

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
October 18, 2023
7:00 p.m. Library**

I. CALL TO ORDER – OPENING STATEMENT

This meeting is called to order at 7:00 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

III. ROLL CALL

Roll call was taken by Matthew Herzer as follows:

Mr. Christopher Keiser - President	Present
Mr. Michael Reaves - Vice President	Absent
Dr. Rebecca Kipp-Newbold	Present
Ms. Rita Lemley	Present (Left 7:20 p.m.)
Mr. Netz Sacro	Present

Also present:

Dr. Michele Cone, Superintendent	Present
Mr. Matthew Herzer, Board Secretary	Present

IV. PUBLIC COMMENT

AT THIS TIME, COMMENT IS INVITED ON RESOLUTIONS ON TONIGHT’S AGENDA ONLY. PLEASE STATE ALL OF YOUR COMMENTS IN SUCCESSION TO THE BOARD DURING YOUR SPEAKING TURN. BE AWARE THAT YOU MAY NOT RECEIVE AN IMMEDIATE RESPONSE TO YOUR COMMENT. ALL COMMENTS WILL BE ACKNOWLEDGED BY THE BOARD AND IF APPLICABLE, WILL BE ANSWERED DURING THE BOARD COMMENT SECTION OF THE MEETING. PLEASE RESPECT THE 3 MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0167 AND BOARD MEETING

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PUBLIC COMMENT GUIDELINES POSTED ON THE SCHOOL WEBSITE SO
THAT BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

Kathy Smith asked if the Indemnity Agreement was for a new health plan for the district.

Mr. Herzer responded that it is for the existing health insurance plan and the SHIF requires it to be done every three years.

V. APPROVAL OF MINUTES

Motion by Dr. Kipp-Newbold and seconded by Ms. Lemley to approve the September 20, 2023 regular session minutes.

Motion approved on all call vote

VI. WRITTEN COMMUNICATIONS

None

VII. CHIEF SCHOOL ADMINISTRATOR'S REPORT

- Enrollment: 82
- HIB Report: 0
- Suspension Report: 0
- HIB Self Assessment Review
- NJSLA Student Achievement Report
- Week of Respect: October 2-6, 2023
- School Violence Awareness: October 16-20, 2023
- Red Ribbon Week: October 23-31, 2023
- Fire Safety & Visit from the Califon Fire Company
- Halloween Dance
- Parent-Teacher Conferences: November 6-8 In Person
- Spring NJSLA Testing Dates: April 29-May 24 & Make Up testing: May 28-31

VIII. BOARD COMMITTEE REPORTS

Curriculum & Instruction Committee: Reviewed the NJSLA test scores, and discussed upcoming preschool activities and field trips for other grades. Also discussed were the nursing services plan and the security plans.

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Policy & Legislation Committee: Reviewed the updated policy on religion and updated guidance for examination for cause, policies related to support staff and sick days.

Finance, Facilities, & Transportation Committee: Discussed items on the agenda, preliminary audit results and possible capital projects to update the long range facility plan with.

Personnel Committee: Discussed items on the agenda and stipend amounts.

Negotiations Committee: Discussion will occur in executive session.

Long Range Planning, Shared Services: None.

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.

Motion made by Mr. Keiser and seconded by Dr. Kipp-Newbold to approve adding the addendum items to the Consent Agenda.

Motion approved on unanimous roll call vote.

Motion made by Dr. Kipp-Newbold and seconded by Mr. Sacro to discuss the Consent Agenda.

Motion approved on unanimous roll call vote.

Motion made by Mr. Keiser and seconded by Mr. Sacro to approve the Consent Agenda.

Motion approved on unanimous roll call vote.

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

Finance:

1. Motion to approve the bill list dated Sep 21, 2023 through October 18, 2023 in the amount of \$262,303.90.
2. Motion to approve and file the Treasurer’s and Board Secretary report for August 2023 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 2023.
4. Motion to accept the following tuition students for the 2023/2024 school year and to approve a tuition contract for the following student:

Student ID#	Contract Amount
670529	\$3,825

5. WHEREAS, the governing bodies of various school boards within the State of New Jersey, have elected to form a joint insurance fund as defined in N.J.A.C. 11:15-5.2, and as such an entity is authorized and described in N.J.S.A. N.J.S.A. 18A:18B-1 et. seq. and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the SCHOOL BOARD has agreed to become a member of the SHIF in accordance with and to the extent provided for in the Bylaws of the SHIF and in consideration of such obligations and benefits to be shared by the membership of the SHIF;

NOW THEREFORE, it is agreed as follows:

1. The SCHOOL BOARD accepts the SHIF’s Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.
2. The SCHOOL BOARD agrees to participate in the SHIF with respect to health insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the SCHOOL BOARD’s resolution to join.

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3. The SCHOOL BOARD agrees to become a member of the SHIF and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on July 1, 2023 and ending on June 30, 2026 at 12:01 AM provided, however, that the SCHOOL BOARD may withdraw at any time subsequent to the delivery of ninety (90) day prior written notice of the intent to withdraw to the SHIF as provided in the Bylaws.

4. The SCHOOL BOARD certifies that it has never defaulted on payment of any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.

5. In consideration of membership in the SHIF, the SCHOOL BOARD agrees (i) that it shall jointly and severally assume and discharge the liability of each and every member of the SHIF for the periods during which the SCHOOL BOARD is a member of the SHIF, (ii) acknowledges that the SCHOOL BOARD and all other members of the SHIF, as a condition of membership in the SHIF, have executed and delivered an Indemnity and Trust Agreement similar to this Agreement and (iii) by the execution of this Agreement the full faith and credit of the SCHOOL BOARD is pledged to the punctual payment of any sums which shall become due to the SHIF in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the SCHOOL BOARD for claims and expenses that are not covered by the SHIF, or for that portion of any claim or liability not within the SCHOOL BOARD's retained limit or in an amount which is in excess of the SHIF's limit of coverage.

6. If the SHIF in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the SCHOOL BOARD agrees to reimburse the SHIF for all such reasonable expenses, fees, and costs, inclusive of attorney fees, on demand.

7. The SCHOOL BOARD and the SHIF agree that the SHIF shall hold all moneys in excess of the SCHOOL BOARD's retained loss fund paid by the SCHOOL BOARD to the SHIF as fiduciaries for the benefit of SHIF claimants all in accordance with N.J.A.C. 11:15-5.1 et seq.

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8. The SHIF shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with N.J.S.A. N.J.S.A. 18A:18B-1 et seq., and N.J.A.C. 11:15-5.13 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

- a) Employer contributions to group health insurance
- b) Employee contributions to contributory group health insurance
- c) Employer contributions to contingency account
- d) Employee contributions to contingency account
- e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding the terms of paragraph 8, above, to the contrary, the SHIF shall not be required to establish separate trust accounts for employee contributions provided the SHIF provides a plan in its Bylaws or Risk Management Plan for the recording and accounting of employee contributions of each member.

10. Each SCHOOL BOARD who shall become a member of the SHIF shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement. Each SCHOOL BOARD, by the execution and delivery of an Indemnity and Trust Agreement agrees to be jointly and severally bound with each other member of the SHIF who executes and delivers an Indemnity and Trust Agreement to the terms and conditions set forth in said Indemnity and Trust Agreement.

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Facilities:

1. Motion to approve documentation of mandated Security/Fire/Emergency and Evacuation Drills

Date of Drill	Type of Drill
10.11.23	Fire
10.13.23	Security

2. Motion to approve the Comprehensive Maintenance Plan and M-1 for the 2024-2025 school year.

3. Motion to approve the use of Califon School Facilities:

Sponsor of Event	Dates	Event
8th Grade Advisors	4 dates during the year	Dances
Girl Scouts	November & March	2 Bingo Events
Hunterdon County Parks	October 10, 2023	In-school Presentation for PreK
PTA	December 8, 2023 (December 15 Snow date)	Make It Take It
Trep\$	January 26, 2024 (February 2, 2024 Snow date)	Trep\$ Marketplace
Califon Soccer	11/2/2023, 5-7:30 PM	Soccer Banquet

*adhering to COVID related restrictions. **Based on Custodial Availability.

Transportation:

Personnel:

1. Motion to approve the following staff in stipend positions for the 2023-2024 school year:

Position	Compensation
Trep\$ Coordinator (2)	\$1000 total/\$500 per staff member
Chaperones/4 dances	\$50 per dance/staff member
Concert Chaperones/3 concerts	\$40 per concert/staff member
Boys Basketball Coach/Assistant (2)	\$2300 total/\$1150 per staff member *
Girls Basketball Coach	\$2300 total/\$1150 per staff member

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

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Curriculum and Instruction:

1. Motion to accept the Health Report for September 2023.
2. Motion to approve the Califon School Nursing Services Plan for the 2023-2024 school year.
3. Motion to approve the Califon School Safety and Security Plan for the 2023-2024 school year.
4. Motion to approved Therapy Dog visits during the 23-24 school year through Bright and Beautiful.
5. Motion to approve the following field trips:

Destination	Cost	Class
Ellis Island	\$25.00 Per Student	Grades 3-5

Policy:

1. Motion to approve Califon Public School District first reading for the following policies and regulations:
 - P 2270 Religion In Schools (Revised)
 - P 3161 Examination for Cause (Revised)
 - P & R 3212 Attendance (M) Revised
 - P 4161 Examination for Cause (Revised)
 - P & R 4212 Attendance (M) Revised

2. Motion to approve Califon Public School District second reading for the following policies:
 - P & R 1642.01 Sick Leave (New)
 - P & R 2419 Threat Assessment Teams **M** (New)

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X. OLD BUSINESS

None

XI. NEW BUSINESS

None

XII. PUBLIC COMMENT (all school-related topics; time limits: 3 min. /person)

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Kathy Smith asked about the date of the Ellis Island Trip, the purpose of the therapy dog visits and if the high impact tutoring grant was for the students who were in third grade last year.

XIII. BOARD COMMENT

Dr. Cone responded that dates of field trips are not disclosed for security reasons, the therapy dog visits started as a school project and is now for students to be able to read to the dog and teachers can request a visit. The high impact tutoring grant is for students who were in third grade the previous year and now are in fourth grade.

XIV. EXECUTIVE SESSION

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

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- 3. Individual Privacy/Student Matters
- 4. Collective Bargaining/Negotiations
- 5. Real estate matters
- 6. Disclosure could impair public safety
- 7. Pending/Anticipated litigation/Contract negotiation
- 8. Terms and conditions of employment - Superintendent Evaluation
- 9. Deliberations involving imposition of specific civil penalty

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourns to executive session at 7:35 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.

Motion made by Mr. Sacro and seconded by Dr. Kipp-Newbold to enter Executive Session.

Motion approved with full board consent via all call vote.

XV. RECONVENE

Motion made by Dr. Kipp-Newbold and seconded by Mr. Sacro to end the executive session at 7:49 pm and reconvene the public session with full board consent via all call vote.

XVI. ADJOURNMENT

Motion made by Mr. Keiser and seconded by Dr. Kipp-Newbold to adjourn the meeting at 7:50 pm.

Motion approved on a unanimous all call vote.

Respectfully submitted

Matthew Herzer
Board Secretary