

**CALIFON BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
November 20, 2013 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 read by Mr. 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  
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.

October 23, 2013 Regular Meeting  
October 20, 2013 Executive Session

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**V. WRITTEN COMMUNICATIONS**

Borough of Califon Meeting Minutes 10/07/2013

**VI. INTERIM SUPERINTENDENT'S REPORT**

**\*1. Update of District Goals**

Public reception- Mr. Turello asked who was doing the press releases. Dr. Gamble said he was dealing with them directly.

Dr. Gamble went over the survey with the focus group. He said that the community knows we are moving forward and on the right track.

Video club- Dr. Gamble said that a new application is being used for best practice on language arts. He also said that the next task is to bring in an advisory group to start meeting in January in order to hear more ideas from parents to eventually start meeting on a regular basis with those willing to come and listen and share ideas along with the council to help sustain what we are doing.

Fast ForWord - Dr. Gamble said that we have the implementation in place. Six (6) students have been talking to teachers on how to use it and will expand it into the classrooms for those students who need it. He also said that the five (5) year curriculum was added and will get board approved tonight.

Mr. Bell asked if the survey that was conducted was out of five (5). Dr. Gamble responded that it was out of four (4).

Dr. Gamble presented a PowerPoint on the opportunities at Califon.

**\*2. Report of Curriculum Rigor and Relevance**

Rutgers initiative- Dr. Gamble said it is now focusing on regular classroom visits and ongoing follow-up with teachers. He also said that rigor was added on research projects, and plans to expand the program.

ELA research projects- Dr. Gamble explained the projects that students of each grade will be working on. He said that the wax museum project will be expanded, 4th grade students will do state reports, and 5th grade students will write an informational paper on a historical person, event, or invention of the 20th century.

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Technology integration- Dr. Gamble said it included [www.khanacademy.org](http://www.khanacademy.org), web 2.0 applications, and that a scientist from Washington had talked about birds to the students through a Skype session.

Ongoing PD- Dr. Gamble said it includes a full day and faculty meetings, the Rutgers initiative, online training sessions, and webinars on Fast ForWord.

Ongoing enrichment- Dr. Gamble said it included the free rice debate team, enrichment trips, and global warming.

Brain based intervention- Dr. Gamble said it included the reading assistant program, Fast ForWord, visualization, and verbalization.

Dr. Gamble said that 70% of the Califon class of 2013 at Voorhees HS made honor roll for the first marking period.

Mr. Ramarge said the focus group meeting gave him a lot to think about as a board member.

Mr. Turello thanked Dr. Gamble for all the initiatives.

Dr. Gamble thanked the Board for the support and big effort.

Mr. Schundler asked if we are putting teachers up to date on the different subjects. I.e. in writing.

Dr. Gamble said that Maureen has been doing lessons. He also said that the staff from Rutgers is giving teachers resources and following up on what was being implemented. He also said that the integration of the writing group is in process and we are moving forward. He said that this is a development that we will be able to see on the next couple of years.

Mr. Schundler said that it was wonderful how teachers gave constant feedback to students and brought kids to a higher level.

Dr. Gamble said that research says that feedback affects student achievement and it has to be specific and timely.

Mr. Bell asked what the top concern was.

Dr. Gamble said it was preparing middle school students for high school and making sure they will be able to succeed.

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Mr. Ramarge said that his top concern was that part was being taught in near places preparing them for a larger H.S.

Mr. Schundler said that Califon grows a higher proportion.

**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. Beers thanked Dr. Gamble and Mr. Patton. He said they have a great pulse to the school, know what is going on, have great ideas to improve, and as a parent, it has been a while since he could say that. He requested to give the power to them to do what they have been doing. He also said that the honor roll was great but questioned how many kids were ready for a more rigorous curriculum, other subjects; and although, it is an elementary school, they tend to stay behind and we want to make sure we give every kid the opportunity to succeed. He also said that he left the focus group meeting very refreshed.

Mr. Turello asked if the support wasn't offered before.

Mr. Beers said that he had been out of the loop for a while but he knew what was going on in the building.

Mr. Beard asked that in terms of the survey, how many responses we have gotten.

Dr. Gamble said 15.

Mr. Beard asked if there were going to be more focus groups.

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Dr. Gamble said that they will take it step by step. He said they want to kick off the council on December 10th, and advertise next month (December) for parent advisory meeting in January and then they will see what the outcome is. I.e. focus group on certain topics in order to involve everyone as much possible to get as much input.

Mr. Beard said that his observation was to make it happen again. He said there was an element of relief and it would be helpful to be ongoing. He also said that the meeting started slow and then started rolling which was a really good dynamic to keep people engaged on that level.

Mr. Beard said he didn't see the press releases.

Dr. Gamble said the last one was the science project, the author's visit, the Free Rice program, one on nj.com and one on The Democratic, and we had a total so far of three press releases and will do more work on others.

Mr. Beard asked if they went out in the distribution list.

Dr. Gamble, he doesn't know.

Mr. Beard reminded to copy the web master so they get posted.

Mr. Beard asked if the power point presentation presented tonight was going to be available on the school's website.

Dr. Gamble said yes.

Dr. Gamble said that for the QSAC we not only have to do the SOAS but also the DPR. He said we have to go over the district review and statement of insurance. He said we have everything except for operations. He also said that percentage had been 95%. He said we lost points because when we came in we were not able to submit the NJ Smart requirements on time. He said the snapshots had too many errors and it wasn't accepted. He also said that in instruction and programs we are 100%. He said that however, relative to DPR, it is not 100% only 96% because we need to bump up the percentage of the students who are proficient. He also said that however, we are ok, because we need a minimum of 80% to pass that category. He said he will submit this electronically after tonight and will prepare for the visit.

Dr. Gamble said that tonight we need to approve the SOA and DPR and we also need to do a board resolution to send to the state.

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

After review of the Secretary's and Treasurer's reports for the month of **July 2013** 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.

**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 it's 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***

A motion was made by Mr. Bell and seconded by Mr. Schundler to approve 1, and to defer #2 till December meeting. The motion carried on a unanimous roll call vote.

***Finance***

October/November Bills List

- \*1. Motion to approve the payment of invoices from check number 20560 to check number 20612, checks 10013, 10113, 11513, and 11613, and non check N1132, in the amount of \$ 204,614.07.

Comprehensive Annual Financial Report

- \*2. Motion to accept the Comprehensive Annual Financial Report (CAFR) and the Auditor's Report on Administrative Findings: Financial, Compliance and Performance for Fiscal Year Ending June 30, 2013, prepared by Ardito and Company, L.L.P. and to note their recommendations.

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***Facilities***

Trophy Case Gift

- \*1. Motion to accept the donation of a trophy case from the 2011 eighth grade class.

Use Of Facilities

- \*2. Motion to approve the following use of facilities:

LTAAA Wildcats Travel Basketball Gym	1/3, 1/10, 1/17, 1/24	6:00PM-8:00PM
Gr 6 Basketball Practices	2/21, 2/28, 3/7, 3/14, 3/21	

***Transportation: (none)***

***Personnel:***

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

Staff Development/Travel

- \*1. V. Marcine Rutgers Reading & Writing Conference 03/28/14 \$150.00  
Hyatt Regency, New Brunswick, NJ

***B. Curriculum and Instruction***

Health Report

- \*1. Motion to approve the attached health report for October 2013.

Five Year Curriculum Renewal Plan

- \*2. Motion to approve the Five Year Curriculum Renewal Plan.

The following motion was made by Ms. Peterson and seconded by Mr. Schundler. The motion carried by unanimous roll call vote.

QSAC Assurances 2013-2014

- \*3. Motion to approve the attached QSAC Statement of Assurances and District Performance Report.

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8<sup>th</sup> Grade Class Trip

\*4. Motion to approve the 8<sup>th</sup> Grade VHS Orientation Program trip. It is scheduled for January 8, 2014, with a snow date of January 10, 2014. Time is 9:20AM to 12:15PM. Cost to the Board is \$60. We are sharing a bus with Tewksbury.

***C. Policy***

Policy book update. Mr. Bell said injuries and accident procedures were required in the 2010 state law and asked for staff input.

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

Motion to approve the attached job description for the ELA Enrichment/Remediation and Technology Teacher (2<sup>nd</sup> reading).

***D. Communications***

Ms. Peterson said that she put a lot of energy on marketing. She said that as she is going off, she wanted to see where the committee could be most effective and leave something in place for the next person to pick up. She said that she wanted them to take up the responsibility of writing the press releases. She also reported on the scientist from Washington, and said that it was important for kids who are learning all these vocabulary on Science to have that picture planted on their minds.

**X. OLD BUSINESS**

Mr. Schulnder inquired about the tech plan.

Dr. Gamble said we did preliminary work, took inventory, and that it is in progress.

Mr. Schundler inquired about the new Board member and the training.

Dr. Gamble said that we needed to work through the county office. He said that they will work with us to appoint someone. He also read the procedure to fill in vacancies.

Mr. Turello asked how about the new tech person that's on site.



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Dr. Gamble said that things were getting done. I.e. helped with the inventory. He also said that it had been a good move.

Mr. Schundler inquired about school choice.

Dr. Gamble said that his sense is that there are so many districts involved and that we had 4 students which were the most we could have. He also said that at the same token we had school districts that were losing more than 10%. He said that not until we lose a student or they graduate, we can't take any more students.

Ms. Peterson asked if students who left can come back to Califon.

Dr. Gamble said yes because this was their place of residence.

Mr. Turello asked if they used the enrollment number of this year.

Dr. Gamble said yes, but he doesn't think the state will adjust it and we can't accept tuition students.

**XI. NEW BUSINESS**

Dr. Gamble said that we had been visited by the association president and according to our contract, on Section C, the school's calendar, Thanksgiving recess should be an early dismissal day and it says that the 20th is a full day. He asked for a revision on December 20th to be half a day.

The following motion was made by Mr. Ramarge and seconded by Mr. Bell. The motion carried by unanimous roll call vote.

2013-2014 Calendar Change

\*1 Motion to change December 20<sup>th</sup> to a half day as per contract.

**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.

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Mr. Beard asked what role the county plays in reference to the Board elections, and why someone couldn't get approved before as well as what can the county do to facilitate the process to get us a candidate.

Dr. Gamble said we didn't have a certified candidate. He said that it was not the same thing as when someone resigns. He said he followed up with the attorney and it was their responsibility to get Board members appointed that and they will work with us and make sure we follow the process.

Mr. Turello said that we were following the same process and that we will work with them. He also said that we had one gentleman candidate.

Mr. Bell asked if we could ask people.

Mr. Turello said that we were going to ask people to see who was interested.

Mr. Beard asked about school choice. He asked if it was less than 4%.

Dr. Gamble said that it gives us a zero. He said that it is based on the percentage of enrollment.

**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

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- \_\_\_ 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

**XIV. RECONVENE- None**

**XV. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Ms. Peterson and seconded by Mr. Ramarge to adjourn at 8:52 PM.

Respectfully submitted,  
Karen Perdomo  
Board Secretary