

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 15, 2021
7:00 p.m. Library**

I. CALL TO ORDER – OPENING STATEMENT

This meeting is called to order at 6:59 p.m. with the following opening statement read by Mr. Keiser:

“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 to Hunterdon County Democrat and the Hunterdon Review. 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 who were in attendance pledged the flag.

III. ROLL CALL

Mr. Christopher Keiser - President	Present
Mr. Michael Reaves - Vice President	Present
Ms. Rebecca Kipp-Newbold	Present
Ms. Rita Lemley	Present
Mr. Netz Sacro	Present

Also present

Dr. Michele Cone, Superintendent	Present
Ms. Cheryl Zarra, Board Secretary	Present

IV. PUBLIC COMMENT

AT THIS TIME, COMMENT IS INVITED ON RESOLUTIONS ON TONIGHT’S AGENDA ONLY. PLEASE RESPECT THE 3 MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0167 AND BOARD MEETING PUBLIC COMMENT GUIDELINES POSTED ON THE SCHOOL WEBSITE SO THAT BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

None.

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V. APPROVAL OF MINUTES

1. Motion by Mr. Reaves and Seconded by Ms. Kipp-Newbold to approve the following minutes:
 - August 12, 2021 Regular Session

Motion approved on a roll call vote with four (4) ayes and one (1) absence.

VI. WRITTEN COMMUNICATIONS

None.

VII. SUPERINTENDENT'S REPORT

Dr. Cone shared the following:

- Enrollment-86
- Reopening Updates
 - Students returned on September 1, 2021
 - There is use of the lunchroom, art room, music room and students changing classes.
 - Back to School Nights were in person and successful.
 - X Country is in progress
 - A Field Trip to Califon Park for the Veterans Traveling Wall is scheduled.
- Annual Assessment Calendar
 - Starting Strong window of testing is now through mid October for grades 4-8
 - LinkIt benchmark testing begins next week
 - Spring Assessments window of testing is April through June

VIII. BOARD COMMITTEE REPORTS

Curriculum & Instruction Committee: Met and discussed curriculum writing and assessments.

Policy & Legislation Committee: Met and discussed the policies listed on the agenda.

Finance, Facilities, & Transportation Committee: Met and discussed facility use, transportation and other motions listed on the agenda.

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Personnel Committee: Met and discussed the district open positions. While some were recently filled, others remain open. There is a shortage of staff all over.

- Ms. Lemley asked if a package could be used for world language.
 - Dr. Cone responded that a certified teacher for the curriculum and is looking into options
- Mr. Keiser asked if sign language was considered a world language
 - Ms. Kipp-Newbold replied that yes, it is recognized as a world language but instructors are difficult to find.

Negotiations Committee: Met and discussed the steps and completed initial groundwork for the next round of negotiations. Remarked that it should be quite efficient going forward.

Long Range Planning, Shared Services: Did not meet.

IX. CONSENT AGENDA

Matters listed within the consent agenda have 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 Superintendent. If separate discussion is desired, the item may be removed from the consent agenda by Board action.

Ms. Zarra read the addendum motions to be added to the consent agenda.

Motion made by Mr. Keiser and seconded by Ms. Lemley to approve adding the addendum motions to the consent agenda.

Motion approved on unanimous roll call vote.

Motion made by Mr. Reaves and seconded by Ms. Lemley to discuss the Consent Agenda.

Motion approved on unanimous roll call vote.

Mr. Keiser inquired about the methods of proper textbook disposal.
Dr. Cone responded that if the books are 10 yrs or older they can be recycled but if younger than 10 yrs they must be listed in a repository as available to other districts for possible use.

Motion made by Mr. Keiser and Seconded by Mr. Reaves to approve the consent agenda including addendum motions.

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Motion approved on unanimous roll call vote.

Finance/Facilities/Transportation/Personnel/Curriculum and Instruction/Policy

Finance:

1. Motion to approve bills list dated August 13, 2021 through September 15, 2021 in the amount of \$229,305.99.
2. Motion to approve and file the Treasurer's and Board Secretary report for August 2021 and note that sufficient funds are available to meet the district's financial obligation and that no major account has been over-expended in accordance with N.J.A.C 6A:23A:16.20.
3. Motion to approve the transfers for August 2021.
4. Motion to approve the payment of bills between board meetings on an emergency basis pursuant to N.J.S.A. 18A:19-4.1 provided proper documentation is available and upon review of the Chief School Administrator and Business Administrator. Such warrants shall be presented to the board at the next Regular Business Meeting for ratification.
5. WHEREAS, administration has determined the need for the sale of certain assets of the Califon Board of Education to PlanItROI located at 100 Ford Road, Ste, 10, Denville, NJ 07834 on the following general items for the following consideration:
 - 49 Samsung Chromebooks
 - 24 Lenovo ThinkPad Edge
 - 25 Dell Latitude Laptops
 - 8 Acer Desktop Computers

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Chief School Administrator, that the Califon Board of Education sell, convey, assign, set over, transfer, and deliver to PlanItROI the assets listed above for the consideration of \$1,880.00.

BE IT FURTHER RESOLVED that, this resolution shall take effect immediately, and the Califon Board of Education authorizes the School Business Administrator/Board Secretary to sign any documents on behalf of the Califon Board of Education with regard to exercising the intent of this resolution.

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6. Motion to approve Califon Board of Education to enter into an agreement with WEX for a mandated FSA for those eligible to participate in the district health benefit plan.
7. Motion to approve the submission of the 2021-2022 ARP IDEA grant application.
8. Motion to accept the accept the ARP IDEA grant award in the following amounts:

Basic: \$3,806
Preschool: \$ 325

Facilities:

1. Motion to approve the following use of Califon School Facilities:

Group	Dates	Location	Time
Girl Scouts	10/12, 11/16, 12/14, 1/18, 2/15, 3/15, 4/5, 5/17, 6/14	Grade 2 Classroom	3:12-4:15

Transportation:

1. Motion to amend Transportation motion #1 from the August 12, 2021 meeting to reflect a change in the number of transported students on Tewksbury routes from 9 to 10 with adjusted route costs for the 2021-22 school year.

Personnel:

1. Motion to approve Leave for Tristan Downey, Instructional Aide, for the period of August 30, 2021 - November 15, 2021.
2. Motion to approve the following positions for the 2021-2022 school year.

Name	Position	Dates	Compensation
Tristan Downey	Leave Replacement Kindergarten	August 30, 2021 - Nov 15, 2021	BA, Step 1 \$53,238 pro-rated

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3. Motion to approve the following staff members for stipend positions for the 2021-2022 school year:

Name	Position Club/Activity	Compensation
Marie Heyduke	Eight-grade Advisor	\$500.00
Michael Bruton	Cross Country Coach	\$1500.00*

* stipend will be prorated in the event of sports cancelation due to COVID related matters

4. Motion to amend Personnel motion #7 from the August 12, 2021 meeting to reflect the following change: approve Family Medical Leave for Isabel Maginnis, part-time Spanish Teacher, effective August 30, 2021 through approximately November 30, 2021 and to approve the use of 47 sick days beginning August 30, 2021.

5. Motion to approve mandated 30 weeks of mentoring as per NJDOE regulation for the following staff:

Name	Mentor	Period	Fee
Patrick Whelan	Marie Heyduke	2021-2022 (12 weeks)	\$550.00
Lindsey Knipe	Lisa Kooger	2020-Dec. 31,2022	\$1000.00*

6. Motion to approve resignation of Maxwell Mazuca part time night custodian effective August 31, 2021.

Curriculum and Instruction

1. Motion to approve the following travel expenditures for staff members or their designated alternate to attend professional development conferences / workshops. This travel is deemed educationally necessary and fiscally prudent. All travel expenditures shall be directly related to and within the scope of the staff member's current responsibilities and professional development plans.

Name	Date	Workshop/Conference	Fee/Mileage
Cheryl Zarra	October 26-28, 2021	NJSBA Workshop	\$450.00/no mileage

2. Motion to approve the disposal of outdated textbooks in accordance with N.J.S.A. 18A:34-3.

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3. Motion to approve the following field trip:

Location and Grade(s)	Date and Time	Cost
Califon Park Grades 5-8	10/15/2021 9:00AM - 11:30AM	\$0.00

Policy

1. Motion to approve Califon Public School District first reading for the following policies:

- R 1642 Earned Sick Leave Law (M)
- P 2467 Surrogate Parents and Resource Family Parents (M) Revised
- P 5116 Education of Homeless Children (Revised)
- P & R 7432 Eye Protection (M) Revised
- P 8420 Emergency and Crisis Situations (M) Revised
- P 8420.1 Fire and Fire Drills (M) Revised
- P 6115.01 Federal Awards/Funds Internal Controls-Allowability of Costs (M)
- P 6115.02 Federal Awards/Funds Internal Controls-Mandatory Controls (M)
- P 6115.03 Federal Awards/Funds Internal Controls-Conflict of Interest (M)
- P 6311 Contracts for Goods or Services Funded by Federal Grants (M) Revised

2. Motion to approve Califon Public School District second reading for the following policies:

- P 1581 Domestic Violence (M) (Revised)
- R 1581 Domestic Violence (M) (New)
- P 1648.11 The Road Forward COVID-19 Health and Safety (M)
- P 2422 Comprehensive Health and Physical Education (M) (Revised)
- P & R 5330 Administration of Medication (M) (Revised)
- P 7243 Supervision of Construction (M) (Revised)
- P 8210 School Year (Revised)
- P 8220 School Day (M) (Revised)
- P 8462 Reporting Potentially Missing or Abused Children (M) (Revised)

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3. Motion to abolish the following policies:

- P 5114 Children Displaced by Domestic Violence (Fully addressed in P5111)
- P 8810 Religious Holidays (Fully addressed in P2270)

XI. OLD BUSINESS

None

XII. NEW BUSINESS

- Ms. Lemley asked about the return of X County meals now that PTA lunches have resumed.
 - Dr. Cone replied in the affirmative with the same restrictions imposed on the PTA.
- Mr. Keiser asked about the return of the Holiday meal.
 - Dr. Cone will look into the possibility of having it this year.

XIII. 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. PLEASE RESPECT THE 3 MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0167 AND BOARD MEETING PUBLIC COMMENT GUIDELINES POSTED ON THE SCHOOL WEBSITE SO THAT BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

- Cathy Smith asked a question on behalf of the Mayor regarding why Califon was not slated to receive funds from one of the grants.
 - Ms. Zarra responded that the ARP ESSER Grant is based on Title 1 Funding. Califon does not receive Title 1 funds but it has been discussed that funds for Non-Title 1 districts will be released.
- Cathy Smith asked about declining enrollment
 - Dr. Cone reported that it is from standard fluctuation
- Cathy Smith asked about facility use and outside organizations
 - Dr. Cone noted that currently we are allowing for inside school groups only.

XIV. EXECUTIVE SESSION

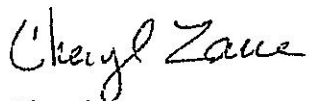
None

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XV. ADJOURNMENT

Motion made by Mr. Keiser, seconded by Mr. Reaves to adjourn the meeting at 7:34 pm with full board consent via roll call vote.

Respectfully submitted



Cheryl Zarra
Board Secretary