

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library**

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

This meeting is called to order at 7:02 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 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	Present
Mr. Michael Reaves - Vice President	Present
Dr. Rebecca Kipp-Newbold	Absent
Ms. Rita Lemley	Present
Mr. Netz Sacro	Absent

Also present:

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

***IV. PUBLIC COMMENT** (resolutions only; time limits: 3 min. /person)

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.

None.

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library**

***V. APPROVAL OF MINUTES**

Motion by Mr. Reaves and seconded by Mr. Keiser to approve the May 14, 2024 regular and executive session minutes.

Motion approved on all call vote

***VI. WRITTEN COMMUNICATIONS**

None.

***VII. CHIEF SCHOOL ADMINISTRATOR'S REPORT**

- **Enrollment 83**
- **Updates**
- **Washington DC trip was a success**
- **Thanks to the PTA for Field day**
- **The Drama Club put on a good play**

***VIII. BOARD COMMITTEE REPORTS**

Curriculum & Instruction Committee: The committee discussed the District goals, professional development by Amy Rubin and hanging college pennants.

Policy & Legislation Committee: None.

Finance, Facilities, & Transportation Committee: The committee met and discussed the year end renewals.

Personnel Committee: The committee discussed stipends and hiring a new nurse.

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.

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library**

Motion made by Mr. Reaves 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 Ms. Lemley 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 May 15 through June 18, 2024 in the amount of \$407,926.32
2. Motion to accept, certify and file the Treasurer's and Board Secretary report for April 2024 and May 2024 and note that sufficient funds are available to meet the district's financial obligations 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 April 2024 and May 2024.
4. **WHEREAS**, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Califon Board of Education wishes to deposit anticipated current year surplus into the following reserve accounts at year end:

Capital Reserve – Not to exceed \$250,000
Maintenance Reserve - Not to exceed \$40,000
Emergency Reserve - Not to exceed \$250,000
Total reserve deposit not to exceed \$550,000

5. Motion to approve the attached list of 2023-2024 contracts to be renewed, awarded, or to expire

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library**

during the school year - P.L. 2015, c. 47 Pursuant to PL 2015, Chapter 47 the Califon Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education, as attached. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

6. Motion to approve the following professional service contracts for the 2024-2025 school year.

Architect of Record	SSP Architectural Group	Rates on file in the business office
Auditor	Ardito & Co.	Rates on file in the business office
CST Services	Tewksbury Township BOE	Rates on file in the business office
Health Insurance Broker	Integrity Consulting Group	N/A
Health Insurance Coverage	School Health Insurance Fund	Rates on file in the business office
Instant Alert Telephone Svc.	Intrado Interactive Svcs. Corp.	Rates on file in the business office
Legal Services	Schenck, Price, Smith & King, LLP	Rates on file in the business office
Payroll Processing	R & L Payroll Services, Inc	Rates on file in the business office
Policy Management	Strauss Esmay	\$4,865
Public School Services	Hunterdon County ESC	As needed - Rates on file in the business office
School Physician	Hunterdon Family Medicine at Riverfield	\$500
Student Accident/Liability Insurance Broker	Balken Risk Management	N/A
Student Data Mgmt Software	Genesis	Rates on file in the business office
Technology Services	Hunterdon County ESC	Rates on file in the business office

7. Motion to approve contract with Cold Spring Lawn and Landscaping to provide lawn maintenance services for the 2024-2025 school year.

8. Motion to accept Preschool/PreK students for the 2024-2025 school year and to approve tuition contracts for the following students:

Student ID#	Contract Amount
670535	\$5,700
670537	\$5,700
670538	\$5,700

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES**

June 18, 2024

7:00 p.m. Library

670539	\$5,700
670540	\$5,700
670541	\$5,700
670542	\$5,700
670543	\$5,700
670544	\$5,700
670545	\$5,700
670546	\$5,700

9. Motion to accept K-8 tuition students for the 2024-2025 school year and to approve tuition contracts for the following students:

Student ID#	Contract Amount
670458	\$7,500
670459	\$7,000
670516	\$7,000
670520	\$7,500
670529	\$7,500
670526	\$4,500

10. Motion to approve the 2024-2025 milk program price at \$0.28.

11. Motion to approve ESY 2024-2025 Special Education Tuition Contract Agreements with The Tewksbury Township Board of Education:

Student ID#	Contract Amount
670901	\$2,437.32
670425	\$2,437.32
670418	\$2,437.32
670417	\$2,437.32

12. Motion to approve an agreement with Maschio's Food Services, Inc for the 2024-2025 school year.

13. Motion to approve Shared Services Agreement with Frenchtown School District for music

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library**

teacher services for the 24-25 school year.

14. Motion to approve SBYSP Affiliation Agreement for the 2024-2025 School Year with Hunterdon Medical Center for youth-based counseling services.

Transportation:

1. Motion to approve entering into a contract with the Delaware Valley Regional High School Board of Education - 2024-25 Joint Transportation Agreement, various field and athletic trips, \$300 per hour for the first 3 hours, \$90 per hr each additional hour., billed in ¼ hr increments. Plus tolls and parking. Time to and from bus garage.

Facilities:

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

Date of Drill	Type of Drill
May 17, 2024	Security
May 30, 2024	Security
June 11, 2024	Fire
June 14, 2024	Security

2. Motion to approve the submission of the application for alternate method of compliance for providing toilet rooms and two (2) applications for the dual use of educational space to the New Jersey Department of Education for the 2024-2025 school year.
3. Motion to approve the Califon School Security Drill Statement of Assurance.

Personnel:

1. Motion to approve Jennifer Sedlacek as Homeless Liaison for the 2024-25 school year - no compensation.

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library**

2. Motion to approve Matt Herzer, Business Administrator, as Affirmative Action Officer for the 2024-2025 school year - no compensation.
3. Motion to approve the following staff in the “Mandated” stipend positions for the 2024-2025 school year:

Position	Staff	Compensation
Safety Specialist	Michele Cone	No Compensation
HIB Coordinator	Michele Cone	No Compensation
HIB Specialist	Christine Sullivan	\$1,000

5. Motion to approve the following staff in stipend positions for the 2024-2025 school year:

Position	Staff
Yearbook Coordinator	Kelly Baker
8th Grade Advisor (2)	Alison DeMarco & Tracey O’Brien
8th Grade Graduation Coordinator	Tracey O’Brien
Student Council Coordinator	Lisa Kooger
Webmaster	Susan French-Gonzalez
District Media Coordinators (2)	Alison DeMarco & Marie Heyduke
Art Club Advisor	Kelly Baker
Drama Club Advisor	Peggy Ippolito
Dance Chaperones (4 dances)	Peggy Ippolito, Amanda Swimmer, Lori Montesion, Tristan Downey
Drama Chaperones	Tracy Denkovic, Lori Montesion, Kelly Baker, MaryJane Medea
Concert Chaperones (3 concerts)	Kelly Baker, Tracy Denkovic, Lori Montesion, MaryJane Medea
TREP\$ Advisor (2)	Kelly Baker & MaryJane Medea
Soccer Coach (2)	Mike Bruton & Tristan Downey
Boys Basketball Coach (2)	Mike Bruton & Tristan Downey
Girls Basketball Coach (2)	Alison DeMarco

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library**

7. Motion to approve Joan Iselin as the 1:1 Instructional Aide for Summer 2024 ESY from July 1, 2024-August 1, 2024 at a rate of \$ 20.00/hour.
8. Motion to approve Jennifer Sedlacek for the purpose of school health record related summer work for up to 30 hours at \$40.00/hour.
9. Motion to approve Lily French-Gonzalez to work 20 hours at \$20.00/hour during the summer in the library assisting with the library system set up.
10. Motion to approve Jennifer Sedlacek school nurse for the 2024-2025 school year at Step 16 BA, \$71,940.00 pending criminal history background check.
11. Motion to authorize the Chief School Administrator to make emergent hires in order to address any unfilled positions that may occur between today and the date of the next Board meeting. Any such emergent hires are subject to approval by the Board at its next regularly scheduled meeting.
12. Motion to approve Matthew Bradley as a substitute teacher for the 2024-2025 school year.
13. Motion to approve 12 weeks maternity leave for Michele Morano to begin on or about November 11, 2024 through January 31, 2024 with a return date of February 3, 2024.
14. Motion to approve maternity leave for Amanda Swimmer to begin on December 11, 2024 using 5 sick and 3 personal days followed by 34 sick days prior to 12 weeks of FMLA from February 24, 2025 through May 16, 2025 concluding with unpaid leave from May 16, 2025 to the end of the school year.

Curriculum and Instruction

1. Motion to accept the Health Report for May 2024.
2. Motion to approved the Califon School BOE goals and District goals for the 2024-2025 school year:

2024-2025 Califon School
Board Goals:

Goal 1 - By June 2025, the Board will negotiate successor collective bargaining agreements with the Califon Education Association.

CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library

Goal 2 - The Board will work toward meeting the requirements to become a certified board through New Jersey School Board Association.

Goal 3 - The Board will maintain fiscal oversight on matters related to facility reevaluation and needed improvements.

2024-2025 Califon School
District Goals:

Goal 1: Attendance- District administration and the BOE policy committee will review the NJDOE recommendations for student attendance plans, and revise district documents to reflect current best practice.

Goal 2: Student Growth and Achievement -The goal for student achievement is for 80% of students in each preparedness group to meet or exceed their assigned end of year growth target in ELA and Math by May 2025.

Goal 3: Social Emotional Learning- The goal is to increase positive behaviors, increase academic success and caring communities through social emotional learning initiatives and strategies that build a positive school climate.

3. Motion to approve the Califon Public School District Professional Development Plan the 2024- 2025 school year.
4. Motion to approve the following staff to serve on the Califon ScIP Committee for the 2024-2025 school year - no compensation:

Faculty
Peggy Ippolito
Alison DeMarco
Kyle Hoitsma
Michele Cone

5. Motion to approve the following staff to serve on the district Califon School Response to Intervention Committee for the 2024-2025 school year - no compensation:

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES**

June 18, 2024

7:00 p.m. Library

Faculty
Bryce Blondina
Alison DeMarco
Kyle Hoitsma
Michele Cone
Jennifer Sedlacek

6. Motion to approve the following staff to serve on the district Califon School Behavioral Threat Assessment Team for the 2024-2025 school year with no compensation.

Faculty
Michele Cone
Alison DeMarco
Christine Sullivan
Jennifer Sedlacek

7. Motion to approve the following staff to serve on the district Medical Emergency Response Team (M.E.R.T.) for the 24-25 school year with no compensation.

Jennifer Sedlacek	Michael Bruton
Michele Cone	Peggy Ippolito
Kyle Hoitsma	Alison DeMarco

8. Motion to approve the following staff to serve on the district School Climate/Safety Team for the 24-25 school year with no compensation.

Michele Cone	Tracy Denkovic
Lisa Kooger	Lori Montesion
Tracey O'Brien	Kyle Hoitsma
Alison DeMarco	Jennifer Sedlacek

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library**

9. Internet Protection Act

Motion to state that the Califon School District is in compliance with the Internet Protection Act and that a filtering device is in place on all district computers with internet connections.

10. Motion to approve the following staff for summer curriculum revision writing for the 2024-2025 school year @ \$40/hr for 10 hours.

Marie Heyduke	Bryce Blondina
Kelly Mitzak	MaryJane Medea
Kyle Hoitsma	Alison DeMarco

11. Motion to approve the Califon Public School District curricula and textbooks for the 2024-2025 school year.

12. Motion to approve the Califon Public School District Mentor Plan for the 2024-2025 school year.

13. Motion to approve the Charlotte Danielson Observation Rubric (2013) for the 2024-2025 school year.

14. Motion to approve the Califon District 2024-2028 Technology Plan and submission to Hunterdon County Office of the NJDOE.

15. Motion to approve the updated American Rescue Plan (ARP) Safe Return Plan including submission to NJDOE.

16. Motion to approve the mandated Updated Emergency Remote Instruction Plan and submission of plan and checklist to NJDOE.

17. Motion to approve the following SEL programs funded through ARP Mental Health grant:

Program	Cost
Mindfulness-Amy Rubin	\$8000.00

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library**

<ul style="list-style-type: none"> ● Assemblies, Classroom Lessons and Professional Development 	
--	--

18. Motion to approve the Child Abuse Prevention Program (C.A.P.) and CBPP Anti-Bullying Program for the 24-25 school year at no cost to the district.

19. Motion to approve the “Califon College Recognition Display Initiative ” recognizing alumni colleges and universities.

20. Motion to approved graduate course tuition request:

Name	Institution	Dates	Compensation
Alison DeMarco	Felician University-EDU500 The Impact of Neurological & Physiological Factors of Student Performance	August 2024- Oct 2024	\$897.00
Alison DeMarco	Felician University-EDU501 Therapy & Remediation Practices in Support of Individuals with Dyslexia	August 2024- December 2024	\$897.00

POLICY

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

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

***X. OLD BUSINESS**

None.

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library**

***XI. NEW BUSINESS**

Motion by Mr. Reaves and seconded by Ms. Lemley to approve the following appointments for the 2024-25 school year as listed.

Motion approved on all call vote

1. Motion to approve the appointments for the 2024-25 school year as listed:

A. Public Agency Compliance Officer	Business Administrator
B. Architect of Record	SSP Architectural Group
C. Attorney of Record	Schenck, Price, Smith & King LLP
D. Insurance Agent of Record	Balken Risk Management
E. Affirmative Action Officer	Business Administrator
F. Attendance Officer	Chief School Administrator
G. 504 Coordinator	School Nurse
H. Auditor	Ardito & Co
I. RTK Contact Person	Head Custodian
J. AHERA Representative	Head Custodian
K. Air Quality Control Officer	Head Custodian
L. Medical/School Physician	Hunterdon Family Medicine at Riverfield
M. Anti Bullying Specialist	Guidance Counselor
N. District Bullying Coordinator:	Chief School Administrator
O. Custodian of School Records	Business Administrator
P. Board Secretary	Business Administrator

***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.

Ms. Smith asked if the preschool class was full and about the preschool tuition program.

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 2024
7:00 p.m. Library**

***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, specifically Superintendent Evaluation.
- 9. Deliberations involving imposition of specific civil penalty

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourn to executive session at 7:21 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 and 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 and seconded by Ms. Lemley to end the executive session at 7:31 pm and reconvene the public session with full board consent via all call vote.

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES**

**June 18, 2024
7:00 p.m. Library**

***XVI. ADJOURNMENT**

Motion made by Mr. Reaves and seconded by Mr. Keiser to adjourn the meeting at 7:32 pm.

Motion approved on a unanimous all call vote.

Respectfully submitted

Matthew Herzer
Board Secretary