

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
December 13, 2023
7:00 p.m. Library**

I. CALL TO ORDER – OPENING STATEMENT

This meeting was called to order at 7:03 p.m. with the following opening statement read by Mr. Reaves:

“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	Present
Dr. Rebecca Kipp-Newbold	Absent
Ms. Rita Lemley	Present
Mr. Netz Sacro	Arrived 7:14 p.m.

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

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
December 13, 2023
7:00 p.m. Library**

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

None.

V. APPROVAL OF MINUTES

Motion by Mr. Reaves and seconded by Ms. Lemley to approve the November 15, 2023 regular and executive session minutes.

Motion approved on all call vote

- November 15, 2023 Regular and Executive Session

VI. WRITTEN COMMUNICATIONS

None.

VII. CHIEF SCHOOL ADMINISTRATOR'S REPORT

- Enrollment 83
- HIB-0
- Suspension-0
- Governor Educator of the Year
- Updates:
 - Waiting on the MOA
 - Holiday Luncheon was a success
 - Service Learning - Collected 174 lbs of food and 50 lbs of plastic
 - Adoption even 6 puppies and 1 kitten adopted

VIII. BOARD COMMITTEE REPORTS

Curriculum & Instruction Committee: The 7th grade Broadway trip was discussed.

Policy & Legislation Committee: One policy read regarding milk money

Finance, Facilities, & Transportation Committee: Items on the agenda discussed and the audit.

Personnel Committee: Discussed approvals of substitutes.

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
December 13, 2023
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Negotiations Committee: 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 Ms. Lemley and seconded by Mr. Keiser to discuss the Consent Agenda.

Motion approved on unanimous roll call vote.

Motion made by Mr. Reaves and seconded by Mr. Keiser 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 bill list dated 11/16/2023, through 12/13/2023 the amount of \$183,536.32.
2. Motion to approve and file the Treasurer's and Board Secretary report for November 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 November 2023.
4. Motion for the Califon Board of Education to accept the Annual Comprehensive Financial Report (ACFR) for the fiscal year ending June 30, 2023. The audit synopsis is to be made part of the official minutes. The complete Comprehensive Annual Financial Report and Management Report is on file in the office of the Secretary.
5. Motion for the Califon Board of Education to accept the following Audit Recommendations and Corrective Action Plan for the fiscal year ending June 30, 2023. The Auditor's Report on Administrative Findings: Financial, Compliance and Performance with one

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
December 13, 2023
7:00 p.m. Library**

recommendation is on file in the office of the Secretary.

- | | |
|---|------|
| 1. Administrative Practices & Procedures | None |
| 2. Financial Planning, Accounting & Reporting | None |
| 3. School Purchasing Programs | One |
| 4. School Food Service | None |
| 5. Student Body Activities | None |
| 6. Application for State School Aid | None |
| 7. Pupil Transportation | None |
| 8. Facilities and capital assets | None |
| 9. Miscellaneous | None |
| 10. Follow-up on prior year findings | None |

A review was performed on the prior year recommendations.
There were no prior year recommendations.

Facilities:

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

Date of Drill	Type of Drill
November 14, 2023	Fire
November 30, 2023	Security

- Motion to approve the use of Califon School Facilities:

Sponsor of Event	Dates	Event
8th Grade Families (Jen Flood)	3/22/2024, 5:00 to 7:30pm	Dance

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

Transportation:

Personnel:

- Motion to approve Grace Medea as a Substitute Teacher pending certification and criminal history background check for the 2023-2024 School Year.

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
December 13, 2023
7:00 p.m. Library**

Curriculum and Instruction:

1. Motion to accept the Health Report for November 2023.

2. Motion to approve the following field trips:

Destination	Cost	Class / Activity
New York City	TBD	7th Grade Broadway Trip

Policy:

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

P 8500 Food Services (M)

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

P 3324 Right of Privacy
P 4324 Right of Privacy
P & R 5116 Education of Homeless Children and Youths-Rev

3. Motion to approve Califon Public School District abolishment of the following policies:

P 8540 School Nutrition Programs

X. OLD BUSINESS

None

XI. NEW BUSINESS

None

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

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
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None

XIII. BOARD COMMENT

None

XVI. ADJOURNMENT

Motion made by Mr. Reaves and seconded by Mr. Keiser to adjourn the meeting at 7:22 pm.

Motion approved on a unanimous all call vote.

Respectfully submitted

Matthew Herzer
Board Secretary