

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES**

October 16, 2019

7:30 p.m.

The Board will meet at 6:30 pm for Personnel Items

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

This meeting is called to order at 6:36 p.m. with the following opening statement read by Mrs. DeCoster:

“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, Hunterdon Review and The Express Times. 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 in attendance pledged to the flag.

***III. ROLL CALL**

Mrs. Nina DeCoster	Present
Mr. Christopher Keiser	Present
Mr. Jeffrey Dahl	Present
Ms. Rebecca Kipp-Newbold	Present
Mr. Michael Reaves	Present

Also in attendance: Dr. Johann Ruberto, Interim Superintendent
Karin Laraway, Interim Business Administrator

***IV. 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

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___ 9. Deliberations involving imposition of specific civil penalty

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourn to executive session at 6:38 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 Mrs. DeCoster, seconded by Mr. Reaves, to adjourn to executive session.

Motion approved on a unanimous voice vote.

***V. RECONVENE**

Motion made by Mrs. DeCoster, seconded by Mr. Reaves, to adjourn the executive session and return to the regular meeting. The time was 7:40 pm.

Motion approved on a unanimous voice vote.

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

At this time, comment is invited on any matter relating to the resolutions on tonight's agenda.

Anyone wishing to speak before the Board concerning these resolutions may do so during this public commentary portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is given, each speaker shall be limited to 3 minutes.

Speakers may offer suggestions or express their concerns. However, in public session, the Board will not discuss concerns about individual students or staff members. Other, more appropriate, channels are available for expressing concerns about individual students or staff members.

The Board President may terminate the remarks of any individual, when they do not adhere to the rules established above.

Nancy Held-Please remove her name from the Honeywell system. She has emailed requesting this and no one has responded to her email. Dr. Ruberto responded that she would handled it. Ms. Held also stated that the minutes for the last five months are not on the website. Ms. Laraway responded that there was a website conversion this summer and she would look into it.

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***VII. APPROVAL OF MINUTES**

1. Motion made by Mr. Keiser, seconded by Ms. Kipp-Newbold to approve the following minutes:
September 18, 2019 Regular and executive session

***VIII. WRITTEN COMMUNICATIONS – Second Annual School Safety Summit-
November 19 at JP Caser Middle School, Flemington**

***IX. SUPERINTENDENT’S REPORT**

- *1. Superintendent Update:

Budget Calendar for the Development of the 2020-2021 Budget-each BOE member received the budget calendar.

Emergency Management Plan-Chief Almer was in district and reviewed the plan with the Administration

Security Update-Keyless entry system and panic button have been installed

Memorandum of Agreement (MOA) - Washington Township Police Department

Winter School-based Activities-Administration is looking into the possibility of providing volleyball and fencing this year based on student interests

Nurse’s Plan-Dr. Ruberto thanked Mrs. Patterson for the plan

HIB Assessment-on agenda for approval

Climate Survey – Update-assessing results of survey

Mchael Goldstein - NJAdvance Media-presentation on public campaign for the district’s tuition program. NJ Advanced Media would identify audiences in markets to make parents/students aware of the tuition program. Mrs. DeCoster asked with a campaign like this would start-the answer was that the turn around time would be 2 weeks, the ideal season for a campaign like this is the school year. Ms, Kipp-Newbold asked how do they handle competing entities within the same area-answer was to create a unique identity for the campaign and school. Mr. Reaves asked if they can show the incoming interest-answer was that they can see where the traffic is coming from, monthly meetings with clients, reports on how the district is benchmarking against the competition.

Student Data Report - Presentation - Johanna S. Ruberto, Ed.D. - Interim Superintendent – Dr. Ruberto presented the 2018-19 Standardized Assessment Review.

Dr. Ruberto introduced Cheryl Zarra who is on the addendum agenda for approval as the District’s Business Administrator.

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***X. BOARD COMMITTEE REPORTS**

Curriculum & Instruction Committee: Has not met

Policy & Legislation Committee: Has not met

Finance, Facilities, & Transportation Committee: Reviewed Facility Policies and associated costs and residency requirements with the use of facilities. Fifty dollars per hour is a recommended cost for use.

Personnel Committee: Has not met

Negotiations Committee: Has not met

Long Range Planning, Shared Services: Path to Progress Report could impact the district. Taxpayers are encouraged to read the report.

Steering Committee: Meeting on November 12 at the school, The Long Range Planning Committee will be in attendance.

***XI. 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 Mrs. DeCoster, seconded by Mr. Reaves, to discuss the Consent Agenda.

Motion approved on a unanimous voice vote.

Motion made by Mr. Dahl, seconded by Mrs. DeCoster, to approve the Consent Agenda.

Motion approved on a unanimous roll call vote.

Finance/Facilities/Transportation/Personnel

Finance:

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1. Motion to approve the bills list dated September 19, 2019 through October 16, 2019 as attached.
2. Motion to accept, certify and file the Treasurer's and Board Secretary report for August 2019 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 August 2019.

Transportation:

Facilities:

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

Date of Drill	Type of Drill
October 11, 2019	Fire
Forthcoming	Bomb Threat

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

Sponsor of Event	Event
8 th grade Advisors	4 Eighth Grade Fundraising Dances
8 th grade Advisors	October 17 Parent meeting
Maryjane Medea	Cross Country Banquet
Maryjane Medea	Make It-Take It
Maryjane Medea	Eighth Grade Dinner Dance
LTAA	Basketball Evenings 6-9 PM

3. Motion to approve the Comprehensive Maintenance Plan and M-1 for the 2019-2020 school year.

Personnel:

1. Motion to approve the following staff members for the stipend position(s) for the 2019-2020 school year.

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Name	Position	Compensation
Ann Marie DeAngelo	K'Nex – 6 weeks	\$40 per hour x 6
Ann Marie DeAngelo	Lego – 6 weeks	\$40 per hour x 6
Luke Maginnis	Open Gym Grades 1-4	\$40 per hour x 6
Luke Maginnis	Open Gym Grades 5-8	\$40 per hour x 6
	Chess – 6 weeks	
Luke Maginnis	Fitness – 6 weeks	\$40 per hour x 6
	TREP\$	
Peggy Button	Drama Club	\$1000
Isabelle Maginnis	Winter Concert Chaperones	\$40 per event
Peggy Button Robin Neuneman	Dance Monitors	\$50 per dance
	Video Games	
Isabelle Maginnis	Spring Concert Chaperones	\$40 per event

C. Curriculum and Instruction

1. Motion to approve the following travel expenditures for staff members or their designated alternate to attend professional development conferences / workshops. This travel is deemed educationally necessary and fiscally prudent. All travel expenditures shall be directly related to and within the scope of the staff member's current responsibilities and professional development plans.

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Name	Date	Workshop/Conference	Fee/Mileage
Ann Marie De Angelo	December 18	Articulation - Enrichment	Mileage
Ann Marie De Angelo	June 13	Articulation - Enrichment	Mileage
Dan Patton	March 20	NJPSA - Council Meeting	Mileage

2. Motion to approve the following field trips:

Destination	Cost	Class/Club/Activity
Crayola Factory	\$17.00 per pupil	Kindergarten and First Grade
RVCC	\$10.00	Date Change Only
Grounds for Sculpture	Transportation	Enrichment
Debate	Transportation	Enrichment
Marsville	Transportation	Enrichment
STEAM Workshop	Transportation	Enrichment
Poetry Slam	Transportation	Enrichment
Maple Syrup Trip	Transportation	Enrichment
CSI	Transportation	Enrichment
Junior Solar Sprints	Transportation	Enrichment
Film Fest	Transportation	Enrichment
RVCC Rosa Parks	Transportation	Middle School Social Studies

3. Motion to approve the Memorandum of Agreement (MOA) for the 2019-2020 between the Califon Board of Education and the Washington Township Police Department.

4. Motion to approve the Califon School Nursing Services Plan for the 2019-2020 school year.

5. Motion to approve the NJDOE School Self Assessment for Determining Grades Under the *Anti-Bullying Bill of Rights Act.*:

- Califon School: 70 out of a possible 78

6. Motion to approve the Califon School Safety and Security Plan for the 2019 -2020 school year.

7. Motion to approve the following travel expenditures for staff members or their designated alternate to attend professional development conferences / workshops. This travel is deemed educationally necessary and fiscally prudent. All travel expenditures shall be directly related to and within the scope of the staff member's current responsibilities and professional development plans.

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Name	Date	Workshop/Conference	Fee/Mileage
L Patterson	10-14-19	Students with Diabetes- Morristown	\$50 + mileage
K Mitzak	10-25-19	Reading/Writing Conference- Rutgers	\$180 + mileage
M Medea	10-25-19	Reading/Writing Conference- Rutgers	\$180 + mileage

***XII. OLD BUSINESS**

The BOE discussed the BOE goals for the 2019-20 school year.

Motion made by Mrs. DeCoster, seconded by Mr. Keiser, to approve the 20120 BOE goals.

1. To continue to offer transparency and to maintain timely communication with the community and external constituency groups the Califon Board of Education will distribute four formal updates annually.
2. To maintain administrative continuity for the Califon Public School District, the Califon Board of Education will secure a Chief School Administrator for appointment by May 2020.
3. The Califon Board of Education will utilize the information/guidance offered by the Ad Hoc Steering Committee to support decision-making as it relates to long-range planning for the Califon School District.

Motion approved on a unanimous roll call vote.

***XIII. NEW BUSINESS**

1. Motion made by Mr. Keiser, seconded by Mrs. DeCoster, to approve Facilities Policy 7510, on first reading.

Motion approved on a unanimous roll call vote.

2. Motion made by Mrs. DeCoster, seconded by Mr. Dahl, to approve Cheryl Zarra as Business Administrator, December 1, 2019 through June 30, 2020, as approved by the Interim Executive County Superintendent and recommended by the Superintendent.

Motion approved on a unanimous roll call vote.

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There was Board discussion as to whether the BOE should hold another community outreach for the CSA search due to low community attendance at the last meeting and lack of community knowledge regarding the CSA search.

The BOE wants transparency in the CSA search. A mid-January community informational meeting was suggested. It was also suggested that the community meeting be held before a BOE meeting to encourage more attendance.

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

At this time, comment is invited on any matter relating to the school district.

Anyone wishing to speak before the board may do so during the public comment portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is given, each speaker shall be limited to 3 minutes.

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Mr. Pollacko-from High Bridge, has been playing volleyball at eh school since 1983, asked the BOE to reconsider the fee of \$50/hr, the custodian is in the building anyway. Mr. Keiser responded that the BOE has been diligent in reviewing policies and will be conducting business based on district policies.

Kathy Smith-Place agendas on a table outside the door so that community members can read while waiting for the executive session to adjourn. The CSA search may not be as commonly known as thought. Public schools are for the community to use.

There was BOE discussion on how to improve communication with the community. Information regarding the CSA search was on the district website and was sent to the Township. This school district information was not published in the Califon Crier.

MaryJane Medea-Will the cheerleaders be attending all basketball games? Dr. Ruberto Stated that the BOE would like the cheerleaders to attend the away basketball games but will review the schedule.

Ann Cusack-Likes the Open Gym. Dr. Ruberto stated that there was a student survey and students liked the Open Gym. There also was a formal survey regarding basketball and there is enough interest that the district may be able to have two teams. Ms.

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Cusack asked if Califon has reached out to other districts regarding their teams. Dr. Ruberto stated that she has reached out to other districts and the concern is that there would have to be tryouts and a situation might exist where a district's student might not make the team. Ms. Cusack also stated that there needs to be transparency regarding the CSA search. Mr. Keiser stated that the BOE needs a community outreach.

Amanda Mahon-in speaking with her senior citizen neighbors, they were unaware of the CSA search. Also, perhaps the district can look at sharing the superintendent as has been done in the past.

Dr. Ruberto left the meeting at 10:00 pm.

Maryjane Medea-information can be posted on the website, encourage community to use district website, read minutes. Mrs. DeCoster stated that the BOE will discuss how to get information out to the community.

***XV. ADJOURNMENT**

Motion made by Mrs. DeCoster, seconded by Mr. Keiser, to adjourn the meeting. The time was 10:14 pm.

Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway, Interim Board Secretary