

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
May 23, 2018 7:30 p.m.**

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

This meeting is called to order at 7:30p.m. with the following opening statement read by Mr. Cantagallo:

“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 posted at the office of the Califon School, mailed to the Hunterdon County Democrat, the 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 present pledged allegiance to the flag.

***III. ROLL CALL - PRESENT**

Mrs. Nina DeCoster
Dr. Jevan Furmanski (Arrived at 7:40 PM)
Mr. Christopher Keiser
Mr. Jeffrey Dahl
Mr. Mark Cantagallo

ALSO PRESENT: Mr. Jason Kornegay – Superintendent
Ms. Karin Laraway – Interim Board Secretary

***IV. PRESENTATION/DISCUSSION-PLANNING PROCESS**

Mr. Kornegay stated that the BOE has received feedback over the past couple of weeks which includes letters from parents, taxpayers of Califon, and Mr. Kornegay has met with some parents. In the spirit of recognizing the feedback the next step in response to the concerns is what does the BOE do? The BOE will form a steering committee to look at all the issues with all stakeholder groups represented. The report from the steering committee will drive how to go forward. The next step is to get the right people to the table to begin the conversations. The BOE will not presuppose the outcome and will let the group define the process, timeline and create a communication plan. Mr. Kornegay will send out information about the steering committee to the Town Council, community organizations, parents, students, and taxpayers.

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V. PUBLIC COMMENT (resolutions only; time limits: 20 min. total; 3 min. /person)

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

Anyone wishing to speak before the board concerning these items 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

Public-Will this committee be an ad hoc committee of the BOE and who will the committee answer to?

Dr. Furmanski: An ad hoc committee of the BOE answers to the BOE.

Public: Has the BOE reached out to the DOE?

Mr. Kornegay: There have been extensive conversations with the County DOE about send/receive relationships.

Public: What is the tuition rate for Califon if a parent wants to send their child to the Califon School?

Mr. Kornegay: Once a school becomes a school choice school, they cannot accept parent paid tuition. Schools are capped on the number of school choice students that can be accepted. If there is a sibling of a choice student already enrolled, then that student can be enrolled. There are extenuating circumstances that the district can obtain a waiver from the DOE to enroll a choice student. That student attends school free, no tuition from the state, and then the second year the district would receive tuition.

Public: Can the district opt out of school choice?

Mr. Kornegay: Yes, they can. This is a question that needs to be looked at.

A statement from the Town Council was read that stated that any decision regarding

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the status of the school closing involves the full community and all stakeholders should be involved.

Public: Hopes that the decision process is with the community.

Mr. Cantagallo: This will be a topic of discussion. Special meetings will be published in plenty of time and minutes will be posted as expeditiously as possible.

Public: Would public have the final say?

Mr. Cantagallo: It could very well be a public community decision based on the steering committee recommendations.

Public: It is our right as the public to make the decision.

Mr. Kornegay: The BOE is reluctant to presuppose the work of the committee, but cannot imagine that there would not be a recommendation that the public decide.

Mr. Furmanski: There are two open seats for the BOE for those interested.

Public: Will the fifth grade teacher be rehired? Thank you to the BOE for organizing the steering committee. Is the first grade teacher being rehired? Will there be a music program?

Mr. Kornegay: The BOE cannot speak about personnel. About six years ago the Califon BOE made a decision to contract with Lebanon Boro for a music teacher. The Califon district has not employed a music teacher for about 6 years, but has contracted for a music teacher.

Mr. Kornegay: The statutory deadline to notify non-tenured teachers of employment for the following year is May 15. If an employee is not notified, the contract automatically renews. In many districts all non-tenured teachers are not renewed.

Public: The BOE has not made a decision about first grade?

Mr. Kornegay: Correct

Public: Can you clarify the music program for next year?

Mr. Kornegay: This is a music program and the music teacher is contracted with Lebanon Boro. The Califon district has other shared services with Lebanon Township such as Administrative and Child Study Team services.

Public: Will there be any Lebanon Twp representatives on the steering committee?

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Mr. Cantagallo: The steering committee is for Califon.

Public: Is it the BOE that has the final say?

Mr. Kornegay: Any BOE has authority to enter into a send/receive relationship. If there is a merger, there is a mandated vote of the districts merging. There are two questions that are asked: 1. Do you agree to dissolve the school district? 2. Do you agree to the new school district? The questions have to pass unanimously in all merging districts. The new BOE makes decisions about the new district.

Public: Can a building be reopened once it is closed?

Mr. Kornegay: The building can be reopened but it might have to be brought up to code.

Public: Thank you for the steering committee. What is the firm deliverable of the steering committee?

Mr. Kornegay: The first item should be what steps to take and how to report the findings.

Public: What is the reluctance to have a public vote that gives everyone in the community a voice?

Mr. Keiser: In all fairness, the BOE hasn't had a chance to meet to discuss.

Public: Would the BOE be open if it was recommended to public to have a vote?

Mr. Cantagallo: Yes

Public: What is happening with first grade?

Mr. Kornegay: There have been extensive conversations with the parents of whose students this would affect.

Public: If the first grade goes out, then it becomes a decision about the future.

Mr. Kornegay: There has to be a decision with those involved.

Public: The feasibility study seems like the deal was bad for Califon. Califon would become a non-operating school district. The study did not address the consequences.

Mr. Kornegay: The feasibility study is a piece that the steering committee will look at.

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Public: Seems like the BOE was going to go with the feasibility study until the public stated their concerns. The public would like to know the consequences of a non-operating school district.

Mr. Kornegay: It is possible to have a send/receive relationship with a whole school. It is the desire of the state to have efficiencies and will work with districts.

Public: Chose Califon because of the school, happy with small classes and town should have a say about closing the school.

Public: Applaud the BOE for the steering committee. In this process the trust between the BOE and public has been jeopardized. Would like to request a motion that the BOE will not take action about a send/receive relationship until the committee results are reviewed.

Public: The financial aspect is lacking in the feasibility study. Can the public have more comparable financials and user friendly budgets?

Mr. Kornegay: The numbers are estimated. There needs to be a more extensive study on the finances.

Public: For every option on the steering committee, will there be a budget?

Mr. Kornegay: Yes

Public: Is this comparable to Hampton?

Mr. Kornegay: Hampton's tuition at Lebanon Twp is \$10,500 the first year, \$11,000 and \$11,500 the next two years respectfully.

Mr. Kornegay: Maximum tuition rate is calculated yearly with the budget. There is no subjectivity.

Public: Can there be a binding referendum? Everyone has an opinion.

Dr. Furmanski: There is a reason why there is a BOE. The BOE has to be able to evaluate and act on various situations. I do not like the idea of a binding referendum.

Mr. Cantagallo: My interest is what is best for every student and community member. Every student should get what is needed. Everything has to be weighed. We have to go through the process.

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Dr. Furmanski: Elect people you want on the BOE. In the past, BOE members have run unopposed.

Public: Were you elected to make decision about the school being kept open? The public has the right to know who makes the decision to keep the school open.

Mr. Cantagallo: The school board does. The next meeting is June 20.

Public: It affects us, we should have a vote.

Public: The PTA has 0-3 people show up to their meetings. Thank you to the BOE for your commitment. I care about every child and want to help so every child has a good experience.

Mrs. DeCoster: Treat each other as community members. Terrible things have been said about the BOE's ethics. We are here for what is best for the students. Everyone needs to look at each other and how to come together.

Mr. Cantagallo: Thank you to the PTA for everything you do.

Public: It is sad what has happened over the past few weeks. Communication needs to be better going forward. Watch what is being said in positions of authority in public. When the feasibility study was published without any prior information, it was a big deal. Anyone moving to Califon understands the majority of taxes are for the school. There are benefits as well as downsides of a small town. Communication needs to be better. Perhaps send out emails when agendas and minutes are posted because we don't have time to constantly be looking on the website.

Mr. Kornegay: There has been a transition in the Business Office and the agendas and minutes are posted as quickly as possible.

Public: Does the budget for next year include any reductions?

Mr. Kornegay: It does not. The budget is about 17% state aid. The district is receiving aid over adequacy.

Public: Make sure that if we do for the minorities, it does not hurt the majority, it is not a minority vs majority thing.

Mrs. DeCoster: We need to be respectful to each other. Everyone's voice needs to heard.

Public: What is the specific process for creating the steering committee and the timeline?

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Mr. Kornegay: Within two weeks we will reach out to as many constituents as possible, prior to the end of school have a committee.

***VI. APPROVAL OF MINUTES**

- A. Motion made by Mr. Cantagallo, seconded by Mrs. DeCoster to approve the following minutes and approved on a unanimous voice vote.

May 2, 2018 Regular & Executive session
May 10, 2018 Regular meeting

***VII. WRITTEN COMMUNICATIONS**

There have been voluminous written communications received over the past few weeks.

***VIII. APPOINTMENTS**

Motion made by Mr. Cantagallo, seconded by Mr. Dahl, and approved on a unanimous roll call vote.

RESOLVED, that the Califon Board of Education approve the following appointments for the 2018-19 school year:

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	Superintendent
F.	Attendance Officer	Principal
G.	504 Officer	Principal
H.	BSI Contact Person	Principal
I.	RTK Contact Person	Head Custodian
J.	AHERA Representative	Head Custodian
K.	Air Quality Control Officer	Head Custodian
L.	Medical/School Physician	Hickory Run Family Practice
M.	Anti Bullying Specialist	Linda Patterson
N.	District Bullying Coordinator:	Principal

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O. Custodian of School Records Business Administrator

Mrs. DeCoster questioned if the 504 officer has to be certified. Mr. Kornegay answered that there is no certification. There is yearly training.

Dr. Furmanski asked if there were any changes to the list and Mr. Cantagallo answered no.

***IX. DESIGNATIONS**

Motion made by Mr. Keiser, seconded by Mr. Cantagallo, to approve the following resolutions for the 2018-19 school year and approved on a unanimous roll call vote.

A. Official Newspapers:

RESOLVED, that the Califon Board of Education designates the Hunterdon Democrat as the official newspaper and the Hunterdon Review and The Express-Times as alternates.

B. Official Depositories for School Monies:

RESOLVED, that the Califon Board of Education approves the following bank as Official Depository of record for the Califon Board of Education accounts with the authorized signatures listed and that investments can be secured in any other bank holding a current certificate of eligibility from the New Jersey State Bank Association.

Peapack-Gladstone Bank:

<i>General Operating Checking</i>	President or Vice-President and Secretary and Treasurer or Superintendent (3)
<i>Payroll Checking</i>	Secretary or Treasurer (1)
<i>Milk Checking</i>	Milk Fund Coordinator and Secretary or Superintendent (2)
<i>Payroll Agency Checking</i>	Secretary or Treasurer (1)
<i>Capital Reserve</i>	President or Vice-President, Secretary, and Treasurer or Superintendent (3)
<i>Apgar Trust</i>	President or Vice-President, Secretary, and Treasurer or Superintendent(3)
<i>Unemployment Trust</i>	Secretary or Treasurer (1)
<i>Student Activities Checking</i>	Secretary and Superintendent (2)

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C. School Funds Investment Officer:

RESOLVED, that the Califon Board of Education designates the Business Administrator/Board Secretary as the School Funds Investment Officer pursuant to N.J.S.A.17:13B-241.

D. Petty Cash Disbursement Agent:

RESOLVED, that the Califon Board of Education authorizes the Business Administrator/Board Secretary to maintain the petty cash account in the amount of \$150.00, with individual disbursements limited to \$50.00.

E. Student Activity Disbursement Agent:

RESOLVED, that the Califon Board of Education appoints the Business Administrator/Board Secretary as the Student Activity Fund Disbursement Agent effective July 1, 2018 through June 30, 2019.

F. General Fund Account Transfers:

RESOLVED, that the Califon Board of Education authorizes the Superintendent and Business Administrator/Board Secretary to transfer funds within the approved Minimum Chart of Accounts (GAAP), as required by law, prior to placement of orders to maintain accounts in balance at all times. The Board, at a scheduled meeting, will approve the transfers.

G. Reinstatement of Board Policies, By-laws, etc.:

RESOLVED, that the Califon Board of Education reinstates all existing, duly adopted Board Policies, by-laws, job descriptions, rules and regulations and contracts now in force and effect, in accordance with the Policies and Procedures (Governance Manual) of the Califon Board of Education, and includes all revisions and additions, which were subsequently adopted and in accordance with New Jersey state rules and regulations.

H. Reinstatement of Curricula and Textbooks:

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It is recommended that the Board of Education, upon the recommendation of the Superintendent, re-approve all current written curriculum, including specials i.e. art, music, computers, physical education, etc., for the 2018-2019 school year, and additionally approve current textbooks for all students, including mandated programs, specified in code, for the 2018-2019 school year, as per N.J.A.C. as required each year. Revisions/Updates to individual curriculum will be presented for approval as they are completed

- I. A motion to approve Roberts Rules of Order as the authorized parliamentary procedure.
- J. A motion to approve cooperative bidding during the 2018-2019 school year with the Hunterdon County Educational Services Commission and Middlesex Regional Educational Services Commission.
- K. A motion to approve the chart of accounts.
- L. A motion to authorize the award of contracts up to the bid amount of \$40,000.00 and to set the quote threshold at \$6,000.00 pursuant to NJSA 18a:18a -2.
- M. A motion to approve the payment of bills between Board meetings on an emergency basis provided proper documentation is available and upon review of the Chief School Administrator and Business Administrator.
- N. A motion to adopt the Board Member Code of Ethics.
- O. State Contract Resolution

Whereas, Title 18A:18A-10 provides that, "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

Whereas, the Califon Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

Whereas, the Califon Board of Education desires to authorize its purchasing agent for the 2018-19 school year to make any and all purchase necessary to meet the needs of the school district throughout the school year,

Now Therefore Be It Resolved, that the Califon Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services

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entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors.

P. Affirmative Action

1. Motion to authorize the Affirmative Action Officer, in conjunction with the Affirmative Action Team, to conduct a needs assessment and to develop a Comprehensive Equity Plan, to implement the plan over a three-year period and to submit an annual progress report in the Quality Assurance Annual Report.
2. Motion to define the responsibility of the Affirmative Action Officer as to identify and correct all discriminatory and inequitable policies, programs, practices and conditions within or affecting their schools and to comply with Federal and State laws, require that the AAO be a certified staff person and to authorize any training as necessary to facilitate the AAO in handling the district's equity responsibilities.
3. Motion to authorize the AAO to conduct yearly training for all staff.

Q. 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.

R. Motion to approve the following Tax Shelter Annuity Companies:

AXA/Equitable
American Funds
First Investors Corp.

S. Motion to approve the following district travel:

1. All travel for the Superintendent, Principal and Business Administrator to attend articulation, roundtable, seminars, (registration fee of \$150.00 or less), county and state meetings for the 2018-2019 school year. Mileage reimbursement at the applicable NJ State rate. Meal reimbursement not to exceed state levels.
2. All travel for staff as directed by the Superintendent to attend articulations, roundtables, seminars, (registration fee of \$150.00 or less), county and state meetings for the 2018-2019 school year. Mileage reimbursement at the applicable NJ State rate. Meal reimbursement not to exceed state levels.

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3. All travel for Board of Education members to attend board articulations, county, state and NJSBA sponsored meetings for the 2018-2019 school year (registration fee of \$150.00 or less). Mileage reimbursement at the applicable NJ State rate. Meal reimbursement not to exceed state levels.

Dr. Furmanski asked in regards to Q. Internet Protection, what type of protection was on the Chromebooks. Mr. Kornegay answered that when used under our network there is an internet filter. It is not an impervious filter but compliant.

***X. CONSENT AGENDA**

Matters listed within the consent agenda designated by *(**including Board Secretary and Treasurer Report**) has 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. Cantagallo, seconded by Mrs. DeCoster, to discuss the Consent Agenda and approved on a unanimous voice vote.

Motion made by Mr. Cantagallo, seconded by Dr. Furmanski, to approve the consent agenda and approved on a unanimous roll call vote.

A. Finance/Facilities/Transportation/Personnel

Finance

- *1. Motion to approve the bills list dated May 23, 2018 in the amount of \$115,944.70.
- *2. Motion to approve submission of the 2018-2019 IDEA Grant application.
- *3. Motion to approve submission of the 2018-2019 ESSA(NCLB) Grant application.
- *4. Motion to approve the resolution for the district tax levy:
RESOLVED: that the amount of district taxes needed to meet the obligations of the Board for the 2018-2019 school year is \$2,194,523 local tax levy, and \$128,726 debt service tax levy, and that the Borough of Califon is hereby requested to place in the hands of the Custodian of School Moneys that amount in accordance with the statutes relating thereto.

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DATE REQUESTED	AMOUNT
July 1, 2018	\$ 365,754
September 1, 2018	\$ 365,754
November 1, 2018	\$ 365,754
January 1, 2019	\$ 365,754
March 1, 2019	\$ 365,754
May 1, 2019	\$ 365,753
Local Tax Levy 2018-2019	\$ 2,194,523
July 1, 2018	\$ 64,363
January 1, 2019	\$ 64,363
Debt Service Levy 2018-2019	\$ 128,726

Facilities:

- *1. Motion to approve the following facility use request:
 - a. PTA Informational meeting 5/30/18 7:00 – 8:30 PM Library
- *2. Motion to accept a new 30” wall mounted oscillating fan for the gym valued at \$139.95 from Steven and Lisa Weber.

Transportation:

Personnel:

- *1. Motion to approve the following stipends:

Lisa Kooger	Student Council Advisor	\$ 500
Tom Cutshaw	Athletic Director	\$1,000
Marie Heyduke	Homework Club Advisor	\$1,000
- *2. Motion to approve unpaid leave for Kyle Hoitsma from May 2018 through June 30, 2018 with benefits through June 30, 2018.
- *3. Motion to extend the contract for Alyssa Lee as the long term maternity leave replacement for third grade through June 30, 2018.
- *4. Motion to re-hire Jessica Firko, as a full time elementary teacher, for the 2018-19 school year, step and salary to be determined pending ratification of the

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new Negotiated agreement between the Califon Board of Education and the
Califon Education Association.

B. Curriculum and Instruction

- *1. Motion to approve the attached Health Report for April 2018.

C. Policy

D. Communications

***XI. OLD BUSINESS** – None at this time.

***XII. NEW BUSINESS**

Mr. Dahl stated that in light of the tragic school bus accident, perhaps the district policy regarding transportation on school buses/charter buses be reviewed. Mrs. DeCoster asked if there were any field trips before September and Mr. Kornegay answered the 8th grade trip.

Mr. Kornegay stated that a list of field trips should be presented in September for the year. The transportation committee should look at policies first and then the curriculum committee.

Mr. Keiser attended the 7th grade trip to Broadway and the driver from ESC was professional.

Motion made by Dr. Furmanski, no second on the motion. Motion not moved.

RESOLVED that the Califon Board of Education form an ad hoc committee with 2 BOE members and 7 non BOE members that are appointed by the BOE. The public will make application to the BOE with the BOE voting, with the understanding that if 9 members are not enough, more would be considered. The ad hoc committee is created for the purpose to study the feasibility study, small class size, regionalization, maintaining the school in its current state, educational outcomes and impacts on the community.

Mr. Cantagallo did not want to limit the number of members on the committee and if the BOE is to vote on the non BOE members, what is the application process.

Dr. Furmanski: Applicants can send a resume with a statement of purpose as to why they want to be on the committee with credentials.

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Mr. Cantagallo: If the BOE picks the members, then there is a lack of trust, not building bridges if BOE decides. Need to make sure there is the right amount of people on the committee.

Motion made by Mr. Cantagallo, seconded by Mrs. DeCoster, that the Califon BOE create an ad hoc committee prior to the close of the next BOE meeting on June 20, 2018.

Motion approved on a unanimous roll call vote.

Mr. Kornegay will send out a questionnaire to the community, parents, and town council.

Mr. Cantagallo asked what BOE committees would be involved-Long Range Facilities, Finance, Curriculum?

Mr. Kornegay stated that there is no action taken in committees.

Mr. Cantagallo stated that there are only two BOE members on each committee so there is not a quorum.

Dr. Furmanski asked if the BOE needs to vote to fund the ELA-Rutgers relationship?

Mr. Kornegay stated that funds are budgeted in staff development and the staff has access to the research.

***XIII. PUBLIC COMMENT (all school-related topics; time limits: 30 min. total; 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 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.

Public: Request to be on the ad hoc committee.

Thank you for the open dialog.

What else can be done to bring energy to the school, make the school stronger?

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Are there seat belts on buses?

The ad hoc committee should have as many people on it, have a more inclusive process.

***XIV. EXECUTIVE SESSION**

Motion made by Mr. Cantagallo, seconded by Mr. Keiser, to approve the following resolution:

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
- 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 10:12 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 approved on a unanimous voice vote.

***XV. RECONVENE**

Motion made by Dr. Furmanski, seconded by Mrs. DeCoster, to return to the regular meeting. The time was 11:16 PM. Motion approved on a unanimous voice vote.

***XVI. ADJOURNMENT**

Motion made by Mr. Cantagallo, seconded by Mr. Keiser, to adjourn the meeting. The time was 11:16 PM. Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway, Interim Board Secretary