

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
Wednesday August 22, 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 August 7, 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

IV. APPROVAL OF MINUTES

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

July 18, 2012 Regular Meeting
July 18, 2012 Executive Session
July 24, 2012 Special Meeting – as amended, Mrs. Murin Absent
July 30, 2012 Special Meeting
July 30, 2012 Executive Session

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V. WRITTEN COMMUNICATIONS

1. Borough of Califon Minutes June 18, 2012
2. Email from Mrs. Maryjane Medea
3. Letter from Ms. Carolyn King
4. Letter from Mrs. Linda Caprio
5. Letter from Mr. Richard S. Caputo
6. Email from Mr. Jim Bell
7. Email from Mr. Alfred Tagliabue

VI. CHIEF SCHOOL ADMINISTRATOR'S REPORT

- Math curriculum – Mrs. Heuneman has completed core standards for 4; 5 mathematics.
- Language Arts Curriculum – Mrs. Caprio, Orlando and Bergman also completed this.
- School Choice – We have been approved as a school choice school starting in the 2013-14 school year.

VII. PUBLIC COMMENT

Mrs. Trimmer expressed her concern about the boards behavior.

Mrs. Smith asked who took the minutes at the 7/24 and 7/30 meetings. Ms. Galligan said she took the minutes.

Mr. Kibler asked when the minutes would be posted. Ms. Schaffner said as soon as the board approved them. He also asked about the Educational Consultants. Ms. Galligan reviewed the duties of these consultants. He asked who would be the interim superintendent. Mr. Ayers said Dr. Sheard will be appointed on September 1. He also reviewed Dr. Merachnik responsibilities. Mr. Turello said Dr. Merachnik may or may not be utilized as an educational consultant. Mrs. Smith asked about the consultant policy. Mr. Turello said the Board was advised by Board Counsel that the consultants could start immediately. However the County Superintendent disagreed with that advice. Mr. Schundler asked if the Board attorney was familiar with Califons Policy. Ms. Galligan said the Board acted in good faith to fill the position. She compared it to the good faith used in special education placements. Mr. Schundler read from the Board Policy concerning procedures. The Board discussed the appropriateness of the Board's discussion. Mr. Schundler discussed e-mails that had been sent. The Board discussed Open Public Meetings Act requirements. Ms. Galligan said the two administrator system would be piloted with this interim period. Mr. Ayers reiterated that all actions were done for the betterment of Califon School. Dr. Prystash also added two BOE members asked for information or personnel. Mr. Bell asked if Dr.

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Prystash requested to take vacation. Dr. Prystash said the board asked her to take a vacation. Mrs. Peterson asked if the candidates were trained in conflict resolution.

Ms. Galligan read some biography information on Dr. Mary Ann Boyd. She said the contract procedure needs to be beyond reproach. Mrs. Conway asked about committee meetings. She said the sunshine law effected Board action. She said discussion among Board members has been done previously. Mr. Nitti asked how long the consultants were in the district. He expressed concerns about actions of prior boards. Further discussion was presented concerning the process of hiring consultants. Mr. Kibler suggested a conflict resolution be a skill in candidates moving forward. Ms. Galligan said the Board was looking for someone to bring the community back together. Mr. Ayers discussed the process for finding permanent leadership. Mr. Kibler also asked if consultants have access to school records. Ms. Galligan read from the consultant policy. Mrs. Smith asked for the cost of the interim. Mr. Turello reviewed the per diem cost of the consultants. Ms. Galligan said Dr. Prystash could be paid for a period to have overlap of administrators. Dr. Prystash recommended staff for hiring. Mr. Beard asked about Dr. Merachnik's role as a consultant. Mr. Turello reviewed his experience in special education. He asked about the reasons for not holding Dr. Prystash to her 90 day contract. Mr. Turello said the Board discussed this issue. Mrs. Winter read aloud a letter concerning the 2008 renewal of the CSA contract. She offered a check to the Board to cover legal fees.

VIII. *BOARD SECRETARY/TREASURER'S REPORT

After review of the Secretary's and Treasurer's reports for the month of **June 2012** 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.

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.

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A. Finance/Facilities/Transportation

*1. July/August Bills List

A Motion was made by Mr. Schundler and seconded by Mr. Turello to approve the payment of July/August invoices from check number 19786 to check number 19842 in the amount of \$63,702.59.

Budget Transfers

- *2. Motion to approve the attached list of budget and 10% transfers from the period of 06/30/12 to 06/30/12 in the amount of \$4,987.07 and 7/10/12 to 7/30/12 in the amount of \$57,822.00.

School Choice

- *3. Motion to approve the attached Statement of Assurances for School Choice to the New Jersey Department of Education.

Ms. Schaffner stated preschool and out of state students may still be accepted as parent paid tuition.

Tuition Contracts -Sending

- *4. Motion to approve the following tuition contracts for the 2012-2013 school year:

6869365247	High Bridge SD	2012-13 \$25,000
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Grant Approval

- *5. Motion to accept the following grants and to approve submission of grant application to the New Jersey Department of Education:

NCLB Title II	\$1,768.00
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- #6. Donation of \$1500.00 for the purpose of legal fees from the Citizens of Califon.

Mr. Schundler reviewed the administrative cost for the 2012-13 school year.

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B. Curriculum/ Instruction and Technology

Curriculums

- *1. A motion was made by Mr. Turello and seconded by Mr. Schundler to approve the following new curriculums for the 2012-2013 school year:

Mrs. Murin asked if the Curriculum committee reviewed this. Mr. Ayers said no.

The motion was carried unanimously on a roll call vote.

Language Arts

Math

Mr. Ayers, Mr. Turello and Mrs. Murin noted there was not a Curriculum committee meeting to discuss curriculum.

C. Legislation and Policy

- Policy book update

First Reading

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

6142.10

Internet Safety and Protection- revised

Mrs. Murin reviewed this policy. Mr. Ayers asked if the internet student agreement was done yearly. Dr. Prystash said yearly.

The motion was carried unanimously on a roll call vote.

D. Board Ad Hoc Committees

Long Range Planning

E. Personnel

A motion was made by Mrs. Murin and seconded by Mr. Schundler to approve 1, 3, 4, 6, 7, 9 and to defer # 2, 5 till September meeting.

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The motion was carried unanimously on a roll call vote.

Staff Development

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

Lisa Madson	Art Educators Fall Conference	9/30, 10/1&2/12 \$110.00
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2012-13 Stipends

2. Motion to approve the following stipends for the 2012-2013 school year:
- | | | |
|-------------------------------|-----------------|-----------|
| Cheerlead Coach | Kelly Hubiak | \$ 2,100. |
| Milk Coordinator | Leslie Weiss | \$ 1,000. |
| 8 th Grade Advisor | Kathy Brown | \$ 1,100. |
| Yearbook Coordinator | Kyle Mershon | \$ 1,800. |
| Teacher in Charge | Linda Patterson | \$ 2,700 |
| Co-Ed Soccer | Tom Cutshaw | \$ 1,400. |
| Athletic Coordinator | Melissa Fogg | \$ 500. |
| DI Coach | Leslie Weiss | \$ 800. |
| Mentoring Teacher | Erika Bergmann | \$ 600. |
| Homework Club | Marie Heyduke | \$ 1,000. |

Staff Resignations

- *3. Motion to accept the resignation of Carolyn King effective July 17, 2012
- *4 Motion to accept the resignation of Linda Caprio effective July 23, 2012.

Mr. Turello requested new administration interview and review the positions. Dr. Prystash said she had been authorized to hire and had asked for a personnel meeting. Mr. Schundler clarified this referred to the 3 Special Ed Positions. Mr. Schundler expressed concern about the timing. Mr. Turello said the consultants would be interviewing.

Non-Tenured Teachers

5. Motion to approve, upon the recommendation of the Chief School Administrator, the reappointment 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
Era Patel	Special Ed Teacher	1 st	22,524.50	.50	
Matthew Zimmerman	Language Arts Full Time	BA 1	45,049.00	1.0 1.0	
Meredith Weil	Media	MA -3	49,333.00		

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Ashley Walsh	Special Ed Teacher	1 st	22,524.50	.50
Barbara Tiger	Special Ed Aide		12.50 Hr.	Parttime

2012-13 Substitute List

*6. Motion to approve the following additions to the 2012-2013 substitute list. Annual per diem sub rates are \$100.00 nurse, \$80.00 teacher or secretary.

Deena Williams (teacher) pending completion of substitute certificate

Maternity Leave Approval

*7. Motion to approve the following maternity leave:
Kelly Edsall 9/1/2012 – 12/5/2012

Summer Curriculum Work

*9 Motion to approve the following summer curriculum work:

Math

R. Heuneman 16.5 hours at \$30.00/hr

Language Arts

E. Bergmann additional 5 hours at \$30.00/hr
C. Orlando additional 5 hours at \$30.00/hr

Dr. Prystash stated one of the approved individuals had resigned so the others filled in the hours. Mrs. Thompson will be reduced.

F. Communications

Ms. Galligan said the Board will be sending a letter to the community after all the details are settled.

Mrs. Murin commended the Board on their work to resolve the administration.

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X. OLD BUSINESS

XI. NEW BUSINESS

- Special Meeting before start of school year

Ms. Galligan asked the community for input. The time will be in the morning, 9:00 A.M.

XII. PUBLIC COMMENT

Mrs. Baker asked about the NJASK scores. Dr. Prystash said individual students had been received but not overall. Mrs. Baker also said the school start date should be coordinated with the high school. Mr. Turello said start time could be reviewed this school year. Mrs. Conway said the high school would attempt to bring school in line with their calendars. Mr. Nitti said an early start was advantageous in testing. Mrs. Winters asked what resources had been used. Ms. Galligan listed the many resources that were used. She also asked about conflict resolution. Mr. Ayers said Board self-evaluation could be used as a tool. Mrs. Medea asked about the positions on hold. Mr. Turello said the consultants would interview candidates. Mr. Ayers asked if the building could be opened Labor Day weekend for new staff to get into their rooms. Mr. Medea discussed the Town Crier Mr. Beard asked if NJSBA would lead the Administrative search. Mr. Ayers said there would be a process to involve community. He also asked about the septic issue. Ms. Schundler said Mr. Fox was getting quotes for exploratial work. Mrs. Peterson asked about a banned books program in the school. Dr. Prystash suggested she talk to Mrs. Weil. Mrs. Conway said she was in favor of the new administration model. She also said open debate and disagreement is acceptable. She encouraged the Board not to focus on personal issues but to do what is best for the school.

XIII. EXECUTIVE SESSION

A motion was made by Mrs. Murin and seconded by Mr. Turello 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

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- 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 9:29 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

The motion was carried unanimously on a roll call vote.

XIV. RECONVENE

The Board reconvened into regular session at 11:09 p.m.

Educational Consultants Contracts

*8. A motion was made by Mrs. Murin and seconded by Mr. Turello to approve the following contracts for Educational Consultants:

Dr. Debra J. Sheard	\$450.00 per diem	8/23/12- 8/31/12
Dr. Donald Merachnik	\$450.00 per diem	8/23/12- 8/31/12
Dr. Mary Ann Boyd	\$415.00 per diem	8/23/12- 8/31/12

The motion was carried unanimously on a roll call vote.

Mr. Schundler asked if Dr. Merachnik would be coming in. Mr. Turello said he may or may not be utilized. Mr. Schundler and Mr. Turello discussed the number of days the consultant would be in the district.

XV. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mrs. Murin and seconded by Mr. Ayers to adjourn at 11:19 p.m.

The motion carried unanimously on a voice vote.

Respectfully Submitted,

Susan Schaffner, Board Secretary