

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
March 17, 2021
7:00 p.m. Virtual (link on website)**

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

This meeting was called to order at 7:03 p.m. with the following opening statement read by Mr. Reaves:

“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 who were in attendance pledged the flag.

***III. ROLL CALL**

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	Absent

Also present

Dr. Michele Cone, Superintendent	Present - Remote
Ms. Cheryl Zarra, Board Secretary	Present - Remote

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

AT THIS TIME, COMMENT IS INVITED ON RESOLUTIONS ON TONIGHT’S AGENDA ONLY. PLEASE RESPECT THE 3 MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0167 AND BOARD MEETING PUBLIC COMMENT GUIDELINES POSTED ON THE SCHOOL WEBSITE SO THAT BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

None

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***V. APPROVAL OF MINUTES**

1. Motion by Mr. Reaves and Seconded by Mrs. Kipp-Newbold to approve the following minutes:
 - February 17, 2021 Regular Session
 - March 4, 2021 Special Meeting

Motion approved on unanimous roll call vote.

***VI. WRITTEN COMMUNICATIONS**

_____ None

***VII. SUPERINTENDENT'S REPORT**

Dr. Cone shared the following updates:

- HIB Report : 0
- Enrollment 93
- Updates
 - State Assessments - Waiting for information from the DOE
 - Strategic Planning - At the first meeting, Dr. Cone shared the State of Califon School and Mrs. Thornton shared the process. Both presentations are on our website. The next meeting is scheduled for April 15, 2021.
 - End of year events are being planned but waiting for guidance from the DOE and Governor to finalize.
 - Kindergarten Roundup will be virtual on March 23, 2021.
 - International Social Emotional Learning Day will be on March 26, 2021.
 - Unsung Hero Award by NJ School Boards awarded to Kyle Zuffanti, a video will be posted.

***VIII. BOARD COMMITTEE REPORTS**

Curriculum & Instruction Committee: Met and discussed budget, textbooks, materials PreK and the tuition program.

Policy & Legislation Committee: Met and discussed mandated revised policies as first read on this agenda as well as the second read policies.

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Finance, Facilities, & Transportation Committee: Met and discussed the budget and state cuts.

Personnel Committee: Met and discussed leave replacements.

Negotiations Committee: Verbal agreement leading to a signed Memorandum of Agreement.

Long Range Planning, Shared Services: No update.

***IX. 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.

Finance/Facilities/Transportation/Personnel/Curriculum and Instruction/Policy

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

Motion approved on unanimous roll call vote.

Mr. Keiser questioned the motion for translator.

Dr. Cone noted that schools are required to have this service available.

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

Motion approved on unanimous roll call vote.

Finance

1. Motion to approve the bills list dated February 18, 2021 through March 17, 2021 in the amount of \$2,44,627.98.
2. Motion to accept, certify and file the Treasurer's and Board Secretary report for February 2021 and note that sufficient funds are available to meet the district's financial obligation and that no major account has been over-expended in accordance with N.J.A.C 6A:23A:16.20.

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3. Motion to approve payment for a neurodevelopmental evaluation to Morristown Medical Center in the amount of \$800.00 for Student ID 9267036260.

Facilities

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

Date of Drill	Type of Drill
Feb 23, 2021	Fire Drill-Phase One
Feb 24, 2021	Fire Drill-Phase Two
Feb 25, 2021	Security Drill-Emergency Evacuation
March 10, 2021	Fire Drill-Phase One
March 11, 2021	Fire Drill-Phase Two

Transportation

Personnel

1. Motion to approve James Battell for the position of .4 FTE Media leave replacement teacher for the extent of the maternity leave beginning March 23, 2021 through approximately June 21, 2021 at Step 1, BA at \$ 51,907.00 pro-rated.
2. Motion to approve compensation at the rate of \$40 per hour, to staff member Isabel Maginnis, for translation services provided to the Califon School District.
3. Motion to approve leave request for Instructional Aide, Tristan Downey, for the period of April 21, 2021 through June 21, 2021.
4. Motion to approve the following Substitute Teachers for the 2020-2021 school year.
 - James Battell
 - Tracy Denkovic
 - Tristan Downey

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Curriculum and Instruction

1. Motion to accept the Health Report for February 2021.

Policy

1. Motion to approve Califon Public School District first reading for the following policies and regulations:

- Policy 4125 Employment of Support Staff Members (M) Revised
- Policy 6360 Political Contributions (M) Revised
- Policy 8330 Student Records (M) Revised
- Policy 9713 Recruitment by Special Interest Groups (M) Revised

2. Motion to approve Califon Public School District second reading for the following policies and regulations:

- Policy 0145 Board Member Resignation & Removal (M) Revised
- Policy 1643 Family Leave (M) New
 - **Replaces P 3431.1, 4431.1, 3431.3, and 4431.3**
- Policy and Regulation 5330.01 Administration of Medical Cannabis (M) Revised
- Policy 7425 Lead Testing of Water in Schools (M) Revised
- Regulation 7425 Lead Testing of Water in Schools (M) New

3. Motion to abolish the following policies and regulations:

- Policy 3431.1 Family Leave (M) Abolished
- Policy 4431.1 Family Leave (M) Abolished
- Policy 3431.3 New Jersey Family Leave Insurance Program (Abolished)
- Policy 4431.3 New Jersey Family Leave Insurance Program (Abolished)
 - **All of the above replaced by P1643**
- Policy and Regulation 7430 School Safety (M) Abolished
 - **Addressed in: P2431, P2431.1, P7432, P7420, P7440, P8420**

***X. OLD BUSINESS**

None

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***XI. NEW BUSINESS**

Motion made by Mrs. Kipp-Newbold and seconded by Mr. Keiser to approve the motion under New Business.

Motion approved on a unanimous roll call vote

1. Motion to adopt the preliminary 2021-2022 budget:

BE IT RESOLVED that the Califon Board of Education tentative budget be approved for the 2021-2022 School Year using the 2021-2022 state aid revenue and to request the use of \$37,331 enrollment adjustment due to the loss of 2021-2022 state aid. The need for the use of this enrollment adjustment will be completed by the end of the 2021-2022 budget year and will not be deferred or incrementally completed over future budgeted years. Travel Related Expense Reimbursement for the 2021-2022 school year, in accordance with N.J.A.C. 6A:23A7.3, 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:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2021-2022 Total Expenditures	\$ 2,749,145	\$ 49,271	\$ 173,613	\$ 2,972,029
Less: Anticipated Revenues	\$ 361,037	\$ 49,271	\$ 44,498	\$ 439,806
Taxes to be raised	\$ 2,388,108	\$ 0	\$ 129,115	\$ 2,517,223

And to advertise said tentative budget in the Hunterdon County Democrat 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 at the Califon Elementary School, Califon, NJ on April 28, 2021 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2021-2022 School Year.

Travel and Related Expense Reimbursement
2021-2022

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

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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:23B-1.2(b), to a maximum expenditure of \$4,100 for all staff and board members.

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

AT THIS TIME, COMMENT IS INVITED ON ALL SCHOOL-RELATED TOPICS. PLEASE RESPECT THE 3 MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0167 AND BOARD MEETING PUBLIC COMMENT GUIDELINES POSTED ON THE SCHOOL WEBSITE SO THAT BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

Mrs. Smith - Budget and the tax increase.

Mrs. Zarra mentioned the tentative increase would be 3.65%

Mrs. Smith asked what that meant for the taxpayers.

Mrs. Zarra noted that the approval is for the submittal of the tentative budget to be sent for County review and that final numbers and information would be presented at the Public Hearing on April 28th.

***XIII. 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

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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
- 9. Deliberations involving imposition of specific civil penalty

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourn to executive session at 7:32 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. Reaves, seconded by Mrs. Lemley to adjourn to executive session.

Motion approved on unanimous roll call vote.

***XIV. RECONVENE**

Motion made by Mr. Reaves, seconded by Mrs. Lemley to end the executive session at 8:13 pm and reconvene the public session with full board consent via roll call vote.

***XV. ADJOURNMENT**

Motion made by Mr. Keiser, seconded by Mrs. Kipp-Newbold to adjourn the meeting at 8:14 pm.

Motion approved on a unanimous roll call vote.

Respectfully submitted

Cheryl Zarra
Board Secretary