

**CALIFON BOARD OF EDUCATION  
SPECIAL MEETING  
MINUTES**

**September 1, 2012 9:00 a.m.**

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

This meeting is called to order at 9:00 a.m. with the following opening statement:

“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 Special Meeting was provided in the notice dated August 28, 2012. Said notice was posted at the office of the Califon School, sent 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**

**III. ROLL CALL**

Members Present:     Mr. Timothy Ayers  
                              Mr. Kim Schundler  
                              Mr. Alfred Turello  
                              Ms. Kelly Galligan

Absent:                 Mrs. Carolyn Murin

Also Present:         Dr. Debra Sheard  
                              Ms. Susan Schaffner, BA/BS

Members of the Public

**IV. WRITTEN COMMUNICATIONS**

1. Letter from Jeffrey Scott, Executive County School Business Administrator (approval of Interim Superintendent Contract) – Ms. Galligan stated that Jeffrey Scott, Executive County School Business Administrator, had approved the Interim Superintendent contract

**CALIFON BOARD OF EDUCATION  
SPECIAL MEETING  
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**V. PUBLIC COMMENT -NONE(resolutions only; time limits: 20 min. total; 3 min. /person)**

**VI. POLICY**

A motion was made by Mr. Schundler and seconded by Mr. Ayers to approve the following attached job descriptions:

- a. Superintendent
- b. Principal

Motion carried unanimously on a roll call vote.

**VII. PERSONNEL**

Interim Superintendent

A motion was made by Mr. Turello and seconded by Mr. Ayers:

Resolved, Whereas the District has conducted a search for a qualified and certified school administrator to serve as Interim Superintendent, and it appearing that Dr. Sheard has the appropriate qualifications for the position; therefore,

IT IS HEREBY resolved that Dr. Sheard is appointed to the position of Interim Superintendent in accordance with the terms and conditions contained in the attached contract from September 1, 2012 to June 30, 2013 at a per diem rate of \$450.00.

Motion carried unanimously on a roll call vote.

Dr. Debra Sheard introduced herself to the members of the public and reviewed her credentials. She said Dr. Boyd and herself will be a visible presence at the Califon School. She invited the community to all or email her with their concerns.

**VIII. CONSENT AGENDA - PERSONNEL**

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

**CALIFON BOARD OF EDUCATION  
SPECIAL MEETING  
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**September 1, 2012 9:00 a.m.**

A motion was made by Mr. Schundler and seconded by Mr. Turello to move the consent agenda.

Motion carried unanimously on a roll call vote.

Interim Principal

\*1. Resolved, Whereas the District has conducted a search for a qualified and certified school administrator to serve as Interim Principal, and it appearing that Dr. Boyd has the appropriate qualifications for the position and having been recommended by Dr. Sheard; therefore,

IT IS HEREBY resolved that Dr. Boyd is appointed to the position of Interim Principal in accordance with the terms and conditions contained in the attached contract from September 1, 2012 to June 30, 2013 at a per diem rate of \$415.00.

2012-13 Stipends

\*2. Motion to approve the following stipends for the 2012-2013 school year:

|                               |                                 |                  |
|-------------------------------|---------------------------------|------------------|
| Cheerleading Coach            | Kelly Hubiak                    | \$2,100.         |
| Milk Coordinator              | Leslie Weiss                    | \$1,000.         |
| 8 <sup>th</sup> Grade Advisor | Kathy Brown                     | \$1,100.         |
| Yearbook Coordinator          | Kyle Mershon                    | \$ 1,800.        |
| Co-Ed Soccer                  | Tom Cutshaw                     | \$ 1,400.        |
| Athletic Coordinator          | Melissa Fogg                    | \$ 500.          |
| Mentoring Teacher             | Erika Bergmann                  | \$ 600.          |
| Homework Club                 | Marie Heyduke                   | \$ 1,000.        |
| Teacher In Charge             | Linda Patterson                 | \$80.00/per diem |
| HIB Specialist                | Linda Patterson(9/1/12-1/31/13) | \$1,250.         |
| DI Coach                      | Leslie Weiss                    | \$ 800.          |

Mr. Ayers said the HIB specialist stipend would be reviewed to see if it should continue to be a stipend position.

Non-Tenured Teachers

\*3. Motion to approve the appointment and emergent hire 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

**CALIFON BOARD OF EDUCATION  
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between the Califon Board of Education and the Califon Education Association(pending negotiation of new contract).

| <b>Name</b>          | <b>Position</b>         | <b>College</b> | <b>12-13 Step/Col</b> | <b>Salary</b> | <b>FTE</b> | <b>Tenure Date</b> |
|----------------------|-------------------------|----------------|-----------------------|---------------|------------|--------------------|
| Nancy Hara           | Special Ed Teacher      | Rider          | BA45 Step 1           | \$24,055.     | .50        | 9/1/2016           |
| Erika Hellings       | Language Arts           | Montclair      | BA Step 1             | \$45,049      | 1.0        | 9/1/2016           |
| Matthew G. Zimmerman | Media/Computer Literacy | Ramapo         | BA Step 1             | \$22,525.     | .50        | 9/1/2016           |
| Era Patel            | Special Ed Teacher      | Kean           | BA Step 1             | \$22,525.     | .50        | 9/1/2016           |

NON –CEA appointments

\*4. Motion to approve the appointment and emergent hire of the following staff for 2012-13 School Year:

| <b>Name</b>       | <b>Position</b>                       | <b>Salary</b>         | <b>FTE</b> |
|-------------------|---------------------------------------|-----------------------|------------|
| Barbara Tiger     | Special Ed Aide                       | \$8,239.              | .5         |
| Dr. D. Merachinik | School Psychologist (9/1/12-11/30/12) | \$365.00/<br>Per diem | .2         |

Dr Sheard introduced Dr. Mary Ann Boyd. Dr. Boyd reviewed her credentials. She described her philosophy on education. She introduced the new staff members present: Nancy Hara Matthew Zimmerman and Erika Hellings.

**IX. PUBLIC COMMENT (all school-related topics; time limits: 30 min. total; 3 min. /person)**

**CALIFON BOARD OF EDUCATION  
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**September 1, 2012 9:00 a.m.**

Mrs. Leslie Weiss, Califon Education Association President, welcomed Dr. Sheard and Dr. Boyd to the Califon School and said the teachers were looking forward to a successful year.

Mrs. Goad asked for the Administrators schedule. Dr. Said she will be in District 4 days per week and Dr. Boyd will be in 3 days per week. She added both have an open door policy.

**X. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Ayers and seconded by Mr. Turello to adjourn at 9:17 a.m.

The motion carried unanimously on a voice vote.

Respectfully Submitted,

Susan Schaffner  
Board Secretary