



Our Children  
Our School  
Our Future

## MINUTES OF THE WORK SESSION MEETING

of the  
**NETCONG SCHOOL DISTRICT**  
26 College Road  
Netcong, New Jersey 07857

November 11, 2014  
7:30 PM

I. **CALL TO ORDER:** The meeting was called to order by President Dalesandro at 7:30 p.m.

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 for 2014-2015**

- Comprehensive review and update of the district policy manual.
- Continue to monitor and approve curriculum updates and systems of assessment.
- Review Board operations to improve Board performance.

E. **DISTRICT GOALS for 2014-2015**

- Implement the action plans identified in the Netcong School District's Strategic Plan with a 2014/15 timeline under the goal areas of Student Achievement & Technology, School and Community, and Finance and Facilities.

II. **ROLL CALL**

**The following members were present:** Mrs. Callahan, Mr. Coladarci, Mr. McQueeney, Mr. Morton, Mrs. Popelka, Mrs. Santana, Mr. Stevens, Ms. Suflay and Mrs. Dalesandro, President.

**Not Present:** None

**Also Present:** Mr. Pio Pennisi, Interim Superintendent  
Mrs. Nicole Sylvester, Assistant Business Administrator/Board Secretary  
Two (2) Members of the public present

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

#### **Correspondence**

Board Trustee Todd Morton moved the following resolution:

**BE IT RESOLVED**, the communications mentioned be listed in the minutes and action be taken as noted.

Sender	Subject	Referred to
Rachelle Simons	Resignation	Netcong Board of Education Mr. Pio Pennisi, Interim Superintendent Gina Cinotti, Principal Kathleen Walsh, Elementary Supervisor

The motion was seconded by Board Trustee Patrick McQueeney and was approved by Unanimous Voice Vote by all members present.

#### **Approval of Board Minutes**

Board Trustee Todd Morton moved the following resolution:

**BE IT RESOLVED**, that the minutes of the following meeting(s) be approved as submitted:

October 21, 2014	Work Session Minutes
October 21, 2014	Executive Session Minutes

President Dalesandro made a motion to amend the October 21, 2014 Work Session Minutes to reflect the changes discussed. The motion to amend the minutes was moved by Board Trustee Todd Morton and seconded by Board Trustee Marianne Callahan. The motion was approved by Unanimous Voice Vote by all members present.

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

President Dalesandro stated today was Veteran's Day and in honor of Veteran's Day thanked all Veteran's for their service and then asked the Board to consider creating a policy to give any employee or staff member who is a an honorably discharged Veteran the day off as a thank you for their services.

President Dalesandro gave her report on the PTA meeting held on November 5<sup>th</sup>. She stated the PTA is now 128 members strong and the PTA open library session has been more successful with having 7 children taking out 10 books. She then reminded the Board that the PTA is having a box tops for education competition and encourages all board members, staff and community to bring in box tops to help support the Netcong Elementary School. She then stated that later in the agenda the Board will be approving the PTA tricky tray on May 16, 2015. She also reminded everyone that the PTA book fair would be held from November 19<sup>th</sup>-21<sup>st</sup> and also explained that later in the agenda we will be approving the PTA sponsored 8<sup>th</sup> grade trip to Great Adventure in June 2015. The PTA was able to secure a donation of a large American flag from the VFW to replace the small one currently on the pole. She expressed gratitude to the VFW.

President Dalesandro reminded everyone that the holiday concert this year would be on December 5<sup>th</sup>.

President Dalesandro reminded everyone that there will only be one Board meeting in December and then our re-org meeting was to be held on January 6, 2015.



President Dalesandro wanted to thank all of the staff for their help with the Halloween parade and making it a big success.

President Dalesandro stated that several Board members, Marianne Callahan, Joe Coladarci, Lynn Popelka, Jennifer Santana and herself attended the NJSBA Conference in Atlantic City and they all attended classes on how to make a more safe and secure school. The theme for a safer school included, deter, slow down and detain. President Dalesandro explained that later in the meeting the Board would be having a full discussion on the information Board members brought back from the convention.

**V. INTERIM SUPEINTENDENT’S COMMENTS**

**1. Fire Drill/Security Report:**

	<b>DRILL</b>	<b>DATE/TIME</b>	<b>EVACUATION/ DURATION</b>
Netcong Public School	Lock-down Drill	10/22/14 / 1:40 pm	10 Minutes

Mr. Pennisi explained that at next week’s Regular Board meeting there will be a presentation by Ms. Gina Cinotti, Principal on Progress Targets Action Plan for 2014-2015.

Mr. Pennisi stated that he noticed there was no difference between the Board Work Session and Regular Agenda and requested that the Board entertain discussion on a better plan moving forward.

**VI. SCHOOL BUSINESS ADMINISTRATOR’S COMMENTS**

Mrs. Sylvester explained to the Board the reason for our new Facility Usage Form. Discussion ensued and changes were made to the Form before distribution to staff.

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

**Board Trustee Todd Morton moved, seconded by Board Trustee Colleen Sufly, to open the public session at 7:46 p.m. and was approved by a Unanimous Voice Vote by all members present. President Dalesandro opened the meeting at 7:46 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.

**There being no further items for discussion, Board Trustee Todd Morton moved, seconded by Board Trustee Patrick McQueeney, to close the public session at 7:46 p.m. and was approved by a Unanimous Voice Vote by all members present. President Dalesandro closed the meeting to the public at 7:46 p.m.**

**VIII. OLD BUSINESS**

None at this time.

**IX. COMMITTEE REPORTS**

- A. GOVERNANCE/POLICY/FINANCE - Bernadette Dalesandro, Chairperson  
Joe Coladarci, Member  
Patrick McQueeney, Member  
Colleen Suflay, Member**

**Board Trustee Patrick McQueeney, seconded by Board Trustee Todd Morton moved the following resolutions to be approved as submitted:**

**BE IT RESOLVED** that resolution numbers 1-3 be adopted as presented:

1. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, hereby approves the maintenance agreement with Morris County Elevator, Inc. for the 2014-2015 school year at an annual rate of \$864.00.
  
2. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, hereby approves the M-1 Annual Maintenance Budget Worksheet (attachment).
  
3. **BE IT RESOLVED** that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, hereby approves the submission of Comprehensive maintenance plan:

**Whereas**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

**Whereas**, the required maintenance activities as listed in the attached document for the various school facilities of the Netcong Board of Education are consistent with these requirements, and

**Whereas**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**Now Therefore Be It Resolved**, that the Netcong Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Netcong Board of Education in compliance with Department of Education requirements. (attachment)

**VOTE: GOVERNANCE/POLICY/FINANCE RESOLUTIONS #1 – #3 AS PRESENTED.**

**AYES:** Mrs. Callahan, Mr. Coladarci, Mr. McQueeney, Mr. Morton, Mrs. Popelka, Mrs. Santana, Ms. Suflay, Mr. Stevens and Mrs. Dalesandro, President.

**NAYES:** None

**ABSENTATIONS:** None

- B. PERSONNEL- Colleen Suflay, Chairperson  
Bill Stevens, Member**



**Marianne Callahan, Member  
Bernadette Dalesandro, Member**

**Board Trustee Colleen Suflay, seconded by Board Trustee Todd Morton moved the following resolutions to be approved as submitted:**

**BE IT RESOLVED** that resolution numbers 1-4 be adopted as presented:

1. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, hereby approves the following Professional Development:

NAME	EVENT	LOCATION	DATES	COST
Nicole Sylvester	Non Public- IDEA Funding Workshop	Parsippany, NJ	November 18, 2014	Mileage

2. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, hereby approves the resignation of Rachelle Simons, Speech-Language Pathologist, as of December 19, 2014 or earlier if a replacement is found.
3. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, hereby approves the modified job description of the Assistant Business Administrator/Board Secretary.
4. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, hereby approves Nicole Sylvester as the following for the 2014-2015 school year:
  - 1) Right-To-Know Coordinator
  - 2) Affirmative Action Officer
  - 3) Facilities Manager
  - 4) School Safety Officer
  - 5) Indoor Air Quality Officer
  - 6) Integrated Pest Management Officer

**VOTE: PERSONNEL RESOLUTIONS #1 – #4 AS PRESENTED.**

**AYES:** Mrs. Callahan, Mr. Coladarci, Mr. McQueeney, Mr. Morton, Mrs. Popelka, Mrs. Santana, Ms. Suflay, Mr. Stevens and Mrs. Dalesandro, President.

**NAYES:** None

**ABSENTATIONS:** None

President Dalesandro requested that moving forward we follow Board policy and have the agenda created by the Superintendent's office, to free up the Assistant BA/Board Secretary.

**C. FACILITIES/OPERATIONS - Joe Coladarci, Chairperson  
Lynn Popelka, Member  
Jennifer Santana, Member**

**Bernadette Dalesandro, Member**

Board Trustee Joe Coladarci reported on the main items discussed earlier in the Facilities Committee meeting.

**Board Trustee Joe Coladarci, seconded by Board Trustee Todd Morton moved the following resolution to be approved as submitted:**

**BE IT RESOLVED** that resolution number 1 be adopted as presented:

- 1. **BE IT RESOLVED**, that the Netcong Board of Education, upon the recommendation of the Interim Superintendent, hereby approves Facilities usage by the Netcong PTA as follows:

DATE	LOCATION	HOURS
Sat., May 16, 2015	Gymnasium	9:00 am – 10:00 pm

Mr. Pio Pennisi explained to the Board that according to Board policy, the facilities usage does not require Board approval. Mr. Pennisi recommended that the Board will no longer approve facilities usage and will be given a monthly report on who is using the facilities so they are aware.

**VOTE: FACILITIES/OPERATIONS RESOLUTION #1 AS PRESENTED.**

**AYES:** Mrs. Callahan, Mr. Coladarci, Mr. McQueeney, Mr. Morton, Mrs. Popelka, Mrs. Santana, Ms. Suflay, Mr. Stevens and Mrs. Dalesandro, President.

**NAYES:** None

**ABSENTATIONS:** None

**D. CURRICULUM/INSTRUCTION-** **Patrick McQueeney, Chairperson**  
**Marianne Callahan, Member**  
**Todd Morton, Member**  
**Bernadette Dalesandro, Member**

Board Trustee Patrick McQueeney reported from his Curriculum and Instruction committee meeting earlier this evening that Ms. Cinotti is preparing for PARCC and gave them a better understanding of what to expect from our district going forward. Board Trustee Patrick McQueeney also stated that Mr. Mark Fiedorczyk, Regional Curriculum Coordinator, reviewed the Rubicon Atlas and is working towards having all districts be on the same curriculum.

Board Trustee Marianne Callahan asked about if we would be hearing anything further in regards to benchmark testing. Discussion ensued and Board Trustee Patrick McQueeney explained that Ms. Cinotti would be reporting more on that at next week’s Board meeting.

**X. MISCELLANEOUS**

President Dalesandro held up the final copy of the NJ School Safety & Security report and stated that it was available online. She referenced pages 70-76 as being of most importance because they discussed three relatively inexpensive fixes to help upgrade security. They were new door hardware, rearranging our entrance way and ballistic film. She explained that at the Sandy Hook shooting, it took only 4 (four) minutes for the shooter to gain access to the building. Sandy Hook had just upgraded their security equipment and measures, however, they did not have ballast film on the windows which enabled the shooter to gain quick access to the building. She then asked the Board how they felt about getting a quote



and proposal to help make our school safer. Discussion ensued. All agreed we should get a proposal from a few separate vendors. President Dalesandro then asked Board Trustee Lynn Popelka to speak to the Foundation to see if this was something they would consider funding instead of security cameras. The ballistic film will be a better investment to help deter, slow down and detain intruders. Discussion ensued.

Board Trustee Marianne Callahan asked the policy committee to see if our fundraising policy could be updated to be fair towards the students who were working hard versus students who were not participating to help raise money for class trips. Board Trustee Lynn Popelka asked that within the revised policy it is clear that the more work a student does for any fundraising would not impact the grade of the student based on how much they were or were not able to participate. Discussion ensued.

President Dalesandro requested that Ms. Cinotti, Principal ask the Art teacher to display artwork in the Board room.

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

**Board Trustee Todd Morton moved, seconded by Board Trustee Patrick McQueeney, to open the public session at 8:48 p.m. and was approved by a Unanimous Voice Vote by all members present. President Dalesandro opened the meeting at 8:48 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 further items for discussion, Board Trustee Todd Morton moved, seconded by Board Trustee Patrick McQueeney, to close the public session at 8:48 p.m. and was approved by a Unanimous Voice Vote by all members present. President Dalesandro closed the meeting to the public at 8:48 p.m.**

## **XII. EXECUTIVE SESSION**

Motion by Board Trustee Patrick McQueeney, seconded by Board Trustee Marianne Callahan that **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: personnel, legal issues and contract negotiation issues. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken. The motion was made at 8:48 p.m. and was approved by a Unanimous Voice Vote by all members present. President Dalesandro closed the meeting to the public at 8:49 p.m. President Dalesandro stated that action will not be taken after executive session and it is anticipated the board will be in executive session for approximately 45 (forty-five) minutes.

### **EXECUTIVE SESSION ADJOURNMENT**

Board Trustee Lynn Popelka made a motion to come out of executive session. It was seconded by Board Trustee Colleen Suflay and carried by Unanimous Voice Vote by all members present at 9:23 p.m.

**XIII. ADJOURNMENT** There being no further business to come before the board, Board Trustee Todd Morton made a motion, seconded by Board Trustee Lynn Popelka and carried by Unanimous Voice Vote to adjourn the November 11, 2014 Work Session Meeting of the Netcong Board of Education at 9:23 p.m.

Respectfully Submitted,



**Nicole Sylvester**  
**Assistant Business Administrator/Board Secretary**