

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
December 19, 2018 6:30 p.m.**

***I. CALL TO ORDER – OPENING STATEMENT**

This meeting is called to order at 6:32 p.m. with the following opening statement read by Mr. Cantagallo:

“I would like to announce and have placed in the minutes that adequate notice of this meeting of the Califon Board of Education has been provided in accordance with the Open Public Meetings Act. Proper notice of this Regular Meeting was provided to Hunterdon County Democrat, the Hunterdon Review and The Express Times. A copy of this notice has also been posted on the public bulletin board in the Municipal Building and filed with the Borough Clerk. The agenda of this meeting has been posted at the Califon School and on the district’s website.

***II. THE PLEDGE OF ALLEGIANCE**

All present pledged to the flag.

***III. ROLL CALL**

Mr. Jeffrey Dahl	Present
Mrs. Nina DeCoster	Present
Dr. Jevan Furmanski	Present-arrived at 7:11 PM
Mr. Christopher Keiser	Present-arrived at 6:36 PM
Mr. Mark Cantagallo	Present

***IV. EXECUTIVE SESSION**

WHEREAS, Section 6 of the Open Public Meetings Act, Chapter 231, P.L. 1975 (R. S.10:4-13), permits the exclusion of the public from a meeting or portion of a meeting of this public body in certain circumstances, and

WHEREAS, the Board must consider (see check below), which is/are exempt from public discussion pursuant to the Act;

- 1. Matter which by express provision of law is rendered confidential
- 2. Release of information which would impair receipt of federal funds
- 3. Individual Privacy/Student Matters
- 4. Collective Bargaining/Negotiations
- 5. Real estate matters
- 6. Disclosure could impair public safety
- 7. Pending/Anticipated litigation/Contract negotiation
- 8. Terms and conditions of employment
- 9. Deliberations involving imposition of specific civil penalty

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourn to executive session at 6:33 p.m. to discuss the above-mentioned matters to the exclusion of all

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others. Matters discussed may or may not be made public this evening. Resulting action may or may not be taken following re-entry into regular session.

Motion made by Mr. Cantagallo, seconded by Mr. Dahl to adjourn to executive session for personnel discussion. The time was 6:34 PM.

Motion approved by a unanimous roll call vote.

***V. RECONVENE**

Motion made by Mr. Cantagallo, seconded by Dr. Furmanski, to return to the regular meeting. The time was 8:00 PM.

Motion approved on a unanimous voice vote.

***VI. PUBLIC COMMENT (resolutions only; time limits: 20 min. total; 3 min. /person)**
At this time, comment is invited on any matter relating to the resolutions on tonight's agenda.

Anyone wishing to speak before the Board concerning these resolutions may do so during this public commentary portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is given, each speaker shall be limited to 3 minutes.

Speakers may offer suggestions or express their concerns. However, in public session, the Board will not discuss concerns about individual students or staff members. Other, more appropriate, channels are available for expressing concerns about individual students or staff members.

The Board President may terminate the remarks of any individual, when they do not adhere to the rules established above.

None at this time.

***VII. APPROVAL OF MINUTES**

1. Motion made by Mr. Cantagallo, seconded by Mr. Keiser, to approve the following minutes:
November 19, 2018 Regular meeting & Executive session

Motion approved on a unanimous voice vote.

***VIII. WRITTEN COMMUNICATIONS –None at this time.**

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***IX. SUPERINTENDENT’S REPORT**

*1. Superintendent Update:

Happy Holidays – wish all a good recess

- Mrs. Laraway – will remain Interim BA through February 2019
- Realtors-Superintendent met with area realtors. Dr. Ruberto promoted the school.
- Up Close Presentation-Red Carpet event at school to present the segment
- Holiday Luncheon-hosted by CEA, thank you
- GEOY-Nominations submitted, first time this occurred in Califon
- Concert-Excellent, certain grades participated
- Goals-Being approved at tonight’s meeting
- ScIP-Action plan items include staff professional development
- Dance-All who attended had a good time
- Transportation - District has a contract with Delaware Valley School District to provide transportation for field trips and athletic events. The district also uses HCESC and Tewksbury.
- Alumni- Dr. Ruberto acknowledged alumni accomplishments
- Techspo –Two teachers will be attending
- School Choice Lottery-Waiting list

WAITING LIST #	STUDENT #
1	5
2	4
3	2
4	1
5	6
6	3

- Emergency Management Plan-Met with Lt. Burd from Hunterdon County Prosecutor’s Office and Chief Almer of Washington Township to review the district’s plan and submitted recommendations.

***X. BOARD COMMITTEE REPORTS**

Mr. Cantagallo thanked Dr. Furmanski for serving on the Board of Education for the last three years. Dr. Furmanski was presented a certificate for his service to the students, staff and community as a Board member.

Curriculum & Instruction Committee: Items discussed as to whether there is a need To have a policy on small class sizes, assessing criteria and evaluating learning Beyond test scores for smallclass size, individual student plan implementation

Policy & Legislation Committee: The BOE will be approving entering into a contract with Strauss Esmay to review and revise the district’s policies. The cost is \$10,000 to

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be spread over upcoming district budgets.

Finance, Facilities, & Transportation Committee: Budget meetings will be commencing. Pre-k program cost to be evaluated.

Personnel Committee: Addendum-Interim BA will be approved through February 2019 and approval of salary guides as presented by the CEA for the 2018-2020 contract.

Negotiations Committee: None at this time.

Long Range Planning, Shared Services, & School Choice Committee: Sending students to Lebanon Twp being assessed, Reorg meeting on January 7, 2019 and regular BOE meeting on January 23, 2019.

Steering Committee: Mrs. Lemley reported to the BOE about the committee's meeting on Dec 12. The committee will meet once a month-January's meeting on the 16th and February's meeting on the 13th.

***XI. CONSENT AGENDA**

Matters listed within the consent agenda have been referred to members of The Board of Education and/or its standing committees, for reading and study and will be enacted with one motion. The Personnel items on the consent agenda are recommended by the Superintendent. If separate discussion is desired, the item may be removed from the consent agenda by Board action.

Motion made by Mr. Keiser, seconded by Mr. Cantagallo, to discuss the Consent Agenda.

Motion approved on a unanimous voice vote.

Motion made by Mr. Cantagallo, seconded by Mr. Keiser, to vote separately on Personnel motion #8.

Motion approved on a unanimous voice vote.

Motion made by Mr. Cantagallo, seconded by Mr. Dahl, to approve the Consent Agenda.

Motion approved on a unanimous roll call vote.

Motion made by Mr. Keiser, seconded by Mr. Dahl, to approve Personnel motion #8-approve the 2018-29 contract for Daniel Patton, Principal, \$117,307, 2 merit goals, .45% each, not part of base salary.

Motion approved on a 4-0-1 roll call vote with Mr. Cantagallo abstaining.

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A. Finance/Facilities/Transportation/Personnel

Finance:

1. Motion to accept the following donation(s):

Name	Description	Amount
Vicki Parry	Art Supplies	\$500

2. Motion to approve graduate course tuition request:

Name	Institution	Dates	Compensation
M. Zimmerman	Centenary University- Field Supervision Intern II	Winter Semester	\$1368

3. Motion to approve the list of bills:

Date	Amount
December 19, 2018	\$206,151.53

4. Motion to enter into the following contracts for the 2018-19 school year:

Name	Description	Amount
Strauss Esmay	Review/Revise District's Policy and Regulation Manual	\$10,000 with the provision to extend payment over next several budget years
Herff Jones	2019 Yearbook	\$2330.07

5. Motion to accept the following grant from the NJEA:

Name	Description	Amount
Pride Grant	Classroom Close Up Red Carpet Event	\$250

6. Motion to approve the application of an amendment to the 2018-19 grants based on carry over funds from the 2017-18 school year.

Grant	Carry over Amount
IDEA - PreK	\$1834

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ESEA	\$1943
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Facilities:

1. Motion to approve the Facility Usage Request:

Dance	December 9, 2018	Gym, 6-9:30 PM
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Transportation:

Personnel:

1. Motion to approve the following job descriptions:

School Business Administrator or Asst. Superintendent for Business/Board Secretary
Assistant to the School Business Administrator
Health and Physical Education teacher/Athletic Director

2. Motion to approve the following student teacher, Middle School, English/ LA:

Name	Institution	Dates
Caroline Lamport	Fairleigh Dickinson	January 1-18, 2019

3. Motion to approve the appointment of the following **certificated** substitute for the 2018-2019 school year:

Name	Position	Compensation
Carol Clark	Substitute Teacher	\$80 per day

4. Motion to approve graduate course tuition request:

Name	Institution	Dates	Cost
M. Zimmerman	Centenary University- Field Supervision Intern II	Spring Semester	\$1368

5. Motion to appoint for the 2018-19 school year beginning December 20, 2018:

Name	Position	Compensation
Nancy Held	Asst to the Business Admin	28 hrs/week @ \$25/ hr

6. Motion to approve the maternity leave request:

Name	Dates

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Kristen Charleston	April 5 through June 30, 2019
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7. Motion to accept the resignation:

Name	Position	Date
G. Thomas Cutshaw	Physical Ed/Health Athletic Director	February 27, 2019

8. Motion to approve the 2018-19 contract:

Name	Position	Compensation
Daniel Patton	Principal	\$117,307 2 merit goals, .45% each, not part of base salary

9. Motion to approve a contract with Karin Laraway as Interim Business Administrator/Board Secretary from January 1, 2019 through February 28, 2019, \$500 per diem, 2 days per week, for a total of \$9,000 pending Executive County Superintendent approval.
10. Motion to approve the 2018-2020 salary guides of the agreement between the Califon Board of Education and the Califon Education Association which were ratified by the Califon Education Association on September 26, 2018.

B. Curriculum and Instruction

1. Motion to approve the following travel expenditures for staff members or their designated alternate to attend professional development conferences / workshops. This travel is deemed educationally necessary and fiscally prudent. All travel expenditures shall be directly related to and within the scope of the staff member's current responsibilities and professional development plans.

Name	Date	Workshop/Conference	Cost
Jessica Firko	1/15/19	Teaching Poetry to Transform Writing	\$150
Kristin Charleston	1/15/19	Teaching Poetry to Transform Writing	\$150
MaryJane Medea	1/15/19	Teaching Poetry to Transform Writing	\$150
Kristen Charleston	1/30/19	Strengthen Writing Instruction Gr 6-8	\$269
M Zimmerman	1/8/19	NJECC Tech Conference	\$125

2. Motion to approve the following field trip request:

8 th grade-VHA	Transportation cost-\$25
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Visitation/Orientation	
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3. Motion to approve the following travel expenditures for staff members or their designated alternate to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent. All travel expenditures shall be directly related to and within the scope of the staff member’s current responsibilities and professional development plans.

Name	Date	Workshop	Cost
Jessica Firko	1-31 thru 2-1-19	NJ Techspo	\$450 registration \$99 Lodging
Ann Marie DeAngelo	1-31 thru 2-1-19	NJ Techspo	\$450 registration \$99 Lodging

***XII. OLD BUSINESS**

1. Motion made by Mr. Cantagallo, seconded by Mr. Keiser, to approve the 2018-19 goals as listed:

**Board of Education Goals
2018 – 2019**

- The Board will define governance and the operations of the District by updating District Policy Manual.
- The Board will establish a committee structure to support the focus and communication of the full Board within the Board structure, the functions of the District, and communication and transparency to the community.
- The Board will establish and support a steering committee, comprised of community stakeholders, to review and assess a shared vision for the Califon School.
- By May of 2019 the Califon Board of Education will request ongoing information of the professional learning of the teachers in support of a forward thinking, innovative, and individualized educational experience for the children of the Califon Public School.

Superintendent’s Goals

- By May of 2019, the Interim Superintendent will offer the members of the District demographic (quantitative and qualitative information) to support the development of a shared vision for the Califon School.
- By May of 2019, the Interim Superintendent will review and implement methods of promoting the Califon School District.
- By May of 2019, collaborate with the educational community to review all programs and develop
- By May of 2019, the Interim Superintendent will assess and implement a structure and processes to connect the systems within the school in support of professional learning in alignment with school goals.

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Principal's Goals

- By May/June of 2019, the cumulative average Benchmark score for all students in grades 6,7, and 8 will have increased by 10%-15% from Form A to Form C.
- By May of 2019, Califon staff will have offered a minimum of at least 3 after school activities/clubs for students of varying grade levels.
- By May of 2019, a School Improvement Panel (ScIP) will be implemented and conduct a minimum of four meetings, confirm the professional learning focus for the 2018-2019 school year, and assess, evaluate, and plan professional learning in support/alignment of student learning.

School Goals

- The support of continuous professional learning focused upon leveraging technology to amplify learning, continued improvement of student mastery in reading, writing, reading, speaking, and listening skills in all subject areas.
- The support of continuous professional learning/discussion focused upon the art of questioning to encourage and support student understanding, the art of discussion, problem solving and information gathering.
- The support of continuous professional learning focused upon the utilization of formative assessments with the instructional plan a refinement of classroom organizations to support student mastery and academic improvement.

Motion approved on a unanimous voice vote.

Dr. Furmanski would like action plans for the goals imbedded with accountability structures.

***XIII. NEW BUSINESS**

Work has begun on creating the school calendar for 2019-20. Dr. Ruberto will follow precedent in regards to the calendar.

Dr. Furmanski suggested three items for study by the curriculum committee:

- Implementation of individual student plans
- Policy review of recess, opting in-out, playground facility.
- Parties/food in classroom, not sharing, individual vs sharing.

Mr. Dahl would like to determine the fiscal stability of the Pre-k Program and a review of the fee structure.

Dr. Furmanski suggested that the Long Term Planning Committee review send/receive relationships.

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***XIV. PUBLIC COMMENT (all school-related topics; time limits: 30 min. total; 3 min. /person)**

At this time, comment is invited on any matter relating to the school district.

Anyone wishing to speak before the board may do so during the public commentary portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is given, each speaker shall be limited to 3 minutes.

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Public-Start school after Labor Day or September 1st at the earliest, will executive session be at the beginning of each meeting @ 6:30 followed by 7:30 meeting.

Mr. Cantagallo-after the BOE reorganization, meeting start times will be discussed.

Dr. Furmanski-last comments as BOE member-Joined the BOE as an idealist. Wished he could have done more. Looks forward to the community coming together about the future of the school.

***XV. ADJOURNMENT**

Motion made by Mr. Cantagallo, seconded by Mrs. DeCoster, to adjourn the meeting. The time was 9:05 PM.

Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway
Board Secretary