:	_____
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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/Reg	#	Title	Type
Policy	1220	Employment of Chief School Administrator (M)	Revised
Reg	2414	Programs & Services for Students in High Poverty & In High Need School Districts (M)	Revised
Policy	3125	Employment of Teaching Staff Members (M)	Revised
Policy	3159	Teaching Staff Member/School District Reporting Responsibilities	Revised
Policy	3231	Outside Employment as Athletic Coach	Revised
P&R	3240	Professional Development for Teachers and School Leaders (M)	Revised
P&R	3244	In-Service Training (M)	Abolished
Policy	4159	Support Staff Members/School District Reporting Responsibilities	Revised
Policy	5305	Health Services Personnel	Revised
Reg.	5330	Administration of Medication (M)	Revised
Policy	5350	Student Suicide Prevention	Revised
Reg.	5350	Student Suicide	Revised
Policy	9541	Student Teachers/Interns	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/Reg	Number	Title	Type
Policy	0164	Conduct of Board Meetings	Revised
Policy	1140	Affirmative Action Program (M)	Revised
Policy	1331	Evaluation of Board Secretary	Revised
Policy	1523	Comprehensive Equity Plan (M)	Revised
Policy	1530	Equal Employment Opportunities (M)	Revised
Reg.	1530	Equal Employment Opportunities and Contract Practices (M)	Revised
Policy	1550	Affirmative Action Program for Employment and Contract Practices (M)	Revised
P&R	2220	Curriculum Content (M)	Revised
Policy	2260	Affirmative Action Program for School and Classroom Practices (M)	Revised
P&R	2411	Guidance Counseling (M)	Revised
P&R	2423	Bilingual and ESL Education (M)	Revised
Policy	2610	Educational Program Evaluation (M)	Revised
Policy	2622	Student Assessment (M)	Revised
Policy	5750	Equal Educational Opportunity (M)	Revised
Policy	5755	Equity in Educational Programs (M)	Revised

Mrs. Callahan	_____	Ms. Santalucia	_____
Mrs. Dalesandro	_____	Mrs. Santana	_____
Mr. Domick	_____	Ms. Schuffenhauer	_____
Mr. Kranz	_____	Mr. Costanzo	_____
Mr. Morton	_____		

C. Facilities (T. Morton, Chair)

*None at this time

D. Curriculum (B. Dalesandro, Chair) *Be it resolved that resolution numbers 1 – 4 be adopted as presented:*

Moved by: _____	Seconded by: _____
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1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves home instruction for Student #32221339 from September 1, 2016 through the last day of school for the 2016-17 school year for medical purposes. Weekly instruction of 5 hours per week, at \$35 per hour, will be provided.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the following Field Trips:

Date	Name	Trip	Cost
Twice Monthly	Diana Blakley	LVRHS – Band Visits	No cost to the district.

3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the following staff Professional Development for the 2016-2017 school year, with mileage paid at a rate of \$0.31/mile; and further, that the Orton Gillingham trainings are fully funded by NCLB/ESSA Title II Part A:

Date	Name	Workshop/Conference	Location	Cost
9/29/16	Darrell Sandrue	Using PARCC Data to Improve Teaching & Learning in ELA	Monroe, NJ	\$149 + mileage of \$31.00 Total Cost = \$180.00
10/3-6/2016	Tana Ferris	Orton Gillingham Training	Sparta, NJ	\$950 + mileage of \$7.07 Total Cost = 957.07
12/5-9/2016	Suzanne DeKleine Hayley Vicedomini	Orton Gillingham Training	Secaucus, NJ	\$1075 + mileage of \$123.07 each. Total Cost = \$2,396.14
1/9-13/2017	Marlene Baccaro Robert DeKleine	Orton Gillingham Training	Secaucus, NJ	\$1075 + mileage of \$123.07 each. Total Cost = \$2,396.14

4. Be it resolved that the Netcong Board of Education approve the following Board of Education members for professional development at County events during the 2016-2017 school year as follows:

Date	Name	Workshop/Conference	Location	Cost
9/28/16	David Costanzo	Morris County School Boards meeting	Mountain Lakes, NJ	No Cost
9/28/16 11/9/16 4/26/17	Bernadette Dalesandro	Morris County School Boards meetings	Mountain Lakes, NJ	No Cost
10/1/16	Bernadette Dalesandro	NJSBA County Presidents and Vice Presidents meeting	Trenton, NJ	No Cost
9/28/16	Kerry Santalucia	Morris County School Boards meeting	Mountain Lakes, NJ	No Cost

Mrs. Callahan _____	Ms. Santalucia _____
Mrs. Dalesandro _____	Mrs. Santana _____
Mr. Domick _____	Ms. Schuffenhauer _____
Mr. Kranz _____	Mr. Costanzo _____
Mr. Morton _____	

E. Personnel (M. Callahan, Chair) *Be it resolved that resolution numbers 1 – 5 be adopted as presented:*

Moved by: _____	Seconded by: _____
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1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the employment contract for the Maternity Leave Business Administrator, Juanita Petty, from the period of September 1, 2016 through November 30, 2016 at a rate of \$62.50 per hour, \$500 per day, not to exceed \$14,400.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA and per emergent hiring approval granted on June 21, 2016, hereby approves Phyllis Nemeth as an Instructional Aide for a fixed one-year term, effective August 30, 2016 through June 30, 2017, at a salary rate of \$11.30 per hour, pending Criminal History Background check, replacing Kristen Cappello.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Andrea Dente as a Substitute Teacher, for a fixed one-year term, effective September 28, 2016 through June 30, 2017, at a salary rate of \$70/day for the first 10 days and \$80/day thereafter, noting that the Criminal History Background check is already on file.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the Maternity Leave request of Mrs. Amy DeTurco, Occupational Therapist, from October 26, 2016 through March 6, 2017, using 8 paid sick days prior to her due date and 12 days after, and utilizing the remainder of the unpaid days under the Federal Family Leave Act.
5. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Cynthia Lisk as a Substitute Nurse for a fixed one-year term, effective September 28, 2016 through June 30, 2017 at a salary rate of \$150 per day, noting that the Criminal History Background Check is already on file.

11. Miscellaneous

Mrs. Callahan _____	Ms. Santalucia _____
Mrs. Dalesandro _____	Mrs. Santana _____
Mr. Domick _____	Ms. Schuffenhauer _____
Mr. Kranz _____	Mr. Costanzo _____
Mr. Morton _____	

<u>Open</u>	<u>Closed</u>
Moved by _____	Moved by _____
Seconded by _____	Seconded by _____
Time _____	Time _____

12. Comments from the Public – Any Issue/Topic

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.

<u>Open</u>	<u>Closed</u>
Moved by _____	Moved by _____
Seconded by _____	Seconded by _____
Time _____	Time _____

13. Executive Session

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.

14. Adjournment

Moved by	Seconded by	Time
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