

**CALIFON BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
October 21, 2020  
7:30 p.m. Virtual (link on website)  
The Board will meet at 6:30 pm for Executive Session**

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

This meeting was called to order at 6:44 p.m. with the following opening statement read by Mr. Keiser:

“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 the 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**

Roll call was taken by Ms. Zarra as follows:

Mr. Christopher Keiser - President	Present - Remote
Mr. Michael Reaves - Vice President	Present - Remote
Ms. Rebecca Kipp-Newbold	Present - Remote
Ms. Rita Lemley	Present - Remote
Mr. Netz Sacro	Present - Remote - Joined 6:50 pm

Also present

Dr. Michele Cone, Superintendent	Present - Remote
Ms. Cheryl Zarra, Business Administrator	Present - Remote

**\*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

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- \_\_\_\_\_ 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
- \_\_\_\_\_ 9. Deliberations involving imposition of specific civil penalty

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourn to executive session at 6:46 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. Keiser, seconded by Mrs. Kipp-Newbold to adjourn to executive session.

Motion approved on unanimous roll call vote.

**\*V. RECONVENE**

Motion made by Mrs. Kipp-Newbold, seconded by Mrs. Lemley to end the executive session at 7:34 pm and reconvene the public session with full board consent via roll call vote.

Motion made by Mr. Keiser, seconded by Mrs. Lemley to approve the following:

1. Motion to approve the following procedures and requirements for public comment during remote public meetings:
  1. Commenters must identify themselves prior to speaking.
  2. Written comments may be submitted in writing prior to the meeting via email to boardsecretary@califonschool.org or via mail to Califon Public School, 6 School Street, Califon, NJ 07830. Correspondence must be received no later than 12:00 noon on the day of the meeting.
  3. Both written and verbal comments must adhere to the 3 minute rule. Written correspondence will be read aloud until the time limit has been reached.
  4. Duplicate comments will not be read but will be noted during the meeting.

Motion approved on unanimous roll call vote.

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**\*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.

No comment at this time.

**\*VII. APPROVAL OF MINUTES**

1. Motion by Mr. Keiser and seconded by Mr. Reaves to approve the September 16, 2020 regular minutes.

Motion was approved on a unanimous roll call vote.

**\*VIII. WRITTEN COMMUNICATIONS**

None

**\*IX. SUPERINTENDENT'S REPORT**

Dr. Cone shared the following updates:

- \*1. Superintendent Update:
  - Emergency Management Plan - Mandated update approved by the Chief of Police
  - MOA w/ WTPD

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- Nurse's Plan - Mandated update
- HIB Assessment - score of 73 out of 78 due to new and revised policies and climate survey
- Comprehensive Maintenance Plan
- Budget Calendar for the Development of the 2021-2022 Budget
- Week of Respect - October 5-9, 2020 - Anti-Bullying Bill of Rights
- School Violence Awareness Week - October 19-23, 2020
- Conferences- Nov 2-4 Virtual Format
- HIB-No report this month
- Enrollment- 91
- Drills - Two each month - Fire and Security

**\*X. BOARD COMMITTEE REPORTS**

Curriculum & Instruction Committee: Met - topics: Administrative Intern for spring and summer, teacher subscriptions such as GoGuardian, and conferences.

Policy & Legislation Committee: Met - topic: Gifted and Talented

Finance, Facilities, & Transportation Committee: Met - topics: Healthcare Costs, Fence, Crosswalk Striping, Comcast Fiber

Mrs. Lemley noted that crosswalk paint in another part of town was slippery and wanted to be sure the paint used for our striping has grit.

Personnel Committee: Did not meet

Negotiations Committee: Did not meet

Long Range Planning, Shared Services: Did not meet

**\*XI. CONSENT AGENDA (Read by Mr. Reaves)**

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.

*7:57 pm - Mr. Keiser had microphone difficulties. Mr. Reaves read the remaining agenda. Mr. Keiser participated through text/chat for voting purposes.*

**CALIFON BOARD OF EDUCATION  
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Mrs. Zarra read the addendum motion to be added to the consent agenda and noted that it will replace the existing Personnel motion #4.

Motion made by Mr. Reaves and seconded by Mrs. Lemley to approve adding the addendum motion and changes to the consent agenda.

Motion approved on unanimous roll call vote.

Motion made by Mr. Reaves and seconded by Mrs. Lemley to discuss the Consent Agenda.

Motion approved on unanimous roll call vote.

Mrs. Lemley asked about transportation contract and cost if shut down.

- Mrs. Zarra commented that if the bus company passes along a discount, we would benefit otherwise we are bound to pay the entirety of the contract.

Mr. Reaves asked about the types of drills in school.

- Dr. Cone explained the drill procedures.

Motion made by Mr. Reaves and seconded by Mrs. Kipp-Newbold to approve the consent agenda including the addendum motion and changes.

Motion approved on unanimous roll call vote.

***Finance/Facilities/Transportation/Personnel***

***Finance:***

1. Motion to approve the bills list dated September 17, 2020 through October 21, 2020 as in the amount of \$242,410.99.
2. Motion to accept, certify and file the Treasurer's and Board Secretary report for September 2020 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 September 2020
4. Motion to approve a one year contract with Lifetouch for yearbook and photo services for the 2020-2021 school year.

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5. Motion to approve the 2020-2021 Budget Calendar.
6. Motion to accept the Coronavirus Relief Fund grant award in the amount of \$2,262.
7. Motion to approve Matarazzo Excavation & Masonry, LLC to provide salting and snow plowing services for the 2020-2021 school year.

***Transportation:***

1. Motion to enter into a Joint Transportation Agreement with Lebanon Township Board of Education to transport 10 students on Lebanon Township School District Routes at \$8,650 for the 2020-21 school year.

***Facilities:***

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

Date of Drill	Type of Drill
September 14, 2020	Phase 1 Fire Drill
September 16, 2020	Phase 2 Fire Drill
September 17, 2020	Communication Drill

2. Motion to approve the Comprehensive Maintenance Plan and M-1 for the 2021-2022 school year.

***Personnel:***

1. Motion to approve the following stipend positions for the 2020-2021 school year:

Title	Compensation
Teacher in Charge / 2 required	\$85.00 per day

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2. Motion to approve the following staff members for the Teacher in Charge position(s) for the 2020-2021 school year.

Name	Position
Linda Patterson	1st Teacher in Charge
Lisa Kooger	2nd Teacher in Charge

3. Motion to approve the following Substitute Teachers for the 2020-2021 school year pending County approval for emergent hire.

- Michelle Kooger
- Joseph Kooger

4. Motion to accept the resignation of Deena Williams, Instructional Aide, effective October 19, 2020.

***C. Curriculum and Instruction***

1. Motion to approve the Memorandum of Agreement (MOA) for the 2020-2021 between the Califon Board of Education and the Washington Township Police Department.

2. Motion to approve the Califon School Nursing Services Plan for the 2020-2021 school year.

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

- Califon School: 73 out of a possible 78

4. Motion to approve the Califon School Safety and Security Plan for the 2020-21 school year.

5. Motion to approve a field experience placement for Nick Perkalis for 75 hours during the spring/summer of 2021 as part of administrative licensure requirements with Western Governors University to be supervised by Dr. Michele Cone, Chief School Administrator.

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6. 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.

<b>Name</b>	<b>Date</b>	<b>Workshop/Conference</b>	<b>Fee/Mileage</b>
Maryjane Medea	2/26/2021 4/28/2021 6/03/2021	Rutgers Center for Literacy Literacy Development	\$425.00
Maryjane Medea	10/15/20 11/17/20 12/10/20	Rutgers Center for Literacy Literacy Development	\$105.00

7. Motion to accept the Health Report for August/September 2020.

**XII. POLICY**

Motion made by Mrs. Lemley and seconded by Mr. Reaves to approve the first reading motion under Policy.

Motion approved on unanimous roll call vote.

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

- Policy 2464 Gifted and Talented (M)

Dr. Cone explained the update to the policy

**\*XIII. OLD BUSINESS**

None

**\*XIV. NEW BUSINESS**

- Mrs. Kipp-Newbold commended the district on a smooth reopening.
- Dr. Cone spoke about Pick UP Patrol for health screening
- Dr. Cone spoke about contingency planning for possible closure.



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

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Cathay Smith questioned if the CRF grant was from the state and how the money is spent.

- Mrs. Zarra confirmed that the money was from the state and it could be used for the past purchase or new purchases of items related to sanitizing/instruction due to covid 19.

Cathy Smith questioned the visit by the Fire Department.

- Dr. Cone noted that the visit is for Fire Safety Week.

**\*XVI. ADJOURNMENT**

Motion made by Mr. Reaves, seconded by Mrs. Lemley to adjourn the meeting at 8:17 pm.

Motion approved on a unanimous roll call vote.

Respectfully submitted

Cheryl Zarra  
Board Secretary