



Netcong School District  
26 College Road  
Netcong, New Jersey 07857

## **REGULAR BOARD MEETING MINUTES**

February 28, 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, Ms. Santalucia and Mrs. Santana.

Not Present: Mr. Morton- work commitment

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

**IV. BOARD CORRESPONDENCE & APPROVAL OF MINUTES**

**Approval of Board Minutes**

**Mrs. Santana moved and Mr. Kranz seconded that the Netcong Board of Education approve the minutes of the following meeting as submitted:**

January 17, 2017	Work Session Minutes
January 17, 2017	Executive Session Minutes

**The motion was approved by a Unanimous Voice Vote by all members present.**

**Mrs. Santana made a motion to amend the January 24, 2017 minutes on page 5 under Finance, paragraph number 2, to add after the word Mrs. Santana, “stated that she felt uncomfortable spending \$85,000 or more and only receiving one instructional space, being that the other portion would be used as a business office.” The motion was seconded by Mr. Kranz and approved by a Unanimous Voice Vote by all members present.**

**Mrs. Callahan made a motion to amend the January 24, 2017 minutes on page 5 under Finance, paragraph number 2, to change the word from “no” to “abstaining”. The motion was seconded by Mr. Costanzo and approved by a Unanimous Voice Vote by all members present.**

**Mrs. Santana made a motion to accept the minutes as amended and the motion was seconded by Mrs. Callahan and approved by a Unanimous Voice Vote by all members present except for Mr. Domick who voted no.**

January 24, 2017	Regular Board Meeting Minutes
January 24, 2017	Executive Session Minutes

**Correspondence**

Dr. Cinotti read an e-mail from Ms. Clegg and Ms. Witt regarding their concern on Dr. Cinotti’s recommendation for the need for instructional space. They asked that the Board reconsider her recommendation. Both e-mails are on file with the minutes of the Board meeting.

## V. PRESIDENT'S COMMENTS

President Dalesandro welcomed everyone to the meeting.

President Dalesandro read a statement that states as follows:

“I want to remind everyone about the upcoming second annual St. Patrick's Day Italian style fundraiser dinner. I want to thank all Board Members who have in some way done their part to ensure this fundraiser is a success. Just another example of how Board Members serve the community and school district with no remuneration. I especially want to thank the Santana family who dressed up in green and as lucky leprechauns to sell 50-50 raffle tickets outside ShopRite.

I am also happy to report that the pizza party raffle war is heating up in the final week. Currently in first place is Mr. DeKleine's first grade class and there is a three-way tie for second place between Mrs. Arbolino's fourth grade, Miss Lisk's second grade and Mrs. DeKleine's kindergarten class. The pizza party raffle war ends this Friday and there is still time to help your class win. You can pick up a book of raffle tickets from the main office sell them, return the money and the sold tickets by Friday, March 3 and it will count toward your class total. Remember, for every book of 10 raffle tickets you sell your name is placed in a drawing to win a chrome book. Who wants pizza? I know there was a rush this morning from the third grade to get tickets to get in it to win it. Good luck to everybody and thank you to everyone for their participation.

I hope to see all of you Saturday, March 4<sup>th</sup> at the Knights of Columbus to help raise funds to support our technology initiatives and infrastructure.

On a side note for those who may not know the NEF or the Netcong Educational Foundation is a non-profit whose mission is to enhance the educational experiences of all Netcong school children by providing financial support and other resources to supplement programs and activities. Some of its goals are to encourage academic excellence in Netcong school by providing funding not available through local state or federal resources. Another important goal is to provide opportunities for teachers and staff to develop innovative projects through grants. The Foundation is a volunteer based organization that uses funds raised to provide support to the Netcong school community. Volunteers always needed, volunteers graciously accepted and volunteers can apply within!!

At last week's Work Session meeting, I established an ad hoc annex/instructional space committee. I did so for two reasons. First, district goal number two is to continue to be financially disciplined in the areas of spending while continuing to maintain improvements to facilities and goal number three, is to explore and strategize ways to restore programs if the ballot question passes or fails and of course, as always, all decisions and goals are directly related to improving student achievement. The second reason I established the committee was to address what I believed to be a miscommunication or lack of understanding of the Board's needs and vision for long and short term facility projects which would alleviate and improve instructional space concerns by our administrative team. The need for this committee was very apparent to me after listening to Dr. Cinotti's presentation at the Work Session meeting last week and her continued presentation of a motion that was previously voted down, twice, because the Board did not have enough information to make an informed decision for all stakeholders concerned. Dr. Cinotti has stated in a public meeting that the Board has the final say yet she continues to put the same motion on the agenda for approval without providing the information the Board has requested to make an informed decision.

Therefore, the main focus and goal of the ad hoc committee is to gather information needed to make an informed decision both financially and educationally.

This journey began on January 28, 2016 when the Board of Education was issued an insurance report documenting a change in insurance coverage because of the insurance companies perceived increase in exposure of liability regarding the annex building housing the Board Office, the maintenance garage, and the Business Office. The report recommended that an architectural firm assess the viability and economic feasibility of repairs deemed necessary by the loss control supervisor from our insurance company.

The Board, after receiving this report contacted its Board council for legal advice and based on the recommendation of our Board council, she chose to vacate the building so there was no perceived increase and exposure of liability for the District. The Board Office was moved temporarily to an office inside the girl's locker room. The maintenance garage was shuttered and two sheds were purchased to house our equipment and supplies.

The insurance report dated January 28, 2016 also suggested/recommended that an architectural firm assess the viability and economic feasibility of repairs deemed necessary by the loss control supervisor of our insurance company. The primary concern of the BOE at that time was for the safety of its employees and structure. The Board also needed to understand the ability of the building to house students, staff and Administrators moving forward. The Board immediately hired Parette Somjen an architectural firm to do a structural and engineer evaluation and report its findings.

On March 11, 2016, the Board received the report with Parette Somjen's findings and recommendations based on visual observations and experience on similar projects in the past. It is important to note that Parette Somjen is our architect of record and the architect that oversaw our referendum project. They first did a structural evaluation of the roofs and perimeter walls and then itemized responses to the concerns of our insurance carrier. All the findings were reviewed within the spectrum of "imminent danger". According to the Occupational Safety and Health Administration (OSHA) in order for a hazard to become an "imminent danger" there must be a threat of serious physical harm in a short time or in expectation that immediate or prolonged exposure to the hazard may cause substantial reduction in physical or mental deficiency. For the purpose of their report "imminent danger" was defined as a condition in which a danger exists that could reasonably be expected to cause serious physical harm before the danger is illuminated through remediation.

The building was separated into four areas the garage area which was deemed "imminent danger" the conference room and storage room were deemed "No imminent danger" and the Board Office was deemed "No imminent danger" in the front corridor and restroom area it was deemed "No imminent danger" the perimeter walls were also of no immediate structural concern and "No imminent danger".

The report then identified 15 areas as noted discrepancies by our insurance carrier.

The first was fire detection/suppression systems are not installed in the entire building this was deemed "No imminent danger" but the item should be addressed.

The garage roof partially collapsing this was deemed imminent danger from a structural perspective but it also stated the remainder of the building can be occupied both before and during the remediation work as long as access to the garage is restricted. The Board took immediate action and restricted access to the garage and purchased sheds to remedy the issue.

The following is the list of 15 noted discrepancies in the insurance report and the corresponding recommendations by our architectural firm Parette Somjen:

1. Fire detection/suppression systems are not installed in the entire building.

The existing system should be reviewed with the existing provider to ensure that new life safety devices i.e. smoke detectors, horns, strobes, etc. can be installed to tie into the existing system. It is likely that the entire system including the control panel will have to be replaced. It is our professional opinion that there is no imminent danger but it should be addressed.

It is important to note that last night at our ad hoc committee meeting the committee discovered that the Administration had received a quote to replace the system exactly one year ago, to date. The quote was from ACT for \$18,000. This information was never shared with the Board nor was it given to the Board when it requested it several times over the course of the year. It appears this information was withheld from the Board even after repeated requests for quotes.

2. The garage roof is partially collapsed. From a structural perspective, the remainder of the building can be occupied both before and during the remediation work as long as access to the garage is restricted. It is our professional opinion that there is imminent danger in regard to the garage roof and it should be addressed immediately.

As stated before, the Board took immediate action by shuttering the garage and purchased sheds. Although the Administration never followed through and got quotes on roof repair or replacement. It is also important to note that the rest of the building can be occupied. There is no reason that once other issues are addressed in the building the roof will not prohibit anyone from occupying the building. It is upsetting to note that although the report identified this repair as needing immediate attention the Board received no quotes for repair or replacement from the Administration.

3. The wood ceiling in the boiler room is partially rotted and has water/heat damage. The structural integrity of the floor structure in this area does not appear to be compromised. It is our professional opinion that there is no imminent danger but this should be addressed.

To date there has been no quote obtained by the Administration to remedy a repair. However, again it is important to note that this will not keep anyone from re-occupying the building.

4. There was one functioning light bulb in the boiler room. It is our professional opinion that there is no imminent danger and if it is possible additional light fixtures be installed.

This issue was addressed it was corrected and there is no longer an issue meaning of the 15 items we have eliminated one.

5. There appears to be damage to the annex roof and gutter system. No active leaks of any roofs were observed. The age and warrantee status of all roofs should be investigated in order to more

accurately determine a course of action. It is our professional opinion that there is no imminent danger but that should be addressed.

It is important to note that the main annex roof was replaced in 2010. That may explain why no active leaks of the roof were observed.

6. External feed wiring to the building is improper and requires inspection and maintenance. The overhead wire feed is not code compliant and should be extended above the roofline and the wiring should be run in conduit to the main switchgear. It is our professional opinion that there is no imminent danger.

It is important to note that the Board in previous years tried to address this however there was never any follow-through by former Administrators or money available. The Board has always been willing to address this. This overhead feed has been in place for over 40 or more years. It was never pointed out by anyone that it needed to be addressed. The Board wanted to address it because high trucks continued to take the wire down driving under it.

7. Recommend that the entire electrical wiring system is inspected and repaired by a qualified professional. The current electrical distribution panel is currently unlabeled and therefore could not be properly tested. It is our professional opinion that there is no imminent danger.

At the ad hoc committee meeting last evening the committee requested our BA ask our architectural firm to engage an electrical engineer to perform an analysis.

8. The boiler room metal door and frame is rusted warped and does not close properly. The door and frame should be replaced. It is our professional opinion that there is no imminent danger.

The committee could not understand why something so simple as a door replacement has not been repaired to date. No quote has been obtained and no remedy has been addressed.

9. A proper pathway or stairs/handrail be installed for ingress/egress purposes. This reference pathway only services the boiler room and would not be used as a primary public right away. It is our professional opinion that there is no imminent danger. This will not prevent re-occupation of the building.

10. Inside the building there is multiple water leaks that caused ceiling, wall and floor damage that require repair. No active leaks were observed at this time. It is possible that the leaks occurred prior to the recent roof replacement. It is our professional opinion that there is no imminent danger.

11. The toilets in the building do not flush properly. There were no specific plumbing issues noted with any restroom fixture or piping at the time of our visit. It is our professional opinion that there is no imminent danger.

12. Mold may be present in some areas and will require mitigation/testing. This is an indoor air quality concern.

Mold was observed in a small storage area. Testing should be undertaken and precautions implemented to prevent its spread immediately. It is our professional opinion there is imminent danger and this item should be addressed immediately.

It is important to know that mold testing was done as recommended by our architectural firm. However, the Administration disregarded the professional advice received and did not address the concern immediately as required. The Administration did not get quotes as required by the report. The committee has recommended that this be addressed immediately. It has requested that the BA get a quote immediately so the Board can move forward with correcting the issue. The committee also numbered/rated this as the number one reason as to why we cannot occupy the building. Once this has been addressed we can move forward with other repairs.

13. Extensive housekeeping and removal of any combustibles. The storage of hazardous chemicals requires fire rated enclosure and potential he should be moved. It is our professional opinion that there is No imminent danger.

It is important to note that our combustible materials were moved out of the garage and into our new storage sheds. There is some housekeeping that needs to be done in terms of file storage. However, this will not keep us out of occupying the building and the committee does not consider this action to require an outside source. The Board will have its own custodians address the housekeeping needs. This eliminates another one of the 15 item as referenced in the insurance report.

14. Asbestos floor tiles are damaged and require mitigation. This problem is evident in the Board room where a platform floor was erected to cover the original floor. While cosmetically unappealing, the majority of the vinyl asbestos tile in the restrooms and storage room is not cracked or chipped at the current time. As such it is not friable and does not present a danger to building inhabitants as it exists now. Additionally, we have no concern over the erection of the platform and effective encapsulation of the tile. However, it is our professional opinion that any tile that is currently cracked or chipped and exposed should be considered an imminent danger and addressed immediately.

Again, is important to note that our professionals suggested this be addressed immediately but the Administration has taken no action or provided the Board with a quote to repair and replace. However, at last night's committee meeting we were presented with a quote to remove all the asbestos tile in the building. This was at an astronomical cost and was not needed according to our professionals who performed the inspection. The committee rated this as the second reason as to why we could not inhabit the building and requested that the BA get an immediate quote to remove only the tile in the front hallway as identified in the report as soon as possible.

15. There were improperly stored chemicals and combustibles in the garage. It was our professional opinion that there is no imminent danger but this should be addressed.

As stated before this has been corrected.

Of the 15 items identified as needing attention three have been identified as corrected, leaving 12 items to be addressed. The committee reviewed the remaining 12 taking into consideration the

professionals opinion that there was either imminent or no imminent danger and has found the first three items that should be addressed immediately.

They should be addressed in this order. Number one, mold remediation, number two, asbestos tile removal in the hallway and number three installation of a new fire detection/ suppression system. The committee has tasked our Business Administrator to provide these quotes immediately so the Board can rectify the situation and proceed with making the building ready to occupy the Business Office. The committee was never given a logical explanation as to why when our professional said action required is immediate and there was no follow through.

As a result of the report, Dr. Cinotti on March 30, 2016 sent an email recommending that we get a mold test done and stated that Nicole will gather associated costs with the 15 items as noted in the reports January 29, 2016 and March 11, 2016 by our architects. It is important to note that the Board never received these but was expected to make a decision without this information each time it voted on creating a new Business Office suite inside the main building. For the last six months, the Board has pushed for this information and none has been received. As previously stated some quotes have been sitting in the filing cabinet for one year but never shared with the Board.

On March 31, 2016 Dr. Cinotti writes "we are working as quickly as possible to get quotes." Again, until last night and the committee pressing the issue for quotes did learn that some had been obtained but not shared with the Board.

On April 11, 2016 Dr. Cinotti writes to the facility committee, "we know we have to figure out how to house the Business Office permanently in the school building so Nicole and I met with the architects to collaborate." The Board had no input on this meeting and had never agreed to house the Business Office in the main school building. She continues and states "The cheapest and easiest way to create a space for the Business Office would be to house them in the current library alcove for the school year 16-17." Again, it is important to note that this plan was never followed through. The Business Office was never housed in the library alcove and as a matter of fact, the room remained empty until January 2017. In the same email, Dr. Cinotti first mentions dividing the computer room in half for classrooms but never mentions that half of that room division will be for a luxury BA suite.

On April 16, 2016, our architectural firm Parette Somjen writes to the board and "claims to have met with members of the Board of Education to discuss the eventual goal of the Board of Education to relocate the media center to the library and provide office space for the Business Office and CST. As understood by PSA the most pressing need at this time is a provision to house the Business Office." It is very important to note that it is not true that the Board of Education, not one member, ever met with the architectural firm and never gave direction on what we wanted. This was our CSA and BA giving their direction. They then continue to discuss housing the Business Office in the library alcove. Again, the Business Office was never temporarily located to the library alcove as the Board was lead to believe.

On February 2, 2017, a Board Member writes "I think the long-term approach would be better suited to vet out the details of the annex building. While we continue to vet out the specifics of the annex issues that building will give us three additional classes and align with our board goals.



Couldn't we sacrifice for a short time splitting the room with dividers for the BA while we work on the annex? I would like to think more long-term. Why spend twice?"

That email pretty much summed up the majority opinion of the Board. Yet we received no more information and were expected to again vote on a wall division to provide one additional classroom and a Business Office.

Based on all the information it is the recommendation of the ad hoc annex/instructional space committee to recommend that the Board move forward with annex repairs to house the Business Office immediately. Long-term would be to have pre-K moved to the annex to create an additional 3 to 4 classrooms. It is my personal hope that when we have additional space identified we could create a steam lab for our middle school students.

Last night at the committee meeting Dr. Cinotti presented two options for the committee to consider. The first was an option to consider combining grades where ever possible to have one grade level.

The committee would not even consider this option to combine more classes. We currently have two grade levels, the third grade and fifth grade. It was a unanimous recommendation by the committee to not address combining more classes. The committee also discussed the need to not separate the fifth-grade next year. Presently there are 26 children with six pulled out four periods a day for language arts and math. If we split the class each would have nine children. By splitting the fifth grade it was determined to not be cost-effective or efficient. It is the recommendation of the committee that we leave the current fourth grade moving into fifth grade as one moving forward. This eliminates the need for additional classroom/instructional space. Instead the committee felt it would be better to use those financial resources to restore Art, Music, and Spanish to full time status.

The second option presented was to discuss once again considering dividing the old computer lab to create one additional class space and a Business Office. The committee asked why for the last six months we've not been given the additional information that we need to make an informed educated decision on short term cost versus long term costs. Build a wall, short term, address annex concerns long-term. The committee's recommendation was to put all resources into addressing the annex concerns and relocating the Business Office back to the annex. This will create one large additional classroom space and provide additional classroom space in the annex."

After reading her statement, President Dalesandro asked if any Board Member had any questions or wanted to add to anything she said.

Board Trustee Marianne Callahan stated that Mrs. Dalesandro said it all. No other Board Members commented.

## **VI. LIAISON REPORTS**

### **a. Netcong Educational Foundation**

President Dalesandro stated she was unable to attend the meeting but derived notes from what was reported to her. She stated their meeting was held on February 8, 2017 and the Foundation is still

working towards creating bilingual registration forms. The Foundation received a thank you letter from Phyllis Konyak and her students for the grant they received for an assembly program. The Foundation is also still working towards a Sky Zone fundraiser trip; more details to follow.

Dr. Cinotti submitted a grant request for a room divider in the K4 classroom. The Foundation requested that Dr. Cinotti meet with them to discuss further. Discussion ensued regarding all staff members on completion of their mandatory training requirements.

The Foundation also discussed childcare tuition and suggested offering a prepaid block of drop in rates at nine dollars an hour. This would help those who don't need the service on a regular basis.

Finally, the majority of the meeting involved discussion of the upcoming second annual St. Patrick's Day Italian style dinner. All money raised will support Netcong school technology initiatives. The Foundation started a corporate sponsorship program that was met with great success. That success will help meet our goal of raising \$15,000 this year.

The Foundation's next meeting will be Wednesday, March 8, 2017 at 6 p.m. in the math room. Hope to see you all there!!!

**b. Netcong PTA**

The PTA cancelled their meeting last week. Mr. Costanzo on behalf of the Board sent his condolences to Mrs. Bond and her family. Mr. Costanzo reported that the PTA had a successful book fair. He stated that the PTA is still in need of more volunteers. He reported that the Gertrude Hawk fundraiser was successful and candy will be delivered before Easter. The next PTA meeting will be held on Thursday March 9<sup>th</sup> at 7pm. On April 1<sup>st</sup>, there will be a spring festival from 1-3 p.m. The PTA is still looking for someone to fill either the Treasurer or Secretary position and that the Walk and Roll will start March 24<sup>th</sup>. He also reported that the Box tops initiatives is free money to the school and to keep bringing in box tops.

**c. Town Council**

Mrs. Santana went to the Town Council meeting and reported that the Town passed a resolution recognizing School Board Members month and thanking them for the continued partnership of shared services. She indicated that it was a short meeting but they did ask that there be consideration for the SADD Induction for future years to not be on the same night as a Town Council meeting.

**d. Recreation Commission & Planning Board**

Mr. Morton was unable to attend tonight's Board meeting to report any updates.

**VII. CHIEF SCHOOL ADMINISTRATOR COMMENTS**

Dr. Cinotti thanked Mrs. Dalesandro for her detailed description of the annex building. She informed the Board of the timeline of events leading up to the present time, and what she and Mrs. Sylvester have been doing. Dr. Cinotti stated that April was staffing, May/June was end of the year projects, July/Aug. was the 2010 referendum, Sept/Oct/Nov. Mrs. Sylvester was on maternity leave,

and in Nov/Dec, Dr. Cinotti and her staff were being harassed, intimidated, and threatened of which Dr. Cinotti had to file police reports to address the matters. She indicated she needed Mrs. Sylvester in the main building for various reasons.

Dr. Cinotti reported that she believes in restoring our Elementary teachers as they are the driving force of a sound education foundation at the Elementary levels. She reiterated that the smaller the class size the more attention the teacher can give to each students' individual needs and that towns and schools are rated by PARCC scores whether we like it or not. She stated she was a proponent of the arts, cultures, art infusion, social-emotional learning, and extra-curricular activities, however, she has an obligation to build and restore the academic learning foundation at Netcong. She indicated that at the Ad Hoc committee last night they gave her a different direction than what she just explained. They indicated they wanted to restore Art, Music, and Spanish before the Elementary teachers. Therefore, the students would have more electives in their school days. She noted that this would have Math and English enrichment periods being decreased. She indicated that her educational philosophy differs from the Board but she will carry out their wish as they see fit.

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

Dr. Cinotti read the below reference to further educate the public on tonight's Finance Resolution #6, Page 4:

This is the third time I have recommended this contract. As the CSA, I presented at the 2/21/17 Board meeting, unhoused students are projected for next year, because my goal was to restore staff/programs while keeping class size down, since the ballot question failed. I projected to restore 1.5 elementary teachers, which resulted in needing more instructional space. The feedback from the Board contradicts this goal; if we do not restore staff we do not need additional space. The above explanation pertains to my role in meeting District Goal #1 of "To continue to improve student achievement" and District Goal #3 "Explore/Strategize ways to restore programs if the Ballot Question passes or fails." Currently, we have two grade levels with only one class section each. Specifically, grade 3 has a class size of 27 and grade 4 has a class size of 26. I recommend 1.5 additional teachers to alleviate these high-class sizes; therefore, by adding staff, we would need more room. So, the division of the former Computer Room would allow for the creation of an additional instructional space, which the district has funds earmarked for such improvements. The need for additional instructional space within the school building has been an ongoing board discussion and I have mentioned publicly, that space is an ongoing concern of mine in the years to come. Specifically, we may need more space for special education programs that are not yet in existence, but with our younger students, I feel we need to prepare for. As a result of the recommendation being previously voted down twice, the BA and I will meet with the Ad Hoc Board Committee to offer possible alternatives on instructional staffing and space. The Ad Hoc Board Committee will recommend their consensus on this issue, the Board will discuss it, and the final Board decision will be announced this evening. Therefore, where we go from here will be the will of the Board and I will assist them in the direction they would like to proceed with this situation.

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

Dr. Cinotti reported on the HIB Monthly Report, and the Fire/Security Drill Report – *Security Drill: 1/20/17, 9min; Fire Drill: 2/24/17, 7 min; Security Drill: 2/24/17, 13 mins*. She also reported there were no suspensions.

President Dalesandro asked that Dr. Cinotti please refrain from referencing any alleged incidents in her comments. There is no place for that at this meeting. I ask that we all remain cordial and professional towards each other.

Ms. Santalucia replied to Dr. Cinotti's reference on small class size stating that it was not an easy decision as her children are directly affected by this but she is trying to find a way to restore all programs and class sizes as this is not an easy task. President Dalesandro also noted that the Ad Hoc committee disused that they do not want to combine any other classes. Discussion ensued.

Dr. Cinotti reported that the OT room that is currently being shared with Pre-K needs to be fixed per the County Business Administrator's review earlier this month.

### **VIII. BUSINESS ADMINISTRATOR COMMENTS**

Mrs. Sylvester thanked the public for attending the meeting tonight.

Mrs. Sylvester was happy to report that she successfully obtained another \$1,000 for the students from the NJSIG ERIC West Risk Management Performance Award of which she has saved \$5,000 so far from grants to make an improvement to safety for the students.

Mrs. Sylvester then started to report on the Board's goal of fixing the Annex building stating that the Insurance Report from 2013 said, "In order to help ensure personnel safety, it is prudent to vacate the building at this time. If the building remains occupied, the Board will be increasing exposure and liability risk." She then reported that she had asked Mr. Carroll to be moved to the school building as she was pregnant since the Board did not move anyone else from the Business Office after receiving this report since the mold test results they received did not state there was an immediate danger despite the insurance report reference. She then stated that she started to obtain quotes but just like the referendum from 2010, she was more than willing to help fix the Annex building but she was only one person and this was an issue stemming back from 2013, not just the 2016 insurance report. President Dalesandro then asked Mrs. Sylvester when she was going to stop talking and say something new as she already stated this earlier in her report. Mrs. Santana also stated that Mrs. Sylvester was just repeating everything Mrs. Dalesandro already said. Mrs. Sylvester then stated she was finished with her comments.

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

**Motion: Mrs. Santana                      Second: Mr. Costanzo                      Time: 8:18 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. Costanzo                      Second: Mrs. Santana                      Time: 8:18 p.m.**

## **X. OLD BUSINESS**

Mrs. Santana asked when and if the Student Directory was ever sent out. Dr. Cinotti reported that this was in fact sent out but she would have it sent out again in case anyone didn't see it.

**Mr. Callahan exited the room at 8:19 p.m.**

Mrs. Santana also asked if anything was done with the survey from September regarding afterschool activities. Dr. Cinotti reported that the Curriculum committee would discuss this further.

**Mr. Callahan entered the room at 8:21 p.m.**

Mr. Costanzo asked if there was any staff member taking advantage of the discounted Centenary classes. Dr. Cinotti reported that there were two staff members taking the class here at Netcong and one person was taking a class at Centenary at the discounted rate as well.

## **XI. INFORMATION/REPORTS/ACTIONS**

### **A. FINANCE (B. Dalesandro, Chair)**

**Board Trustee Marianne Callahan moved and Board Trustee Charlie Kranz seconded, that the Netcong Board of Education approve resolutions #1-8 as presented:**

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the January 30, 2017 payroll in the amount of \$141,861.06.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the February 15, 2017 payroll in the amount of \$141,277.44.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the bills list for January 25, 2017 through February 28, 2017 in the amount of \$416,202.13.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby accepts the following January 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 January 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 January 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 month of January 2017.

6. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the contract with Parette Somjen Architects in the amount \$7,250 to acquire instructional space needed for classroom use in 2017-18.

*Note: This contract would allow for the division of the former computer room to house half the Business Office and half instructional space. In order to alleviate class size and creating 2 additional class sections an additional instructional space is needed for unhoused students. This need for instructional space was again discussed during board committee meetings.*

7. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Treadstone Risk Management as its Insurance Broker/Risk Management Consultant;

Whereas, the Bylaws indicate that NJSIG shall pay each Insurance Broker/Risk Management Consultant a fee to be established annually by the fund;

Now therefore, be it resolved that the Board of Education, does hereby appoint Treadstone Risk Management LLC as its Insurance Broker/Risk Management Consultant in accordance with the Fund's Bylaws for the 2016-2017 fiscal year. The Business Administrator is empowered to execute the Insurance Broker of Record Letter prior to the insurance renewal to facilitate the inclusion of Treadstone Risk Management LLC in the process.

Whereas, the Board of Education has purchased student accident insurance and other property & casualty lines of coverage not included in the NJSIG program; and Whereas, the insurers for these lines of coverage and other property & casualty insurance coverage carried by Board of Education not included in the coverage provided through NJSIG allow for appointment of the Insurance Broker of Record at the direction of the insured; and Whereas, Board of Education desires to seek proposals from other insurers and seeks claim resolution assistance for its Property & Casualty & Student Accident lines of coverage. Now therefore, be it resolved that the Board of Education, does hereby appoint Treadstone Risk Management LLC as its Insurance Broker /Risk Management Consultant for 2016-2017 fiscal year.

WHEREAS, N.J.S.A. 18A:18A-5(a)(10) authorizes the Board to award a contract for insurance consultant services without public bidding, in accordance with the procedures established for an extraordinary unspecifiable service (hereinafter referred to as "EUS"), pursuant to N.J.S.A. 18A:18A-5(a)(2); and NOW, THEREFORE, BE IT RESOLVED that Treadstone Risk Management LLC shall be appointed to provide Insurance Broker /Risk Management Consultant services and that a contract for such services shall be awarded for the following reasons: (1) The fee structures proposed are most advantageous to the Board, price and other factors considered., (2) Experience and resources necessary to perform the contract have been demonstrated, and (3) Reputation and responsibility of the Insurance Broker /Risk Management Consultant are satisfactory.

8. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the Donnelly Energy project at a revised cost of \$11,581.15 to include the exterior lighting upgrades.

*Note: These costs will be paid through the Referendum Project.*

**Roll Call Vote:**

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

**No:** Mr. Callahan, Mrs. Callahan, Mr. Costanzo, Mrs. Dalesandro, Mr. Kranz, Ms. Santalucia and Mrs. Santana on resolution #6

**Abstain:** Ms. Santalucia on resolution #3 Check #1294

**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:

Policy/Reg	#	Title	Type
Policy	7510	Facilities Usage	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	#	Title	Type
Policy/Reg	1510	Americans with Disabilities Act (M)	Revised
Policy	2415.30	Title I – Educational Stability for Children in Foster Care (M)	New
Policy/Reg	2418	Section 504 of Rehabilitation Act of 1973 – Students (M)	New
Policy/Reg	5116	Education of Homeless Children	Revised
Policy	5330.04	Administering an Opioid Antidote	New
Policy/Reg	8330	Students Records (M)	Revised

**Roll Call Vote:**

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

**No:** None

**Abstain:** None

**C. FACILITIES (T. Morton, Chair)**

None

**D. CURRICULUM (J. Santana, Chair)**

**Board Trustee Jen Santana moved and Board Trustee Charlie Kranz 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 the following Professional Development:

Date	Name	Workshop	Location	Cost
3/13/17	Kate Walsh	Student Driven Data	Monroe, NJ	\$149 Registration Fee Round Trip Mileage 100.6 @ \$0.31/mile = \$31.19 Total: \$180.19
3/21/17	Bonnie Lisk Hayley Vicedomini	Differentiation-Classroom Strategies	Monroe, NJ	\$149 Registration Fee per person Round Trip Mileage 100.6 @ \$0.31/mile = \$31.19 Total: \$329.19
3/30/17 – 3/31/17	Gina Cinotti	2017 AASA/NJASA/FEA Women’s Leadership Conference	Monroe, NJ	\$325 Registration Fee. Round Trip Mileage 103.6m @ \$0.31/mile = \$32.12 Round trip tolls = \$1.80. Overnight stay =\$160.00 Total: \$518.92
4/4/17	Gina Cinotti	Cost-Effective Strategies to Close the Achievement Gap for Struggling Students	Ridgewood, NJ	No Registration Fee Round Trip Mileage 86 m @ \$0.31/mile = \$26.66
5/23/17	Hayley Vicedomini	IEP Meetings: Common Mistakes and How to Avoid Them	Netcong, NJ	\$40 Registration Fee No Mileage - Webinar

**Roll Call Vote:**

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

**No:** None

**Abstain:** Mr. Costanzo on items #1, 3, 4

**E. PERSONNEL** (*Marianne Callahan, Chair*)

**Board Trustee Marianne Callahan moved and Board Trustee Charlie Kranz 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 resignation of Claudia Nelson from the position of Instructional Aide, effective February 21, 2017.

*Note: This aide assignment will be absorbed by current non-IEP mandated instructional aide staff.*

2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves Megan Moser as a Substitute Teacher effective March 1, 2017 through the remainder of the 2016-2017 school year, at a rate of \$70 per day for the first 10 days and \$80 per day thereafter, pending Criminal History Background Check.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves Jennifer Wendt as the Part-Time (.75) Maternity Leave PreK-8 Music Teacher effective March 20, 2017 through the remainder of the 2016-2017 school year, at a salary of \$100 per day and the pro-rated band stipend of \$517.56, pending Criminal History Background Check.



4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, approves the resignation of Elizabeth Sanchez from the position of Instructional Aide, effective February 10, 2017.

*Note: This aide assignment will be absorbed by current non-IEP mandated instructional aide staff*

**Roll Call Vote:**

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

**No:** None

**Abstain:** None

**XII. MISCELLANEOUS**

Mr. Domick asked if Dr. Cinotti was prepared for the “Protest in the Women’s March” if women staff did not show up to work. Dr. Cinotti thanked him for the heads up and indicated she would be prepared with substitutes and could also move children into the gymnasium if necessary.

**XIII. COMMENTS FROM THE PUBLIC – ANY ISSUE/TOPIC**

**Motion: Mr. Costanzo**

**Second: Mrs. Santana**

**Time: 8:31 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 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. Costanzo**

**Second: Ms. Santalucia**

**Time: 8:31 p.m.**

**XIV. EXECUTIVE SESSION**

**Motion: Mrs. Callahan**

**Second: Mr. Costanzo**

**Time: 8:31 p.m.**

*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 and legal matters and that she expected the session would take approximately 30 minutes, and action may or may not be taken after the Board recessed back to open session.**

**Board Attorney, Derlys Gutierrez entered the room at 8:50 p.m.**

**Board Trustee David Costanzo made a motion to come out of Executive Session at 9:06 p.m. It was seconded by Board Trustee Kerri Santalucia and approved by a Unanimous Voice Vote by all members present.**

**Motion after Executive Session:**

**Board Trustee Charlie Kranz moved and Board Trustee David Costanzo seconded, that the Netcong Board of Education approves the following resolution:**

1. Be it resolved that the Netcong Board of Education hereby awards the Health Benefits Broker Contract to Integrity Consulting Group;

Whereas, the Netcong Board of Education (“Board”) is seeking to hire a company to serve as the Board’s Health Benefits Broker; and

Whereas, the Board has determined that Integrity Consulting Group has the necessary qualifications and experience to serve as the Board’s Health Benefits Broker; and

Therefore, be it resolved that the Board hereby appoints Integrity Consulting Group as the Board’s Health Benefits Broker effective March 1, 2017.

**Roll Call Vote:**

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

**No:** None

**Abstain:** None

**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