

**CALIFON BOARD OF EDUCATION  
WORK SESSION  
MINUTES  
January 18, 2012 7:30 p.m.**

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

This meeting was called to order at 7:34 p.m. with the following opening statement read by President Galligan:

“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 May 9, 2011. 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 participate in the recitation of the Pledge of Allegiance.

**III. ROLL CALL**

Members Present:     Mr. Timothy Ayers  
                              Mr. Kim Schundler  
                              Mr. Alfred Turello  
                              Mrs. Carolyn Murin  
                              Ms. Kelly Galligan

Absent:                   none

Also Present:           Dr. Kathleen Prystash, CSA  
                              Ms. Susan Schaffner, BA/BS

Members of the Public

Ms. Galligan introduced two boy scouts who were attending the board meeting in order to receive their citizenship badges.

**IV. APPROVAL OF MINUTES**

A.     Motion to approve the following minutes:

December 13, 2011 Work Session Meeting  
December 21, 2011 Regular Meeting  
December 21, 2011 Executive Session

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**V. WRITTEN COMMUNICATIONS**

1. Borough of Califon Minutes December 5, 2011
2. Letter from County Executive Jeff Scott

**VI. CHIEF SCHOOL ADMINISTRATOR'S REPORT**

Dr. Prystash reviewed the following:

- Kids Care – The Club contributed \$98.04 to the Hunterdon Medical Center.
- Spirit Week and Pep Rally – A good time was had by all.
- Study Island – Dr. Prystash continues to gather data.
- Principal's Chat – Classroom assessment versus the NJ ASK.
- Linkit – Moving forward with student rosters.
- Anti-bullying Report – No incidents referred as bullying.
- School Calendar – Dr. Prystash reviewed the calendar.
- Quarterly Assessments – 2<sup>nd</sup> quarter assessments are in progress.
- Advisory Committee – A Board Member is needed for the committee. Mrs. Murin and Mr. Ayers volunteered. Mr. Ayers asked about the teachers evaluation. Mr. Ayers thanked Dr. Prystash for the Spirit Week/Pep Rally.
- Spelling Bee – Heather Thomasovich was the winner.
- Adobe Suite Software – Mrs. Brown has received a grant for 6 month use of this software.

**VII. PUBLIC COMMENT**

Mrs. Andersen thanked Dr. Prystash for the Principal Chat. She suggested an open forum and discussion for future chats.

Mrs. Parente said it was a lot of effort for poor attendance. She suggested a RSVP system. She thanked Dr. Prystash for her efforts.

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

After review of the Secretary's and Treasurer's reports for the month of **November 2011** 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 in total 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

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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 Chief School Administrator. If separate discussion is desired, the item may be removed from the consent agenda by Board action.

**A. *Finance/Facilities/Transportation***

- 2012-13 School Budget – Mr. Schundler reviewed the proposed budget. The Board also discussed the pros and cons of moving the election to November.
- Finance Committee Minutes

November/December Bills List

- \*1. Motion to approve the payment of December 2011/January 2012 invoices from check number 19420 to check number 19459, non check number 45, payroll checks 1115a, 1130a, 1215, 1222a, 0113 in the amount of \$433,577.28.

Budget Transfers

- \*2 Motion to approve the attached list of budget and 10% transfers from the period of 11/1/11 to 11/30/11 in the amount of \$12,939.64

Tuition Sending

- \*3. Motion to approve the following tuition contracts for the 2011-12 school year:

SID#20050831	ESY	7/5-7/28, 2011	\$1,500.00
SID# 20051215	ESY	7/5-7/28, 2011	\$1,500.00
SID#20051215	2011-12	9/1/11-6/30/12	\$15,000.00

Facility Use

- \*4. Motion to approve the following use of facilities:

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PTA Bingo Night		3/2/12	7:00-9:00 pm	gym
Zumba Party Night	8 <sup>th</sup> Grade Fundraiser	3/9/12	6:00-8:30 pm	gym
Family Fun Night	Califon Rec Committee	3/23/12	6:30-9:00 pm	gym

Boy Scouts 3/22 change from previously approved  
3/15/12 date

School Budget Calendar

\*5. Motion to approve the attached 2012-13 School Budget Calendar

School Calendar 2012-2013

\*6. Motion to approve the attached 2012-2013 School Calendar.

***B. Curriculum/ Instruction and Technology***

Health Report

\*1. Motion to approve the attached Health Office Report for December 2011

Field Trips

\*2. Motion to approve the following field trips:

Learning Through the Experience	4/27/12	7-8	Kooger
RVCC			Cost \$0.00
Freedom Train	3/27/12	5-6	Kooger
Morristown, NJ			Cost \$0.00

***C. Legislation and Policy***

- Policy book update

First Reading

\*1. Motion to approve the first reading of the following policy:

3600 Evaluation of Business and Non Instructional Operations

***D. Board Ad Hoc Committees***

Long Range Planning Committee

Dr. Prystash suggested the Long Range Planning Committee should establish objectives as requested by County Executive Jeff Scott.

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***E. Personnel*** - All resolutions on the recommendation of the Superintendent.

Staff Development/Travel

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

L Patterson	NJSSNA Conference	New Brunswick, NJ	3/24/12	\$175.00
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Staff Development Reports

\*2. Motion to approve the following reports:

K Prystash	NJSBA Workshop	10/2011
T Cutshaw	Project FIT	10/21/11
K Prystash	Tools of the Mind	11/2011
R Heuneman	Math Conference	12/6/11

2011-12 Substitute List

\*3. Motion to approve the following additions to the 2011-2012 substitute list.  
Annual per diem sub rates are \$100.00 nurse, \$80.00 teacher or secretary.

Elyse Linfante (teacher)	Gina Fernandes (teacher)
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2011-2012 Extra Curricular Appointments

\*4 Motion to approve the following extra curricular appointments for the 2011-12 year:

K Brown	concert chaperone	12/14/11	\$40.00
L Montesion	concert chaperone	12/8/11	\$40.00
L Montesion	concert chaperone	12/14/11	\$40.00
L Patterson	Bullying Specialist	(2/1-6/30/12)	\$1,250.00

Dr. Prystash and the Board discussed the duties of the Bullying Specialist.

Maternity Leave

\*5. Motion to approve an extension of the maternity leave(unpaid/no benefits) of Jackie Carruthers from February 1, 2012 to February 15, 2012.

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Maternity Leave Replacement

\*6. Motion to extend the maternity leave replacement of Patricia Cassa at a rate of \$240.55 per day (total of 2 days) from February 1, 2012 to February 15, 2012.

***F. Communications***

**X. OLD BUSINESS**

**XI. NEW BUSINESS**

- Joint meeting with Califon Borough Council Monday, January 23, 2012 7-8:00 pm
- Preschool Tuition Rates – The Board discussed the 12-13 rates and enrollment.

2012-12 Preschool Tuition Rates

A motion was made by Mr. Schundler and seconded by Mr. Turello to approve the following 2012-13 tuition rates:

5 half days	\$2,550.00
3 half days	\$1,530.00
2 half days	\$1,020.00

The motion carried unanimously on a roll call vote.

**XII. PUBLIC COMMENT**

Mr. Beard said he has been elected to Califon Borough Council and had been appointed as liaison to the Board of Education. He also asked about transportation expenses. Mrs. Smith commented on the Long Range Projections. She suggested a task force of key stakeholders in the community to review plans for the future of the school. Mr. Ayers discussed the 2% tax levy CAP.

**XIII. EXECUTIVE SESSION -none**

**XIV. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mrs. Murin and seconded by Mr. Schundler to adjourn at 9:59 p.m.

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The motion carried unanimously on a voice vote.

Respectfully Submitted,

Susan Schaffner  
Board Secretary