

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
August 20, 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
Thomas Johnston, Board Secretary

Member 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 passed on a unanimous voice vote.

June 18, 2014 Regular Meeting
June 18, 2014 Executive Session

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July 16, 2014 Regular Meeting

- B. A motion was made by Mr. Schundler and seconded by Mrs. Gangemi to approve the following minutes as amended. The motion passed on a unanimous voice vote.

May 28, 2014 Executive Session

V. WRITTEN COMMUNICATIONS

- *1. Letter of Resignation from Kenneth Maxwell (night custodian)

Mr. Turello stated that there is coverage, but it may cost a little bit more. Mr. Bell asked if we still have the night custodian on staff. Dr. Gamble replied yes. He also stated that the Head Custodian is working on finding a replacement.

- *2. Email from Diana McLaughlin re: volunteer cross-country coach.

VI. INTERIM SUPERINTENDENT'S REPORT

- *1. HIB Report

Dr. Gamble reviewed the Self-Assessment for 2013-2014. The score was 67 out of 78. This was a distinct improvement over 2012-2013. Dr. Gamble explained that Califon was satisfactory in all areas. Mr. Turello expressed satisfaction in the improvement over the prior year.

A motion was made by Mr. Ramarge, and seconded by Mr. Bell, to approve the 2013-2014 HIB Score. The motion passed on a unanimous voice vote.

- *2. Review of District Goals

Dr. Gamble reviewed the five district goals. He stated that the information for goal number one was similar to what was worked on before. He explained that when he discusses the school's "vision" he means what it will look like. Dr. Gamble emphasized that goal number 3 is very important, and that the work toward the goal starts with the staff on August 27. He said the Rutgers will be involved in the professional development program. He will provide a snapshot in September and the full report in October for NJASK. Dr. Gamble stated that the grids will get filled in more as the months go by. Mr. Turello said the work

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on the district goals builds on 2013-2014 and is very encouraging. Mr. Bell stated we need to keep the improvement going. Dr. Gamble said there may be new ideas as the year goes on.

A motion was made by Mr. Bell and seconded by Mrs. Gangemi to approve the 2014-2015 district goals. The motion passed on a unanimous voice vote.

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, in relation to the district goals, for comments on what would be different in the classes. Dr. Gamble replied there will be a move to informational text; 50/50 for the lower grades and 70/30 for the upper grades. Professional development starts Wednesday August 27 for the staff. Dr. Gamble explained students in the past looked for evidence, now they are to read and gain ideas, with the emphasis on an argumentative framework and multiple sources.

Mr. Beard asked about technology. Dr. Gamble said we are preparing for tech-based assessment. There will be Link-It training aligned with Common Core and PAARC. There will be a bank of assessments for teachers that is evidence based. Dr. Gamble also mentioned a math model curriculum is to be implemented with more rigor and coherence grade to grade. Curriculum based in conceptualization, fluency, speed, and accuracy using real world applications.

Mr. Beard asked if the cross-country coach needs defib training. Dr. Gamble replied yes. Mr. Beard asked if she will be reimbursed for her training. Dr. Gamble said he will check into that. Mr. Bell asked if a policy was needed. Dr. Gamble suggested checking with Mrs. Patterson, the school nurse.

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Mr. Beard thanked Dr. Gamble and Mr. Patton for listening to the feedback re: combining math sections and reconsidering their position.

Mr. Beard mentioned the upcoming Califon Street Fair and suggested the Board have a table at the event. Mr. Turello said they will look into it. Mr. Beard asked about minutes not being on the website. Mr. Turello said that things are in transition and they will be put up shortly.

Mr. Beard asked about plans for after Dr. Gamble's time as Interim Superintendent is up. Mr. Turello said there have been some preliminary discussions and there will be more in September. They will explore options to secure the best person at the best cost, and will figure out the best arrangement.

VIII. *BOARD SECRETARY/TREASURER'S REPORT

After review of the Secretary's and Treasurer's reports for the month of **June 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 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 district's financial plan as approved is being followed as revealed in the financial reports.

Mr. Schundler pointed out that the accrual number for unused vacation and sick days needs to be kept accurately on the balance sheet

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.

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A. Finance/Facilities/Transportation/Personnel

Finance

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

July/August Bills List

- *1. Motion to approve the payment of invoices from check number 21010 to check number 21039, checks 71514, 73014, and 81514, and non checks N1145, N1146, N1147, and N1148 in the amount of \$292,921.23.

Tuition Sending Contract

- *2. Motion to approve the following tuition contract for the 2014-2015 school year.

SID# 7168655154	Lebanon Township	\$22,000
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SID #6645919948	Lebanon Township	\$22,000
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- *3. Motion to approve the following tuition contract for the 2014-2015 school year.

SID #6869365247	High Bridge School	\$26,600
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Mr. Turello asked if these were similar to last year. Dr. Gamble replied yes.

Tuition Sending ESY Contracts

- *4. Motion to approve the following ESY tuition contract for the summer 2014.

Three Students	Lebanon Township	\$10,800 (\$3,600 each)
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Mr. Turello asked if this was similar to last year. Dr. Gamble replied yes.

Facilities:

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

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Adult Co-ed Volleyball Gym Mondays during September 7PM-9PM

Mr. Ramarge asked if they pay us to use the gym and if there are any expenses that need to be covered. Mr. Turello stated that they do not pay. Mr. Schundler said the night custodian is already in place so there is no additional expense there. Mr. Bell asked if this was a policy issue. Mr. Turello said it has already been addressed. Mr. Ramarge asked if the participants are from Califon only. Mr. Turello answered that there is a mix of residents and non-residents. Mr. Ramarge suggested that we charge a nominal fee. Dr. Gamble said he would research it with the head custodian. Dr. Gamble suggested the motion be amended to approve usage for September, then revisit the issue at the September meeting.

Mr. Schundler asked for an update on the oil spill situation. Dr. Gamble said it was in the final stage and should finish within the next two months. He stated that the additional tests are covered by insurance. Mr. Bell asked what the findings were by Quest. Dr. Gamble said a contractor hit a line. Mr. Schundler said all the CSA evaluations should be in by the September meeting.

Transportation: (none)

Personnel:

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

Non-CEA Staff

- *1. Motion to approve, upon the recommendation of the Interim Superintendent, the appointment of the staff shown below for the 2014-2015 school year.

N. Virgilio	Instructional Aide	Monmouth University	\$17,338/year	FTE 1.0
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S. Lima	Instructional Aide	Caldwell College	\$17,338/year	FTE 1.0
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Dr. Gamble mentioned the candidates were both certified teachers and certified in special education. Four other candidates had been lost to full-time teaching positions.

- *2. Motion to approve a part-time (0.5 FTE) Instructional Aide position for the 2014-2015 school year, and provide Dr. Gamble with the authority to hire a qualified candidate prior to the September 2014 Board of Education meeting.

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Mr. Bell asked if a candidate for this position would be special education certified. Dr. Gamble said yes. Mrs. Gangemi asked how many aides we have now. Dr. Gamble replied five and one-half. Mrs. Gangemi asked about part-time versus full-time funds. Dr. Gamble said outsourcing is not the best scenario. We need the part-time person to cover IEP's. There is \$7,000 more in funds for this than originally budgeted for, and we are covered for the start of school. Mr. Turello said that if a student moves into the district we will give them what they need.

Staff Resignation

- *3. Motion to accept the resignation of Kenneth Maxwell as part-time night custodian, effective August 6, 2014.

Athletic Coach

- *4. Motion to approve Diana McLaughlin as Volunteer Cross Country Head Coach for the 2014 Fall season.

Business Office

- *5. Motion to approve, upon the recommendation of the Interim Superintendent, a stipend of \$2,500, paid out over the period of 09/01/2014 thru 06/30/2015, to Susan Dyer for additional hours to be worked assisting the Business Office.
- *6. Motion to approve, upon the recommendation of the Interim Superintendent, a stipend of \$10,000, paid out over the period of 09/01/2014 thru 06/30/2015, to Thomas Johnston for an additional two hours per day performing various Business Administrator responsibilities.

Substitute List

- *7. Motion to approve the following addition to the 2014-2015 Substitute Teacher list.

Courtney Shideler

B. Curriculum and Instruction

Dr. Gamble discussed the integration of Fast ForWord programs. Mr. Bell asked about students using their own tech devices. Dr. Gamble stated it is part of the tech plan, but the infrastructure currently did not support it. He praised Jim Senn for his work on the computer systems. Mr. Bell asked about a timeframe. Dr. Gamble said there will be a survey and pilot this year. There is a lot to do, and it hinges on the district's vision. Mr. Turello stated this year is an assessment period. Dr. Gamble stated the vision must be defined by December 31, 2014 for budgeting purposes.

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C. Policy

- Policy book update

Mr. Bell reviewed revisions to Policy File Code 3280, Gifts, Grants, and Bequests. This was a first read. The second read will be in September. Mr. Turello asked if there is a difference between Chief School Administrator and Superintendent. Mr. Bell replied that whoever is the school leader is a CSA. Mr. Turello thanked Mr. Bell for embracing the policies.

D. Communications

Mr. Schundler mentioned posting articles in the Califon Crier to highlight the achievements of Califon graduates. The next deadline is in less than two months.

X. OLD BUSINESS: *(NONE)*

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.

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

There was no second Public Comment.

XIII. EXECUTIVE SESSION

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

- 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 8:39 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 Mrs. Gangemi to reconvene into Regular Session at 8:52 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 Mrs. Gangemi to adjourn at 8:53 p.m. The motion carried on a unanimous voice vote.

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Respectfully Submitted:

Thomas Johnston