

**CALIFON BOARD OF EDUCATION
REGULAR MEETING AGENDA
March 15, 2023
7:00 p.m. Library**

I. CALL TO ORDER – OPENING STATEMENT

This meeting is called to order at _____ p.m. with the following opening statement read by _____:

“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

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

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.

V. APPROVAL OF MINUTES

1. Motion to approve the February 15, 2023 regular meeting minutes.

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VI. WRITTEN COMMUNICATIONS

VII. CHIEF SCHOOL ADMINISTRATOR'S REPORT

- Enrollment 87
- HIB-0
- Updates

Girl Scout Presentation

VIII. BOARD COMMITTEE REPORTS

Curriculum & Instruction Committee:

Policy & Legislation Committee:

Finance, Facilities, & Transportation Committee:

Personnel Committee:

Negotiations Committee:

Long Range Planning, Shared Services:

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.

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

Finance:

1. Motion to approve the bill list dated March 15, 2023 in the amount of \$279,974.17.

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2. Motion to approve and file the Treasurer’s and Board Secretary report for February 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 February 2023.
4. Motion to accept, with appreciation, an anonymous donation in the amount of \$1,000 for sets and costumes for the Drama Club.
5. Motion to accept, with appreciation, the donation of a “ Buddy Bench” with an approximate value of \$250 from the Califon School Girl Scouts for the school playground.
6. Motion to accept, with appreciation, the donation of a GAGA pit from the PTA with monies donated from the Class of 2020 with a value of \$2,800 and GAGA balls from the PTA with an approximate value of \$55.

Facilities:

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

Date of Drill	Type of Drill
2/23/23	Security

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

Sponsor of Event	Date(s)	Event
Girl Scout Brownie Troop	3/31/23 and 4/21/23	Family Bingo Night
Califon 8th Grade	3/25/23	Pasta Dinner Fundraiser
Manchen Academy of Fencing	4/4, 4/18, 4/25, 5/2/23	Fencing Classes
Califon School Staff	4/21,4/28, 5/5, 5/11, 5/15, 5/19,5/22	Basketball Skills Clinic

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

Transportation:

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Personnel:

1. Motion to approve the following stipend positions or the 2022-2023 school year.

Position Club/Activity	Compensation
PK- 4 Music Performance Chaperone 3 required	\$40.00 per chaperone

2. Motion to approve the following stipend positions for the 2022-2023 school year:

Name	Position Club/Activity	Compensation
Peggy Ippolito	Drama Club Advisor	\$1000.00
Kelly Baker	Drama Performance Chaperone	\$40.00

3. Motion to accept the resignation of Noreen Liegner, PK aide, effective February 22, 2023.
4. Motion to approve the hire of Paula DosSantos for the position of Part time (0.7) PK Aide for the 2022-2023 school year at a prorated salary of \$14, 350.00 to start date pending criminal history background check.
5. Motion to approve the following staff members to supervise the after school basketball clinic for grades 4-8 at no compensation.

Alison DeMarco
Mike Bruton
Tristan Downey

6. Motion to approve the following DC Trip chaperones at the contracted rate for overnight trips.

Linda Patterson
Tracey O'Brien
Marie Heyduke

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Curriculum and Instruction:

1. Motion to accept the Health Report for February 2023.
2. Motion to approve the following field trip:

Destination	Cost	Class/Club/Activity
NY Theater Trip	No cost to district	Grade 7
Historic Califon Walking Trip	No cost	Grades K-3
Columbia Trail	No Cost	Grades K-3

3. Motion to approve student participation in a high school AP Research class project facilitated by a local high school student to survey middle school students on the topic of food waste.
4. Motion to approve the submission of the Statement of Assurance to extend the implementation of the current Comprehensive Equity Plan (2019-2022) through the 2023-2024 school year.

Policy:

1. Motion to approve Califon Public School District first reading for the following policies and regulations:
 - P 5111.01 Non-Resident Tuition, Criteria & Application (Revised)
2. Motion to approve Califon Public School District second reading for the following policies:
 - P 2340 Field Trips (M) (Revised)
 - P & R 8140 Student Enrollments (M) (Revised)
 - P & R 8330 Student Records (M) (Revised)
 - R 8420.2 Bomb Threats (M) (Revised)
 - R 8420.7 Lockdown Procedures (M) (Revised)
 - R 8420.10 Active Shooter (M) (Revised)

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X. OLD BUSINESS

XI. NEW BUSINESS

1. Motion to adopt the tentative 2023-2024 budget:

BE IT RESOLVED that the Califon Board of Education tentative budget be approved for the 2023-2024 School Year using the 2023-2024 state aid figures and 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
2023-2024 Total Expenditures	\$2,962,445	\$ 46,690	\$0	\$3,009,135
Less: Anticipated Revenues	\$ 419,278	\$ 46,690	\$0	\$ 465,968
Taxes to be raised	\$2,542,167	\$ 0	\$0	\$2,543,167

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 a public hearing on the budget for the 2023-2024 school year will be held at the Califon Elementary School, Califon, NJ on April 26, 2023 at 7:00 p.m.

BE IT FURTHER RESOLVED that the Califon Board of Education includes in the 2023-2024 tentative budget \$33,480 of all eligible adjustments;

BE IT FURTHER RESOLVED that the Califon Board of Education will withdraw \$45,000 from Maintenance Reserve in accordance with N.J.A.C. 6A:23A-14.2 for the purpose of required maintenance to the school district's facilities; and

BE IT FURTHER RESOLVED that the Califon Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$10,000 for the 2023-2024 school year for all staff and BOE members in accordance with N.J.A.C. 6A:23A Subchapter 7 and the maximum regular business travel amount shall not exceed \$1,500 per employee. The maximum travel expenditure amount for the 2022-2023 school year is \$4,100, of which \$2,088 has been spent and \$525 is encumbered to date.

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Travel and Related Expense Reimbursement
2023-2024

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 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 \$15,000 for all staff and board members for the 2023-2024 school year.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

XII. PUBLIC COMMENT (all school-related topics; time limits: 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.

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XIII. BOARD 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

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 - 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 _____ 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.

XV. RECONVENE

XVI. ADJOURNMENT