

**CALIFON BOARD OF EDUCATION  
PUBLIC BUDGET HEARING AND  
REGULAR MEETING MINUTES**

**April 29, 2020**

**7:00 p.m. Virtual Meeting**

**The Board will meet at 6:00 pm for Personnel Items.**

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

This meeting is called to order at 6:06 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 Hunterdon County Democrat and the 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 on the district’s website.

**II. THE PLEDGE OF ALLEGIANCE**

All in attendance pledged the flag

**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

Also present

Dr. Johanna Ruberto, 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
- 4. Collective Bargaining/Negotiations

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- 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 6:10 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. Kipp-Newbold to adjourn to executive session.

Motion approved on unanimous roll call vote.

**V. RECONVENE**

Motion made by Mr. Keiser, seconded by Mrs. Lemley to end the executive session at 7:18 pm and reconvene the public session with full board consent via roll call 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.

The Board President may terminate the remarks of any individual, when they do not adhere to the rules established above.

**None**

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**VI. APPROVAL OF MINUTES**

1. Motion made by Mr. Reaves and seconded by Mrs. Kipp-Newbold to approve the following minutes:

March 18, 2020 regular session  
April 8, 2020 regular session

Motion approved on unanimous roll call vote.

**VII. WRITTEN COMMUNICATIONS**

Dr. Ruberto noted that all communications from NJASBO and the County have been shared with the Board.

**VIII. SUPERINTENDENT'S REPORT**

1. Superintendent Update:

Dr. Ruberto spoke of how well the district is doing during this unique educational time. She also welcomed Dr. Cone to the virtual meeting.

Dr. Ruberto provided the following:

- Updates
  - Planned Field Trips - all have been cancelled and some rescheduled for next year.
  - Eight-grade Activities - June 9, 2020 promotion
  - Distinct business
- Fourth Marking Period Assessments
- Formative Assessments
- Pre-K Enrollment -Current Registration Enrollment - positive community interest.
- Tuition-based Program - Announcement

Dr. Ruberto also shared that a Re-Opening committee has been established.

Dr. Ruberto opened the floor to comment with Mr. Keiser stating the 3 minute rule.

Mrs. Smith - Confirmed graduation to be June 9, 2020 and asked if the public could attend.

Dr. Ruberto - All end of year activities will commence in some fashion

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*2020-2021 Budget Presentation*

Dr. Ruberto and Mrs. Zarra presented the budget to the public.

Upon completion, Dr. Ruberto opened the floor to comment

Mrs. Smith - Questioned the “pipeline” for kindergarten enrollment  
Dr. Ruberto shared data regarding enrollment

**IX. BOARD COMMITTEE REPORTS**

Curriculum & Instruction Committee: Met and reviewed Grade 2 curriculum

Policy & Legislation Committee: All policy revisions are complete

Finance, Facilities, & Transportation Committee: Met and discussed PreK tuition,  
regular school tuition and shared service agreements.

Personnel Committee: Met two times and discussed stipends

Negotiations Committee: Put on hold until after May 1, 2020.

Long Range Planning, Shared Services, & School Choice Committee: LRFP discussion

Steering Committee: Hold off on a meeting until after the healthcare crisis.

**X. 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. Reaves and seconded by Mrs. Kipp-Newbold to discuss the Consent Agenda.

Motion approved on unanimous roll call vote.

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Mrs. Zarra read the following addendum motion to be added to the agenda for Finance:

9. Motion to approve the 2020-2021 tuition rates as follows:

PreK Half Day	\$4,000
PreK Full Day	\$5,500
K-5	\$6,500
6-8	\$7,000

No discussion

Motion made by Mr. Keiser and seconded by Mr. Reaves to approve the consent agenda including the addendum item .

Motion approved on unanimous roll call vote.

***A. Finance/Facilities/Transportation/Personnel***

***Finance:***

1. Motion to approve bills list dated April 29, 2020 in the amount of \$265,667.39.
2. Motion to approve submitting the Long Range Facility Plan (LRFP) based on the March 25, 2020 report and is intended to fulfill the reporting requirements of N.J.S.A 18 A: 7G-4(a) to amend the current LRFP at least once every five years.
3. Motion to accept the approval from the Hunterdon County Executive Business Official for a transfer request of greater than 10%.
4. Motion to approve and file the Treasurer's and Board Secretary report for March 2020 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.
5. Motion to approve the transfers for March 2020.

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**6. Opposing Delay in Transmission of Quarterly Property Tax Revenue to School Districts**

**WHEREAS**, Assembly Bill 3902, currently pending in the State Legislature, would authorize the Department of Community Affairs to permit municipalities to delay the quarterly transmission of property tax revenues to school districts during gubernatorial-declared emergencies; and

**WHEREAS**, New Jersey's public schools are highly dependent on property tax revenue to support education programs; and

**WHEREAS**, on average, local property taxes constitute close to 60% of public school revenue, with the percentage even greater in a significant number of districts; and

**WHEREAS**, a delay in payments from municipalities would result in a financial crisis for school districts, seriously disrupting the educational process—and bringing it to a halt; and

**WHEREAS**, although public school buildings are closed during the current health emergency, the education of our students is taking place through remote learning and home instruction; and

**WHEREAS**, continued timely transmission of school property taxes is critical for the education process to continue without interruption; and

**WHEREAS**, even though municipalities are designated as the authorities to collect property taxes, these taxes are levied for specific purposes—e.g., municipal, school, county, fire district—and these obligations must continue to be met; and

**WHEREAS**, as currently written, A-3902, which is intended to ease a financial burden on municipalities, would place a severe strain on school districts and the students and families that they serve; and

**WHEREAS**, the Califon Board of Education recognizes the impact of the current public health emergency on the state and local governments, as well as local school districts, but believes this legislation would worsen the situation for our communities.

**NOW, THEREFORE, BE IT RESOLVED** that the Califon Board of Education urges the State Senate and the Governor to oppose A-3902; and be it further

**RESOLVED**, that this resolution be delivered to Governor Phil Murphy, State Senate President Stephen M. Sweeney, Assembly Speaker Craig Coughlin; and the 23rd Legislative District's representatives in the state Senate and General Assembly; and be it further

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**RESOLVED**, that copies of this resolution be sent to the New Jersey School Boards Association.

7. Motion to adopt the 2020-2021 travel resolution and school district budget as approved by the Hunterdon County Executive Superintendent.

**ADOPTION OF THE 2020-2021 BUDGET  
CALIFON BOARD OF EDUCATION**

Travel and Related Expense Reimbursement  
2020-2021

**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.

**BE IT RESOLVED** that the Califon Board of Education budget be approved for the 2020-21 School Year as follows:

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	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
<b>2020-21 Total Expenditures</b>	\$2,744,585	\$45,503	\$175,567	\$2,965,655
<b>Less: Anticipated Revenues</b>	\$ 440,634	\$45,503	\$ 44,998	\$ 531,135
<b>Taxes to be Raised</b>	\$2,303,951	\$ 0	\$130,569	\$2,434,520

**BE IT FURTHER RESOLVED** that the Califon Board of Education will use the 2020-2021 state aid revenue and to request the use of \$7,473 banked cap due to the loss of 2020-2021 state aid. The need for the use of this banked cap will be completed by the end of the 2020-2021 budget year and will not be deferred or incrementally completed over future budgeted years. Travel Related Expense Reimbursement for the 2020-2021 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. Budget has been approved by the Hunterdon County Executive Superintendent and advertised in the Hunterdon Democrat on April 23, 2020.

8. Motion to approve the municipal tax payment schedule for the 2020-2021 school year as follows:

Date Due	General Fund Levy	Debt Service Levy	Total Payment Due
August 1, 2020	\$383,991	\$65,285	\$449,276
September 1, 2020	\$383,992		\$383,992
November 1, 2020	\$383,992		\$383,992
February 1, 2021	\$383,992	\$65,284	\$449,276
March 1, 2021	\$383,992		\$383,992
May 1, 2021	\$383,992		\$383,992
<b>Total</b>	<b>\$2,303,951</b>	<b>\$130,569</b>	<b>\$2,434,520</b>

**XI. OLD BUSINESS**

None



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**XII. NEW BUSINESS**

Dr. Ruberto - The Re-Opening of School Committee will keep the Board informed. She offered for a representative from the board to join and will possibly include a parent representative as well.

**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.

Mrs. Smith - Questioned the meaning of the Re-Opening Committee. Asked if the school is reopening.

Dr. Ruberto noted that the committee is set up to get the school ready to re-open whenever that date may be.

Mr. Patton shared how the school had a smooth transition to remote learning because the teachers had been using the platforms with the kids already.

Mr. Reaves shared his experience as a parent.

**XIV. ADJOURNMENT**

Motion made by Mr. Reaves, seconded by Mrs. Lemley to adjourn the meeting at 8:31 pm.

Motion approved on unanimous roll call vote.

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Respectfully submitted

Cheryl Zarra  
Board Secretary