

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
March 20, 2024
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. 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

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

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

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Mr. Mohr spoke with the District's insurance adjuster, which took a long time, and the claim was ultimately denied. He claims the insurance inspector did not know the extent of the property lines and wants the adjuster to reverse the decision.

V. APPROVAL OF MINUTES

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

Motion approved on all call vote

VI. WRITTEN COMMUNICATIONS

VII. CHIEF SCHOOL ADMINISTRATOR'S REPORT

- Enrollment 83
- HIB
- Suspension
- Updates:

VIII. BOARD COMMITTEE REPORTS

Curriculum & Instruction Committee: Discussed the Washington DC trip and related costs.

Policy & Legislation Committee: Policy changes are coming to be more simplified and refer to statute.

Finance, Facilities, & Transportation Committee: The budget was discussed, along with some plumbing issues and the contract with the HCESC for paraprofessional services

Personnel Committee: The committee discussed who the chaperones are for the Washington DC trip and substitutes

Negotiations Committee: None.

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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 Mrs. Lemley to discuss the Consent Agenda.

Motion approved on unanimous roll call vote.

Motion made by Mr. Reaves and seconded by Mrs. 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 bill list dated March 20, 2024 in the amount of \$386,380.85
2. Motion to approve and file the Treasurer's and Board Secretary report for February 2024 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 2024
4. Motion to approve agreement with Hunterdon County Educational Services Commission (HCESC) for Para Professional Services as needed.
5. Motion to accept donation with gratitude of art supplies from James Bell.
6. Motion to adopt the tentative 2024-2025 budget:

BE IT RESOLVED that the Califon Board of Education tentative budget be approved for the 2024-2025 School Year using the 2024-2025 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:

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	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2023-2024 Total Expenditures	\$3,103,541	\$45,852	\$0	\$3,149,393
Less: Anticipated Revenues	\$509,511	\$45,852	\$0	\$555,363
Taxes to be raised	\$2,594,030	\$0	\$0	\$2,594,030

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 2024-2025 school year will be held at the Califon School, Califon, NJ on April 24, 2024 at 7:00 p.m.

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 2024-2025 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 2024-2025 school year is \$4,100.

Travel and Related Expense Reimbursement
2024-2025

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

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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 2024-2025 school year.

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

Facilities:

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

Date of Drill	Type of Drill
March 18, 2024	Fire

Transportation:

Personnel:

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

Linda Patterson
Michele Morano
Amanda Swimmer

2. Motion to approve Celia Turello as a substitute teacher for the 2023-2024 school year pending background check.

Curriculum and Instruction:

1. Motion to accept the Health Report for February 2024.
2. Motion to approve the following field trips:

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Destination	Cost	Class/Club/Activity
Washington DC Trip	Fundraising & parent paid (TBD)	8th Grade

3. Motion to approve the following Professional Development:

Destination/Date	Cost	Staff Member
Rutgers Literacy/March 14	No Cost	MaryJane Medea

Policy:

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

- P 1140 Educational Equity Policies/Affirmative Action (M) *Revised*
- P 1523 Comprehensive Equity Plan (M) *Revised*
- P 1530 Equal Employment Opportunities (M) *Revised*
- R 1530 Equal Employment Opportunity Complaint Procedure (M) *Revised*
- P 1550 Equal Employment/Anti-Discrimination Practices (M) *Revised*
- R 2200 Curriculum Content (M) *Revised*
- P 2260 Equity in School and Classroom Practices (M) *Revised*
- R 2260 Equity in School and Classroom Practices Complaint Procedures (M) *Revised*
- P 2411 Guidance Counseling (M) *Revised*
- P 3211 Code of Ethics (M) *Revised*

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

- P 5541 Anti-Hazing (M)
- P 2416 Programs for Pregnant Students (M)
- R 4240 Employee Training
- P 7510 Use of School Facilities - *Revised*

X. OLD BUSINESS

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None.

XI. NEW BUSINESS

None.

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

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Kathy Smith asked for an update to the kindergarten enrollment and the dollar figure for the tax increase is.

Jim Bell proposed to the Board to hang pennants in the building to generate interest in colleges.

XIII. BOARD COMMENT

The board will discuss Mr. Bell's proposal in committee.

XVI. ADJOURNMENT

Motion made by Mr. Keiser and seconded by Mr. Reaves to adjourn the meeting at 7:30 pm.

Motion approved on a unanimous all call vote.

Respectfully submitted

Matthew Herzer
Board Secretary