



Our Children, Our School, Our Future

Netcong Board of Education
26 College Road
Netcong, NJ 07857

REGULAR BOARD MEETING

December 15, 2015

7:00pm

Mrs. Bernadette Dalesandro, President
Mrs. Marianne Callahan, Vice President

Mr. David Costanzo
Mrs. Kelly Stephens

Mr. Todd Morton
Mr. Bill Stevens
Mr. Charles Kranz

Mrs. Jennifer Santana
Mrs. Lynn Popelka

Curriculum/Instruction

Lynn Popelka*
Bernadette Dalesandro
Charles Kranz

Facilities/Operations

Todd Morton *
Dave Costanzo
Kelly Stephens
Bernadette Dalesandro

Governance/Policy/Finance

Bernadette Dalesandro *
Marianne Callahan
Jennifer Santana

Personnel

Marianne Callahan *
Bill Stevens
Jennifer Santana
Bernadette Dalesandro

** Denotes Committee Chair*

2015-16
Netcong Board of Education

Open Public Meeting 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.

Mission Statement

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

Board Goals

1. Successfully communicate the information to all stakeholders regarding the public vote for the November 2015 Ballot Question.
2. Improve the Board of Education relationships among the community and staff.
3. Monitor and verify a secure financial status in the District.

District Goals

Implement the action plans identified in the Netcong School District Strategic Plan with the 2015-16 timeline under the goal areas of: (a) student achievement and technology, (b) school and community, and (c) finance and facilities.

I. CALL TO ORDER: President Dalesandro called the meeting to order at 7:00 p.m.

II. FLAG SALUTE

III. ROLL CALL

The following members were present: Mrs. Callahan, Mr. Costanzo, Mr. Kranz, Mr. Morton, Mrs. Popelka, Mrs. Stephens, Mr. Stevens, Mrs. Santana and Mrs. Dalesandro.

Not Present: None

Also Present: Dr. Gina Cinotti, Chief School Administrator
Mrs. Nicole Sylvester, Business Administrator/Board Secretary
Thirty (30) Members of the public, students and staff present

IV. BOARD CORRESPONDENCE & APPROVAL OF MINUTES

Correspondence

None at this time.

Approval of Board Minutes

Board Trustee Todd Morton moved the following resolution, seconded by Board Trustee Kelly Stephens.

BE IT RESOLVED, that the minutes of the following meeting be approved as submitted:

November 24, 2015	Regular Minutes
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VOTE: BOARD MINUTES AS PRESENTED

AYES: Mrs. Callahan, Mr. Costanzo, Mr. Kranz, Mr. Morton, Mrs. Popelka, Mrs. Stephens, Mr. Stevens, Mrs. Santana and Mrs. Dalesandro.

NAYES: None

ABSENTATIONS: None

V. PRESIDENT’S COMMENTS

President Dalesandro welcomed everyone to the meeting and stated it was good to see a friendly, happy, holiday crowd.

She stated her comments would be brief so we can hear the chorus sing some Christmas carols tonight.

Present Dalesandro stated there was no PTA meeting this month and Board Trustee David Costanzo attended the Town Council meeting this month and wished the Mayor and Council Happy Holidays on behalf of the Board of Education.

President Dalesandro then reported that at this month’s Educational Foundation meeting, a date was set for a St. Patrick’s Day fundraiser dinner. She asked that all Board Members put March 5, 2016 on the calendar and details will follow. The Foundation is also moving forward with a technology raffle with details to follow.

Finally, President Dalesandro wished everyone a very happy holiday season and a happy new year. She stated the next Board Meeting will be January 5, 2016 for the Board’s Annual Reorganization and swearing in of new Board Members.

VI. CHIEF SCHOOL ADMINISTRATOR’S COMMENTS

Dr. Cinotti introduced the members of the chorus who performed songs from the holiday concert.

Dr. Cinotti indicated that with all that is going on in the world, there has been discussion of possible alternative destinations for 8th Grade Field Trip.

Dr. Cinotti presented on the first year of the 2014-2015 PARCC Results.

Dr. Cinotti indicated there was an HIB Report – Incident 1516-01 and 1516-02.

Board Trustee David Costanzo made a motion to accept the HIB report indicated above. The motion was seconded by Board Trustee Kelly Stephens. The motion was approved by a Unanimous Voice Vote by all members present.

Fire/Security Drill Report

DRILL	DATE/TIME
Fire	Fire Drill, 12/8/15, 2 min.
Security	Lockdown, 11/25/15, 5 min.

Suspensions – none

Dr. Cinotti stated that on December 22nd there would be a holiday gear spirit day.

VII. SCHOOL BUSINESS ADMINISTRATOR’S COMMENTS

Mrs. Sylvester informed everyone that the Mt. Olive DPW donated nine signs, of which 6 were no parking signs and three were “No Student Pickup, drop off signs”. She said this would help with the plan Dr. Cinotti and the Board came up with in order to ensure the safety of our students and faculty during pick up and drop off. Mrs. Sylvester thanked the Mt. Olive DPW and indicated she would be sending a ‘Thank You’ to them.

Mrs. Sylvester indicated that on top of the \$1,000 safety grant she received for the school in order to upgrade our swings, she was also going to be in receipt of another \$1,000. This \$1,000 was to help reimburse our health benefits line and was received due to the insurance items she has worked on throughout the year.

Mrs. Sylvester told everyone that she would be having before and after pictures hung up in the Annex building for all to see the Facilities projects that are going on in the school. She invited everyone to stop by and look at them in the next couple of weeks.

VIII. QUESTIONS/COMMENTS FROM PUBLIC- AGENDA ITEMS ONLY

Board Trustee David Costanzo moved, seconded by Board Trustee Lynn Popelka, to open the public session at 7:35 p.m. and was approved by a Unanimous Voice Vote by all members present. President Dalesandro opened the meeting at 7:35 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 CSA or the Board of Education, either by telephone or letter.

Donna Deignan asked about why they were thinking about moving the class trip and if they change the trip location can their deposit be refunded. Dr. Cinotti indicated that she wanted to make everyone aware of this in case the location of the 8th grade trip was changed. She indicated that no changes have been made and she sent out a survey, of which only 60% of parents responded to have a better understanding of how parents felt. She said if the location changes, the money would be refunded.

Maria Patamia indicated that she was in support of the 8th grade class trip going to Washington D.C. She indicated that for future years of this trip, they Board may want to see if they can share a bus with a neighboring town, such as Stanhope to help cut costs. Dr. Cinotti indicated that with the money raised from the Color Run the students raised enough money to cover all class trip bus costs. Mrs. Patamia also said if a bus was shared it may be a nice way for the students to meet one another before going to high school together.

Karina Domingas asked Dr. Cinotti how she will figure out where the trip will take place. She also indicated that Washington D.C. may have the highest level of security with everything going on. Dr. Cinotti responded by letter her know that she needs to speak with her staff, the Assistant Principal, etc. before any changes are made.

Elaine Winget indicated she asked her child how he felt about going on the trip, and he indicated he wanted to go. She felt that with the world we live in today, we should not make our children fear anything, therefore she was happy to let her child attend the 8th grade trip to Washington D.C.

President Dalesandro also indicated that after 9/11, trips to Washington D.C. were canceled for a few years due to security and safety of the children and staff. She also indicated that a lot of the memorials of which the students were going to see were closed down.

There being no further items for discussion, Board Trustee Lynn Popelka moved, seconded by Board Trustee David Costanzo, 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.

IX. OLD BUSINESS

None at this time.

X. Information/Reports/Actions

A. Finance - (B. Dalesandro, Chair)

Board Trustee Lynn Popelka, seconded by Board Trustee Kelly Stephens moved the following resolutions to be approved as submitted:

Be it resolved that resolution numbers 1 -11 be adopted as presented:

1. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the November 30, 2015 payroll in the amount of \$144,265.47.
2. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the December 15, 2015 payroll in the amount of \$142,950.24.
3. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the bills list for November 25, 2015 to December 15, 2015 in the amount of \$309,615.64.
4. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the transfers of the attached list for November 2015.
5. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby accepts the following November 2015 Financial Reports:

The Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of November 30, 2015 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 September 30, 2015 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.
6. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves JVD Rooter to repair the toilet and pipes in the Faculty Dining Room bathroom on the 3rd floor retroactive to November 24, 2015 at a cost of \$250.
7. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves AERO Environmental to take air quality tests on December 24, 2015 at a cost of \$1,875. This is a referendum project.
8. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves Harty Brothers to place VCT tiles in the Kindergarten Room (Empathy Boulevard), Room 101 on the 1st Floor, and Science Room on December 29-30, 2015 at a cost of \$9,850. This is a referendum project.
9. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves ACT to repair the fire alarm system at a cost of \$775, as a result of their annual inspection.
10. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, hereby approves the Shared Services agreement with the Borough of Netcong from January 1, 2016 – December 31, 2017.

11. Be it resolved that the Netcong Board of Education, upon the recommendation of the CSA, and following a complete review and discussion of the Comprehensive Annual Financial Report and Auditor's Management Report for the fiscal year ended June 30, 2015, including all recommendations and the proposed Corrective Action Plan, hereby approves the Corrective Action Plan as follows for the 2014-2015 school year:

1. **Recommendation:**

It is recommended that the District reclassify expenditures to the NCLB grant when the final TPAF pension and social security rates are received so that adjustments and budget transfers can be made by year end.

Management's Response:

The District will reclassify expenditures to the NCLB grant when the final TPAF pension rate is received so that adjustments and budget transfers can be made for year end.

2. **Recommendation:**

It is recommended that the District request a SEMI waiver on an annual basis if the District chooses not to participate in the SEMI program.

Management's Response:

The District has already requested and received a SEMI waiver for the fiscal year ended June 30, 2016.

3. **Recommendation:**

It is recommended that the receipts for the Food Service Fund are deposited in a timely manner.

Management's Response:

The District has notified the Food Service management company that receipts must be deposited in a timely manner.

VOTE: FINANCE RESOLUTIONS #1 – #11 AS PRESENTED.

AYES: Mrs. Callahan, Mr. Costanzo, Mr. Kranz, Mr. Morton, Mrs. Popelka, Mrs. Stephens, Mr. Stevens, Mrs. Santana and Mrs. Dalesandro.

NAYES: None

ABSENTATIONS: Mrs. Popelka on resolution #3, Check #10623

B. POLICY- (B. Dalesandro, Chair)

Board Trustee Todd Morton, seconded by Board Trustee David Costanzo moved the following resolutions 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 CSA, hereby approves the **SECOND reading** of the following Policy and Regulation Revisions:

Policy or Reg	Number	Title	Type
Policy/Regulation	1240	Evaluation of Superintendent (M)	Revised
Policy/Regulation	3221	Evaluation of Teachers (M)	Revised
Policy/Regulation	3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)	Revised
Policy/Regulation	3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)	Revised
Policy/Regulation	3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M)	Revised
Policy	3425.1	Modified Duty Early Return to Work Program – Teaching Staff Members	New
Policy	3431.1	Family Leave (M)	Revised
Policy	4425.1	Modified Duty Early Return to Work Program – Support Staff Members	New
Policy	4431.1	Family Leave (M)	Revised
Policy	5337	Service Animals	New
Policy	5516	Use of Electronic Communication and Recording Devices (ECRD) (M)	Revised
Policy	8505	Wellness Policy/Nutrient Standards for meals and Other Foods (M)	Revised
Policy	8507	Breakfast Offer Versus Serve	New
Policy	8508	Lunch Offer Versus Serve	New

VOTE: POLICY RESOLUTION #1 AS PRESENTED.

AYES: Mrs. Callahan, Mr. Costanzo, Mr. Kranz, Mr. Morton, Mrs. Popelka, Mrs. Stephens, Mr. Stevens, Mrs. Santana and Mrs. Dalesandro.

NAYES: None

ABSENTATIONS: None

C. FACILITIES- (T. Morton, Chair)

Board Trustee Todd Morton thanked everyone for approving motion #7 & 8 under Finance earlier which will help us move forward on completing our next referendum project which will start next week.

D. CURRICULUM/INSTRUCTION- (L. Popelka, Chair)

Board Trustee Lynn Popelka, seconded by Board Trustee Todd Morton moved the following resolutions to be approved as submitted:

Be it resolved that resolution numbers 1-7 be adopted 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 Conference	Location	Cost
1/12/16	Kate Walsh	NJPSA/FEA – Demystifying PARCC Data Reports	NJPSA/FEA 12 Centre Drive Monroe Twsp, NJ	No Cost for Workshop Mileage of \$36.21
1/19/16-5/11/16	Julio Picallo	TESL Practicum (Required for ESL Certification)	Montclair State University Montclair, NJ	\$1,363.50
1/19/16-5/11/16	Julio Picallo	Methodology of Teaching ESL (Required for ESL Certification)	Montclair State University Montclair, NJ	\$1,363.50
1/28/16	Bernadette Dalesandro	NJSBA January Meeting - Effective Boardsmanship	TBD	Mileage TBD at .31/mile

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

Date	Name	Field Trip	Location	Cost
5/24/16	Darrell Sandrue Gina Szarejko Ann Marie Evans	6 th Grade Trip	Philadelphia, PA	No cost to district for transportation/trip cost

3. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, the approval of the 3 year Technology Plan.
4. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, the approval of utilizing August 31, 2016 as the second Teacher In-Service day for the purpose of TEPES teacher training for the Stronge model evaluation system.
5. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, the approval of the extension of home instruction for Student #3202808, 10 hours per week, beginning November 30, 2015 through approximately January 11, 2016 at the contracted rate of \$35 per hour.
6. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, the approval of mileage reimbursement at \$0.31/mile for Dr. Gina Cinotti to attend AchieveNJ Advisory

Committee meetings in Trenton, NJ. Dr. Cinotti was asked to be a member of this committee based on her research on Achieve NJ.

7. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, the approval of mileage reimbursement at \$0.31/mile for Dr. Gina Cinotti to attend New Jersey Superintendents' Study Council Seminar programs at Seton Hall University.

VOTE: CURRICULUM/INSTRUCTION RESOLUTIONS #1-7 AS PRESENTED.

AYES: Mrs. Callahan, Mr. Costanzo, Mr. Kranz, Mr. Morton, Mrs. Popelka, Mrs. Stephens, Mr. Stevens, Mrs. Santana and Mrs. Dalesandro.

NAYES: None

ABSENTATIONS: Mrs. Dalesandro on resolutions #2, 6, 7

E. PERSONNEL- (M. Callahan, Chair)

Board Trustee Marianne Callahan, seconded by Board Trustee Todd Morton moved the following resolutions to be approved as submitted:

Be it resolved that resolution numbers 1-8 be adopted as presented:

1. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, hereby approves Hayley Vicedomini as the Maternity Leave Kindergarten teacher at a rate of \$80 per day for 57 days beginning effective January 4, 2016 through March 31, 2016. Criminal History background check and fingerprinting are on file.
2. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, hereby approves Lisa DeAngelis as a district substitute for a fixed one-year term effective December 16, 2015 through June 30, 2016 at the rate of \$70/day for the first 10 days and \$80/day there after pending fingerprinting and background check.
3. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, hereby approves the maternity leave request of Christina Sadel, Middle School Science Teacher, beginning on April 4, 2016, which is the first day of Marking Period 4, through June 11, 2016 (or the last day of school), which is approximately 53 days. To date, Mrs. Sadel will utilize her remaining sick and personal days from April 4 – 18. The remainder of her maternity leave will be unpaid. Mrs. Sadel's anticipated return date will be the first teacher in-service day for the 2016-2017 school year as per contract Article VI, 1(b).
4. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, hereby approves William Glennon as a substitute custodian for a fixed one-year term effective December 16, 2015 at the rate of \$15/hour pending fingerprinting and background check.

5. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, hereby approves Joseph Bardi as a substitute custodian for a fixed one-year term effective December 16, 2015 at the rate of \$15/hour pending fingerprinting and background check.

6. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, hereby approves Danielle Painter as the Speech-Language Pathologist, on Step A-MA, for a pro-rated salary of \$54,070 for a fixed one-year term, effective upon the receipt of her emergency certification from the county office and issuance of her permanent certification. Pending criminal history background check and fingerprinting.

7. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, hereby approves, with regret, the resignation of Joelle DeMasi, as an Instructional Aide, effective December 9, 2015. Per the employment contract, Mrs. DeMasi's last day will be January 7, 2016.

8. Be it resolved that Netcong Board of Education, upon the recommendation of the CSA, hereby approves Joelle DeMasi to be a substitute aide effective January 8, 2016, for a one-year fixed term, at the rate \$11.30/hour. Criminal history background check and fingerprinting on file.

VOTE: PERSONNEL RESOLUTIONS #1- 8 AS PRESENTED.

AYES: Mrs. Callahan, Mr. Costanzo, Mr. Kranz, Mr. Morton, Mrs. Popelka, Mrs. Stephens, Mr. Stevens, Mrs. Santana and Mrs. Dalesandro.

NAYES: None

ABSENTATIONS: None

XI. MISCELLANEOUS

Dr. Cinotti reported on the comparison of using Strauss Esmay versus the NJSIG policy writing per President Dalesandro's request from a prior Board meeting. In Dr. Cinotti's summary, she indicated various items which indicated the reason we are using Strauss Esmay.

President Dalesandro stated at the last meeting we had a former Board Member Recognition night, but wanted to point out that tonight was the last Board Meeting for two Board Members, Mrs. Lynn Popelka and Mr. Bill Stevens. She thanked them for their service on the Board.

XII. COMMENTS FROM THE PUBLIC- ANY ISSUE/TOPIC

Board Trustee Jen Santana moved, seconded by Board Trustee Todd Morton, to open the public session at 7:55 p.m. and was approved by a Unanimous Voice Vote by all members present. President Dalesandro opened the meeting at 7:55 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 CSA or the Board of Education, either by telephone or letter.

Mr. Timothy Domick informed the Board that she was very grateful to see Dr. Cinotti being a team player and blowing the leaves on the side of Stool Street over the weekend.

There being no further items for discussion, Board Trustee Jen Santana moved, seconded by Board Trustee David Costanzo, to close the public session at 7:56 p.m. and was approved by a Unanimous Voice Vote by all members present. President Dalesandro closed the meeting to the public at 7:56 p.m.

XIII. EXECUTIVE SESSION

Motion by Board Trustee Lynn Popelka, seconded by Board Trustee Todd Morton 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 student matters. 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 7:56 p.m. and was approved by a Unanimous Voice Vote by all members present. President Dalesandro closed the meeting to the public at 7:56 p.m. President Dalesandro stated that no action will be taken after executive session and it is anticipated the Board will be in executive session for approximately 10 (ten) minutes.

EXECUTIVE SESSION ADJOURNMENT

Board Trustee Todd Morton made a motion to come out of executive session. It was seconded by Board Trustee Kelly Stephens and carried by Unanimous Voice Vote by all members present at 8:13 p.m.

XIV. ADJOURNMENT There being no further business to come before the board, Board Trustee Lynn Popelka made a motion, seconded by Board Trustee Bill Stevens and carried by Unanimous Voice Vote to adjourn the December 15, 2015 Regular Meeting of the Netcong Board of Education at 8:13 p.m.

Respectfully Submitted,



**Nicole Sylvester
Business Administrator/Board Secretary**