

**CALIFON BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
Wednesday July 18, 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 May 3, 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 (enters the meeting at 7:40 pm)  
                              Mrs. Carolyn Murin  
                              Ms. Kelly Galligan

Absent:                   none

Also Present:           Dr. Kathleen Prystash, CSA  
                              Ms. Susan Schaffner, BA/BS

Members of the Public

**IV. APPROVAL OF MINUTES**

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

June 13, 2012 Regular Meeting – as amended  
June 13, 2012 Executive Session  
June 28, 2012 Regular Meeting  
June 28, 2012 Executive Session

The motion was carried unanimously on a roll call vote.

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**V. WRITTEN COMMUNICATIONS**

1. Borough of Califon Minutes May 21, June 4, 2012
2. Email from Ms. Teri Haus
3. Email from Mr. Jim Bell
4. Email from Ms. Marybeth Harrison
5. Meeting Schedule Summer - NHVRHS

**VI. CHIEF SCHOOL ADMINISTRATOR'S REPORT**

- Consortium Curriculum Coordinator – Dr. Prystash said 7 schools are interested in forming a shared service for curriculum coordinator. The cost would be divided equally. Dr. Prystash recommended Califon participate in this consortium. The Board expressed interest in pursuing this.
- Teacher Evaluation Model – The contract is in the packet and workshops will be held this summer.
- School Choice – application has been received.

**VII. PUBLIC COMMENT**

Mrs. Turello asked about the curriculum coordinator. Dr. Prystash explained the need for a standardized curriculum for students going to the High School. Mr. Beers said the shared curriculum coordinator is a good idea. He said he hopes this shared service is pursued. Mr. Ayers asked if Califon was prepared for Math and Language Arts. Dr. Prystash said yes.

Mr. Turello enters the meeting at 7:40 p.m.

Mrs. Winter says staff has been encouraged to articulate with the High School. She asked if articulations are still active. Dr. Prystash said yes. She said Clinton Public had taken the lead in this. Mr. Ayers asked if grade level teachers would still be able to articulate. Dr. Prystash said it would continue.

**VIII. \*BOARD SECRETARY/TREASURER'S REPORT**

After review of the Secretary's and Treasurer's reports for the month of **May 2012** based upon consultation with the Board Secretary, the Board of Education of the

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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.

***A. Finance/Facilities/Transportation***

\*1. June/July Bills List

A motion was made by Mr. Ayers and seconded by Mr. Schundler to approve the payment of June invoices from check number 19716 to check number 19774 and payroll checks 0614, 0615, 0629 in the amount of \$219,606.70 and July invoices from check number 19775 to 19785 in the amount of \$54,571.99

Budget Transfers

2. A motion was made by Mr. Turello and seconded by Mr. Ayers to approve the attached list of budget and 10% transfers from the period of 05/31/12 to 06/29/12 in the amount of \$19,012.70.

The motion was carried on a roll call vote with Mr. Schundler voting no.

Mr. Schundler discussed the timing of approval of transfers. He stated that recording to statute the transfers should be approved by the Board except in case of emergencies.

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Alternate Use

- \*3. Motion to approve the submission of application for alternate method of compliance for providing toilet rooms and application for dual use of space (preschool/art room) to the New Jersey Department of Education for the 2012-13 school year.

Facility Use

- \*4. Motion to approve the following use of facilities:

Boy Scout Troop 192	gym	9/27, 10/25, 11/15, 12/20	7:00-9:00 pm
		1/24, 2/21, 3/21, 4/25, 5/23	
		(pending receipt of insurance)	

Helen S. Apgar Trust

- \*5. Motion to approve the Amanda Altavilla as the 2012 Winner of the Helen S. Apgar Trust.

Teachscape Professional Development Services Agreement

- \*6. Motion to approve the attached agreement with Teachscape, Inc and the Califon Board of Education at a cost of \$5,981.00.

Tuition Contracts -Sending

- \*7. Motion to approve the following tuition contracts for the 2012-2013 school year:

4568070978	Lebanon Township SD	ESY	\$ 3,500
1635274011	Lebanon Township SD	ESY	\$ 3,500
6869365247	High Bridge SD	ESY	\$ 4,450

***B. Curriculum/ Instruction and Technology***

Field Trips

1. A motion was made by Mrs. Murin and seconded by Mr. Schundler to approve the following field trips for the 2012-2013 school year:

Enrichment	September 2012 -June 2013	see attached	\$500.00
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The motion was carried unanimously on a roll call vote.

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Mr. Ayers asked what happened if the cost went over the estimated amount. Ms. Schaffner said the if it was over by 10% it would be re-approved by the Board.

***C. Legislation and Policy***

- Policy book update

***D. Board Ad Hoc Committees***

Long Range Planning

Mr. Ayers said he is in contact with Hampton representatives to discuss their survey.

***E. Personnel***

Non CEA Staff Summer 2012

1. A motion was made by Mrs. Murin and seconded by Mr. Ayers to approve the following staffing for the 2012-13:

Allan Schuetz	Painting	48 hours at \$25.00	\$ 1,200.00
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Motion carried unanimously on a roll call vote.

2011-12 Stipends

- \*2. Motion to approve the following stipends:

Chaperone Concert	5/23/12	C. Behrens	\$40.00
Chaperone Concert	5/23/12	C. Orlando	\$40.00
Chaperone Dance	5/23/12	L. Montesion	\$40.00
Chaperone Dance	5/23/12	K. Mershon	\$40.00
Milk Coordinator		L. Weiss	*\$1,000.

\*correction previously approved at \$800.00

The motion was carried unanimously on a roll call vote.

Chief School Administrator Retirement

3. A motion was made by Mr. Schundler and seconded by Mr. Ayers to accept the resignation of Dr. Kathleen Prystash as Chief School Administrator, she plans to retire effective September 1, 2012.

The motion was carried unanimously on a roll call vote.

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Mr. Schundler read from School Board Notes He thanked Dr. Prystash for her service. He commended her for the Administrative changes she had made during her tenure. He also added student achievement suffers when Principals change.

***F. Communications***

**X. OLD BUSINESS**

- Mr. Schundler noted that legal cost for the Chief School Administrator issue was \$9,237.00.
- Cell Phone reimbursement – Mrs. Murin asked this issued be discussed in August.
- Math Scores – Mrs. Murin asked these numbers be presented in August.

**XI. NEW BUSINESS**

- Ms. Galligan addressed the steps the Board is taking to prepare for the changes in Administrators. She also said New Jersey School Boards Associaton will be presenting to the Board on July 24<sup>th</sup>. She thanked the community for their support.
- Mr. Schundler asked that the finance committee meet soon.

**XII. PUBLIC COMMENT**

Mr. Beers thanked Dr. Prystash for her grace and professionalism. He said she will be missed. He said the job required some difficult decisions. He added things must be let go in order for healing. He said he hopes the next Administrator be strong enough to make hard decisions.

Mrs. Smith asked about the financial implications. Ms. Galligan said the Finance Committee will look at the impact. Mrs. Winter suggested hiring a building principal and share a contract for Superintendent services.

Mrs. Medea expressed sadness that Dr. Prystash would be retiring. She cited Dr. Prystash's achievements. She wished Dr. Prystash success and happiness.

Mr. Bell said he was saddened by the loss of Dr. Prystash's leadership. He thanked her for her past service. He asked about the per diem cost. Ms. Schaffner said \$480.00 per day. Mr. Schundler asked if the interim would also supervise Child Study Team. Ms. Galligan said some candidates may have both qualifications.

Mrs. Peterson thanked the Board for their efforts to resolve the issue. She said the Boards leadership is now critical. She said going forward all participants need to be brought along together.

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Mr. Kibler said he respected the boards service but not the process. He said the Board had a lot of work ahead of them to find a new school Administration and rebuild trust. He thanked Dr. Prystash for her service.

**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
- 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 8:26 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 9:45 p.m.

Septic Bids

A motion was made by Mr. Schundler and seconded by Mr. Ayers to

**To reject:**

RESOLVED That the Board hereby rejects all bids received on July 12, 2012 for the proposed septic project, on the ground that all bids have substantially exceeded the amount budgeted for this project.

Motion carried unanimously on a roll call vote

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Special Education Teacher – Part-time

A motion was made by Mr. Turello and seconded by Mr. Ayers to approve Carolyn

King as .5 fte special education teacher for the 2012 -2013 school year

Motion carried unanimously on a roll call vote.

**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 9:48 p.m.

The motion carried unanimously on a voice vote.

Respectfully Submitted,

Susan Schaffner, Board Secretary