

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 18, 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 Mr. Keiser, Vice President:

“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	Absent
Mr. Christopher Keiser	Present
Mr. Jeffrey Dahl	Present
Ms. Rebecca Kipp-Newbold	Present
Mr. Michael Reaves	Present

Also in attendance: Dr. Johanna Ruberto, Interim Superintendent
 Karin Laraway, Interim Board Secretary

***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

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- 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 6:38 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 Mr. Dahl, seconded by Mr. Reaves, to adjourn to executive session.

Motion approved on a unanimous voice vote.

***V. RECONVENE**

Motion made by Mr. Reaves, seconded by Mr. Keiser, to adjourn executives session and return to the regular meeting. The time was 7:32 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 Vice President may terminate the remarks of any individual, when they do not adhere to the rules established above.

***VII. APPROVAL OF MINUTES**

1. Motion made aby Mr. Reaves, seconded by Mrs. Kipp-Newbold,
to approve the following minutes:
August 21, 2019 Regular and executive session

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Motion approved on a unanimous voice vote.

***VIII. WRITTEN COMMUNICATIONS - None**

***IX. SUPERINTENDENT'S REPORT**

***1. Superintendent Update:**

- Opening of school for new year went smoothly, Professional Development with consortium
- Back to School Night-September 12 for PreK-5
September 19 for 6-8
- No HIB to report
- Facility update-summer projects included grounds maintenance, playground maintenance, security measures, summer cleaning, painting, parking lot striped, new stainless steel sink in primary classroom wings
- Facility Committee is reviewing security cameras
- John Thornton - Califon Class of 1999, currently Astrobotic Headquarters
- William Kibler-appointed Rariatan Headwaters, NJ Highlands
- QSAC overview, members of team will be attending training, Nov 15 is the upload
- Budget calendar-draft for 2020-21
- Discussion on changing early dismissal time, eliminating student lunch on early dismissal days
- Curriculum Revision - Update
 - GT
 - Financial Literacy
 - SS review
 - Socialization Matrix
 - Research

***X. BOARD COMMITTEE REPORTS**

Curriculum & Instruction Committee: Not met

Policy & Legislation Committee: Not met

Finance, Facilities, & Transportation Committee: Not met

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Personnel Committee: Not met

Negotiations Committee: Committee not active

Long Range Planning, Shared Services: Not met

Steering Committee: Steering committee met on September 9 and the next meeting is October 8. Mr. Keiser gave the floor to Mrs. Lemley. Mrs. Lemley stated that the Steering Committee has 6 questions that the Committee would present to the BOE. These questions will be discussed at the end of the meeting.

***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 Mr. Keiser, seconded by Mr. Reaves, to discuss the Consent Agenda.

Motion approved on a unanimous voice vote.

Motion made by Mr. Dahl, seconded by Mr. Reaves to amend Facilities motion #2 to remove approval for Califon Borough Recreation Adult Basketball and Adult Volleyball.

Motion approved on a unanimous roll call vote.

Motion made by Mr. Reaves, seconded by Mr. Keiser, to approve the Consent agenda as amended.

Motion approved on a unanimous roll call vote.

A. Finance/Facilities/Transportation/Personnel

Finance:

1. Motion to accept the following donation(s):

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Name	Description	Amount
Mr. Newbold	Stainless Steel Sink/Installation	\$365.

2. Motion to approve the bills list dated July 1, 2019-August 31, 2019 in the amount of \$163,297.39.
3. Motion to approve the bills list dated Sept 1, 2019-September 18, 2019 in the amount of \$62,847.77.
4. Motion to approve a contract with Lifetouch for the publication of the 2019-2020 school yearbook.
5. Motion to approve Therapeutic Intervention, Inc to provide Occupational Therapy services for students that attend Lebanon Township Schools as follows:

School based therapy in district	\$93.25 per hour
Home based therapy	\$107 per visit
Evaluations	\$382.50 per evaluation
6. Motion to accept, certify and file the Treasurer's and Board Secretary report for July 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.
7. Motion to approve the transfers for July 2019.
8. Motion to approve the August payrolls:

August 15, 2019	\$16,548.95
August 30, 2019	\$18,228.30
9. Motion to approve the expenditure of \$174. in support of the Hunterdon County Safety Summit meeting on November 19, 2019.

Transportation:

1. Motion to enter into a Joint Transportation Agreement with Lebanon Township Board of Education to transport 15 students on Lebanon Township School District Routes at \$12,975 for the 2019-20 school year.

Facilities:

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

Date of Drill	Type of Drill
September 4, 2019	Fire
September 10, 2019	Non-Fire Evacuation

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

Sponsoring of Event	Event
Califon PTA	PTA Meetings Sept 24, Jan 28 , April 28
NJ School Boards	Community Meeting 7pm Sept 26

Personnel:

1. Motion to approve the Califon Public School goals for the 2019-2020 school year:

To support the continued integration of technology to amplify learning in order to best integrate 21st Century skills into lesson design/organization, all teachers will progress one level as indicated on the SAMR model.

Through the implementation of problem based learning activities, data driven instruction, and the refinement of individualized/differentiated instructional design/organization supporting the 21st century classroom, all students will be exposed to innovative, forward thinking, and diversity of thought as evidenced by the New Jersey Student Learning Standards.

To introduce the philosophy/concept of Social and Emotional learning (SEL) to staff and students in order to better understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions.

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2. Motion to approve the goals of the Interim Superintendent for the 2019-20 school year:

The Interim Superintendent will continue to review/refine the structures/processes/indicators of the district in alignment with the District Performance Review areas (DPR)* as mandated every five-years by the New Jersey Department of Education’s monitoring through the Quality Single Accountability Continuum (QSAC). (27)

In an effort to affect student enrollment by May of 2020, the Interim Superintendent will continue to review and communicate the tuition-based program offered by the Califon Public School District. (18.9)

The Interim Superintendent will continue to collaborate with the administration, faculty/staff to refine programs, implement two initiatives in support of professional learning for the faculty/staff to influence the academic experience for the students in grades 4-8. (23.7)

3. Motion to approve the contract with Centenary University to serve as a mentor for the Media Specialist position the 2019-2020 school year.
4. Motion to approve the following certificated staff member for the 2019-2020 school year:

Name	Position	Credentials	Compensation
Tracey O’Brien	Teacher of English Language Arts	BA	\$55,751. Step 6 Retroactive to August 26, 2019

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

Name	Purpose	Compensation
Cyndy Behrens	Kids Care Club	\$375
Ann Marie DeAngelo	Debate Club	\$500.

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Lori Montesion	Reading Olympics	\$500.
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6. Motion to approve the following job descriptions:

Media Specialist
School Nurse

7. Motion to approve Mr. Daniel Patton as the designated Homeless School Liaison.

8. Motion to approve Home Instructors for the 2019-2020 school year as needed:

Name	Compensation	Term
Kristen Charleston	As per contract	As needed
Leslie Weiss	As per contract	As needed
Marie Heyduke	As per contract	As needed
Robin Heuneman	As per contract	As needed
Tracey O'Brien	As per contract	As needed
Jessica Firko	As per contract	As needed
Isbelle Maginnis	As per contract	As needed
Lori Montesion	As per contract	As needed

9. Motion to approve the Quality Single Accountability District Committee (QSAC)
(N.J.A.C. 6A: 30-3.2):

Position	Name
Chief School Administrator	Johanna S. Ruberto
District Administrative Staff Member	Dan Patton
Teacher	Bryce Blondina
Teacher	Alison DeMarco

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School Business Administrator	Karin Laraway
Curriculum and Instruction Representative	Dan Patton
Curriculum and Instruction Representative	Johanna S. Ruberto
Local Collective Bargaining Representative	Leslie Weiss
Local Collective Bargaining Representative (Alternate)	Lisa Kooger
BOE Member (Alternate)	Chris Keiser
BOE Member	Rebecca Kipp Newbold

B. Curriculum and Instruction

1. Motion to approve the following entity to deliver services for the 2019-2020 school year:

Provider	Service	Fee
NJCAP	K-6 Program	\$167
NJ CAP	Teen Program	\$57

2. 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.

Name	Date	Workshop/Conference	Fee/Mileage
Dan Patton	Dec 6, 2019	MCAEMSA Workshop - Morristown	No fee
Dan Patton	Oct 8, 2019	ESCNJ Summit - Piscataway	No fee
Lisa Kooger	Oct 24, 2019	Social Studies Articulation	No fee
Lisa Madson	Dec 9, 2019	Artists for Art's Sake	\$75
Linda Patterson	Oct. 8, 2019	Fixed Facility Exercise - Flemington	No fee
Ann Marie DeAngelo	Sept 13, 2019	NJCGTP - Whippany	No fee

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Lisa Kooger	Oct 30,2019	The Role of School Climate Team	No fee
Anne Marie DeAngelo	Oct 22, 2019	Science Convention - Princeton	\$180 fee
Linda Patterson	Oct 30, 2019	The Role of School Climate Team	No Fee
Rebecca Kipp Newbold	Oct 21-22, 2019	NJSBA workshop	\$375 registration Lodging, meals, I&E at GSA per diem
Chris Keiser	October 21-24, 2019	NJSBA workshop	\$375 registration Lodging, meals, I&E at GSA per diem
Dan Patton	Sept 27, 2019	NJPSA Council Meeting- Jamesburg	No fee

3. Motion to approve the following field trips:

Destination	Grade(s)	Cost	Class/Club/Activity
RVCC	5-8	\$10 per student +transportation	Diary of Anne Frank
Holland Twp School	5 -6	\$50 +transportation	Reading Olympics
RVCC	7-8	Transportation	Learning Through the Experience
MPAC Morristown	5-8	\$10 per student + transportation	The Physics Show
Clinton Twp MS	8	Free + \$50	Michael Fowlin Presentation

***XII. OLD BUSINESS**

***XIII. NEW BUSINESS**

Motion made by Mr. Reaves, seconded by Mr. Dahl, to approve NB1-NB2.

1. Motion to approve, after the second reading, the following revisions to the following Califon Public School policies/regulations:

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Policy/Regulation Number	Name
P 5230	Late Arrival and Early Dismissal
R 5410	Promotion and Retention
P 5414	Commencement Activities

2. Motion to approve the New Jersey Department of Education Staff Member ID (SMID) Handbook, 2019, to maintain quality information required for staff data elements.

Motion approved on a unanimous roll call vote.

Motion made by Mr. Dahl, seconded by Mr. Keiser, to change early dismissal times from 1:10 PM to 12:30 PM, no student lunch, for the remainder of the 2019-20 school year.

Motion approved on a unanimous roll call vote.

***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.

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-Is there snack on early dismissal days? Mr. Patton will clarify.

Public-Liked going back to the previous Back to School Night format where Parents first meet in gym with a brief introduction of staff, then dismiss to classrooms.

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Steering Committee questions for the BOE:

1. Should the Steering Committee remove from the master list of questions any questions that seem to be redundant? Yes remove-note that it is in another area.
2. Should the questions referring to School Choice be removed: Should the BOE further address these questions for the community? Data questions can be left in, opinion based questions should be removed.
3. Should the questions that are more of an opinion than a question, be removed or remain in the document? Remove
4. Can the BOE provide guidance on legal impact of the document: Can it be reviewed by the BOE to determine if we can share the information and if so, how does the BOE advise that the information be shared? The Committee and the public only has access to public information. Any information that is requested that may be deemed confidential will be reviewed by BOE attorney.
5. Steering Committee would like to request a meeting with tehBOE long range planning committee. Mr. Reaves and Mr. Dahl will set up a time. Mr. Keiser and Mrs. DeCoster will not attend this meeting.
6. Can the BOE establish a timeline for the Steering Committee? There is a lot of information to study, highlight the most important information, goal should be the end of 2091, no later than the first quarter 2020.

Tax information is public and can be obtained online.

The Town Council and BOE can schedule a joint meeting. This meeting will be a public meeting and will need to be advertised.

***XV. ADJOURNMENT**

Motion made by Mr. Keiser, seconded by Mr. Reaves, to adjourn the meeting. The time was 8:48 PM.

Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway, Interim Board Secretary

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