

Netcong Board of Education  
26 College Road  
Netcong, NJ 07857

Regular Board Meeting Minutes  
September 27, 2016

**I. CALL TO ORDER**

The meeting was called to order by President Costanzo at 7:00 pm.

A. Flag Salute

B. Open Public Meeting Act Proclamation

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act the Board of Education of the Netcong School District in the County of Morris has caused notice of this meeting to be published by having the date, time and place thereof posted. The notice was mailed to the Daily Record and those persons or entities requesting notification, and filed with the municipal clerk of the Borough of Netcong.

C. Mission Statement

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

D. Board Goals

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.

**II. ROLL CALL**

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

**Not Present:** Ms. Schuffenhauer – prior engagement

**Also Present:** Dr. Gina Cinotti, Chief School Administrator

Juanita A. Petty, RSBA, SFO, Interim Business Administrator/Board Secretary

3 members of the public

### **III. BOARD CORRESPONDENCE AND APPROVAL OF MINUTES**

Mr. Morton moved and Mrs. Dalesandro seconded that the Netcong Board of Education approve the minutes of the following meeting(s) 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

#### **Roll Call Vote:**

Yes – Mrs. Callahan\*, Mrs. Dalesandro, Mr. Domick\*, Mr. Kranz\*, Mr. Morton, Ms. Santalucia, Mrs, Santana and Mr. Costanzo

- Mrs. Callahan abstained on the minutes from August 16 and September 6  
Mr. Domick, Mr. Kranz and Mr. Morton abstained on the minutes from August 23

#### **Correspondence**

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

### **IV. PRESIDENT'S COMMENTS**

- a. Mr. Costanzo noted he had a conversation with the Board Vice President and Dr. Cinotti last night regarding Item #7 on the agenda for architectural fees for the Phase 2 improvements. It was decided that because of so many questions by the Board, the item would be pulled from the agenda tonight. Dr. Cinotti indicated that the architect would attend the October meeting to address the Phase 2 projects.
- b. Mr. Costanzo thanked Mrs. Petty for her help in the Business Office.
- c. A meeting was held with Byram, Stanhope, Netcong and Lenape Valley today to discuss common challenges. It was a very positive meeting and all are interested to get involved. Items that may be common issues include articulation and health insurance, although each district is currently contracted with different carriers. Everyone are looking forward to future discussions.
- d. The presentation of the FY16 audit will occur at the November meeting.

#### **Committees:**

- a. Ms. Santalucia reported on the recent PTA meeting. Fundraisers and membership was discussed and a new slate of Officers was put into place as follows:

President:	Karin Bond
Vice President:	Jen Morton
2 <sup>nd</sup> Vice President:	Lori Gramlich
Corresponding Secretary:	Jamie Quinn
Recording Secretary:	Vanessa Colon
Treasurer:	Kerri Santalucia

The next meeting of the PTA is scheduled for October 12<sup>th</sup> at 7:00 pm.

- b. Mrs. Dalesandro reported on the NEF meeting held on September 7<sup>th</sup>. The Foundation welcomed new member Rick Pietz who will be the Foundation's new Treasurer moving forward.

The NEF will be providing a babysitting service for back to school nights and night conferences. The service is open to all Netcong school children pre-K and up. The cost is \$15 per child or \$25 max per family. The hours of operation will be from 6 pm to 8:30 pm. The service debuted with success at back to school night, with several parents taking advantage of the opportunity.

Also discussed was a grant incentive program. Any teacher or administrator who applies for a grant will receive a financial incentive. The following conditions were agreed upon – the submission of a grant must be from a source outside of the NEF. The incentives are as follows: a \$100 gift card for a grant up to \$1,000 and a \$250 gift card for a grant over \$1,000.

The NEF had a booth at Netcong Day and sold cotton candy, Icee pops and assorted candy. \$320.00 was raised for Cultural Arts initiatives for our school.

The Foundation is waiting on approval from the State on our gambling license.

A reminder that our St. Patrick's Day Italian style fundraiser dinner is scheduled for March 4, 2017.

The next meeting of the NEF is on Wednesday, October 5<sup>th</sup> at 6:00 pm.

- c. Mr. Morton reminded all of the Great Wolf Lodge trip on November 10<sup>th</sup> and the Recreation Trunk or Treat to be held on October 29<sup>th</sup>.

## **V. CHIEF SCHOOL ADMINISTRATOR'S COMMENTS**

- a. 16-17 District Goal Update – Dr. Cinotti reviewed a report on the goals that was distributed to Board members
- 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
  - Week of Respect – October 3 to October 7
  - School Violence Awareness Week – October 17 to October 21
- 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 – Dr. Cinotti provided the Board with a timeline of the Annex building and its connection to the Phase 2 project improvements
- 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*

Dr. Cinotti provided the Board with an Assessment/PARCC presentation for 2015-2016

**VI. BUSINESS ADMINISTRATOR COMMENTS**

None

**VII. 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.*

Moved: Mr. Morton

Seconded by: Mrs. Dalesandro

Time: 8:11 pm

**There were no questions or comments from the public; therefore, a motion was made to close the public session.**

Moved: Mr. Morton

Seconded by: Mrs. Dalesandro

Time: 8:11 pm

**VIII. OLD BUSINESS**

Mrs. Dalesandro reminded all to vote for the playground grant and thank Dr. Cinotti for the information on custodian uniforms.

Mrs. Callahan noted that in June, a motion was approved to put up to \$200,000 in the capital reserve account and asked whether there was a minimum or maximum amount that should be approved. Mrs. Petty responded.

**IX. INFORMATION/REPORTS/ACTION**

**A. Finance (D. Costanzo, Chair)**

**Board Trustee David Costanzo moved and Board Trustee Bernadette Dalesandro seconded, that the Netcong Board of Education approve Resolutions #1 through #14 as follows, with the exception of Resolution #7 which was withdrawn.**

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:

50% Salary Cost (based on BA, Step 18, \$74,407)	\$37,203.50
50% Benefits Cost (based on \$27,199.04)	\$13,599.52
Total Cost to Netcong	\$50,803.02
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.

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.
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. Resolution withdrawn~~
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.
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.
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.

**Roll Call Vote:**

**Ayes:** Mrs. Callahan\*, Mrs. Dalesandro\*, Mr. Domick, Mr. Kranz, Mr. Morton, Ms. Santalucia, Mrs. Santana\* and Mr. Costanzo\*

**Nayes:** None

**Abstain:** \* Members abstained on their own professional development

**B. Policy** (*D. Costanzo, Chair*)

**Board Trustee David Costanzo moved and Board Trustee Todd Morton seconded, that the Netcong Board of Education approve Resolutions #1 through #2 as follows:**

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

**Roll Call Vote – all yes.**

- C. **Facilities** (T. Morton, Chair)  
There were no motions for approval.

- D. **Curriculum** (B. Dalesandro, Chair)

**Board Trustee Bernadette Dalesandro moved and Board President David Costanzo seconded, that the Netcong Board of Education approve Resolutions #1 through #4 as follows:**

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	Mileage at \$.31 per mile
9/28/16 11/9/16 4/26/17	Bernadette Dalesandro	Morris County School Boards meetings	Mountain Lakes, NJ	Mileage at \$.31 per mile



10/1/16	Bernadette Dalesandro	NJSBA County Presidents and Vice Presidents meeting	Trenton, NJ	Mileage at \$.31 per mile
9/28/16	Kerry Santalucia	Morris County School Boards meeting	Mountain Lakes, NJ	Mileage at \$.31 per mile

Mrs. Dalesandro questioned that the mileage rate was omitted from the motion. She and Mr. Costanzo supported a revision to Resolution #4 to include the mileage rate for reimbursement.

**Ayes:** Mrs. Callahan, Mrs. Dalesandro\*, Mr. Domick, Mr. Kranz, Mr. Morton, Ms. Santalucia\*, Mrs. Santana and Mr. Costanzo\*

**Nayes:** None

**Abstain:** \* Members abstained on their own professional development

**E. Personnel** (*M. Callahan, Chair*)

**Board Trustee Maryann Callahan moved and Board Trustee Todd Morton seconded, that the Netcong Board of Education approve Resolutions #1 through #5 as follows:**

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 DelTurco, 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.

**Roll Call Vote – all yes**

**Mrs. Dalesandro left the meeting at 8:30 pm due to a prior commitment.**

**X. MISCELLANEOUS**

None

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

Moved: Mr. Morton

Seconded by: Mrs. Santana

Time: 8:31 pm

*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 were no comments from the public.**

Moved: Mr. Morton

Seconded by: Mrs. Santana

Time: 8:31 pm

**XII. EXECUTIVE SESSION**

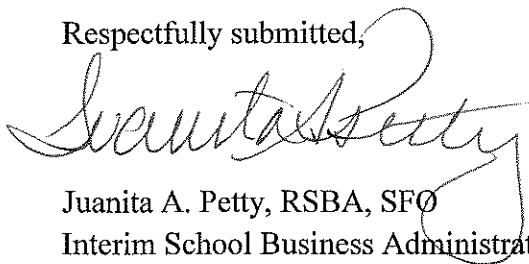
*RESOLVED, pursuant to N.J.S.A. 10:4:13 and 10:4-12 that the Netcong Board of Education hold a closed Executive Session regarding one or more of the following: legal matters, negotiations, personnel issues, individual student matters, and matters which are attorney-client privileged. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.*

**There was no need for an Executive Session.**

**XIII. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 8:31 pm on a motion by Board Trustee Todd Morton, seconded by Board President David Costanzo and unanimously approved by the Board.

Respectfully submitted,



Juanita A. Petty, RSBA, SFO

Interim School Business Administrator/Board Secretary