

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
March 12, 2019**

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

This meeting is called to order at 6:40 p.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 provided to 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 in attendance pledged to the flag.

***III. ROLL CALL**

Mr. Jeffrey Dahl	Present
Mrs. Nina DeCoster	Present
Mr. Mike Reaves	Present
Mr. Christopher Keiser	Present
Mr. Mark Cantagallo	Present

ALSO IN ATTENDANCE

Dr. Johanna Ruberto	Interim Superintendent
Ms. Karin Laraway	Interim Board Secretary

IV. EXECUTIVE SESSION

Motion made by Mr. Cantagallo, seconded by Mr. Dahl, to adjourn to executive session. The time was 6:41 PM.

Motion approved on a unanimous voice vote.

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;

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- 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
- 9. Deliberations involving imposition of specific civil penalty

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourn to executive session at 6:41 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.

V. RECONVENE

Motion made by Mrs. Decoster, seconded by Mr. Dahl, to leave executive session and return to the regular meeting. The time was 7:30 pm.

Motion approved on a unanimous voice vote.

***VI. PUBLIC COMMENT** (resolutions only; time limits: 20 min. total; 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.

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***VII. APPROVAL OF MINUTES**

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1. Motion made by Mr. Cantagallo, seconded by Mrs. DeCoster, to approve the following minutes:
February 21, 2019 Regular and executive session

Motion approved on a unanimous voice vote.

***VIII. WRITTEN COMMUNICATIONS** – None at this time.

***IX. SUPERINTENDENT'S REPORT**

*1. Superintendent Update:

- Dr. Ruberto presented the 2019-20 budget. It's a fiscally responsible budget, continuation of all programs, enhancement of safety and security. The district lost state aid for the 2019-20 school year. Taxes will be increased approximately 3.3 cents per \$100 assessed value.
- Rutgers Literacy Workshop Ms. Firko, Ms. Hoitsma, Ms. Medea
- Winter Fall Grants – Mr. Patton presented the grants. Mrs. Winter has donated over \$32,000 over the years.
 - Ms. Madson
 - Ms. DeMarco
 - Ms. DeAngelo
- Social Media Presentation - Mr. Diaz Ms. Foote Union Township
- School Performance Communication - NJDOE extended one week
- No HIB Complaints
- Fire drill modification confirmed-procedures modified
- STEM Update
- Pre-K Open House March 21
- Kindergarten Open House March 22
- Yearbook Cover – Selected
- Alumni Update
- TREP\$ event a success
- Thank you to Mr. Newhauser and Mr. Belenger for maintaining the facilities.
- District received a \$2,000 grant from ExxonMobil-Dr. and Mrs. Furmanski did volunteer work through a program at ExxonMobil
- Presentations
 - ELA/Science Cross-curricular Project
 - Ms. DeAngelo
 - Mrs. Charleston
 - Eagle Scout Project
 - Ryan Firko

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***X. BOARD COMMITTEE REPORTS**

Curriculum & Instruction Committee: Met March 12. Items discussed-Diversity of Thought, Math Academy, Montessori, 2019-20 Curriculum review, Open Gym, NJDOE School Performance report which parents can view on the NJDOE website, K'Nex Club

Policy & Legislation Committee: Strauss Esmay reviewing the policies.

Finance, Facilities, & Transportation Committee: Met to review the 2019-20 tentative budget and the pre-k program.

Personnel Committee: Not met

Negotiations Committee: Not met

Long Range Planning, Shared Services, & School Choice Committee: Not met

Steering Committee: Cancelled February 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. Cantagallo, seconded by Mrs. DeCoster, to discuss the Consent agenda and addendum.

Motion approved on a unanimous voice vote.

Mr. Dahl asked what was the Open Gym? Dr. Ruberto answered that students had come to her to request use of the gym because there was no baseball team. Attendance will be monitored and there would be a minimum of 6 students in order for the open gym to continue.

There was a request to vote on the Math Academy separately.

The Pre-K program was discussed. The program loses money. The Finance committee eliminated the 2 and 4 day program. Mr. Dahl stated that hearing from the Pre-K parents is important as to how the district makes decisions about the Pre-K program. Mr. Keiser stated that the Pre-K program was not going to break

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even and he would like to see substantial increases in the future. Mr. Cantagallo would like the district to mitigate losses.

Motion made by Mr. Cantagallo, seconded by Mr. Dahl, to approve the Consent agenda which includes the addendum and New Business.

Motion approved on a unanimous roll call vote.

A. Finance/Facilities/Transportation/Personnel

Finance:

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

Name	Description	Amount
Lisa Madson	Artist in Residence	\$200.00
Alison DeMarco	Hands- on Engineering and Designing materials	\$200.00
Anne MArrie DeAngelo	Hydroponics Cart upgrades	\$835.23

2. Motion to approve the tuition for the Califon School Pre-K Program for the 2019-2020 school year:

Program	Tuition
3 day Program	\$1705. per year
5 day Program	\$2850. per year

3. Motion to approve the bills list.

Date of bills list	Amount
March 12, 2019	\$201,047.80

4. Motion to accept the 2017-18 audit with recommendations and corrective action plan as recommended by the Superintendent and Business Administrator.

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

Name	Description	Amount
ExxonMobil Service Grant	Science-STEM enrichment	\$2,000

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Facilities: No dates are identified.

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

Sponsoring of Event	Event	Amount
Califon Recreation	Califon Fun Days July 8-12 9:30 am to 11:30 am	No cost associated
Eagle Scout Project Ryan Firko	Eagle Scout Project Site Plan	No costs associated

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

Date of Drill	Type of Drill
February 22	Fire Drill
February 28	Non-fire Evacuation Drill

Transportation:

Personnel:

1. Motion to approve the following for the 2018-19 school year:

Name	Title	Dates	Compensation
Meg Sass	English Language Arts Grades 6-8	April 1-June 30, 2019 Maternity Leave Replacement	Prorated Step 5 BA Plus 15 \$55,899

2. Motion to approve the appointment of the following non-certificated substitute for the 2018-2019 school year:

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Name	Position	Compensation
Tristen Downey	Custodial Substitute	\$15.00 per hour

3. Motion to approve the following certificated job descriptions:

Position Title Name
Teacher of Art
Teacher of Music
Teacher of Special Education
CSA/Superintendent

4. Motion to approve the following staff member(s) for extra compensation during the 2018-2019 school year:

Name	Purpose	Compensation
Edward Belenguer	Facility Emergency Coverage	As required - 2 hours \$18.00 per hour
Steve Weber	Facility Emergency Coverage	As required - 2 hours \$18.00 per hour
Luke Maginnis	Open Gym Two days per week	As per contractual amount Not to exceed \$1000.
AnnMarie DeAngelo	K'Nex Club Stem Enrichment Grades K-5 3 days per week Subsidized by a grant	As per contractual amount Not to exceed \$2000
Marie Heyduke	Math Academy 3 days per week March 13-June 1	As per contractual amount Not to exceed \$1400

5. Motion to approve the following substitute for the 2018-19 school year.

Name	Position	Compensation
Jennifer Reed	Substitute	Daily \$80

B. 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

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current responsibilities and professional development plans.

Name	Date	Workshop/Conference
Leslie Weiss	March 20th	Hunterdon County Conscious Discipline - No Fee

2. Motion to approve the following programs or activities:

Program/Activity	Purpose	Cost
Open Gym	Grades 6-8 Two days per week	Not to exceed \$1400
K'Nex Club	Stem Enrichment Grades K-5	Not to exceed \$2000 subsidized by a grant

***XII. OLD BUSINESS**

***XIII. NEW BUSINESS**

1. Motion to adopt the 2019-20 tentative budget.

BE IT RESOLVED that the Califon Board of Education tentative budget be approved for the 2019-20 School Year using the 2019-20 state aid revenue and to request use of \$800 Health Care Cost adjustment and use of \$12,236 banked cap due to the loss of 2019-20 state aid. The need for the use of this banked cap will be completed by the end of the 2019-20 budget year and will not be deferred or incrementally completed over future budget years. Travel and Related Expense Reimbursement for the 2019-20, in accordance with N.J.A.C. 6A:23A-7.3, be approved for a maximum expenditure of \$4,100 for all staff and BOE members. 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 the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2018-19 Total Expenditures	2,676,784	44,095	172,047	2,892,926
Less: Anticipated Revenues	425,335	44,095	44,096	513,526
Taxes to be Raised	2,251,449	0	127,951	2,379,400

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And to advertise said tentative budget in the Hunterdon Review on April 25, 2019 in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Gymnasium of the Califon School, Califon, New Jersey on April 30, 2019 at 7:30 PM for the purpose of conducting a public hearing on the budget for the 2019-20 school year.

**Travel and Related Expense Reimbursement
2019-2020**

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:23B-1.1 et seq. 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, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., 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

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. 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 approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3 to a maximum expenditure of \$4,100 for all staff and board members.

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

Program/Activity	Purpose	Cost
Math Academy	Math Instruction 3 days per week March 13-June 1	Not to exceed \$1400

Motion approved on a 3-2 roll call vote with Mr. Dahl and Mrs. DeCoster voting no.

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***XIV. 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.

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Public:

Parent of Pre-K student would send child to an extended day program. The program is fantastic.

Heard that the baseball team was cancelled due to cost. Dr. Ruberto stated the Team was cancelled due to the lack of participants.

Any update on Steering Committee? Mr. Cantagallo answered that the February meeting was cancelled but the committee will be setting a date for a community meeting.

***XV. ADJOURNMENT**

Motion made by Mr. Cantagallo, seconded by Mr. Keiser, to adjourn the meeting. The time was 9:16 PM.

Motion approved on a unanimous voice vote.

Respectfully submitted,



Karin Laraway
Interim Board Secretary