

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
November 19, 2014 7:30 p.m.**

I. CALL TO ORDER – OPENING STATEMENT

This meeting is called to order at 7:30 p.m. with the following opening statement read by President Turello:

“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 in the notice dated June 24, 2014. Said notice was posted at the office of the Califon School, mailed to the 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 participated in the recitation of the Pledge of Allegiance.

III. ROLL CALL

Members Present: Mr. Jim Bell
Ms. Claudia Gangemi
Mr. Matthew Ramarge
Mr. Kim Schundler
Mr. Alfred Turello

Absent: None

Also Present: Dr. James Gamble, Interim Superintendent
Mr. Thomas Johnston, Board Secretary

Members of the Public

IV. APPROVAL OF MINUTES

- A. A motion to approve the following minutes was made by Mr. Ramarge and seconded by Mrs. Gangemi. The motion was approved by a unanimous voice vote.

October 15, 2014 Regular Meeting
October 15, 2014 Executive Session

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V. WRITTEN COMMUNICATIONS

A. Statement of the Election Held November 4, 2014

A motion to accept the Statement of the Election Held November 4, 2014 was made by Mr. Bell and seconded by Mr. Schundler. The motion passed on a unanimous roll call vote.

VI. INTERIM SUPERINTENDENT'S REPORT

*1. Review of District Goals/Focus Meeting and Shared Vision Initiative Update

Dr. Gamble spoke about further enhancing goals and crafting a shared vision. What is Califon all about? The vision is to be a guidepost for future decisions and it enhances the overall mission. Dr. Gamble stated the timeline for the shared vision has been updated. There have been four meetings to date with twenty attendees overall. Core belief statements are coming in. Some include creativity in curriculum and classrooms, differentiation of instruction, mutual respect, and a nurturing environment. Dr. Gamble spoke of the importance of school and community connections, and the need to encourage volunteers. There is pressure from freeholders to regionalize, but vocal support for a local setup. People are asked to describe the ideal school. Going forward, feedback will be received, similar entries will be combined, and belief statements will be developed. A list of belief statements are scheduled for a first read at the December 2014 Board meeting, and a second reading (with a motion to approve) at the January 2015 regular meeting. At the February 2015 Board meeting, the first reading of the initial draft of the shared vision is scheduled, with a second reading (and a motion to accept) at the regular meeting in March 2015.

Mr. Turello asked if the Board members should fill out belief statements. Dr. Gamble said yes, and that the forms have been sent. Dr. Gamble stated that they will come up with something that is very familiar to everyone, and that it is important to have it articulated. Mr. Bell asked about comments from those with no children in the district. Dr. Gamble said that it is an overall reflection of a close-knit community.

*2. HIB Update - NONE

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VII. 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.

Mr. Beard asked if the timeline has been extended for sending in core belief statements. Dr. Gamble replied the date is January 21, 2015. He said so far a couple have come in written, most electronic, and that they are all very detailed. Dr. Gamble mentioned he is open to suggestions on getting the word out.

Mrs. Weiss spoke about the 2015-2016 school calendar. She stated the CEA opposes the August start date, and that no other sending districts have approved calendars as of yet. The proposed opening date is almost two weeks before Labor Day. Dr. Gamble pointed out the high school has approved their 2015-2016 calendar with an August start date. A couple of parents expressed concerns about an August start date. Mr. Turello said the Board will evaluate and work out the calendar as soon as possible. Mrs. Weiss stated the CEA proposes a start date either after Labor Day or right before Labor Day. Mr. Turello said the challenge is that Labor Day falls on September 7th. Mr. Ramarge asked, if Labor Day was on September 1st, would school open in August. Mr. Turello pointed out that the issue has been on the agenda. Dr. Gamble noted that he has sent email blasts over the last two weeks, and that the intent of the Board is for an open discussion of the issue. Dr. Gamble said seven of the eleven districts had calendars that aligned with the high school, and that the other four had August in-service days. Assuming five snow days, a September 9th start would mean a June 24th end date. An August 27th start date would mean a June 14th closing date. Dr. Gamble said he recommends an August 27th start date with PAARC assessments starting in March. Mr. Beard said he has yet to hear the benefits of aligning the calendar with the high school. Dr. Gamble pointed out the following: coordination of professional development, family coordination, continuity in scheduling, and curriculum development. Mr. Turello said we did align professional development with the high school. Dr. Gamble

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mentioned that weather issues (Irene, Sandy, etc.) have caused concerns for calendars, and that a late August start date gives of buffer to avoid the end of June. Mr. Turello reminded that contracts end on June 30th and cannot go beyond that date.

VIII. *BOARD SECRETARY/TREASURER'S REPORT

After review of the Secretary's and Treasurer's reports for the month of **October 2014**, based upon consultation with the Board Secretary, the Board of Education of the Borough of Califon has ascertained, to the best of our knowledge and ability, with the information provided, that no major account has been over-expended, that no line item account has encumbrances and expenditures which exceed the line item appropriation, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and hereby certifies the district's financial plan as approved is being followed as revealed in the financial reports.

IX. COMMITTEE REPORTS

CONSENT AGENDA

Matters listed within the consent agenda designated by *(**including Board Secretary and Treasurer Report**) has 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 Interim Superintendent. If separate discussion is desired, the item may be removed from the consent agenda by Board action.

A. Finance/Facilities/Transportation/Personnel

Finance:

A motion was made by Mr. Schundler and seconded by Mr. Bell to approve the following. The motion carried on a unanimous roll call vote.

October/November Bills List

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- *1. Motion to approve the payment of invoices from check number 21158 to check number 21218, checks 10014, and 11514, and non check N1151, in the amount of \$229,116.73.

Comprehensive Annual Financial Report

- *2. Motion to accept the Comprehensive Annual Financial Report (CAFR) and the Auditor's Report on Administrative Findings: Financial, Compliance and Performance for the Fiscal Year Ending June 30, 2014, prepared by Ardito and Company, L.L.P. and to note their recommendations.

Mr. Schundler commended Mr. Johnston for his work in the Business Office in preparation for the audit. Dr. Gamble also complimented Mr. Johnston for his work. Mr. Turello thanked Mr. Johnston for all his efforts.

Facilities:

A motion was made by Mrs. Gangemi and seconded by Mr. Bell to approve the following items numbered one thru four. The motion passed on a unanimous roll call vote.

Facilities Use:

- *1. 8th Grade Play Gym/8th Gr. Room May 8 and 9, 2015 5:00PM – 10:00PM

Mr. Schundler asked who is spearheading the play. Dr. Gamble answered Mrs. Fogg.

- *2. Boy Scout Troop 192 Gym Jan 22, Feb 19, Mar 19, Apr 16, May 21 (2015) 7PM-9PM

Mr. Ramarge asked if there were any scheduling conflicts. Dr. Gamble said no.

8th Grade Play:

- *3. Motion to approve funds from the Student Activity Account of up to \$500 for materials and supplies, and up to \$100 for food, for the 8th Grade Play.

Snowplowing:

- *4. Motion to approve the following proposal for snowplowing.

Matarazzo LLC Plowing/salting of parking lots/rear entrance driveway (no sidewalks)

Plowing: \$255 per push. Salting: \$305 per application.

(2013-2014 rates: plowing = \$225 per push, salting = \$275 per application)

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*5. Discussion of Use of Facilities by the Volleyball Group

Dr. Gamble informed the Board that the Volleyball Group has stated that at least one Califon resident is involved in the program each date, and they asked why is there a fee. Mr. Turello said if they can validate Califon residents in the program, there should be no fee. Dr. Gamble agreed. Mr. Ramarge asked how long the group has been using the school's facilities. Dr. Gamble said the mid 1970's. Mr. Schundler stated we should not charge the group. Mr. Ramarge asked if a policy was in place. Dr. Gamble said yes. Mr. Ramarge suggested the policy be checked.

A motion was made by Mr. Bell and seconded by Mrs. Gangemi to approve not charging the Volleyball Group for the use of the facilities, as long as they can validate Califon residents participating in the program, for the remainder of the 2014-2015 school year. The motion passed on a unanimous roll call vote.

Transportation: none

Personnel:

A motion was made by Mr. Ramarge and second by Mr. Bell to approve the following. The motion passed on a unanimous roll call vote.

Staff Development/Travel

*1. Motion to approve the following staff development/travel:

K. Brown	RU Reading/Writing Conference	\$750.00	01/23/2015
	4 Workshops 10/21/14 12/12/14	04/14/15	06/04/15
M. Medea	RU Reading/Writing Conference	\$750.00	01/23/2015
	4 Workshops 10/21/14 12/12/14	04/14/15	06/04/15
E. Witkowski	RU Reading/Writing Conference	\$750.00	01/23/2015
	4 Workshops 10/21/14 12/12/14	04/14/15	06/04/15
J. Parisella	RU Reading/Writing Conference	\$750.00	01/23/2015
	4 Workshops 10/21/14 12/12/14	04/14/15	06/04/15
L. Madson	Hunterdon Art Conference	\$45.00	11/17/2014

Mr. Turello asked if the staff development/travel was budgeted for. Dr. Gamble said yes.

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Basketball Coaches

- *2. Motion to approve Gabriel Polanco-Flores as an emergent hire Boy's Basketball Coach, and Matthew Zimmerman as Girl's Basketball Coach at a stipend of \$2,300 each.

Mr. Ramarge asked how many applicants there were for the Boy's Basketball Coach position. Dr. Gamble said a few came in, and that there were two or three interviews. He said as an emergent hire, Mr. Flores can start with the full process started (he has a certificate and a background check completed). Mr. Bell mentioned he knows Mr. Flores and that he is a good person. Mr. Ramarge asked about the criteria for multiple applicants. Dr. Gamble said that staff is considered first.

Cheerleading Coach

- *3. Motion to approve Kelly Hubiak as Cheerleading Coach at a stipend of \$2,100

B. Curriculum and Instruction

A motion was made by Mrs. Gangemi and seconded by Mr. Bell to approve items one thru four. The motion passed on a unanimous roll call vote.

Health Report

- *1. Motion to approve the attached Health Report for October 2014.

Orientation Program

- *2. 8th Grade Orientation Program Voorhees H.S. 01/07/15 (snow date 01/10/15)
Cost to Board: \$150 (transportation)

Field Trips

- *3. North Branch Library, Clinton NJ 5th/6th Grade 01/07/15 8:50AM-12:15PM
(Kooger, Zimmerman, Charleston, Annunziata) Cost to Board: \$210
- North Branch Library, Clinton NJ 7th/8th Grade 01/08/15 8:50AM-12:15PM
(Zimmerman, Witkowski) Cost to Board: \$210

QSAC Assurances

- *4. Motion to approve the QSAC Statement of Assurances. And the following resolution:

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Whereas the Califon Board of Education approves the contents of the 2014-15 QSAC Statement of Assurance;

Therefore it is resolved that the information provided in the QSAC Statement of Assurance is accurately represented.

A motion was made by Mr. Ramarge and seconded by Mrs. Gangemi to approve the following. The motion passed on a unanimous roll call vote.

Five Year Curriculum Plan

- *5. Motion to approve a change in the science portion of the five-year curriculum plan to reflect the new science curriculum standards.

Mrs. Gangemi reviewed the Council of Instruction meeting on October 21, 2014. She spoke of the new science curriculum standards set for 2016-2017. The 2014-2015 science portion of the plan needs to be changed from “evaluate” to “research”. Mr. Ramarge asked if there are any budget issues. Dr. Gamble said not now, but in 2015-2016. Mr. Turello asked if the five-year curriculum plan was approved in 2013. Dr. Gamble replied yes.

Mrs. Gangemi pointed out that Mrs. Johnston, the middle school science teacher, has already begun doing the research.

C. Policy

- Policy book update

Mr. Bell brought up the AED policy. He said it is good we have a second unit. Our policy is in good shape; may have to make one minor change. A greater number of staff (17) is certified in AED. Mr. Ramarge asked if the premises issue was looked into more. Mr. Bell said the policy does not go into that detail. Mr. Ramarge asked if the unit covers the field or the trail. Mr. Bell said it is a gray area. Mr. Ramarge asked about a cross country policy for a roaming unit. Mr. Bell said he has to work on the policy. He brought up a portable unit in a coach’s car. Mr. Ramarge said the issue is more about two practices on the same day. Mr. Turello asked is one always in the building. Mr. Bell said yes. He stated we will make sure everyone is covered, and that we may need another unit. Mr. Turello expressed his appreciation for Mr. Bell’s effort.

D. Communications NONE

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X. OLD BUSINESS

- *1. Update on the process for selecting a new Superintendent for the 2015-2016 school year.

Mr. Turello said he met with Tewksbury to discuss the superintendent issue. He mentioned the meeting was encouraging, that there is potential there, and that they will continue talks. He said he is trying to schedule a meeting with Lebanon Township. This is part of the fact-finding process. He received an interims list from the NJSBA. Mr. Turello presented the following timeline: for shared services, January – February 2015, since there are budgetary concerns. There is more time to process the interims option. He said there will be another update at the December 2014 Board meeting. Mr. Ramarge asked about a cost analysis. Dr. Gamble stated that budget-wise the options are roughly even. Mr. Turello pointed out that a part-time superintendent is not a viable option, and that the cost of an interim versus the cost of a shared superintendent is comparable. Dr. Gamble mentioned the State caps the interim per diem rate. Mr. Bell asked when the meeting with Lebanon Township might be. Mr. Turello replied he was shooting for the next week. Mr. Ramarge said there are two obvious shared services choices, and that we could start interviewing interim candidates. Mr. Turello suggested a directional decision at the next meeting. Dr. Gamble said he was encouraged by the excellent discussion of the issue. He noted that having Mr. Patton was Califon's advantage, and that Califon is functioning very well because of the administration and staff. Mr. Bell asked if Washington Township could be a shared services option. Dr. Gamble said yes.

- *2. Discussion of the 2015/16 proposed school calendar.

Dr. Gamble said the 2015-2016 calendar draft is similar to the 2014-2015 calendar. August 27th and 28th would be early dismissal. Mr. Turello asked if that invalidates the school days. Dr. Gamble replied no. He pointed out that aligning with the high school provides a cushion for bad weather and emergencies. Mrs. Gangemi asked if the early dismissal was only for students. Dr. Gamble replied yes. Mr. Turello said he checked the high school calendar for conflicts. Mr. Bell asked if we can plug into Genesis. Mr. Schundler asked about the decision to have three teacher/parent conferences in November as opposed to two. Dr. Gamble said with gaps in scheduling, two conference dates limit open times for parents, but that they could always cut it to two days later. He would discuss it with the staff. Mr. Schundler expressed concern with an abundance of delayed openings. Dr. Gamble said they can look at it collectively with two years of data. Mr. Ramarge asked about a Friday graduation day, mentioning

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that with no snow days the end of school date would be June 7th. Dr. Gamble said they should be able to avoid a conflict on a graduation date. Mr. Ramarge asked if Voorhees graduation date is set in stone. Dr. Gamble stressed that Voorhees will not shift their date. He pointed out that a start date of 9/9 with 5 snow days would mean an end date of 6/24. A start date of 9/3 with 5 snow days would mean an end date of 6/21 (6/14 with no snow days).

Mr. Ramarge said every year is changing because of when Labor Days falls. Mr. Schundler suggested starting on 9/1 to avoid too many half-days. Mr. Bell agreed with Mr. Schundler. Dr. Gamble said the goal is to align with the high school and redo every year. Mr. Schundler said there is a logic to a different start in order to reduce conflicts. Mr. Ramarge said there are advantages to staying in line with the high school calendar. Mr. Turello stated they could put forward Dr. Gamble's recommendations or table. Mr. Ramarge suggested tabling until December to check on the two or three conference question. Dr. Gamble said he welcomes community comments. Mr. Turello mentioned an option of a start date of 9/1 with staff coming in 8/31. Mr. Ramarge suggested being more in line with the high school, but he can be flexible. Mr. Bell asked how important the half-days were at the start of the school year for instruction. Dr. Gamble replied it is an opportunity for staff to work on mandates.

No motion was made on the matter, and it was tabled to December.

XI. NEW BUSINESS *NONE*

XII. 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.

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.

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

Dr. Gamble stressed that the CSA is not a good model, and that smaller districts are tougher due to little delegation. He asked, how does Califon afford a full-time principal and superintendent. He mentioned the cap in School Choice and declining enrollment; where does the money come from. He said East Amwell and Milford work well. Shared superintendents would be present when needed. The option can work with a good, solid base here (Mr. Patton and staff). Mr. Turello said Tewksbury could be a concern for taxpayers, since we have criteria to be met. Mr. Ramarge asked how important it is to “see” the superintendent. Mr. Turello mentioned the interim term is only two years. Mrs. Weiss pointed out that Dr. Gamble makes the effort to meet the students.

Mr. Turello stressed they will be very diligent. Shared services could be the best option, but it must be the right person. He said they will navigate conflicts of interest. Dr. Gamble pointed out there are no guarantees, but they will make decisions based on what is best for the district. Shared services must fit the shared vision. Mr. Turello pointed out that, since interim terms are two years, there is a higher probability to derail the shared vision. He said that Mr. Patton gives Califon stability. Califon cannot afford both a full-time principal and a full-time superintendent.

Mrs. Weiss mentioned the cross country coach position does not have a stipend. Mr. Turello said Dr. Gamble is looking into it, but that it there may be a challenge budget-wise to add the stipend.

Mrs. Montesion asked how the shared CST services with Lebanon Township are going. Mr. Turello said they have gone very well, and that the continuity helped the transition. It has been very positive. Mr. Turello said it will be evaluated year-to-year since they are annual contracts. Parents are happy with the shared CST services with Lebanon Township. He pointed out the primary issue is what is best for the children; then make the economics work. He stated that Dr. Gamble has made it work.

Mr. Turello summarized shared service option as Tewksbury, Lebanon Township, and Washington Township, suggesting we should stay close to Califon, and keeping the interim option open. Mrs. Winter asked about Clinton Township. Mr. Turello replied we could look there if needed. Mrs. Weiss said she could stand in if there is any issue concerning the boy’s basketball coach.

XIII. EXECUTIVE SESSION

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A motion was made by Mrs. Gangemi and seconded by Mr. Ramarge to approve the following resolution:

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
- 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 9:46 p.m. to discuss the above-mentioned matters to the exclusion of all 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

XIV. RECONVENE

A motion was made by Mr. Ramarge and seconded by Mr. Schundler to reconvene the regular session at 10:11 p.m. The motion carried on a unanimous voice vote.

***XV. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Schundler and seconded by Mr. Ramarge to adjourn at 10:12 p.m. The motion carried on a unanimous voice vote.

Respectfully Submitted:

Thomas Johnston
Board Secretary