

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
March 23, 2022
7:00 p.m. Library**

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

This meeting was called to order at 7:02 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 led by Corrina Reaves.

***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, arrived at 7:07 pm

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

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- Cathy Smith asked if the budget was being approved.
 - The Board noted that the preliminary budget was being approved for submission to the County for review

***V. APPROVAL OF MINUTES**

1. Motion by Mr. Reaves and seconded by Ms. Kipp-Newbold to approve the following minutes:

February 16, 2022 Regular Session

Motion approved on unanimous roll call vote.

***VI. WRITTEN COMMUNICATIONS**

None

***VII. SUPERINTENDENT'S REPORT**

Dr. Cone shared the following:

- **HIB Report**
- **Enrollment 87**
- **Updates**
 - Read Across America took place February 28 - March 4th with many activities including door decorating and story reading by a parent as Cat In the Hat.
 - March 11th was social emotional learning day and included many activities as well as Califon's Walking School Bus.
 - Karate Academy provided a demonstration and included student participation.
 - Local Author Marissa Mizeski read to the students.
 - Dr. Cone completed the mandatory School Safety Specialist training and is now certified.

***VIII. BOARD COMMITTEE REPORTS**

Curriculum & Instruction Committee: Had a meeting on paper and discussed the CSI Summer Camp tentatively scheduled for July

Policy & Legislation Committee: There are no new policies this month.

Finance, Facilities, & Transportation Committee: Met and discussed donations, cafeteria table replacement, and facility use.

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Personnel Committee: Met and discussed the status of the custodial, media and spanish positions.

Negotiations Committee: An agreement was reached.

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

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

Motion approved on unanimous roll call vote.

Ms. Kipp-Newbold commended the School nurse regarding her additional COVID related duties and efforts during the past few months.

Mr. Reaves inquired about the continuation of health screening for Pick Up Patrol.

Dr. Cone noted that health screening is to continue for now.

Motion made by Mr. Keiser and seconded by Ms. Kipp-newbold to approve the consent agenda.

Motion approved on unanimous roll call vote.

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

Finance:

1. Motion to approve the bills list dated February 17, 2022 through March 23, 2022 in the amount of \$300,316.16.
2. Motion to accept, certify and file the Treasurer's and Board Secretary report for February 2022 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

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3. Motion to approve the transfers for February 2022.
4. Motion to accept, with appreciation, the following donations by the Schineller Family to the Califon School District:

Donation	Approximate Value
Sky Watcher Telescope	\$500
Popcorn Machine	\$135
Soccer Nets	\$300

Transportation:

Facilities:

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

Date of Drill	Type of Drill
February 24, 2022	Security
March 16, 2022	Fire

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

Sponsor of Event	Event
Boy Scouts of America	Eagle Scout Court of Honor

Personnel:

1. Motion to approve the following substitutes pending criminal history background check for the 2021-2022 School Year:

- Ashley Heath

2. Motion to accept the resignation of Patrick Whelan, Part-Time (0.4 FTE) Leave Replacement Media Teacher, effective March 15, 2022.

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Curriculum and Instruction:

1. Motion to accept the Health Report for February 2022.
2. Motion to approve the following programs for grades K-2

Organization	Program	Cost to students
Hunterdon County Parks & Rec	Reptiles Alive	\$2.00
Hunterdon County Parks & Rec	Owl & Owl Pellets	\$2.00

Policy:

1. Motion to approve Califon Public School District second reading for the following policies and regulations:
 - P 2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) *Revised*
 - P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) *Revised*
 - P 2622 Student Assessment (M) *Revised*
 - R 2622 Student Assessment (M) (New)
 - P 3233 Political Activities *Revised*
 - P & R 8465 Bias Crimes and Bias-Related Acts (M) *Revised*
 - P 9560 Administration of School Surveys (M) *Revised*

***X. OLD BUSINESS**

None

***XI. NEW BUSINESS**

Ms. Zarra explained that the motion for the tentative budget is for approval to submit to the county for review. She also explained the zero increase to taxes despite a larger than expected decrease in state aid.

Motion made by Mr. Keiser and seconded by Mr. Reaves to approve the following:

1. Motion to adopt the preliminary 2022-2023 budget:

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BE IT RESOLVED that the Califon Board of Education tentative budget be approved for the 2022-2023 School Year using the 2022-2023 state aid revenue. Travel Related Expense Reimbursement for the 2022-2023 school year, in accordance with N.J.A.C. 6A:23A Subchapter 7, be approved for a maximum expenditure of \$4,100 for all staff and BOE members. The Secretary to the Board of Education is authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2022-2023 Total Expenditures	\$ 2,835,401	\$ 115,709	\$0	\$ 2,951,110
Less: Anticipated Revenues	\$ 447,293	\$ 115,709	\$0	\$ 563,002
Taxes to be raised	\$ 2,388,108	\$ 0	\$0	\$2,338,108

And to advertise said tentative budget in the Hunterdon County Democrat in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Califon Elementary School, Califon, NJ on April 27, 2022 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2022-2023 School Year.

**Travel and Related Expense Reimbursement
2022-2023**

WHEREAS, the Califon Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7, but deemed by the Board of Education to be necessary and unavoidable as noted on the Board of

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Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education includes in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$4,100 for all staff and board members for the 2022-2023 school year.

Motion approved on unanimous roll call vote.

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

AT THIS TIME, COMMENT IS INVITED ON ALL SCHOOL-RELATED TOPICS. 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 PUBLIC COMMENT GUIDELINES POSTED ON THE SCHOOL WEBSITE SO THAT BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

- Tanya Schineller asked about the Spanish Teacher position.
 - Dr. Cone responded that it is a personnel issue and cannot be discussed.
- Cathy Smith asked how much state aid was cut for Califon.
 - Ms. Zarra responded that the cut was \$81,561.
- Tanya Schineller asked about concerns the board has with the cut in state aid every year.
 - Mr. Keiser responded regarding the nature of the cuts

***XIII. BOARD COMMENT**

All responses were provided during public comment.

***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

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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/Contract negotiation
- 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 7:36 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. Reaves seconded by Ms. Lemley to enter Executive Session.

Motion approved with full board consent via all call vote.

***XV. RECONVENE**

Motion made by Mr. Reaves, seconded by Mrs. Kipp-Newbold to end the executive session at 8:31 pm and reconvene the public session with full board consent via all call vote.

***XVI. ADJOURNMENT**

Motion made by Mr. Reaves, seconded by Mr. Keiser to adjourn the meeting at 8:31 pm with full board consent via all call vote.

Respectfully submitted,



Cheryl Zarra
Board Secretary