

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
October 15, 2014 7:30 p.m.**

I. CALL TO ORDER – OPENING STATEMENT

This meeting is called to order at 7:31 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. Alfred Turello

Members Absent: Mr. Kim Schundler

Also Present: Dr. James Gamble, Interim Superintendent
Mr. Thomas Johnston, Board Secretary

Members of the Public

IV. APPROVAL OF MINUTES

- A. A motion was made by Mr. Ramarge and seconded by Mr. Bell to approve the following minutes. The motion passed on a unanimous voice vote.

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V. WRITTEN COMMUNICATIONS – (NONE)

VI. INTERIM SUPERINTENDENT’S REPORT

***1. Review of District Goals/Focus Meeting Update**

Dr. Gamble said that the shared vision is tied to district goals. He reviewed the Shared Vision Input Document. Dr. Gamble stated there has been good input so far, and that there are more meetings to come. He differentiated a mission statement (who we are) from a vision (what we will look like). He stressed that the new administrator needs to meet the school’s vision. The deadline for the shared vision is December 31, 2014. Dr. Gamble said that input from all stakeholders is desired, and that meetings are being advertised. He reviewed the 2014-2015 goals.

***2. HIB Report – no HIB incidents to report. Anti-bullying assembly held 10/15.**

***3. Gloria Winter, Winter Fall Grants Presentation**

Mrs. Winter introduced herself and described the purpose of the grants. She stated that the current grants will go toward a variety of items including digital cameras, microscopes and slides, and frog dissection kits. She handed out certificates to the staff members who would be receiving grants, including Mrs. Johnston, Mrs. Parisella, Ms. Hubiak, Mrs. Brown, Mrs. Medea, Mrs. Hoitsma, Mr. Zimmerman, Ms. Montesion, Ms. Heyduke, and Mrs. Charleston. Mrs. Winter encouraged everyone to apply again. Mr. Patton thanked the teachers. Mr. Turello stated the Board appreciates all that Mrs. Winter does for Califon School.

***4. NJASK Report**

Dr. Gamble presented a Powerpoint presentation on the 2013-2014 NJASK scores. He stated that the test is more difficult and is a more rigorous assessment where a small sample size matters. Dr. Gamble noted that a score in the range of 215 – 225 is very solidly proficient, and that all of Califon’s scores were proficient. He mentioned the Grade 3 is more difficult because it’s the first time for testing.

In the area of Language Arts, Grade 3 scored higher than the District Factor Group (DFG) and the State, as did Grade 4. Grade 5 and Grade 6 beat the State

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score, but not the DFG. Grade 7 and Grade 8 scores topped both the DFG and the State. Dr. Gamble credited the teachers for their work, and credited the Rutgers program.

Dr. Gamble pointed out that next year, Califon will be compared to “peer schools”, a better comparison. The DFG is now socio-economic. Califon is an “I” group. Peer group schools are of similar size but not necessarily close proximity. Dr. Gamble said the State feels the peer group is more accurate. There is a more complicated algorithm for next year, and Common Core is even more rigorous. He stated he was very pleased with the Language Arts results.

In the area of Math, Grade 3 score beat the State, but was below the DFG. Grade 4 beat out both. Grades 5 and Grade 6 beat the State, and were just below the DFG. Grade 7 scored below both the State and the DFG. Grade 8 scored higher than the State and was just below the DFG. Dr. Gamble said there needs to be work in the Math area.

In the area of Science, only Grade 4 and Grade 8 were tested. Both grades scored higher than the State and the DFG, and both were highly proficient.

Dr. Gamble reviewed other parts of the report. The scores were higher in literature. Writing scores exceeded reading scores, which was unexpected. In Math, fractions were an issue. Dr. Gamble stated that assessment is teaching. Califon is in a good place where the teachers are engaged. Dr. Gamble praised Mr. Patton for his work at Califon.

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.

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Mr. Beard said that he wants to better understand the process for choosing the next Superintendent; specifically, how the decision are made and by whom, the timetable, and criteria. Mr. Turello said the topic will be discussed in Old Business.

VIII. *BOARD SECRETARY/TREASURER'S REPORT

After review of the Secretary's and Treasurer's reports for the months of July, August, and September 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 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. Johnston reported that the annual financial audit went very well. The audit was quite thorough, and the auditors were very pleased. One area of concern the auditors had during the 2012-2013 audit was the handling of the Student Activity Account. They noted a vast improvement in 2013-2014 after responsibility of the account was moved to the Business Office. Mr. Turello expressed his pleasure at hearing the report, and thanked Mr. Johnston for his work in the Business Office.

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.

A. Finance/Facilities/Transportation/Personnel

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Finance:

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

September/October Bills List

- *1. Motion to approve the payment of invoices from check number 21095 to check number 21157, checks 93014, and 10514, and non check N1150, in the amount of \$214,736.67.

Facilities:

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

Use of Facilities:

- *1. 8th Grade Mixer Dance Gym 12/12/14, 2/12/15, 3/20/15, 5/1/15 7:00PM-9:30PM
- 8th Grade Dinner, 5th-8th Grade Dance Gym 05/15/15 3:30PM-10:30PM
- ACS/Relay for Life 5th & 6th Grade Dance Gym, 8th Gr. Rm. 11/21/14 6PM-10PM
(Califon, Tewksbury, Lebanon Twp., High Bridge, Hampton)
- ACS/Relay for Life 5th & 6th Grade Dance Gym, 8th Gr. Rm. 12/19/14 6PM-10PM
(Califon, Tewksbury, Lebanon Twp., High Bridge, Hampton)
- LTAA Basketball Practices & Games Gym based on attached available dates
Mid-November thru Mid-March
- 8th Grade Play Parent Meeting Gym/8th Grade Room 10/21/14 7:30-8:30PM

Mrs. Gangemi asked if we are charging the LTAA. Dr. Gamble said no since there is a connection to Califon and that Califon residents participate.

Improvement of Grounds:

- *2. Motion to approve landscape work at the playground, including grading and seeding, at a cost of \$823.46.

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Transportation: (NONE)

Personnel:

A motion was made by Mrs. Gangemi and seconded by Mr. Bell to approve the following. The motion passed on a unanimous roll call vote.

Staff Development/Travel

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

D. Patton	AMTNJ Conference	New Brunswick, NJ	10/23-24/14	\$210
P. Johnston	RVCC NJACE Workshops	Branchburg, NJ	11/18,12/16,1/27,2/10	\$400
R. Heuneman	RU K-12 Math Workshops	Piscataway, NJ	12/10/14	\$195
K. Hoitsma	RU K-12 Math Workshops	Piscataway, NJ	12/02/14	\$195
D. Patton	RU K-12 Math Workshops	Piscataway, NJ	12/02 & 10/14	\$390

Mr. Turello asked if these were budgeted for. Mr. Johnston replied yes. Mr. Bell asked if there were targeted topics. Dr. Gamble said yes; they are geared to the shifts. Dr. Gamble pointed out the math workshops as examples of the direction Califon School is going to improve in the math area.

B. Curriculum and Instruction

A motion was made by Mr. Ramarge and seconded by Mrs. Gangemi to approve the following. The motion passed on a unanimous voice vote.

Health Report

*1. Motion to approve the attached Health Report for September 2014.

Submissions to NJDOE

*2. Motion to approve the following submission to the New Jersey Department of Education:

Nursing Services Plan

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Mr. Turello asked if there were any concerns regarding the Nursing Services Plan. Dr. Gamble replied no.

C. Policy

- Policy book update

Mr. Bell said there will be a meeting to discuss AED policies. Mr. Ramarge stressed there be a better understanding on AED policy, and that we should check with area schools regarding AED policies.

D. Communications

Mrs. Gangemi spoke about the new BOE Banner and its appearance at the Califon Street Fair. She also mentioned she attended the CAP meeting as a parent and completed the survey. She found the meeting informative.

X. OLD BUSINESS

- *1. Superintendent Search for 2015-2016.

Mr. Turello pointed out that Dr. Gamble's term ends June 30, 2015. He thanked Dr. Gamble for his work at Califon. He stated the principal search went very well with the hiring of Mr. Patton. Mr. Turello said the next step is a meeting at Lebanon Township on October 22 to discuss options. This will be a fact-finding meeting on what other districts are considering. There have been fact-finding talks with Tewksbury which laid some groundwork.

Dr. Gamble said the main criterion is an educational leader. He feels the most beneficial direction is in shared services, followed by an interim. He pointed out it is hard to hire a non-retired administrator for 2 to 3 days per week. Dr. Gamble stressed the goal is to have a shared service arrangement by the end of January 2015 to synch with the budget process. The shared vision is due December 31, 2014; what is the best it for the shared vision? And there are the financial considerations. Dr. Gamble pointed out that Califon has a solid administrator in place in Mr. Patton which helps a lot.

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Mr. Turello said the conversations are now fact-finding, but the process will ramp up soon, as his own term ends December 31, 2014. Mr. Ramarge distinguished the finances of the situation versus the educational situation. He said the October 22 meeting is important. He stated a fear is getting a shared service arrangement only to have the person back out.

Mr. Turello said now is the time to check on the seriousness of other districts for a shared arrangement. He said it is a little early to explore interims; that should start in January 2015. He said the transition should be easier with Mr. Patton here. Mr. Turello stressed it can't be just about finances; educational leadership is key. Mrs. Gangemi asked if the interim term is only two years. Dr. Gamble replied yes.

Dr. Gamble mentioned that shared services works well in Hunterdon County. The payment for shared service should be \$10,000 max. He said we could handle shared service budget-wise. Dr. Gamble stated that physical presence here is not always needed. We need the right person to align with the vision. He said the timeline for shared service is now, and interims in the spring.

Mr. Bell asked about having a search committee. Mr. Turello replied Califon did that last time in the interview process. Mr. Bell said it worked well last time. Mr. Beard asked who is involved in the decision making. He shared concerns about shared services; that we need someone here. He feels important criteria are familiarity and accessibility. Dr. Gamble mentioned a retired person as a part-time interim for two years. He said getting a non-retired person who is in the pension system is a real trick.

Mrs. Gangemi said the shared vision will help us be unique, and that the new superintendant must accept the shared vision. Mr. Turello stated the focus is on leadership. He suggested interview questions should be about reconciling with the shared vision. He stated we cannot have two full-time administrators. Mr. Beard said the superintendant should be here two or three days per week.

Dr. Gamble said the budget decisions in regards to shared services should be done by January 2015. Mr. Ramarge asked if, for Califon, the cost analysis be done by December 2014. Dr. Gamble replied yes. Mr. Turello asked if, budget-wise, there would be little difference between shared and interim. Dr. Gamble said that is true. Mr. Beard asked about school choice and shared services. Mr. Turello stated it is challenging when the arrangement is good for one and not for the other. He is aware of the questions that need to be asked.

Mrs. Medea asked if the decision on shared services needs to be done by January 2015. Dr. Gamble said yes, for the other district's budget. He said we

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can do preliminary interviews of interims early. Mr. Turello said it needs to follow the budget schedule. Mr. Ramarge stated he would like to see who is out there for interims. Mr. Turello pointed out that interims we are interested may not be interested in Califon. Dr. Gamble said we could explore part-time people, but it doesn't make sense to have a part-time administrator. Mr. Beard asked if a search committee would be formed tonight. Mr. Turello replied the Board will move aggressively. Mrs. Medea asked about any shared services Dr. Gamble is pursuing. Dr. Gamble said he has had closed door conversations.

Dr. Gamble pointed out it is a tricky situation and a lot needs to be balanced. He mentioned he is not in the building as much as the beginning of his term since Mr. Patton has grown in his position and is here every day. Mr. Turello said we need to get a feel for what the other districts are contemplating. Dr. Gamble stressed not to go the CSA route. Mr. Bell asked if there were any county boundaries. Dr. Gamble replied no. Mr. Turello said we must spend search money wisely. Dr. Gamble pointed out Califon is not in a position to spend thousands of dollars on search services. Mr. Turello said the process will give different perspectives on candidates. Mr. Beard asked if the search will be an agenda item going forward. Mr. Turello replied yes.

After the discussion of the superintendent search, Mr. Turello pointed out the motion sensor in the front of the building is working, providing necessary lighting. He said the last dance was well attended. Mr. Bell asked if there were children from different districts. Mr. Turello said yes. Dr. Gamble said he would further investigate the facilities use fee that is to be charged to the volleyball group. Mr. Turello reminded everyone to get out and vote at the Board election.

XI. NEW BUSINESS

Dr. Gamble presented a draft of the 2015-2016 school calendar. He recommended a full discussion at the November 2014 meeting, and that the calendar be approved by December 31, 2014.

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

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presentation as brief as possible. Unless an extension of time is given, each speaker shall be limited to 3 minutes.

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Mr. Beard mentioned that it is school choice time. Dr. Gamble said there is no need to spend money on school choice advertising. He anticipates people reaching out. Dr. Gamble pointed out the school choice tab on the Califon School website. Mr. Turello asked if they could reach out to those interested last year. Dr. Gamble replied yes. He said the process is not as formal this year. Mr. Turello said we could send emails. Dr. Gamble said four is our target. Mr. Bell pointed out we still have lawn signs. Mr. Turello said all in favor if there's no cost.

XIII. 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 9:36 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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XIV. RECONVENE

A motion was made by Mr. Bell and seconded by Mrs. Gangemi to reconvene the regular session at 10:15PM.

***XV. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mr. Ramarge and seconded by Mrs. Gangemi to adjourn at 10:16 p.m. The motion carried on a unanimous voice vote.

Respectfully Submitted:

Thomas Johnston
Board Secretary