

**CALIFON BOARD OF EDUCATION
WORK SESSION
MINUTES
October 19, 2011 7:00 p.m.**

I. CALL TO ORDER – OPENING STATEMENT

This meeting was called to order at 7:00 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 annual 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 – enters the meeting at 7:04 p.m.
 Ms. Kelly Galligan

Also Present: Dr. Kathleen Prystash, CSA
 Ms. Susan Schaffner
 Members of the Public

IV. PRESENTATION –Link it – Mr. Ryan Winter and Mr. Ed Shappa presented the Link It Student performance software. Ms. Galligan suggested the Technology Committee meet to review this program. Mr. Ayers asked if there was a window of savings. Mrs. Murin said more participation in NJ would lead to a lower cost.

V. PUBLIC HEARING on Violence and Vandalism Reporting

Dr. Prystash reported there were zero incidences of violence and vandalism. The Board asked for the criteria for reporting vandalism. Dr. Prystash reviewed the guidelines.

VI. APPROVAL OF MINUTES

A. Motion to approve the following minutes:

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September 21, 2011 Work Session Meeting
September 21, 2011 Executive Session
September 28, 2011 Regular Meeting
September 28, 2011 Executive Session

VII. WRITTEN COMMUNICATIONS

1. Meeting Schedule – North Hunterdon Voorhees High School
2. Letter from Mrs. Jackie Carruthers
3. Letter from SAIF -\$2,500 credit
4. Emails from Ronald Fortunato, Trillium Learning
5. Letter from Judith Burd, Superintendent Lebanon Township School District

VIII. CHIEF SCHOOL ADMINISTRATOR’S REPORT

- Principal’s Chat – 10/11/11 – Dr. Prystash said the chat included a Powerpoint Presentation and handouts on bullying. Mrs. Murin said Dr. Prystash did a good job with the Principal chat.
- Teacher In-service – 10/10/11 – In-service included training on CPR and anti-bullying.
- Sports and Destination Imagination Projections – Dr. Prystash reported on the survey for winter and spring sports. She also said the DI survey included 3rd to 8th grades. Mr. Ayers asked how many DI surveyed may actually participate. Dr. Prystash said 50%. Mr. Schundler asked if parents can volunteer. Dr. Prystash said yes.
- Week of Respect – held 10/2-10/8

IX. PUBLIC COMMENT

Mrs. Kathy Anderson said the movie night on the facility agenda had been postponed till November and should be removed. Mayor Daniel said Mischief Night is Sunday and a curfew has been put in place. He said council members would be patrolling the town. Mr. Turello asked the procedure for curfew violations. Mayor Daniel said the violators are asked to disburse. Dr. Prystash said the teachers will review guidelines with the students. Mrs. Anderson said board volunteers should not be confrontational. Ms. Galligan said interested Board of Education Members should contact the council. Mrs. Murin asked about a joint meeting with the Board of Education and Borough Council members. Mrs. Murin said the discussion would concern the tax situation.

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Mrs. Cathy Smith asked if the board and district goals would be approved. Ms. Galligan said at the regular meeting held on October 26th meeting.

X. *BOARD SECRETARY/TREASURER’S REPORT

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

XI. COMMITTEE REPORTS

CONSENT AGENDA

Matters listed within the consent agenda (designated by *) 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*

- Meeting Minutes 9/28/11
 - Budget Analysis 2010/11 and 2011/12
- Mr. Schundler presented the report.

September/October Bills List

- *1. Motion to approve the payment of September/October 2011 invoices from check number 19288 to check number 19332, non check number 41 and payroll checks 0815 and 0831 in the amount of \$72,684.10.

Apgar Trust Scholarship

- *2. Motion to approve the following criteria for the Apgar Trust Scholarship:
Starting in 2012, a \$1,000 award will be given to a student that is graduating from Voorhees High School based on the following criteria:

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1. the student resides in Califon at the time of graduation from Voorhees,
2. the student graduated from Califon School,
3. the student has the highest weighted GPA of the graduating students that meet the first two criteria.

In cases of a tie, the students will split the award.

Each year, at the time of the award, the school board will express gratitude for Mrs. Apgar's generosity, and praise for the honored student's academic achievement.

Mr. Schundler noted although his son Andrew may be eligible, he would decline the funds if selected. The Board discussed Mr. Schundler's comment.

Comprehensive Maintenance Plan and M-1

- *3. Motion to approve submission of the attached Comprehensive Maintenance Plan and M-1 to the New Jersey Department of Education.

Middlesex Regional ESC

- *4. Motion to approve the attached resolution approving membership in the Middlesex Regional ESC.

Alliance for Competitive Telecommunications (ACT)

- *5. Motion to approve the attached resolution to participate in the Alliance for Competitive Telecommunications (ACT).

Mr. Ayers discussed other options for phone service.

Memorandum of Agreement with Law Enforcement

- *6. Motion to approve the 2011-12 Memorandum of Agreement Between Education & Law Enforcement Officials

Dr. Prystash said she was waiting for Washington County Police to sign the document.

Facility Use

- *7. Motion to approve the following use of facilities:
- | | | | |
|-------------------------|--------------|---------------------------------|--------------------------------------|
| Booster Club | gym | Homecoming Dance 5:00 – 9:30 pm | 11/9/11 |
| Boy Scout Troop 192 | gym | 7:00-9:00 pm | 10/20,11/17
12/15/2011 |
| | | | 1/19, 2/23, 3/15, 4/19 and 5/17/2012 |
| Girl Scouts Heart of NJ | gym ceremony | 3:10 – 5:00 pm | 10/24/11 |

Joint Transportation Agreement

- *8. Motion to approve the attached transportation agreement between the Califon Board of Education and the Tewksbury Board of Education for the 2011-12 school year.

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Eighth Grade Class Fundraiser

- *9 Motion to approve the following Eighth grade class fundraiser:

Candy Sales Califon A&P Fall 2011
The Board discussed this event.

B. Curriculum/ Instruction and Technology

Tools of the Mind

- *1. Motion to approve the second year preschool training contract with Tools of the Mind for the 2011-12 school year at a cost of \$2,000.00.

Mrs. Murin asked how many years this program covered. Dr. Prystash said three years.

District and Board Goals 2011-12

- *2. Motion to approve the Board and District goals for 2011-2012.

The Board reviewed these goals. Items discussed:

- Linkit versus Study Island
- Review of additional writing instruction
- 20% increase to proficient

C. Legislation and Policy

- Policy book update
- Mrs. Murin noted the need for all board members to complete their criminal history reviews.

D. Board Ad Hoc Committees

Long Range Planning Committee – Mrs. Murin discussed the meeting with Tewksbury BOE and the possibility for shared services. Mr. Ayers added that Tewksbury wanted to maintain their administrative structure. Ms. Galligan discussed the letter received from Lebanon Township Board of Education. A committee from Califon will attend.

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

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2011-2012 Extra Curricular Appointments

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

Homework Club	Kathy Brown	\$500.00	2010-11
Homework Club	Heyduke/Cassa	\$500.00/each	2011-12

2011-12 Non-CEA staff

*2 A motion to approve the following non bargaining unit staff for the 2011-2012 year:

a. Del St. Louis** Night Custodian \$9,203.00 (2% increase)
3.0 hours/ 5 days per week 9/1/11-6/30/12

**corrected from 9/28 agenda. 3.0 hours from 3.5 hours

b. Patricia Cassa Maternity Leave replacement
LDTC 1 day per week \$240.55 per day
MA 1 \$48,109 prorated per day (11/3/11-2/1/12)

c. Harry Ogden long term custodian sub \$12.50
6.0 hours per day 11/1/11 to approximately 1/1/12

Staff Development/Travel

*3 Motion to approve the following staff development/travel:

R. Heunenman	Common Core Standards	Somerset, NJ	12/6/11	\$119.99
K. Galligan	NJSBA Workshop	Atlantic City, NJ	10/24-26/11	\$0.00*
T. Custshaw	Project Fit		10/21/11	no cost

*Using NJSBA Credit

2011-12 Substitute List

*4. 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.

Robin Heunemann (teacher) Francesca Finegan (teacher)
School Nurses – See attached list
Era Patel (teacher)

Maternity Leave

*5. Motion to approve a maternity leave request from Jackie Carruthers from approximately November 3, 2011 to February 1, 2012.

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F. Communications

XII. OLD BUSINESS

- School Choice – Ms. Galligan asked for comments on the documents. The Board reviewed the documents.

XIII. NEW BUSINESS

Mrs. Murin asked about the monthly Harrassment, Intimidation and Bullying report. Dr. Prystash said it would be in executive session.

XIV. PUBLIC COMMENT

Mrs. Smith said the Middle School is getting an undeserved bad reputation. She said her son was very complimentary about Califon School in particularly the writing program. She said he spoke very highly about Mrs. Caprio, Mrs. Kooger and Mrs. Heuneman. She said there is a need to change the perception. Dr. Prystash said a lot of work has gone into the Middle School.

XV. EXECUTIVE SESSION

Motion 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 _____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.

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XVI. RECONVENE

XVII. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Schundler and seconded by Mr. Ayers to adjourn at 12:01 p.m.

The motion carried unanimously on a voice vote.

Respectfully Submitted,

Susan Schaffner
Board Secretary