

**CALIFON BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
September 17, 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 Mrs. Claudia Gangemi Mr. Matthew Ramarge Mr. Kim Schundler Mr. Alfred Turello
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Members Absent:	None
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Also Present:	Dr. James Gamble, Interim Superintendent Thomas Johnston, Assistant BA/Board Secretary
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Members of the Public

**IV. APPROVAL OF MINUTES**

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

August 20, 2014 Regular Meeting

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August 20, 2014 Executive Session

Mr. Bell inquired about the new format of the executive meeting minutes. Dr. Gamble explained that it follows guidance by the New Jersey School Board. Mr. Turello approved the new format, stating it is the same approach as the regular meeting minutes but just not open to the public.

**V. WRITTEN COMMUNICATIONS**

- \*1. E-Rate Discount Letter for 2014-2015

**VI. INTERIM SUPERINTENDENT'S REPORT**

- \*1. HIB Report – NO REPORT
- \*2. Review of District Goals

Dr. Gamble reviewed the five district goals. He spoke about the press coverage of the ice bucket challenge. He stated that during delayed openings there will be tech workshops and training. Dr. Gamble said that he is proud to have increased the technology infrastructure, including additional laptops and carts. Dr. Gamble mentioned that a subcommittee of the Council of Instruction will be formed for World Languages with a goal to expand options available to students. Mr. Bell asked if he could research Rosetta Stone's school programs. Dr. Gamble said yes.

- \*3. Focus Group Procedures: Development of Shared Vision

Dr. Gamble reviewed the Shared Vision Development Process. He stated most schools have a mission statement which presents what the school is about. In contrast, a vision focuses on what the school will look like. Dr. Gamble stressed that it is important to have the vision defined before the administration change, that is, before December 31, 2014. He said that input should come from all stakeholders, and that there needs to be guideposts. Dr. Gamble stated that during the development process, the core beliefs must be articulated through written statements. Dr. Gamble presented the four focused meeting dates. He stated that the meeting will be advertised, and that letters will go out.

**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.

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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 community leaders could be invited to the shared vision meeting. Dr. Gamble said it was a good idea to address all stakeholders. Mr. Beard offered to assist. Mr. Turello said it does not hurt to reach out to all stakeholders. Mr. Beard asked if updates could be sent out regarding district goals.

Mr. Beard mentioned the Califon Street Fair on October 5, 2014. Mrs. Gangemi mentioned the Board could share a table with the PTA. She asked if there was a Board banner. Mr. Bell replied no. Mrs. Gangemi stated a banner for the Califon Board would cost around \$86.

Mr. Beard asked about the NJASK scores. Dr. Gamble said they will be on the October 2014 agenda. Mr. Beard asked about the progress of the superintendent search. Mr. Turello said more formal discussions will be held in October and that it will be on the agenda in October 2014.

**VIII. \*BOARD SECRETARY/TREASURER'S REPORT**

The July and August Treasurer's Reports will be presented at the October meeting.

**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

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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. Bell and seconded by Mr. Schundler to approve the following. The motion passed on a unanimous roll call vote.

August/September Bills List

- \*1. Motion to approve the payment of invoices from check number 21040 to check number 21094, checks 83014, and 91514, and non check N1149, in the amount of \$182,541.25.

***Facilities:***

A motion was made by Mrs. Gangemi and seconded by Mr. Bell to approve the following use of facilities. The motion was approved on a unanimous roll call vote.

1. PTA Meetings 8<sup>th</sup> Gr. Room 9/18/14, 1/15/15, 5/14/15 7PM-8:30PM
2. PTA Make It Take It Gym 12/05/2014 5PM-9PM
3. 6th-8th Grade Dance Gym & 8th Grade Room 11/14/14 7:00PM - 9:30PM
4. Approve the use of the gym for the adult volleyball group on Monday evenings from October through December at no charge and from January, 2015 through June 2015 at the rate of \$12.50 per hour as per Board Regulation 1330.

Mrs. Gangemi asked about the proposal for charging a usage fee to the adult volleyball group, as was first suggested in the August meeting. Dr. Gamble stated he talked to the head custodian Mr. Fox. No one in the group is from Califon. Mr. Fox also mentioned incidents where ceiling tiles were knocked out and when lights were left on. Dr. Gamble said he also talked to the CSA at Lebanon Borough where they charge \$20 per hour. Dr. Gamble suggested the rate charged by Califon be \$12.50 per hour, which is the rate paid to a part-time custodian. Dr. Gamble advised starting the fee charging in January 2015 so as to give some notice to the adult volleyball group. Mrs. Gangemi

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asked if other districts charge for similar usage. Dr. Gamble replied yes. Mr. Turello asked if the adult volleyball group tips the custodian. Dr. Gamble said he did not know. Mr. Bell asked if the fee charging will be across the board. Dr. Gamble stated fees would be limited to those groups with no ties to Califon. The adult basketball group, for example, has a mix of Califon residents and non-residents, and, therefore, would not be charged.

5. Califon Rec Adult Basketball    Gym    Sundays    9:00AM - 11:00AM
- \*6. 8<sup>th</sup> Grade Mixer Dance            Gym    10/03/2015    7:00PM – 9:30PM

***Transportation - NONE***

***Personnel:***

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

Soccer Coach:

- \*1. Motion to approve Tom Cutshaw as the soccer coach for 2014-2015 at a stipend of \$1,400.

Dr. Gamble stated that Mr. Cutshaw did not want to coach soccer but no one else stepped up. Mr. Turello asked if there should be more formal coaching training for Mr. Cutshaw. Dr. Gamble said Mr. Cutshaw is a Physical education major. Mr. Bell mentioned the Kick Soccer coaching training program.

Substitute Teacher List:

- \*2. Motion to approve the following addition to the 2014-2015 Substitute List.

Brenda Jacob

Staff Development/Travel

- \*3. Motion to approve the following staff development/travel.

L. Montesion    NJDEC Fall Conference    Kean University    10/23/14    \$95.00

R. Heuneman    AMTNJ Conference    New Brunswick, NJ    10/23-24/14    \$255

P. Johnston            NJ Science Convention            Princeton, NJ    10/14-15/14    \$285

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Mr. Turello asked if these had been budgeted for. Dr. Gamble said yes.

NJSMART Consultant

- \*4. As recommended by the Interim superintendent; approve the 2014/15 contract between Donna Sabol, NJSMART Consultant, and the Califon Board of Education. The compensation is to be set at \$35 and hour not to exceed 50 hours.

Non-CEA Staff

- \*5. As recommended by the interim superintendent a motion to approve Edward Arabia-Meyer as an instructional aide at the annual rate of \$17,338 from August 28 through June 30, 2014.
- \*6. As recommended by the Interim Superintendent, approve the expenditure of up to \$10,625 for stipends to be paid to certified special education staff members at the rate of \$12.50 per hour effective September 15, 2014 through June 30, 2015.

Mr. Ramarge asked about if this covered five periods per day. Dr. Gamble replied yes. Mr. Ramarge asked if one child was split between two aides. Dr. Gamble said no. He also explained the 4/1 split had a continuity purpose. Dr. Gamble explained why he and Mr. Patton looked for certified teachers for the instructional aide positions, and reminded everyone that the current first grade teacher was an aide. He also stated it is not fair to not pay the aides for all they do. Dr. Gamble said the program is based on IEP's, and he and Mr. Patton worked hard to be in compliance. He pointed out that Califon has a relatively low special education student population. Mr. Ramarge thanked Dr. Gamble for being up front.

- \*7. As recommended by the interim superintendent to approve Steven Weber as a part time custodian at the rate of \$12.50 per hour for three hours a day, five days a week from October 1, 2014 through June 30, 2015.

***B. Curriculum and Instruction***

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

Field Trips:

- \*1. Motion to approve the following field trips:

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Enrichment Consortium Schedule (see attached schedule) \$700

Michael Fowlin Presentation Clinton Twp Middle School 10/17/14  
9:15AM - 11:15AM \$188

Mr. Bell asked about the Fowlin presentation. Dr. Gamble described what it is all about. Mr. Bell asked if this could count toward HIB training. Dr. Gamble said yes.

\*2. Course Reimbursement:

Motion to approve the following course reimbursement in accordance with Article XIII (2012-2015 Negotiated Agreement).

M. Zimmerman GED615N Collaborative Practices Fall 2014 \$1,275.00

Mr. Turello expressed congratulations on behalf of the Board to Mr. Zimmerman for his pursuit of an advanced degree.

***C. Policy***

- Policy book update

Mr. Bell presented the revisions to Policy 3280, Gifts, Grants and Requests. He asked if anyone had any additional changes. Mr. Turello asked if this constituted a second read. Dr. Gamble said yes. Mr. Turello said the revisions look good.

A motion was made by Mr. Bell and seconded by Mr. Schundler to accept the revisions to Policy 3280. The motion passed on a unanimous voice vote.

Mr. Bell discussed the dyslexia bill Governor Christie signed into law. He said he will review our policy and meet with Mr. Schundler. Dr. Gamble stated that the Administration is on top of the mandate. There was a session with the faculty last spring. Dr. Gamble said he will attend seminars in October 2014 discussing dyslexia screening tools. He stated we are ahead of the curve in this area. Dr. Gamble mentioned the topic will be covered in teacher in-service sessions, and that there will be a reliance on teacher observations. Dr. Gamble briefly reviewed the Yopp-Singer Test of Phonemic Segmentation Directions for Administering. He stated there is no magic assessment; there is a need for multiple measures. Dr. Gamble stated dyslexia is a gift, and that we must give appropriate help to students. Mr. Turello asked if there is a need for a policy. Dr. Gamble said it is nice to have. Mr. Turello said the “how to” is more an administrative job and not in the policy document. Mr. Bell said the law states

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things must be well documented. Dr. Gamble said they are well documented administratively.

Mr. Bell discussed amending the AED policy, re-titling some policies, and pointed out there are two same policies for freedom of speech. Mr. Ramarge inquired about multiple practices and the AED. He pointed out that cross country is not on a set field. Dr. Gamble said if we start the race off site, bring our AED. Mr. Ramarge asked what denotes a location. Dr. Gamble said it is an interpretive question; one could say the starting line. Mr. Ramarge brought up a race starting here then going off site. He suggested checking with the high school. Mr. Bell said a coach may have an AED in his car. Mr. Ramarge said it's more so for practicing, especially if cross country and soccer are on the same day. He asked about the possibility of a grant for a third AED if needed. Mr. Turello recommended diagnosing the problem and finding the solution.

***D. Communications (none)***

**X. OLD BUSINESS - NONE**

**XI. NEW BUSINESS**

Mr. Turello pointed out the 8<sup>th</sup> grade graduation date is the same as the high school graduation date. Mr. Ramarge asked about changes to the calendar. Mr. Schundler said the high school usually doesn't move dates. Dr. Gamble said the 8<sup>th</sup> grade parents have discussed the issue and will address. Mr. Turello asked about checking the high school calendar. Dr. Gamble said Mr. Patton possibly has.

Dr. Gamble said parking bumpers would cost around \$900. Landscaping and leveling the pre-school play area would cost around \$823. Dr. Gamble pointed out that we are already in the hole with repair expenditures, having spent around \$19,000. He said we have places we can go to find money. Mrs. Gangemi asked where the leveling would be. Dr. Gamble said from the septic fence to the sand box. He mentioned purchasing a shed. Mrs. Gangemi asked about the need for an excavating company. Mr. Bell stressed we need the parking bumpers. Mrs. Gangemi mentioned possible snow removal damage to bumpers. Mr. Turello suggested not allocating funds today. Mr. Bell said the children

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deserve a safe area. Dr. Gamble said Quest is waiting for rain to do its next test. Mr. Ramarge discussed the lighting in the front of the building.

**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.

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

Mrs. Medea mentioned her husband is a landscaper, and he has offered to do a plan for landscaping on the school grounds. She stated it could never move forward because of the septic issue.

Mrs. Medea suggested keeping in mind the high school schedule when planning back to school nights. Mr. Turello said it is a good practice to be mindful of the high school dates. Mrs. Medea asked if the school calendar for 2015-2016 is out yet. Mr. Turello replied we haven't heard from the high school as of yet. Dr. Gamble asked if this was in reference to a late August opening when Califon opened in synch with the high school. Dr. Gamble said Labor Day is late in 2015, and that he will check with the high school. Mr. Bell asked is we could link our computers to the high school's. Dr. Gamble replied we just need to be cognizant. Mrs. Medea asked if the August start date is a done deal. Dr. Gamble said the calendar will be put together and run by everybody, aiming for a Board vote in February 2015. He reminded all that the calendars are approved on an annual basis. Mr. Turello stated that the Board always wants feedback. Mr. Ramarge pointed out that the new Board will be in place when the matter comes up. Mr. Beard said a decision should be made as early as possible.

**XIII. EXECUTIVE SESSION - NONE**

Motion to approve the following resolution:

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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 \_\_\_\_\_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**

**XV. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mrs. Gangemi and seconded by Mr. Ramarge to adjourn at 9:00 p.m. The motion carried on a unanimous voice vote.