



Netcong School District
26 College Road
Netcong, New Jersey 07857

REGULAR BOARD MEETING MINUTES

March 21, 2017
7:00 P.M.

I. CALL TO ORDER

The meeting was called to order to President Dalesandro at 7:00 p.m.

II. FLAG SALUTE

A. FLAG SALUTE- All of those present participated in the salute to the flag.

B. OPEN PUBLIC MEETING ACT PROCLAMATION- was made part of the minutes by Board Secretary Nicole Sylvester:

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- The following is made part of the minutes:

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

D. 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.

E. 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.

III. ROLL CALL

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

Not Present: None

Also present: Dr. Gina Cinotti, Chief School Administrator
Nicole Sylvester, Business Administrator/Board Secretary
11 members of the public and teachers

IV. PRESIDENT’S COMMENTS

President Dalesandro explained the cancellation of the March 14, 2017 Board meeting (Policy 0161) due to the snow storm which we had.

President Dalesandro reported that the Board would be approving the bottom line budget number tonight. She then stated she had an epiphany for another ballot question which she would explain in more detail later during the meeting.

V. BOARD CORRESPONDENCE & APPROVAL OF MINUTES

Correspondence- None at this time.

Approval of Board Minutes

Were not ready as through no fault of Mrs. Sylvester but for other reasons.

Mrs. Santana made a motion to table the minutes below, it was seconded by Mr. Morton and was approved by a Unanimous Voice Vote by all members present.

February 21, 2017	Executive Session Minutes
February 21, 2017	Work Session Minutes
February 28, 2017	Regular Minutes
February 28, 2017	Executive Session Minutes

VI. LIAISON REPORTS

a. Netcong Educational Foundation

President Dalesandro read her report for the NEF's monthly meeting on March 8, 2017:

I am very happy to report the success of the second annual St. Patrick's Day Italian style technology fundraising dinner. The event was well attended and the NEF met their goal of raising \$15,000 for school technology initiatives. Thank you to all of those who played a part in the successful event.

The NEF welcomed two new trustees who were approved by unanimous vote. Tracey Szewczyk the parent of a kindergarten child and Mr. Kevin Quan a recent alumnus having graduated from Netcong in 2007.

The NEF will once again sponsor two eighth grade award scholarships in the amount of \$250 each.

Board Trustee Bob Hathaway will contact Mrs. Walsh about teaming up with the NEF and applying for steam/stem grants.

The NEF would like to discuss with the administration moving forward for next year's K4 and K5 interview process having a representative available to answer questions about before and after care.

The NEF was unable to approve a grant requested by Dr. Cinotti dated January 4, 2017 for a wall partition divider.

The NEF also approved a new prepaid block of drop in rate hours to help those parents who do not need full-time care. The rate is nine dollars an hour for 16 hours or less.

The winners of the NEF pizza party class raffle war are as follows: The first-place winner was Mr. DeKleine's first grade who will receive a pizza party with ice cream. There was a tie for second place and both classes will receive a pizza party. They are Ms. Lisk's first grade class and Mrs. Arbolino's fourth grade class. The chrome book winners will be announced at a morning assembly this Friday, March 24th.

The next meeting of the NEF will be Wednesday, April 5th at 6 p.m. in the math room.

b. Netcong PTA

Since David Costanzo couldn't make the meeting, Jen Santana attended the meeting and reported that they discussed numerous fundraisers including a fundraiser similar to our town wide garage sale and having a rummage sale at the school.

c. Town Council

President Dalesandro read the following report on the March 9, 2017 Mayor and Town Council meeting.

The 2017 budget was introduced and passed unanimously. The budget came in under the tax levy cap with an increase of 3.8%.

It was also stated at the meeting that the safe route to schools grant which the Borough applied for in cooperation with the school is on to the commissions agenda to be approved. The grant is for \$243,000 to help make various improvements throughout the Borough.

d. Recreation Commission & Planning Board

Mr. Morton reported that the Spring Festival is on April 1st from 1-3 p.m. He stated there was meeting tomorrow, March 22, 2017 at 7 pm. He stated there was no business in February and the next meeting will be held on Monday, March 27th.

VII. CHIEF SCHOOL ADMINISTRATOR COMMENTS

Dr. Cinotti reported that there were no volunteers this month to do student presentations.

Dr. Cinotti reported on the 2016-17 District Goal Update. Handouts were given to all Board members.

Dr. Cinotti gave her HIB Monthly report, Fire/Security Drill Report and stated there were no suspensions.

VIII. BUSINESS ADMINISTRATOR COMMENTS

None at this time.

IX. QUESTIONS/COMMENTS FROM THE PUBLIC – AGENDA ITEMS ONLY

Motion: Mr. Costanzo

Second: Mr. Domick

Time: 7:12 pm

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.

There being no comments from the public, a motion was made to close.

Motion: Mr. Morton

Second: Mr. Costanzo

Time: 7:12 p.m.

X. OLD BUSINESS

None at this time.

XI. INFORMATION/REPORTS/ACTIONS

A. FINANCE (B. Dalesandro, Chair)

President Dalesandro explained that her epiphany about the additional ballot question was to add a question for \$100,000 for maintenance of the Annex building and to include a boiler replacement. Discussion ensued and the Board agreed to add another ballot question to the budget for now and for committees to discuss at a further date.

President Dalesandro made a motion to amend resolution number 8 to include another paragraph for a second ballot question to read 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 \$100,000 for General Funds in the same school year (2017-18). These taxes will be used exclusively for the purpose of maintenance repairs to the Annex building which will include a boiler replacement. 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.

The motion was seconded by Board Trustee Charlie Kranz and approved by a Unanimous Voice Vote by all members present.

Board Trustee Todd Morton made a motion to amend resolution number 7 from reading "\$37,109" to "\$36,381" to reflect the actual budget enrollment adjustment. The motion was seconded by Board Trustee Marianne Callahan and approved by a Unanimous Voice Vote by all members present.

Board Trustee Todd Morton made a motion to amend resolution number 12 from "upgrades" to "removal". The motion was seconded by Board Trustee Charlie Kranz and approved by a Unanimous Voice Vote by all members present.

Board Trustee Marianne Callahan moved and Board Trustee Todd Morton seconded, that the Netcong Board of Education approve resolutions #1-12 and as amended as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the February 28, 2017 payroll in the amount of \$135,758.22.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the March 15, 2017 payroll in the amount of \$142,456.92.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the bills list for March 1, 2017 through March 21, 2017 in the amount of \$404,870.82
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby accepts the following February 2017 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, 2017, 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, 2017, 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.
5. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the Transfers Reports for the months of February 2017.
6. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA,

hereby approves the tentative budget be approved for the 2017-2018 School Year using the 2017-2018 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
2017-18 Total Expenditures	\$5,033,640*	\$159,657	\$151,053	\$5,344,350*
Less: Anticipated Revenues	\$1,520,630*	\$159,657	\$0	\$1,680,287*
Taxes to be Raised (Tax levy)	\$3,513,010	\$0	\$151,053	\$3,664,063

**Figures were revised from previously posted agenda per state budget guidelines.*

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 25, 2017 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2017-2018 School Year.

Be it further resolved, that the Netcong Board of Education authorizes the Business Administrator to modify the proposed FY 2017-2018 school budget, if changes are required at the conclusion of the review of the proposed FY 2017-2018 school budget by the Executive County Superintendent and the Board acknowledges that in the FY 2017-2018 tentative budget, the Board is applying for various tax levy adjustments that could be utilized in future budgets.

7. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves in the proposed budget the adjustment for enrollment in the amount of \$36,381.00.
8. Be it resolved that the Netcong Board of Education, 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 \$85,000 for General Funds in the same school year (2017-18). These taxes will be used exclusively for the hiring of one elementary teacher for the purpose of reducing class size. 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 \$100,000 for General Funds in the same school year (2017-18). These taxes will be used exclusively for the purpose of maintenance repairs to the Annex building which will include a boiler replacement. 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.

9. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the professional services maximum costs for the 2017-2018 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.

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

Note: 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 a best practice to have an overall estimate in these areas, so that another resolution is not required.

10. 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 2017-2018 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 2017-2018 proposed budget is a maximum regular business travel amount of \$1,500 per employee.

Note: This resolution is required when the annual budget is submitted to the state.

11. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Agra Environmental and Laboratory Services to conduct water lead testing at a cost of \$810.00

Note: This testing is mandated by NJDOE and must be completed by July 2017.

12. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Alarm and Communication Technologies to complete mandated removal of old fire alarm equipment at a cost of \$2,286.00.

Note: The removal is mandatory to bring the system up to code as per the fire inspection report.

Roll Call Vote:

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

No: None

Abstain: Mr. Costanzo on resolution #9

B. POLICY (B. Dalesandro, Chair)

Board Trustee Marianne Callahan moved and Board Trustee Charlie Kranz seconded, that the Netcong Board of Education approve resolutions #1-2 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:

<i>Policy/Reg</i>	<i>#</i>	Title	Type
Policy	4434	Holidays	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:

<i>Policy/Reg</i>	<i>#</i>	Title	Type
Policy	7510	Facilities Usage	Revised

Roll Call Vote:

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

No: Mr. Morton on resolution #1

Abstain: None

C. FACILITIES (T. Morton, Chair)

President Dalesandro gave the update on the facilities committee meeting as Mr. Morton was not able to attend the meeting on short notice.

1. Discussion about outsourcing technology
2. Mrs. Sylvester reported there would be an annual playground inspection
3. Discussion about leveling the teacher's copier room floor
4. Discussion about relocating OT as of July 1, 2017
5. Discussion about using maintenance reserve money for fire inspection upgrades.
6. Discussion on possibility of fixing the emergency exit and graduation stairs
7. Mrs. Sylvester updated them on the Lead Testing
8. Update on referendum projects and when they will be scheduled
9. Update on having a Book Bin outside
10. Discussion on replacing the Alarm System in the school

D. CURRICULUM (J. Santana, Chair)

Board Trustee Jen Santana moved and Board Trustee Todd Morton seconded, that the Netcong Board of Education approve resolutions #1-4 as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the following Professional Development:

Date	Name	Workshop	Location	Cost
4/27/17	Danielle Painter	2017 NJSHA Convention	Long Branch, NJ	\$150 Registration Fee Roundtrip miles 142 @ \$0.31/mi = \$44.02 Total: \$194.02

2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the following Field Trip:

Date	Name	Location	Grade Level	Cost
5/17/17	Ann Marie Evans Phyllis Konyak	Gateway Natural Park Sandy Hook, NJ	Special Education 3-8	\$425.00 to be paid from Student Activities

3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the revised 2017-2018 District Calendar.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves home instruction, as medically necessary, for Student # 32221099 effective March 1, 2017

Note: The CSA emailed this to the board on March 7, 2017, to alert them a back date was unavoidable due to the mandate of continuing instruction.

Roll Call Vote:

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

No: None

Abstain: None

E. PERSONNEL (Marianne Callahan, Chair)

President Dalesandro pointed out that Mr. Thomas Salerno was in audience.

Board Trustee Marianne Callahan moved and Board Trustee Todd Morton seconded, that the Netcong Board of Education approve resolution #1 as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves Thomas Salerno as the Middle School Social Studies Teacher, for a fixed one-year term effective August 30, 2017 through June 30, 2018, on Step A, of the MA Guide, at a salary of \$54,070, pending Criminal History Background Check.

Note: Salary is based on the 2015-2016 NTA salary guide and may be revised pending the outcome of negotiations with the NTA.

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.

President Dalesandro advised the public that the Board would discuss personnel issues, negotiations, and legal matters and that she expected the session would take approximately 60 minutes, and action will not be taken after the Board recessed back to open session.

Board Trustee David Costanzo made a motion to come out of Executive Session at 9:10 p.m. It was seconded by Board Trustee Kerri Santalucia and approved by a Unanimous Voice Vote by all members present.

XV. ADJOURNMENT

With no further Business before the Board, a motion was made and approved to adjourn.

Moved: Mrs. Santana

Second: Mr. Costanzo

Time: 9:10 pm

Respectfully submitted,



Nicole Sylvester
Business Administrator/Board Secretary