

**CALIFON BOARD OF EDUCATION  
REGULAR MEETING  
MINUTES  
October 26, 2011 7:30 p.m.**

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

This meeting is called to order at 7:30 p.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 Regular Meeting was provided in the annual notice dated May 9, 2011. 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**

*Mrs. Galligan led the Pledge of Allegiance*

**III. ROLL CALL**

Mr. Timothy Ayers  
Mr. Kim Schundler  
Mr. Alfred Turello  
Mrs. Carolyn Murin  
Ms. Kelly Galligan  
**-All present on 10/26/11**

**IV. APPROVAL OF MINUTES**

A. Motion to approve the following minutes:

September 21, 2011 Work Session Meeting  
September 21, 2011 Executive Session-*Mrs. Murin asked for these minutes to be pulled and discussed at tonight’s Exec. Session*  
September 28, 2011 Regular Meeting  
September 28, 2011 Executive Session

Mr. Timothy Ayers  
Mr. Kim Schundler  
Mr. Alfred Turello  
Mrs. Carolyn Murin  
Ms. Kelly Galligan  
**-Voice Vote-All is favor as requested- Aye**

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**V. WRITTEN COMMUNICATIONS**

1. Meeting Schedule – North Hunterdon Voorhees High School
  2. Letter from Mrs. Jackie Carruthers
  3. Letter from SAIF -\$2,500 credit
  4. Emails from Ronald Fortunato, Trillium Learning
  5. Letter from Judith Burd, Superintendent Lebanon Township School District
- Mrs. Galligan confirmed no new written communications*

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

- Principal’s Chat – 10/11/11
  - Teacher In-service – 10/10/11
  - Sports and DI Projections
  - Week of Respect
- Mrs. Galligan confirmed with Dr. Prystash there wasn’t anything new to discuss.*

**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.

***Public Comment:***

*-Mayor Daniels commented on the incorrect time for the tonight’s BOE meeting which was listed on the school’s sign out front.*

*-He also asked for volunteers to help with supervising mischief night*

*-He asked if Nov. 7<sup>th</sup> meeting w/ Lebanon Twsp. was an open meeting. Ms. Galligan, BOE Pres., responded that since it was an Ad Hoc meaning it would be closed.*

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-Mr. Beard, 20 Main St., asked if future meetings and any information and documents coming from and/or pertaining to consolidation would be made to the public. Mr. Schundler mentioned that it was helpful when the previous committee drafted a report outlining the committee's findings. Wanted to know the rationale of what is discussed and how do programs and/or positions become topics for possible consolidation.  
-No additional public comment.

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

After review of the Secretary's and Treasurer's reports for the month of **August 2011** 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.

Mr. Timothy Ayers  
Mr. Kim Schundler  
Mr. Alfred Turello  
Mrs. Carolyn Murin  
Ms. Kelly Galligan

**IX. COMMITTEE REPORTS**

**CONSENT AGENDA**

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

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

- Meeting Minutes 9/28/11
- Budget Analysis 2010/11 and 2011/12

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September/October Bills List

- \*1. Motion to approve the payment of September/October 2011 invoices from check number 19288 to check number 19332, non check number 41 and payroll checks 0815 and 0831 in the amount of \$72,684.10.

Apgar Trust Scholarship

- \*2. Motion to approve the following criteria for the Apgar Trust Scholarship:  
Starting in 2012, a \$1,000 award will be given to a student that is graduating from Voorhees High School based on the following criteria:
  1. the student resides in Califon at the time of graduation from Voorhees,
  2. the student graduated from Califon School,
  3. the student has the highest weighted GPA of the graduating students that meet the first two criteria.

In cases of a tie, the students will split the award.

Each year, at the time of the award, the school board will express gratitude for Mrs. Apgar's generosity, and praise for the honored student's academic achievement.

Comprehensive Maintenance Plan and M-1

- \*3. Motion to approve submission of the attached Comprehensive Maintenance Plan and M-1 to the New Jersey Department of Education.

Middlesex Regional ESC

- \*4. Motion to approve the attached resolution approving membership in the Middlesex Regional ESC.

Alliance for Competitive Telecommunications (ACT)

- \*5. Motion to approve the attached resolution to participate in the Alliance for Competitive Telecommunications (ACT).

Memorandum of Agreement with Law Enforcement

- \*6. Motion to approve the 2011-12 Memorandum of Agreement Between Education & Law Enforcement Officials

*\*\*Mrs. Murin asked for this item to be removed from the approval vote.*

Facility Use

- \*7. Motion to approve the following use of facilities:

Booster Club	gym	Homecoming Dance 5:00 – 9:30 pm	11/9/11
Boy Scout Troop 192	gym	7:00-9:00 pm	10/20,11/17 12/15/2011
Girl Scouts Heart of NJ	gym ceremony	3:10 – 5:00 pm	1/19, 2/23, 3/15, 4/19 and 5/17/2012 10/24/11

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Joint Transportation Agreement

- \*8. Motion to approve the attached transportation agreement between the Califon Board of Education and the Tewksbury Board of Education for the 2011-12 school year.

Eighth Grade Class Fundraiser

- \*9 Motion to approve the following Eighth grade class fundraiser:

Candy Sales	Califon A&P	Fall 2011
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\*\* Mr. Ayers asked that this item be pulled.

Mr. Timothy Ayers  
Mr. Kim Schundler- Abstained from voting on #2.  
Mr. Alfred Turello  
Mrs. Carolyn Murin  
Ms. Kelly Galligan

All items except A6 and A9 were approved with “yes” votes  
-Item **A6** will be deferred until next BOE meeting.  
-Dr. Prystash clarified Mr. Ayers’ question regarding his question pertaining to insurance coverage for the 8<sup>th</sup> grade fundraiser as listed in item **A9**  
-Mr. Turillo made the motion to accept, Mrs. Murin seconded it  
-Roll call- All members voted “yes”

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

Tools of the Mind

- \*1. Motion to approve the second year preschool training contract with Tools of the Mind for the 2011-12 school year at a cost of \$2,000.00.

Mr. Timothy Ayers  
Mr. Kim Schundler  
Mr. Alfred Turello  
Mrs. Carolyn Murin  
Ms. Kelly Galligan  
-Roll call all voted “yes”

District and Board Goals 2011-12

- \*2. Motion to approve the Board and District goals for 2011-2012.

-Mr. Turello asked for this to be pulled from a roll call vote.  
-Mr. Turello asked for clarification on how the ’11-’12 BOE goals were written and why the indicators of success were still included.

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- Mrs. Galligan, Mr. Turello, Mr. Schundler, Mr. Ayers and Dr. Prystash shared their opinions on BOE goals
- Board agreed to Change verbiage on the BOE goal's from *indicators of success* to *potential indicators of success include but not limited to...*
- Motion to approve the BOE goals as amended- Mr. Turello made the motion, Mrs. Murin seconded

Mr. Timothy Ayers  
Mr. Kim Schundler  
Mr. Alfred Turello  
Mrs. Carolyn Murin  
Ms. Kelly Galligan  
-Roll call vote- all voted "yes"

**C. *Legislation and Policy***

- Policy book update

-Mrs. Galligan passed along some information she learned while attending the NJSBA Convention regarding case law and the public's first amendment rights to discuss and mention someone's name while making a public comment. Mr. Schundler clarified that Califon's opening statement was changed to state the *Board will not mention names in public session and not limit this same provision to the public's comments.*

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

Long Range Planning Committee  
-Restated meeting is scheduled for Nov. 7<sup>th</sup> with Lebanon and Hampton BOEs.

**E. *Personnel*** - All resolutions on the recommendation of the Superintendent.

2011-2012 Extra Curricular Appointments

\*1 Motion to approve the following extra curricular appointments for the 2011-12 year:

Homework Club	Kathy Brown	\$500.00	2010-11
Homework Club	Heyduke/Cassa	\$500.00/each	2011-12
DI Coach	L. Weiss	\$800.00	2011-12

-Mr. Turello asked for E1 to be pulled from the voting.

2011-12 Non-CEA staff

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\*2 A motion to approve the following non bargaining unit staff for the 2011-2012 year:

a. Del St. Louis\*\* Night Custodian \$9,203.00 (2% increase)  
3.0 hours/ 5 days per week 9/1/11-6/30/12

\*\*corrected from 9/28 agenda. 3.0 hours from 3.5 hours

b. Patricia Cassa Maternity Leave replacement  
LDTC 1 day per week \$240.55 per day  
MA 1 \$48,109 prorated per day (11/3/11-2/1/12)

c. Harry Ogden long term custodian sub \$12.50  
6.0 hours per day 11/1/11 to approximately 1/1/12

Staff Development/Travel

\*3 Motion to approve the following staff development/travel:

R. Heueneman	Common Core Standards	Somerset, NJ	12/6/11	\$119.99
K. Galligan	NJSBA Workshop	Atlantic City, NJ	10/24/11**	\$0.00*

\*\*Corrected date for Mrs. Galligan's attendance as listed.

T. Custshaw	Project Fit		10/21/11	no cost
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\*Using NJSBA Credit

Mr. Turello will e-mail his comment for inclusion in the minutes.

Mrs. Galligan expressed her concerns pertaining to Ms. Weiss and her taking the D.I. position. Mr. Schundler expressed his views in support of Ms. Weiss taking the D.I. position.

Mrs. Murin asked if there is any way there could be just one (8<sup>th</sup> grade) team.

Dr. Prystash stated she believes that Ms. Weiss could handle supervising two D.I. teams. Dr. Prystash explained Ms. Fogg also offered to help if the need should arise.

Prior to voting, Mrs. Galligan expressed her opinion regarding the level of the stipends.

Mr. Schundler motioned to approve the two Homework Club positions and the stipends as listed, Mrs. Murin seconded

Mr. Timothy Ayers  
Mr. Kim Schundler  
Mr. Alfred Turello  
Mrs. Carolyn Murin  
Ms. Kelly Galligan

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Vote on **1A&B**-Roll call vote all in favor  
Vote on **1C**-Roll call vote Ayers-yes  
Schundler-yes  
Turello-no  
Murin-yes  
Galligan-no

2011-12 Substitute List

\*4. Motion to approve the following additions to the 2011-2012 substitute list.  
Annual per diem sub rates are \$100.00 nurse, \$80.00 teacher or secretary.  
Robin Heunemann (teacher)      Francesca Finegan (teacher)  
School Nurses – See attached list  
Era Patel (teacher)

Maternity Leave

\*5. Motion to approve a maternity leave request from Jackie Carruthers from approximately November 3, 2011 to February 1, 2012,

Mr. Schundler made the motion to approve items **E2-5**, Mrs. Murin seconded Item **E3** as amended.

Mr. Timothy Ayers  
Mr. Kim Schundler  
Mr. Alfred Turello  
Mrs. Carolyn Murin  
Ms. Kelly Galligan  
-Roll call vote **E2-5** and **E3** as amended was “yes”

***F. Communications***

Mrs. Galligan asked about the timeliness of school-wide e-mail notifications for the upcoming BOE meetings. Dr. Prystash stated that the agenda would go out two school days prior to the scheduled meeting dates.

**X. OLD BUSINESS**

- School Choice  
Mrs. Galligan asked Dr. Prystash if we heard anything regarding the School Choice Program. Dr. Prystash stated she hasn't heard and has no new information to share.
- 2011-12 Goals



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**XI. NEW BUSINESS**

-Mr. Ayers spoke about looking into the feasibility of applying for the Rutgers MBA Team Consulting Program. Stated will send the link to the program's website for BOE member review. Mr. Ayers asked for it to be discussed further at the Nov. work session.

-Mss. Galligan went to North/Vorhees BOE Presidents meeting. The idea of aligning the Vorhees H.S. and Califon School calendars was discussed. Ms. Galligan noted that the '12-13 Vorhees H.S. calendar has been determined.

**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 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.

Mrs. Galligan opened the public comment session at aprox. 8:47 PM.

-Mr. Beard, 20 Main St., asked that since the BOE goals had been approved if they could be posted on the school's webpage.

-Ms. Smith, 5 Raritan Drive, would like to ask the BOE to consider allowing any item to be brought up during the first public comment section of the meeting. Ms. Galligan asked for the policy to be reviewed to see if there is any reason why that it can't take place going forward.

-Ms. Weiss thanked the BOE for their support of the D.I. program. Wanted to ensure the BOE that 5<sup>th</sup> grade is her utmost priority. She mentioned the amount of effort that is required for her to prepare for her 5<sup>th</sup> grade instruction is lessening and she feels the 8<sup>th</sup> grade D.I. team should be self-sufficient.

Mrs. Galligan closed public comment and the public section of the meeting at 8:55 PM.

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**XIII. EXECUTIVE SESSION (if needed)**

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 8:55 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.

**XIV. RECONVENE**

-BOE members asked Dr. Prystash to report monthly on H.I.B. pending cases/reports. Dr. Prystash agreed. Mr. Ayers asked if it was absolutely mandated that all Califon students had to go home for the Halloween lunch/preparation period. Dr. Prystash agreed to change the form to from reading **MUST** to a “less restrictive term” in future letters.

**XV. ADJOURNMENT**

-Mr. Schundler made the motion to adjourn the meeting, Mrs. Murin seconded. Meeting adjourned at 9:07 PM.

Respectfully Submitted,

Timothy Ayers  
Board Member