

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Wednesday June 13, 2012 7:30 p.m.**

I. CALL TO ORDER – OPENING STATEMENT

This meeting was called to order at 7:30 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 3, 2012. 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

IV. APPROVAL OF MINUTES

- A. A motion was made by Mrs. Murin and seconded by Mr. Ayers to approve the following minutes:

May 30, 2012 Regular Meeting
May 30, 2012 Executive Session

The motion was carried unanimously on a roll call vote.

V. WRITTEN COMMUNICATIONS

1. Borough of Califon Minutes May 7, 2012
2. Email from Ms. Lori Riley

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3. Email from Mr. Tim Reeve, Hampton Board President
4. Letter from Mrs. Cynthia Behrens

VI. CHIEF SCHOOL ADMINISTRATOR'S REPORT

- Author's visit – Mary Beth Harrison, author, met with students.
- Field Day – Perfect day for this event. All participants received t-shirts. K-5 had activities in the morning, a kickball tournament was held in the afternoon.
- Graduation Dinner/Dance – Graduation June 14th, Dinner/Dance on June 15th.
- Lock-in
- NJCAP Poster Contest
- Professional Development Plan – Has been approved by the NJDOE. . School received a commendable for our association with Centenary College.
- PTA – Thanks for the many wonderful things that were bought for the school Yearbook – The 2011-12 book is available for sale.
- Teachscape – training will be in early August.
- CSA Contract – Dr. Prystash said she continues to negotiate with the Board.
- Mr. Schundler asked for statistics on World Language/Math testing for the high school.
- Mrs. Murin asked if the survey for Professional Development had been completed.
- Semi-Annual Bullying Report – Dr. Prystash reported 5 investigations, 0 occurrences of Harassment, Intimidation and Bullying.

VII. PUBLIC COMMENT - None

VIII. BOARD SECRETARY/TREASURER'S REPORT – no report

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

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

Ms. Schaffner answered questions on itmes 3, 4, 5 10 & 11.

A. Finance/Facilities/Transportation

A motion was made by Mrs. Murin and seconded by Mr. Schundler to approve:

The motion was carried unanimously on a roll call vote.

*1. May/JuneBills List

Motion to approve the payment of April/May invoices from check number 19657 to check number 19715 in the amount of \$60,007.91.

Budget Transfers

- *2. Motion to approve the attached list of budget and 10% transfers from the period of 05/16/12 to 05/30/12 in the amount of \$4,262.00.

Extraordinary Aid

- *3. Motion to accept the following 2011-12 State Aid:

Extraordinary Aid \$6,400.00

Interlocal Services Agreement

- *4. Motion to continue the Interlocal Services Agreement with the Frenchtown Board of Education for Business Administrator Services from July 1, 2012 to June 30, 2013 at a cost of \$44,454 per year pending approval of contract by the Hunterdon County Executive.

Records Retention Contract

- *5. Motion to approve a contract for Records Retention Services with Records Management Services at a cost of \$1,700.00.

Other quote received EJK Associates \$2,120.00

Facility Use

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

Adult Co-Ed Volleyball gym Monday nights 7:00-9:00 pm
2012-2013 school year

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Helen S. Apgar Trust – amended criteria

- *7. Motion to approve the following amendment to the criteria for selection of the annual Helen S. Apgar Trust winner.

Change criteria number 3 to read:

3. At the conclusion of the student's Junior year, the student with the highest weighted Grade Point Average of graduating students who meets the first two criteria will be given the award.

Note: Voorhees High School computes GPA annually

Ms. Galligan explained the reasons for this change in criteria. Ms. Galligan said Voorhees uses the end of Junior year weighted GPA.

Mr. Ayers asked about the PTA award. Ms. Galligan clarified the procedure. Ms. Schaffner will include Apgar Trust for discussion at the October Board meeting.

Computer Services

- *8. Motion to approve a contract with Christopher Dowd (It's 4 Education) for networking and computer services at a rate of \$65.00 per hour, 2 days per month for the period of July 1, 2012 to June 30, 2013.

Close Out the Year

- *9. Motion to authorize the Superintendent and Business Administrator to pay all invoices needed to close out the June 30, 2012 year providing proper documentation is available.

Transfer to Capital Reserve Account

- *10. Motion to approve a transfer of \$25,000 from the General Fund to the Capital Reserve Fund.

Architect Services

- *11. Motion to approve a contract for professional services with SSP Architectural Group for services relating to the public bidding of Califon School septic project at a cost of \$1,500.00, exclusive of reimbursable expenses.

Ms. Galligan announced that Amanda Altavilla is the 2012 Winner of the Apgar award. Mr. Schundler discussed the favorable per pupil cost at Califon.

B. Curriculum/ Instruction and Technology

Mr. Ayers said the committee met with Ms. King and Mr. Dowd, our technology consultant. He said a virtual screen was being considered. He said a storage device may be obtained from another district. Mr. Ayers said a purchase to replace the old laptop cart could be tablets. He said a tablet cart would cost about \$15,000.00. He said we should look at other schools who are migrating to tablets. Mrs. Murin asked if the MAC format would work with the new server. Mr. Ayers said yes. Mr. Turello said with the new laptop cart will be 1 laptop to 3 students. Dr. Prystash said the technology curriculum will incorporate these new items.

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Health Report

- *1. A motion was made by Mrs. Murin and seconded by Mr. Ayers to approve the attached May 2012 Health Office Monthly Report.

The motion was carried unanimously on a roll call vote.

C. Legislation and Policy

- Policy book update

Second Reading

- *1. A motion was made by Mrs. Murin and seconded by Mr. Ayers to approve the second reading and adoption of the following policy:

5142.1 Safety Patrols

The motion was carried unanimously on a roll call vote.

D. Board Ad Hoc Committees

Long Range Planning – Mr. Ayers read an e-mail from Mr. Tim Reeve, Hampton Board President, asking if Califon would be interested in sharing a superintendent. Mr. Schundler asked if the Long Term Planning Committee would reach out to the County Superintendent to seek his vision for a district with declining enrollment. Mr. Schundler discussed possible school choice students coming from Hampton.

E. Personnel

A motion was made by Mrs. Murin and seconded by Mr. Ayers to approved Item E 1-9:

The motion was carried unanimously on a roll call vote.

Non CEA Staff 2012-13

- *1 Motion to approve the following staffing for the 2012-13 year (salary to remain at 2011-12 rates).

10 months

A. Linda Fox	Special Education Aide	1.0 FTE	\$16,478.00
B. Susan Dyer	Special Education Aide	1.0 FTE	\$16,478.00
C. Marcy Braco	Special Education Aide	1.0 FTE	\$16,478.00

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D. Maureen Folsom	Special Education Aide	1.0 FTE	\$16,478.00
E. Susan Annunziata	Special Education Aide	1.0 FTE	\$16,478.00
F. Era Patel	Special Education Aide	1.0 FTE	\$16,478.00
G. Mary Jane Medea	Special Education Aide	1.0 FTE	\$16,478.00
H. Del St. Louis*	Night Custodian	.5 FTE	\$ 9,202.00
I. Ed Belenger*	Night Custodian	.5 FTE	\$ 9,022.00

* 9/1/12-6/30/13

Mr. Turello asked about the additional aide. Dr. Prystash said this would increase our aide budget by \$16,47.00.

11 months

J. Melissa Fogg	Administrative Assistant	1.0 FTE	\$36,414.00
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12 months

K. George Fox	Head Custodian	1.0 FTE	\$55,605.00
L Pat Scordia	Assistant to Bus Admin	.56 FTE	\$17,524.00

Staff Development/Travel

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

L Weiss	Smart Boards/Web 2.0	6/18/12	\$80.00
C. King	Ipad	6/19/12	\$80.00
L Patterson	Smart Boards	6/18/12	\$80.00

2012-13 Substitute List

*3 Motion to approve the attached 2012-2013 substitute list at a per diem rate of \$80.00 (teacher/secretary/aide), custodian rate \$12.50 per hour and \$110.00 per diem (nurse).

Professional Development Plan

*4 Motion to approve the attached 2012 Professional Development Plan and to certify the plan was shared with stakeholders at this meeting.

Maternity Leave Approval

*5. Motion to approve the following maternity leave:
Jennifer Torcivia 9/1/2012 – July 1, 2013

2011-12 Stipends

*6. Motion to approve the following stipends:
J. Torcivia Chaperone Concert \$40.00

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Summer Curriculum Work

*7 Motion to approve the following summer curriculum work:

Language Arts

L. Caprio not to exceed 10 hours at \$30.00/hr
E. Bergmann not to exceed 10 hours at \$30.00/hr
C. Orlando not to exceed 10 hours at \$30.00/hr

Visual and Performing Arts

D. Thompson not to exceed 50 hours at \$30.00/hr

IEP Generated Instruction

E. Bergmann not to exceed 3 hours per week for 6 weeks
At \$30.00 per hour

Ms. Galligan asked about the hours for the above curriculum IEP work.

Referee Rates 2012-13

*8 Motion to approve the following rates for the 2012-13 year:

Single Referee \$55.00/game
Sole Ref/1 ½ games \$82.50/game

Non-Tenured Teachers

*9. Motion to approve, upon the recommendation of the Chief School Administrator, the appointment of the non-tenured professional staff shown below for the 2012-13 School Year, on the salary guide at the classification and step as indicated, based on the 2009-2012 negotiated agreement between the Califon Board of Education and the Califon Education Association(pending negotiation of new contract).

Name	Position		12-13 Step/Col	Salary	FTE	Tenure Date
Kelly Hubiak	Maternity Leave	FT	BA 1	45,049.00	1.0	n/a
Vicki Marcine	Elementary	FT	MA-3	49,333.00	1.0	9/1/2015

Dr. Prystash reviewed the credentials of the Maternity leave candidates. Mr. Turello asked about the need for a mentor for this candidate. Mr. Ayers asked how the 10 candidates to interview were selected. Dr. Prystash said based on criteria they brought

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the list down. Ms. Galligan asked about the lesson this candidate provided. Dr. Prystash said it concerned the book “Give a Mouse a Muffin”. Mr. Ayers suggested reviewing this position if it turns to a tenure track position. Dr. Prystash reviewed the credentials of the Kindergarten teacher candidate. Mr. Ayers said her credentials were excellent for a primary grade educator. The Board discussed the Step/Column of this candidate. Mrs. Murin thanked the interview committee for their work.

F. Communications

Dr. Prystash said the first issue of “Paw Prints” is coming out. Mrs. Orlando said the issue will go home with students tomorrow.

X. OLD BUSINESS

- School Choice – no news yet on the application. Ms. Galligan said we should advertise as soon as we know we are approved.
- Phone Reimbursement – Mrs. Murin said we should discuss this issue in July. Dr. Prystash will be prepared to discuss this in July.
- Hampton's BOE survey – Mr. Ayers said they had a 22% return. Mr. Ayers would like to reach out to Hampton to get input on their student survey.
- Status of Califon survey
- Clarification of Staff Use of School Facilities for Profit Business – Mr. Ayers discussed for profit music lessons that are held in the school building.

XI. NEW BUSINESS

- District Goals – The committees are meeting with Dr. Prystash to determine goals for 2012-13.

XII. PUBLIC COMMENT

Mrs. Cathy Smith said NHVRHS also sent out a survey. She said the Board may want to reach out to the communications person. She also asked for an update on the CSA contract. She asked if the Board would take action. Ms. Galligan said no not on that issue. She asked if tenure charges would be brought

Mr. Jim Bell asked if there was a time frame for the CSA contract. Mr. Turello said the Board hoped to meet soon with Dr. Prystash and hoped for a resolution soon. Dr. Prystash said her attorney told her the Board would bring up tenure charges.

Ms. Laura Peterson said she has offered her services as a literary agent to be a contact for a possible authors participating at school events. She also said she had been in a similar situation as the CSA contract issue when she was a member of a board. She

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encouraged the board to wrap up the CSA contract issue as soon as possible. Mr. Bob Beers also encouraged the Board to bring the CSA contract issue to closure. Mr. Turello said the issue was to do what is right. He also encouraged the board to finalize the CSA contract. Mr. Ayers said he believes the school should be the pillar of the community. Mrs. Cathy Smith said Dr. Prystash is involved in all aspects of the school. Mrs. Lavinia Trimmer said many people of the town do not trust the Board. Mr. Turello said there is information on the web site concerning the contract issue. Mrs. Peterson said it is a privilege to serve the public. She said she understands the responsibility. Ms. Galligan said it is a very difficult situation. Mrs. Murin said the Board did not create this situation. Mr. Turello said a solution must be found. Mrs. Koren Baumstark said not everyone had lost faith in the Board. The Board acknowledged retiring teacher, Mrs. Cynthia Behrens. They and the public honored her with a round of applause. Mrs. Behrens said she has been blessed to teach in Califon School.

XIII. EXECUTIVE SESSION

A motion was made by Mr. Schundler and seconded by Mr. Ayers 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 9:38 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

The Board reconvened into regular session at 10:28 p.m.

XV. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Turello and seconded by Mr. Ayers to adjourn at 10:29 p.m.

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The motion carried unanimously on a voice vote.

Respectfully Submitted,

Susan Schaffner
Board Secretary