

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
October 23, 2013 7:30 p.m.**

I. CALL TO ORDER – OPENING STATEMENT

This meeting is called to order at 7:32 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 May 1, 2013. 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. Laura Peterson
 Mr. Matthew Ramarge
 Mr. Kim Schundler
 Mr. Alfred Turello

Absent: None

Also Present: Dr. James Gamble, Interim Superintendent
 Mr. Daniel Patton, Principal
 Miss Karen Perdomo, BA/BS

Members of the Public

IV. APPROVAL OF MINUTES

Motion to approve the following minutes was made by Ms. Peterson and seconded by Mr. Ramarge. Motion approved by unanimous voice vote.

September 18, 2013 Regular Meeting
September 18, 2013 Executive Session

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V. WRITTEN COMMUNICATIONS

Borough of Califon Meeting Minutes 09/03/2013
Borough of Califon Meeting Minutes 09/03/2013
Borough of Califon Meeting Minutes 09/16/2013

VI. INTERIM SUPERINTENDENT'S REPORT

Presentation of the 2013 NJ ASK results: Dr. Gamble presented a PowerPoint on the District's testing report and explained the increase on the NJASK text complexity and the emphasis on academic vocabulary.

Mr. Turello inquired about the DFG average, and the difference between the state and Califon scores on language arts for 5th grade. Dr. Gamble said it had not been significant (205/201).

Mr. Bell asked about the partially proficient category for language arts -Grade 6th. Dr. Gamble said that it pinpoints issues on reading that are not reflected on the actual assessment.

Dr. Gamble said that this new text complexity was built with the purpose of evaluating the current programs. He stated that language arts needs some work to be done.

Dr. Gamble explained the cluster analysis which compares mean raw scores in the cluster areas of Language Arts and Math, to a just proficient mean. Mr. Turello clarified by saying that for instance 5th graders scored lower on Language Arts, but were above the proficient mean.

Dr. Gamble stated that grades 7 and 8 are above the proficient mean in the language arts and math areas.

Dr. Gamble said that in order to ensure consistent progress in both; language arts literacy and mathematics, we should consider moving forward with the support from Rutgers, implement FastWord, the Great Books Program, and introduce the Reading Assistant. He also talked about introducing a council of instruction where everyone works together to renew the curriculum.

Dr. Gamble also said that we have overall proficiency, but we want to have higher proficiency levels. He said that there areas to work on, and with the support of the Board, the excellent teachers, and the staff from Rutgers, we have a wonderful opportunity to move forward to put things in place that will be sustainable.

Ms. Peterson said that we were in crisis and at that point did the Board did what they could do and this is the first result of that effort. She asked if it was correct that it would take time to reach that proficiency or if they needed to do something to increase it.

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Dr. Gamble said they need to put more focus on what they are doing. I.e. Rutgers is starting right away- they are here every week, and Ken gives reports every week as to what teachers have been working on and most efforts are put between September and December. He also said that in addition, we are applying additional strategies that are high tech such as webinars that involve around 15 people. He also said that what was missing was the infrastructure of curriculum and that's why the counselor has been suggested- because everyone is involved and it is sustainable to move forward. He also said that they want to continue with the PD sessions along with the help from Rutgers.

Mr. Bell suggested putting on the website information on how to understand the test scores accurately.

Dr. Gamble said he will put links under the curriculum area on how to interpret test scores along with manuals and help answers questions.

Dr. Gamble read a survey that was conducted.

District HIB Summary Report: Dr. Gamble said that one (1) case of verbal harassment occurred in the lunch room. He said that consequences were given, and parent was contacted. He also said that the incident had been discussed with the child study team.

Violence and Vandalism Report: Mr. Patton stated that only one (1) issue was reported from January-June. He also said that two (2) incidents were reported and one (1) bullying was reported.

District Goals Update: First goal- Dr. Gamble said that three (3) articles had been sent to the press for review to show evidence on the progress the school was making.

Mr. Patton said that volunteers were coming to the school to speak to the students. He said that i.e. a parent came to speak to the second graders about saving money. He also said that another volunteer had come to speak about the Italian and Spanish correlation, and another one to assist with science experiments.

Second goal- Dr. Gamble spoke about enhancing the school's website and the stipend offered to a web master.

Third goal- Dr. Gamble spoke about increasing student achievement by offering professional development, formative assessments, implementation of FastWord, and designating a counsel for instruction.

Law Enforcement Memorandum of Agreement – Dr. Gamble briefly mentioned the agreement to be approved between the Califon Public School and the Washington Township Police Department.

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WinterFall Grant Winners Announced – Mr. Patton thanked Gloria Winter on behalf of the Board and staff.

Mrs. Winter said she had received several applications and was glad to see the variety of things out there. She announced the winners: Ms. Wiesel, Ms. Marcine, Ms. Brown, and Mr. Zimmerman. She also said that online subscriptions had been set for those who had requested them.

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.

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

Mr. Beard asked for clarification on the current 5th grade scaled scores.

Dr. Gamble said to look at it on growth terms and not on scores or proficiency level. Dr. Gamble also said to refer to the clusters to clearly see where the needs are.

Mr. Beard asked if the trend was positive or if there was a major take away.

Dr. Gamble said there was progress. He also said that this was not where we want to be and that's what we are working on but we need the right strategies and infrastructure. He said that the landscape of the state of NJ has changed. He also said that assessments themselves have been bad in the state and that for the first time we are actually assessing what we do in the classroom. He said that we see some points that show high improvement in writing and that we are moving and putting in place a plan and infrastructure that will move us fast.

Mrs. Smith asked if with the particular assessment aside, how Dr. Gamble views the environment in the school.

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Dr. Gamble said that the environment was very supportive. He said it was a place where he would have liked his kids to go when they were little. He also said that this was just one assessment.

Ms. Peterson said that tests were important as a mechanistic approach to the human system. She said it was about the relationship between teachers and students and that the investment and all the strategies were going to take long but there was the potential, and people were working much better, and happier.

Mr. Beard suggested to send a global e-mail distribution list with the board meeting dates and the agenda attached to it. He also thanked Mr. Patton and the PTA on behalf of Borough of Califon for participating on the street fair.

VIII. *BOARD SECRETARY/TREASURER'S REPORT

To be presented at the November meeting.

IX. COMMITTEE REPORTS

Mr. Bell presented a policy to use online media at the school.

Mr. Turello asked to put the policy for ELA Enrichment/Remediation and Technology Teacher on the agenda.

Dr. Gamble said to put the policy on the next board meeting's agenda for second reading.

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.

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A. Finance/Facilities/Transportation/Personnel

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

Finance

September/October Bills List

- *1. Motion to approve the payment of invoices from check number 20508 to check number 20559, checks 93013 and 101513, and non-check N1131, in the amount of \$194,929.92

Contracted Services

- *2. Motion to approve the attached Contracted Services Agreement with Donna Sabol for consulting services related to NJ Smart requirements, at a rate of \$35/hour, not to exceed 100 hours, from October 1, 2013 thru June 30, 2014.

Dr. Gamble said Donna Sabol is a great help and critical component to comply with all the mandates as we are making excellent progress.

- *3. Motion to approve entering into a contract with SennSysCo. LLC for the purpose of providing technology help desk and network support at the rate of \$70/hour, 1 day per week, and not to exceed 30 days.

Dr. Gamble said that we are looking for another source to ensure remote and in house technology service.

Facilities

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

Use of Facilities

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

Califon School Booster Club	Gym	10/25/2013	7:00PM – 10:00PM
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Fall Dance Grades 6, 7, 8
Inviting Lebanon Twp & Tewksbury Schools

Califon PTA Meetings	8 th Gr. Room	01/21/2014	7:00PM – 8:30PM
		05/20/2014	7:00PM – 8:30PM

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Ms. Peterson said if it was possible to send a chaperone to prevent the friends of the kids from not paying for the fall dance. She also said that a policy should be in place and asked Mr. Bell work on one for the next board meeting.

Transportation:

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

Parent Transportation

- *1. Motion to approve transportation reimbursement to a parent of a special needs student at the rate of \$950 for the 2013-2014 school year.

Personnel:

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

2013-14 Substitute List

- *1. Motion to approve the following additions to the 2013-14 substitute list. Annual per diem sub rates are \$110 (nurse), \$80 (teacher or secretary), \$12.50/hour (custodian).

Lynne Donnelly Schweikert (teacher) Phillip Ruperto (teacher)

Stipends

- *2. Motion to approve a stipend of \$2,000 for the 2013-2014 school year to Matthew Zimmerman for his services as webmaster.

CPR Training

- *3. Motion to approve the allocation of funds not to exceed \$1,000 for the CPR training of staff during the January 20, 2013 in-service day.

Staff Development/Travel

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

K. Hubiak	The Best of Everything Workshop	\$35.00	10/24/2013
	Gill St. Bernard's School, Gladstone, NJ		

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L. Montesion	The Best of Everything Workshop Gill St. Bernard's School, Gladstone, NJ	\$35.00	10/24/2013
D. Patton	HSESC/EIRC NJ Administrator Session Somerset County Vocational & Technical, Bridgewater, NJ	\$0.00	11/01/2013

*5. Motion to approve the following addition to the custodian list.

Kenneth Maxwell

B. Curriculum and Instruction

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

Health Report

*1. Motion to approve the attached health report for September 2013.

Submissions to NJDOE

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

Nursing Services Plan

Violence and Vandalism Report

*3. Motion to approve the 2012-2013 Violence and Vandalism Report as presented.

Uniform State Memorandum of Agreement

*4. The Interim Superintendent recommends that the Califon Board of Education approve the 2013-2014 Updated Uniform State Memorandum of Agreement between the Califon Public School and the Washington Township Police Department, Morris County.

Curriculum

*5. Motion to approve the formation of a Council of Instruction, in accordance with attached procedural guidelines, for the purpose of providing curriculum coherence via the involvement of all of the stakeholder groups.

Mr. Bell asked if any parents could be used.

Dr. Gamble said this was done by professional faculty with the help of parents and teachers.

Mr. Turello said that the PTA could also take ownership.

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Dr. Gamble said that this gave the board the opportunity to know what's happening with the development as each representative would keep the groups informed.

Ms. Peterson said that the election was annual and asked if there were any limitations.

Mr. Turello asked when the goals were going to be posted.

Dr. Gamble said that goals were going to be posted by the end of the calendar year. He also said that the council works under a five year curriculum plan.

C. Policy

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

* Policy book update

Ms. Peterson said that experiments with different birds were being performed as part of enrichment.

Motion to approve the attached job description for the ELA Enrichment/Remediation and Technology Teacher.

D. Communications (none)

X. OLD BUSINESS

Mr. Ramarge inquired about the training for EpiPens for all staff and the cost that it entails.

Dr. Gamble said that they want to have 100% of the staff EpiPen trained.

Mr. Turello talked about the election coming up in November and to ensure a message goes out to the community for people to go out and vote. He also talked about a placement session in January and suggested to start process now.

XI. NEW BUSINESS (none)

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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.

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Mrs. Smith asked about the gap on outgoing students.

Dr. Gamble said that numbers had increased, but that we are trying to get the state to rethink their CAP.

XIII. EXECUTIVE SESSION - None

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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XIV. RECONVENE (none)

XV. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Schundler and seconded by Mr. Ramarge to adjourn at 9:33 PM.

Respectfully submitted,

Karen Perdomo
Board Secretary