

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
JUNE 21, 2017 7:30 p.m.**

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

This meeting is called to order at 7:31 p.m. with the following opening statement read by President 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 in the notice dated April 19, 2017. 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: Mrs. Nina DeCoster
Dr. Jevan Furmanski
Mr. Christopher Keiser
Mr. Terren Suydam
Mr. Mark Cantagallo

Members Absent: None

Also Present: Mr. Jason Kornegay, Superintendent
Mr. Daniel Patton, Principal
Mr. Thomas Johnston, Board Secretary
Members of the Public

***IV. APPROVAL OF MINUTES**

- A. A motion was made by Mr. Suydam and seconded by Dr. Furmanski to approve the following minutes. The motion passed on a unanimous voice vote.

May 17, 2017 Regular Session
May 17, 2017 Executive Session

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***V. WRITTEN COMMUNICATIONS**

- *1. Letter of Resignation from Jenny Parisella, 1st Grade Teacher

Mr. Kornegay discussed Mrs. Parisella's resignation and wished her well.

***VI. SUPERINTENDENT'S REPORT**

- *1. Summer Reading Program

Mr. Patton discussed the Summer Reading Program for grades K thru 2. The scheduled dates are July 18 thru 20 and July 25 thru 27. All sessions are two hours in length. The program will include reading skills, writing, and crafts. Mr. Patton stated Miss Marcine will run the program. He added the feedback received so far has shown the program is well-received. Mr. Kornegay stated any experience in the summer that ties back to school is good.

- *2. Recognition of the Destination Imagination "Unripe Bananas" Team

Mr. Kornegay recognized the Destination Imagination team that placed 3rd of 86 in the main competition and placed 1st of 86 in the instant challenge. Two team members, Grace Medea and Ryan Firko, gave a presentation on the experience of the global finals which were held in Tennessee. Mr. Kornegay said Califon is proud of the students for how well they represented the school, and stated Destination Imagination is a beneficial experience. The Board applauded the students for their achievement.

- *3. Superintendent Update:

Facilities:

Mr. Kornegay said the lighting project should begin next week, the fire alarm panel has been replaced and the monitoring company has been changed, and green cleaning products will be fully in place by the end of the summer.

Personnel:

Mr. Kornegay stated he will be having meeting with Mr. Patton to discuss the replacement for the first grade teacher.

Curriculum and Instruction:

Mr. Kornegay said he and Mr. Patton are working on specials and science curriculums.

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Technology:

Mr. Kornegay reported the 8th grade Chromebooks are in great shape. Mr. Keiser asked if there is a charge if a device is broken. Mr. Kornegay replied there will be a charge if the damage is the result of negligence or carelessness.

HIB Report:

Mr. Kornegay reviewed the three investigations done in June. He stated one was a cyber-bullying incident that fit the HIB definition. He added disciplinary action was taken, and a formal HIB report prepared. Dr. Furmanski asked if school resources were involved. Mr. Kornegay replied no. He added it was at a school event. He stated the other incidents were threats. He explained there must be credible information. He stated he does not anticipate future incidents. Mr. Kornegay stressed that proper procedures were conducted and that parents were contacted. Mr. Suydam asked if any of the students self-reported. Mr. Kornegay replied two of the three. Mr. Cantagallo asked if this was the only formal investigation this school year. Mr. Kornegay replied yes. Mr. Keiser asked about continual conflicts that do not meet the HIB definition, and when do allegations become harassment. Mr. Kornegay explained that it is on a case-by-case basis, and that it is a difficult line to determine. Mrs. DeCoster asked about continuing conflicts and HIB. Mr. Kornegay said professionals are involved in continuing conflicts, and there is careful monitoring. Mrs. DeCoster asked what is done for non-involved students. Mr. Kornegay explained that falls to the classroom teachers, and they are doing an excellent job. Mr. Cantagallo asked if the Board can request an investigation. Mr. Kornegay replied he will research that. Mr. Keiser asked if the Board can make a motion to continue an investigation. Mr. Kornegay replied no. Dr. Furmanski asked how much of the ongoing conflicts have been documented. Mr. Kornegay replied all of it, including email trails and a record of conversations with parents. Dr. Furmanski asked if these records are retained. Mr. Kornegay replied yes. He added the school cannot get case notes from a counselor. Mrs. DeCoster asked if the counselor does observations. Mr. Kornegay replied yes. Mr. Suydam said there is a serious uptick of concern. Mr. Kornegay explained the one HIB incident is unrelated to the other two non-HIB incidents. He added the HIB incident was not part of an ongoing trend, but rather an impulsive act. Mr. Kornegay stated all incidents are reported, and that the pattern of involvement in a conflict is well documented. Dr. Furmanski asked if prior records are available for an HIB occurrence report. Mr. Kornegay replied yes. Mrs. Decoster asked how often teachers are HIB trained. Mr. Kornegay replied annually, but it can be done more often. Mr. Cantagallo asked if the district is not missing the boat on legal requirements. Mr. Kornegay stated more can always be done, but no issues have been ignored and there has been no lack of prior intervention.

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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.

Mrs. Medea stated a summer reading program was run years ago by Mrs. Winter, and that it promoted a community connection. Mr. Kornegay replied this is one of Mr. Patton's goals for the current program.

***VIII. BOARD SECRETARY'S REPORT**

After review of the Board Secretary's reports for the month of May 2017, 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**

Curriculum & Instruction Committee: NONE

Policy & Legislation Committee: NONE

Finance, Facilities, & Transportation Committee: NONE

Personnel Committee: NONE

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Negotiations Committee: NONE

Long Range Planning, Shared Services, & School Choice Committee:

Mr. Cantagallo discussed the feasibility study. He said the goal is to have it completed by the end of December 2017. Dr. Furmanski asked if that included outside services. Mr. Kornegay replied yes. Mr. Cantagallo stated the study should look at all options. Mr. Kornegay said the aim is to find the configuration that works best. Dr. Furmanski asked if Tewksbury will be included in the study. The discussion continued on what will be in the feasibility study. Mr. Kornegay discussed the articulation meeting. Dr. Furmanski discussed the meeting he attended concerning the various sending districts. He reviewed topics that were discussed, including the formation of one mass school district and a district of specialized schools. Mr. Kornegay said he will send letters to both Lebanon Township and Tewksbury.

Communications Committee: NONE

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

A motion was made by Dr. Furmanski and seconded by Mr. Suydam to discuss the items on the Consent Agenda. The motion passed on a unanimous roll call vote.

A. Finance/Facilities/Transportation/Personnel

Finance:

May-Jun Bills List

- *1. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to approve the payment of invoices from check number 22663 thru check number 22713, and checks 53017 and 61517, and non-checks N1202 and N1203, in the amount of \$260,445.55. The motion passed on a unanimous roll call vote.

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Budget Transfers

- *2. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to approve the attached budget transfers of \$28,399.43. The motion passed on a unanimous roll call vote.

Close Out the Year

- *3. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to approve the Business Administrator/Board Secretary to pay all invoices needed to close out the June 30, 2017 year provided proper documentation is available. The motion carried on a unanimous roll call vote.

Insurance Package

- *4. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to approve the insurance (non-health) package presented by Balken Risk Management LLC. The motion was approved on a unanimous roll call vote.

Office Copiers

- *5. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to approve a 48-month lease for two (2) Canon office copiers. The motion passed on a unanimous roll call vote.

Qualified Purchasing Agent

- *6. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to appoint Thomas Johnston as Temporary Purchasing Agent for 2017-2018 school year. The motion passed on a unanimous roll call vote.

Bid and Quote Thresholds

- *7. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to authorize the award of contracts up to the bid amount of \$40,000 and to set the quote threshold at \$6,000 pursuant to N.J.S.A. 18a:182-2. The motion passed on a unanimous roll call vote.

Facilities:

Snow Plowing and Salting

- *1. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to approve Matarazzo Excavation and Masonry LLC for snow plowing and salting services for 2017-2018. The motion passed on a unanimous roll call vote.

Computer Cart

- *2. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to approve the donation of a computer cart to the Hunterdon County ESC. The motion passed on a unanimous roll call vote.

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Paving

- *3. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to approve Charles Matarazzo Jr. for paving the area at the foot of the driveway where the tree was removed at a cost of \$1,720. The motion passed on a unanimous roll call vote.

Transportation: NONE

Personnel:

Substitute List

- *1. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to approve the attached substitute teacher/nurse/custodian list for 2017-2018. The motion passed on a unanimous roll call vote.

Athletic Coach

- *2. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to approve Christopher Tavaglione as Cross Country Coach for 2017-2018 at a stipend of \$1,400. The motion passed on a unanimous roll call vote.

Resignation

- *3. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to accept with regret the resignation of Jenny Parisella, 1st Grade Teacher, effective June 30, 2017. The motion passed on a unanimous roll call vote.

B. Curriculum and Instruction

Health Report

- *1. A motion was made by Mr. Cantagallo and seconded by Mr. Suydam to accept the attached Health Report for May 2017. The motion passed on a unanimous roll call vote.

Music Program

- *2. As recommended by the Superintendent, a motion was made by Mr. Cantagallo and seconded by Mr. Suydam to approve the Shared Service Agreement with Lebanon Borough for Music Program Services effective July 1, 2017 thru June 30, 2018. The motion passed on a unanimous roll call vote.

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***X. OLD BUSINESS**

Mr. Cantagallo asked about the upcoming Board vacancy. Mr. Kornegay replied the candidate can be chosen in August and seated in September. Dr. Furmanski asked about if, regarding Chromebooks, the log in is restricted to one person. Mr. Kornegay replied yes. Mr. Suydam stated he has been honored to serve on the Board, and believe the school is in good hands with Mr. Kornegay and Mr. Johnston.

***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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There was no public comment at this time.

***XIII. EXECUTIVE SESSION**

A motion was made by Mrs. DeCoster and seconded by Mr. Keiser to move to executive session. The motion passed on a unanimous voice vote.

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;

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- 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 8:35 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. Cantagallo and seconded by Dr. Furmanski to reconvene to general session at 8:56 p.m. The motion passed on a unanimous voice vote.

***XV. ADJOURNMENT**

Being there no further business to come before the Board, a motion was made by Mrs. DeCoster and seconded by Dr. Furmanski to adjourn the meeting at 9:45 p.m. The motion passed on a unanimous voice vote.