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

This meeting is called to order at 7:30 p.m. with the following opening statement read by President Ramarge:

“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 April 28, 2016. 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. Robert Beers

Dr. Jevan Furmanski

Mrs. Claudia Gangemi

Mr. Terren Suydam

Mr. Matthew Ramarge

Members Absent: None

Also Present: Mr. Jason Kornegay, Superintendent

Mr. Thomas Johnston, Board Secretary

Members of the Public

**\*IV. APPROVAL OF MINUTES**

* + 1. A motion to approve the following minutes was made by Mr. Suydam and seconded by Mrs. Gangemi. The motion passed on a unanimous voice vote.

April 20, 2016 Regular Meeting

April 27, 2016 Public Hearing on the Budget

**\*V. WRITTEN COMMUNICATIONS**

\*1. Notification of resignation from Mr. Robert Beers.

Mr. Ramarge thanked Mr. Beers for his work while on the Board.

## \*VI. SUPERINTENDENT’S REPORT

\*1. Superintendent Update

Facilities:

Mr. Kornegay provided an update on the septic project. He also discussed the issue of the water backing up in the bathroom by the eighth grade room.

Curriculum & Instruction:

Mr. Kornegay stated the updates to the schedule will go out to the staff next week. He discussed focus and structure of parent/teacher conferences. Dr. Furmanski asked when the science curriculums would be in place. Mr. Kornegay replied the middle school curriculum will be in place in September 2016 and the elementary school’s will be in place September 2017. He added the elementary curriculum will require some professional development.

Strategic Action Plan:

Mr. Kornegay reviewed the two focus groups that were held, and that information will be put on the school’s website. He stated enrichment will have an emphasis on arts enrichment and be tied to students’ needs and interests. He said there is more work to be done. He reviewed the benchmark assessment meeting.

\*2. HIB Report - NONE

**\*VII. APPOINTMENTS**

A motion was made by Dr. Furmanski and seconded by Mr. Beers to approve the following appointments. The motion passed on a unanimous voice vote.

RESOLVED, that the Califon Board of Education approve the following appointments from this date until the Reorganization Meeting in 2017:

A. Assistant BA/Board Secretary Thomas Johnston

B. Public Agency Compliance Officer Thomas Johnston

C. Treasurer of School Monies Steffi-Jo DeCasas

D. Architect of Record SSP Architectural Group

E Attorney of Record Schenck, Price, Smith & King LLP

F. Auditor of Record Ardito and Company

G. Insurance Agent of Record Balken Risk Management

H. Affirmative Action Officer Superintendent

I. Attendance Officer Principal

J. 504 Officer Principal

K. BSI Contact Person Principal

L. RTK Contact Person Head Custodian

M. AHERA Representative Head Custodian

N. Air Quality Control Officer Head Custodian

O. Medical/School Physician Hickory Run Family Practice

P. Anti Bullying Specialist Linda Patterson Q. District Bullying Coordinator: Principal

R. Custodian of School Records Thomas Johnston

Physicians and licensed practitioners effective July 1, 2016 through June 30, 2017:

School Board Attorney Schenck, Price, Smith, King LLP $175.00/hr

Medical Inspector & CST Physician Hickory Run Family Practice $500.00/yr

School Auditors Ardito & Company $106.00/hr

Physical Therapy TBD TBD

Behavioral Analysis Catherine Taylor-Santa $100.00/hr

Occupational Therapist Therapeutic Intervention, Inc. $91.50/hr

These contracts are awarded without public bidding for the reasons that the services to be rendered are recognized professions, licensed and regulated by law and their services are required by the Board of Education. The Board of Education used a deliberate process that considered cost and other relevant factors.

**\*VIII. DESIGNATIONS**

A motion was made by Mr. Beers and seconded by Mrs. Gangemi to approve the following resolutions A thru G until the Reorganization Meeting in 2017. The motion passed on a unanimous voice vote.

A. Official Newspapers:

RESOLVED, that the Califon Board of Education designates the Hunterdon Democrat as the official newspaper and the Hunterdon Review and The Express- Times as alternates.

B. Official Depositories for School Monies:

RESOLVED, that the Califon Board of Education approves the following banks as Official Depositories of record for the Califon Board of Education accounts with the authorized signatures listed and that investments can be secured in any other bank holding a current certificate of eligibility from the New Jersey State Bank Association.

**PNC Bank:**

|  |  |
| --- | --- |
| *Money Market Savings* | Secretary or Treasurer (1) |
| ***General Checking*** | President or Vice-President and Secretary and Treasurer or Superintendent (3) |
| ***Payroll & Agency Checking*** | Secretary or Treasurer (1) |
| ***Milk Checking*** | Milk Fund Coordinator and Secretary or Superintendent (2) |
|  |  |
|  |  |
| *Grant Account* | President or Vice President and Secretary and Treasurer or Superintendent(3) |
| ***Friends of the Library Account*** | Committee Appointee and Superintendent (2) |
| ***Capital Reserve*** | President or Vice-President, Secretary, and Treasurer or Superintendent (3) |
| ***Apgar Trust*** | President or Vice-President, Secretary, and Treasurer or Superintendent(3) |

## Peapack-Gladstone Bank:

|  |  |
| --- | --- |
| *Unemployment Trust* | Secretary or Treasurer (1) |
| ***Student Activities Checking*** | Assistant BA and Superintendent (2) |

C. School Funds Investment Officer:

RESOLVED, that the Califon Board of Education designates the Business Administrator/Board Secretary as the School Funds Investment Officer pursuant to N.J.S.A.17:13B-241.

D. Petty Cash Disbursement Agent:

RESOLVED, that the Califon Board of Education authorizes the Business

Administrator/Board Secretary to maintain the petty cash account in the amount of $150.00, with individual disbursements limited to $50.00.

E. Student Activity Disbursement Agent:

RESOLVED, that the Califon Board of Education appoints the Assistant Business Administrator/Board Secretary as the Student Activity Fund Disbursement Agent effective July 1, 2016 through June 30, 2017.

F. General Fund Account Transfers:

RESOLVED, that the Califon Board of Education authorizes the Superintendent and Business Administrator/Board Secretary to transfer funds within the approved Minimum Chart of Accounts (GAAP), as required by law, prior to placement of orders to maintain accounts in balance at all times. The Board, at a scheduled meeting, will approve the transfers.

G. Reinstatement of Board Policies, By-laws, etc.:

RESOLVED, that the Califon Board of Education reinstates all existing, duly adopted Board Policies, by-laws, job descriptions, rules and regulations and contracts now in force and effect, in accordance with the Policies and Procedures (Governance Manual) of the Califon Board of Education, and includes all revisions and additions, which were subsequently adopted and in accordance with New Jersey state rules and regulations.

A motion was made by Mr. Beers and seconded by Dr. Furmanski to approve the following resolutions H thru S until the Reorganization Meeting in 2017. The motion passed on a unanimous voice vote.

1. Reinstatement of Curricula and Textbooks:

It is recommended: that the Board of Education, upon the recommendation of the

Superintendent, re-approve all current written curriculum, including specials i.e. art, music,

computers, physical education, etc., for the 2016-2017 school year, and additionally

approve current textbooks for all students, including mandated programs, specified in code,

for the 2016-2017 school year, as per N.J.A.C. as required each year. Revisions/Updates to

individual curriculum will be presented for approval as they are completed

I. A motion to approve Roberts Rules of Order as the authorized parliamentary procedure.

J. A motion to approve cooperative bidding during the 2016-2017 school year with the Hunterdon County Educational Services Commission and Middlesex Regional Educational Services Commission.

K. A motion to approve the chart of accounts.

L. A motion to authorize the award of contracts up to the bid amount of $36,000.00 and to set the quote threshold at $5,400.00 pursuant to NJSA 18a:18a -2 and to appoint (pending) as qualified purchasing agent.

M. A motion to approve the payment of bills between Board meetings on an emergency basis provided proper documentation is available and upon review of the Chief School Administrator and Business Administrator.

N. A motion to adopt the Board Member Code of Ethics.

1. State Contract Resolution

Whereas, Title 18A:18A-10 provides that, “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

Whereas, the Califon Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

Whereas, the Califon Board of Education desires to authorize its purchasing agent for the 2016-17 school year to make any and all purchase necessary to meet the needs of the school district throughout the school year,

Now Therefore Be It Resolved, that the Califon Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various venders.

1. Affirmative Action
2. Motion to authorize the Affirmative Action Officer, in conjunction with the Affirmative Action Team, to conduct a needs assessment and to develop a Comprehensive Equity Plan, to implement the plan over a three-year period and to submit an annual progress report in the Quality Assurance Annual Report.
3. Motion to define the responsibility of the Affirmative Action Officer as to identify and correct all discriminatory and inequitable policies, programs, practices and conditions within or affecting their schools and to comply with Federal and State laws, require that the AAO be a certified staff person and to authorize any training as necessary to facilitate the AAO in handling the district’s equity responsibilities.
4. Motion to authorize the AAO to conduct yearly training for all staff.
5. Internet Protection Act

Motion to state that the Califon School District is in compliance with the Internet Protection Act and that a filtering device is in place on all district computers with internet connections.

Dr. Furmanski asked if we were in compliance. Mr. Kornegay replied yes and mentioned the robust firewall. Dr. Furmanski asked about the Chromebooks. Mr. Kornegay replied they are on the school’s network and still go through the network’s firewall and are protected.

R. Tax Sheltered Annuity Companies motion to approve the following Tax Shelter Annuity Companies and Broker of Record:

AXA/Equitable C. Pedicone

American Funds Thomas Cross

First Investors Corp. Joe Cameron

S. District Travel

Motion to approve the following district travel:

1. All travel for the Superintendent, Principal and Business Administrator to attend articulation, roundtable, seminars, (registration fee of $150.00 or less), county and state meetings for the 2016-2017 school year. Mileage reimbursement at the applicable NJ State rate. Meal reimbursement not to exceed state levels.
2. All travel for staff as directed by the Superintendent to attend articulations, roundtables, seminars, (registration fee of $150.00 or less), county and state meetings for the 2016-2017 school year. Mileage reimbursement at the applicable NJ State rate. Meal reimbursement not to exceed state levels.
3. All travel for Board of Education members to attend board articulations, county, state and NJSBA sponsored meetings for the 2016-2017 school year (registration fee of $150.00 or less). Mileage reimbursement at the applicable NJ State rate. Meal reimbursement not to exceed state levels.

## \*IX. 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.

The Board President may terminate the remarks of any individual, when they do not adhere to the rules established above.

Mr. Bell thanked Mr. Ramarge and Mr. Beers for their service to the Board. Mr. Cantagallo thanked them as well.

## \*X. \*BOARD SECRETARY/TREASURER’S REPORT

###### After review of the Secretary’s and Treasurer’s reports for the months of April 2016 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 \*( **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.

1. ***Finance/Facilities/Transportation/Personnel***

***Finance***

A motion was made by Mr. Beers and seconded by Dr. Furmanski to approve the following items. The motion passed on a unanimous roll call vote.

April/May Bills List

\*1. Motion to approve the payment of invoices from check number 22065 to check number 22115, checks 43016, 51516, and non check N1179, in the amount of $238,963.52.

Budget Transfers

\*2. Motion to approve the attached list of budget and 10% transfers in the amount of $19,317.00.

2016-2017 Grants

\*3. Motion to approve submission of the 2016-2017 IDEA Grant application.

\*4. Motion to approve submission of the 2016-2017 NCLB Grant application.

\*5. Motion to approve submission of the 2016-2017 Extraordinary Aid application.

Requisition for Taxes

\*6. **RESOLVED**: that the amount of district taxes needed to meet the obligations of the Board for the 2016-2017 school year is $2,151,493, and that the Borough of Califon is hereby requested to place in the hands of the Custodian of School Moneys that amount in accordance with the statutes relating thereto.

|  |  |
| --- | --- |
| **DATE REQUESTED** | **AMOUNT** |
| July 1, 2016 | $ 358,582 |
| September 1, 2016 | $ 358,582 |
| November 1, 2016 | $ 358,582 |
|  |  |
| January 1, 2017 | $ 358,582 |
| March 1, 2017 | $ 358,582 |
| May 1, 2017 | $ 358,583 |
| **Local Tax Levy 2016-2017** | $ 2,151,493 |
| July 1, 2016 | $ 64,994 |
| January 1, 2017 | $ 64,993 |
| **Debt Service Levy 2016-2017** | $ 129,987 |

***Facilities***

Use of Facilities

\*1. A motion was made by Mrs. Gangemi and seconded by Mr. Suydam to approve the following use of facilities. The motion passed on a unanimous voice vote.

Califon Rec. Adult Volleyball Monday Nights during School Year 7:00PM-9:00PM

Mr. Beers asked if custodial fees will be charged. Mr. Ramarge replied no, if it is a Califon event.

***Transportation: NONE***

***Personnel***:

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

Summer Custodian

\*1. Motion to approve Kenya Kaszyk as part-time summer custodian at a rate of $10.00 per hour, not to exceed $3,200.

Dr. Furmanski asked for an explanation of the summer custodian position. Mr. Kornegay provided one.

Substitute List

\*2. Motion to approve Kenya Kaszyk for inclusion on the Substitute Custodian list.

Motion to approve Christina Pellegrino for inclusion on the Substitute Teacher list.

Music Program

\*3. As recommended by the Superintendent, motion to approve the Shared Service Agreement with Lebanon Borough for Music Program Services effective July 1, 2016 thru June 30, 2017.

Mrs. Gangemi asked about the costs. Mr. Kornegay stated the music teacher is under contract with Lebanon Borough and is shared with us. Mr. Ramarge said the Board should address changes prior to the contract, especially benefits. Mr. Kornegay explained the open enrollment period and that an employee can re-enter the State health insurance program if there is a life change.

Stipends

\*4. Motion to approve the following stipends:

Lisa Kooger Student Council Advisor $500

Assistant BA/Board Secretary

\*5. As recommended by the Superintendent, motion to appoint Thomas Johnston as Assistant BA/Board Secretary in accordance with the terms and conditions contained in the agreed upon contract from July 1, 2016 thru June 30, 2017, at an annual salary of $49,960.

Non-CEA Staff

\*6. Motion to approve the following staffing for the 2016-2017 year.

10 Months

A. Susan Annunziata Instructional Aide 1.0 FTE $17,800.00

B. Thomas Dellaventura Instructional Aide 1.0 FTE $17,800.00

C. Alexandria Annunziata Instructional Aide 1.0 FTE $17,800.00

D. TBD Instructional Aide 1.0 FTE $17,338.00

E. Edward Belenguer Night Custodian 0.5 FTE $10,268.00

F. Dawn Hup Preschool Aide 0.5 FTE $ 8,900.00

12 Months

F. Susan Dyer Executive Secretary 1.0 FTE $33,677.00

1. ***Curriculum and Instruction***

A motion was made by Mr. Suydam and seconded by Dr. Furmanski to approve the following items. The motion passed on a unanimous roll call vote.

Health Report

\*1. Motion to approve the attached Health Report for April 2016.

Field Trips

\*2. Motion to approve the following field trips.

7th Gr. Finding Neverland/Hard Rock Café 05/18/16 9:00AM-7:00PM No Cost to Board

8th Gr. DC/Gettysburg 06/1-3/16 6AM (Wed)-9PM (Fri) Cost to Board $3,200 (budgeted)

Course Reimbursement

\*3. Motion to approve the following course reimbursement in accordance with Article XIII (2015-2018 Negotiated Agreement).

L. Weiss GED 649 (summer 2016) and GED634 (fall 2016) $1,305.00 ea.

Dr. Furmanski asked if this was part of a degree program. Mr. Kornegay replied yes.

1. ***Policy: NONE***
2. ***Communications: NONE***

**\*XII. OLD BUSINESS**

Mr. Beers said that two meeting ago, rumors were circulated that he and his wife were conducting surveys to gather information regarding the closing of Califon school. Mr. Beers emphatically stated that to say the rumors were inaccurate would be a gross understatement, and that the alleged surveys never happened.

**\*XIII. NEW BUSINESS**

Dr. Furmanski said the UNICEF Kids Program was a donation related program. He suggested a motion to accept the fit-bit system. He pointed out it is curricular, explained the plug-in items, and said it is linked to UNICEF world operations. Mrs. Kibler presented the UNICEF Kids Program and explained what she felt the benefits would be to the school. Mr. Beers asked what class it would apply to. Mrs. Kibler replied all classes. Mr. Beers stated curriculum changes cannot be forced upon the district, and that this program must be approved by the Curriculum Committee. He added the Board cannot accept this now. Dr. Furmanski stated it is not a curriculum change, and there must be more explanatory information about the donation. Mr. Ramarge asked about the Board’s obligation. He added that, while he is not opposed to the donation, there needs to be research done by the Curriculum Committee. He said there is lots of material to review, and the Board cannot entertain a motion at this time. Mr. Beers said the proper vetting must be done and suggested a superintendent’s recommendation. Dr. Furmanski stated the most value is how it integrates with curriculum. Mr. Beers pointed out curriculum cannot be directed by parental groups and that this must go through channels. Dr. Furmanski mentioned due diligence. Mr. Ramarge stated anything brought up during new business does not mean a motion must be made right away. He added it is a good idea, but the process has to be. Mrs. Kibler asked if the 3D printer went through the process. Dr. Furmanski said the Board wants more time to review this with the Superintendent and discuss how the school would use this. Mr. Beers said the Board does not control curriculum; the Board votes on the recommendations of the Superintendent. Mr. Ramarge repeated that there must be a process. He said there will be no motion on the matter at this meeting.

Dr. Furmanski asked about the testing of water for lead. Mr. Kornegay said it is tested at the municipal level. Dr. Furmanski asked if testing has been done at the faucets. Mr. Kornegay said no, but the school will get ahead of it. Dr. Furmanski asked if it just gets done of does it require a Board vote. Mr. Kornegay stated if it is under $5,400 it just gets done.

Mr. Beers thanked the Board for their work. He stated leadership was missing at some point but has come back. He also thanked Mr. Kornegay and Mr. Johnston for their work. Mrs. Gangemi thanked Mr. Ramarge and Mr. Beers for their work on the Board.

Mrs. Gangemi stated she will not be here on June 15. It was agreed to move the June 2016 meeting to June 22. The necessary notice of the meeting date change will be handled by Mr. Johnston.

**\*XIV. 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 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.

The Board President may terminate the remarks of any individual, when they do not adhere to the rules established above.

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Mrs. Smozanek said she was interested in the UNICEF program and encouraged the Board to consider it. She felt it fits some of the things discussed in the focus groups. Mr. Ramarge stated this was a process and not a yes or no. Mrs. Smozanek said she was disappointed in the tone of some Board members when they give out information and stressed positivity.

Mr. Cantagallo asked why the school needs the Assistant BA, Mr. Johnston. Mr. Korrnegay explained that Mr. Johnston does all the work in the Business Office while he is working on his full BA certification, an arrangement the County approved. He added the title of School Business Administrator could not be given until Mr. Johnston completes his certification requirements, of which there is only one remaining.

Mr. Cantagallo expressed his interest in one of the upcoming vacant Board positions.

**\*XV. EXECUTIVE SESSION**

A motion was made by Dr. Furmanski and seconded by Mr. Suydam to approve the following resolution. The motion passed on a unanimous voice vote.

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

\_ X\_\_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 8:56 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

**\*XVI. RECONVENE**

A motion was made by Mrs. Gangemi and seconded by Mr. Suydam to reconvene to general session at 9:51 p.m. The motion passed on a unanimous voice vote.

As recommended by the Superintendent, a motion was made by Mr. Beers and seconded by Mr. Suydam to appoint Steven Weber a Head Custodian in accordance with the terms and conditions contained in the agreed upon contract from July 1, 2016 thru June 30, 2017 (12 months), at an annual salary of $53,900.00.

As recommended by the Superintendent, a motion was made by Mr. Beers and seconded by Mrs. Gangemi to appoint Daniel Patton as Principal in accordance with the terms and conditions contained in the agreed upon contract from July 1, 2016 thru June 30, 2017, at an annual salary of $113,200.

As recommended by the Superintendent, a motion was made by Mr. Beers and seconded by Mrs. Gangemi to approve Alison Demarco as 2nd Grade Teacher for the 2016-2017 school year (10 months) at an annual salary of $63,044 (step MA-13) in accordance with the 2015-2018 Negotiated Agreement.

**\*XVII. ADJOURNMENT**

With no further business to be presented before the Board, a motion was made by Dr. Furmanski and seconded by Mrs. Gangemi to adjourn the meeting at 10:07 p.m. The motion carried on a unanimous voice vote.

Respectfully,

Thomas Johnston

Board Secretary