

Netcong School District  
26 College Road  
Netcong, NJ 07857

Work Session Meeting Minutes  
January 17, 2017

**I. CALL TO ORDER**

The work session of January 17, 2017 was called to order by President Dalesandro 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 2016-17

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 2016-17

1. To continue to improve student achievement.
2. To continue to be financially disciplined in all 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:** Mrs. Callahan, Mr. Costanzo, Mrs. Dalesandro, Mr. Domick, Mr. Kranz, Mr. Morton and Mrs. Santalucia.

**Not Present:** Mr. Callahan- stuck in traffic  
Mrs. Santana

**Also Present:** Dr. Gina Cinotti, Chief School Administrator  
Nicole Sylvester, Business Administrator/Board Secretary  
Two members of the public

### **III. BOARD CORRESPONDENCE & MINUTES**

Board Members have changes to Executive Session Minutes that are on the agenda for next week's approval which will be addressed in Executive Session later tonight.

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

President Dalesandro thanked everyone for being a Board member and reported that January was declared School Board Recognition month by Governor Christie. President Dalesandro read the Governor's Proclamation for January 2017 for School Board Recognition Month.

**Jennifer Santana entered the room at 7:03 p.m.**

**Michael Callahan entered the room at 7:04 p.m.**

Mrs. Sylvester read the following resolution:

Be it resolved that the Netcong Board of Education, upon the recommendation of the Chief School Administrator, hereby approves the following resolution acknowledging January as School Board Recognition Month as declared by the National School Boards Association and the New Jersey School Boards Association.

Whereas, The New Jersey School Boards Association has declared January 2017 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

Whereas, The Netcong Board of Education is one of more than 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

Whereas, The Netcong Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

Whereas, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten and through 12<sup>th</sup> grade; and

Whereas, New Jersey's 5,000 local school board members, who receive no remuneration for their services act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

Whereas, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

Whereas, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for schools; and

Whereas, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

Resolved, That the Netcong of Board Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2017 as SCHOOL BOARD RECOGNITION MONTH; and be it further

Resolved, That the Netcong Board of Education urges all New jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

**Board Trustee Todd Morton moved, seconded by Board Trustee Charlie Kranz, that the Netcong Board of Education approve the above New Jersey School Boards Recognition resolution.**

**Roll Call Vote:**

Yes            Mr. Callahan, Mrs. Callahan, Mr. Costanzo, Mrs. Dalesandro, Mr. Kranz, Mr. Morton,  
                 Ms. Santalucia and Mrs. Santana.  
No             None  
Abstain       Mr. Domick

**V. CHIEF SCHOOL ADMINISTRATOR REPORT**

None

**VI. SCHOOL BUSINESS ADMINISTRATOR REPORT**

None

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

**Open to the Public**

Moved by: Mr. Morton            Seconded by: Mr. Kranz            Time: 7:09 p.m.

Public is invited to address the Board with any questions, comments, or concerns. The Board requests that the individual address the Board, giving name and address, and asks that all remarks be directed to the Chair. The public portion shall be limited to thirty minutes with a five-minute time limit on each participant. The Board wishes to remind all attendees at its meeting that while it subscribed without reservation to the principle of keeping the public completely informed, by policy it cannot allow public discussion of personnel matters. If a matter concerning the staff of the Netcong Public School is of interest or concern, the matter would be referred to the Chief School Administrator or the Board of Education, either by telephone or letter.

As there were no petitions or requests from the public, a motion was made to close.

**Close to the Public**

Moved by: Mr. Morton            Seconded by: Mr. Costanzo            Time: 7:09 p.m.

**VIII. OLD BUSINESS**

None

**IX. COMMITTEE REPORTS**

**A. Governance/Policy/Finance – B. Dalesandro (Chair)**

President Dalesandro reported that since there were scheduling conflicts, the Board would be as a whole for G/P/F. The Board discussed policies from Alert 210 listed in the hard copy handout which are indicated below under Policies.

**B. Policy- B. Dalesandro (Chair)**

Board Trustee Marianne Callahan brought Policy 7510 up for discussion in regards to waiving the \$250 annual fee. Discussion ensued and the Board feels that the \$250 annual fee should be waived and the Policy will be revised so in-town and local regional groups will not be charged.

The Board reviewed Policies listed in the hand out for the G/P/F committee as a whole.

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	4434	Holidays	Review
Policy/Reg	5116	Education of Homeless Children	Revised
Policy	5330.04	Administering an Opioid Antidote	New
Policy	7510	Facilities Usage	Review
Policy/Reg	8330	Students Records (M)	Revised

Mr. Costanzo would like to look at policy #9150 at a further date.

The Board discussed the 2017-18 District Calendar. President Dalesandro asked that all Federal holidays be listed in Policy 4434. Therefore, she asked that we add three Federal Holidays: President’s Day, Memorial Day and Martin Luther King Day to the Policy which employees were currently working and able to use as floating holidays. Therefore, employees would now have these days off. She also asked that we remove three holidays in the Policy: Black Friday, Christmas Eve, and Good Friday be removed from the Policy which employees currently had off and are not being replaced. The Board agreed with President Dalesandro and discussion ensued.

The Board also discussed the 2017-18 Section Planning & Instruction Space (more details will be provided in the Facilities discussion).

Dr. Cinotti reported on how the Board is considering outsourcing Technology and our Network Manager. Dr. Cinotti reported that there was a reputable company called Cloud-com which they are interested in using for next year. Mr. Costanzo reported that he does not think this is a good idea nor a good company to be using for the school. Discussion ensued.

The Board also discussed the referendum spending indicating that all projects within the referendum are complete with the exception of the outside lighting and the HVAC upgrades with Donnelly Energy.

President Dalesandro asked about the November and December transfers. She pointed out that money was being transferred from the architect line to another line item and asked why. Mrs. Sylvester indicated that a lot of funds were encumbered while she was out on maternity leave. Therefore, the money “available” in line items was limited. Therefore, she had to take money from certain line items to fund other lines. She also indicated that this was all the same pool of money and the money would be transferred back at a future date. Mr. Costanzo said that items were being encumbered so the Board could know the financial position of the District at any given time. Mrs. Sylvester reported that this was inaccurate at this point in time and reiterated that last year the Board was notified at least 3 times to the financial status of the District.

### C. Facilities- *T. Morton (Chair)*

Mr. Morton reported on facilities items on the agenda for next week and the items listed below from the Facilities meeting earlier tonight.

1. **2017-18 Section Planning & Instructional Space:** Dr. Cinotti made a Floor Plan which was handed out to the full Board for the PSA resolution #7 under finance. They discussed the splitting of the current Board Office as every other option has been exhausted when looking to where we can obtain more instructional space. Dr. Cinotti reported that she needed more Instructional Space because she is restoring programs/staff by 1.5 sections, therefore; she needs one additional classroom. Some members of the Board did not want to split the space because they wanted to have the back Annex building fixed. However, Dr. Cinotti reported that our architects reported it would take approximately \$742,500 to fix the Annex building as reported in our Long-Range Facility Plan and would not be ready for September 2017 as we need to get our basic needs met first as the work was far to extensive.
2. **Shed:** completed and we have received approval by the Byram inspector.
3. **LRFP & Proposed Maintenance Budget for 17-18:** The Facilities Committee supports and recommends moving forward with the projects listed below in numerical order:
  1. Dividing Business Office (Phase 2)
  2. Graduation Stairs
  3. Emergency Exit
  4. Gym Bleachers
  5. Paving Parking/Play Area
  6. Replace Gym Divider
  7. Annex repair 15 items
4. **NEF Biometric Fingerprinting:** Gina looking into this
5. **Lead Testing:** Nicole met with Mike Berta on 1/10/17. Next step is to have the testing done. Was told there would be possible reimbursement for the \$700- \$1,000 cost we will incur.
6. **Donnelly Energy:** Lights in library were installed. Board wants to move forward with the items for the additional HVAC adjustments. Nicole will look into seeing if the outside light replacement can be done as part of this project.
7. **Solar Energy with Stanhope:** Gina working on a meeting for this with Stanhope

The Board discussed the resolutions on next week's agenda. President Dalesandro indicated that if the annex building was going to cost us \$1,250 for architect fees, than she wanted specs for each of the 15 items.

### D. Curriculum- *J. Santana (Chair)*

Board Trustee Jen Santana gave a Curriculum report which included the following:

1. Discussion regarding the District calendar
2. There will be an HIB presentation on March 24<sup>th</sup>
3. Family Movie night will include Finding Dory
4. They discussed Policy 7510
5. Discussed outsourcing technologist
6. Spoke about EVVRS & HIB Submissions
7. Established meeting dates

8. They are adding four new motions to the agenda (see handout)

President Dalesandro asked if they could try to get the same person who was doing the HIB presentation to come and do the flag folding presentation as well.

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

Personnel committee will hold a discussion in Executive Session.

**X. MISCELLANEOUS**

None at this time.

**XI. PETITIONS AND REQUESTS OF THE PUBLIC**

**Open to the Public**

Moved by: Mr. Morton      Seconded by: Mrs. Santana      Time: 8:56 p.m.

A. 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 of interest or concern, the matter would be referred to the Chief School Administrator or the Board of Education, either by telephone or letter.

Mr. Hathaway asked the Board to be open to adding a box on the Facility Usage Form which would allow each group to ask the Board to waive the \$250 annual fee. He indicated the reason for this would be because Centenary University could have offered us a shared service or something additional could be of more value than money savings.

As there were no further petitions or requests from the public, a motion was made to close.

**Close to the Public**

Moved by: Mr. Morton      Seconded by: Mr. Kranz      Time: 8:57 p.m.

**XII. EXECUTIVE SESSION**

Moved by: Mr. Morton      Seconded by: Mr. Kranz      Time: 8:57 pm

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 noted that topics to be discussed included, legal matters, negotiations, and personnel issues. It was anticipated that the session would take approximately 60+ minutes, and that action will not be taken.

**XIII. RECONVENE**

A motion was made and approved to come out of closed session.

Moved: Ms. Santalucia      Second: Mr. Morton      Time: 10:21 pm

The Board reconvened in open session with all members in attendance and no members of the public.

XIV. ADJOURNMENT

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

Moved: Ms. Santalucia

Second: Mr. Morton

Time: 10:21 pm

Respectfully submitted,

A handwritten signature in cursive script that reads "Nicole Sylvester".

Nicole Sylvester

Business Administrator/Board Secretary