

**CALIFON BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
December 17, 2025  
7:00 p.m. Library**

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

This meeting was called to order at 7:00 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 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 at the Califon School and on the district’s website.

**II. THE PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Mr. Christopher Keiser - President	Absent
Mr. Michael Reaves - Vice President	Present
Dr. Rebecca Kipp-Newbold	Present
Ms. Rita Lemley	Present
Mr. Netz Sacro	Absent

Also present:

Dr. Michele Cone, Superintendent	Present
Mr. Matthew Herzer, Board Secretary	Present

**IV. PUBLIC COMMENT**

AT THIS TIME, COMMENT IS INVITED ON RESOLUTIONS ON TONIGHT’S AGENDA ONLY. PLEASE STATE ALL OF YOUR COMMENTS IN SUCCESSION TO THE BOARD DURING YOUR SPEAKING TURN. BE AWARE THAT YOU MAY NOT RECEIVE AN IMMEDIATE RESPONSE TO YOUR COMMENT. ALL COMMENTS WILL BE ACKNOWLEDGED BY THE BOARD AND IF APPLICABLE, WILL BE ANSWERED DURING THE BOARD COMMENT SECTION OF THE MEETING. 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**

Motion by Ms. Lemley and seconded by Mr. Reaves to approve the November 19, 2025 regular session minutes.

Motion approved

**VI. WRITTEN COMMUNICATIONS**

**VII. CHIEF SCHOOL ADMINISTRATOR'S REPORT**

- Enrollment 84
- HIB-0
- Suspension-0
- Governor Educator of the Year Announcement
- Updates
  - PTA Luncheon
  - Holiday Concert
  - Announcement of the winners for the Daughters of the Revolution
  - Announcement of the winner for Teacher of the Year

BOE Ethics Training-Kathy Helewa presenter/trainer

**VIII. BOARD COMMITTEE REPORTS**

Curriculum & Instruction Committee: The committee discussed the health report.

Policy & Legislation Committee: None.

Finance, Facilities, & Transportation Committee: The committee discussed the acceptance of the annual audit.

Personnel Committee: None.

Negotiations Committee: None.

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**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.

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

Motion approved on unanimous roll call vote.

Motion made by Mr. Reaves and seconded by Dr. Kipp-Newbold to approve the Consent Agenda.

Motion approved on unanimous roll call vote.

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

**Finance:**

1. Motion to approve the bill list dated 11/20/2025, through 12/17/2025 the amount of \$310,470.70.
2. Motion to approve and file the Treasurer's and Board Secretary report for November 2025 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.
3. Motion for the Califon Board of Education to accept the Annual Comprehensive Financial Report (ACFR) for the fiscal year ending June 30, 2025. The audit synopsis is to be made part of the official minutes. The complete Comprehensive Annual Financial Report and Management Report is on file in the office of the Secretary.

**Facilities:**

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

Date of Drill	Type of Drill
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November 21, 2025	Fire
November 24, 2025	Security
December 4, 2025	Security
December 11, 2025	Fire

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

Sponsor of Event	Dates	Event

\*adhering to COVID related restrictions. \*\*Based on Custodial availability

**Transportation:**

**Personnel:**

3. Motion to approve Wenjing Feng as a substitute teacher for the 25-26 school year pending criminal history clearance.

**Curriculum and Instruction:**

1. Motion to accept the Health Report for November 2025.

**Policy:**

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

**X. OLD BUSINESS**

None.

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**XI. NEW BUSINESS**

None.

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

AT THIS TIME, COMMENT IS INVITED ON ALL SCHOOL-RELATED TOPICS. PLEASE STATE ALL OF YOUR COMMENTS IN SUCCESSION TO THE BOARD DURING YOUR SPEAKING TURN. BE AWARE THAT YOU MAY NOT RECEIVE AN IMMEDIATE RESPONSE TO YOUR COMMENT. ALL COMMENTS WILL BE ACKNOWLEDGED BY THE BOARD AND IF APPLICABLE, WILL BE ANSWERED DURING THE BOARD COMMENT SECTION OF THE MEETING. 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.

**XIII. BOARD COMMENT**

None.

**XIV. EXECUTIVE SESSION**

None.

**XV. RECONVENE**

**XVI. ADJOURNMENT**

Motion made by Ms. Lemley and seconded by Mr. Reaves to adjourn the meeting at 8:03 pm.

Motion approved on a unanimous all call vote.

Respectfully submitted,

Matthew Herzer  
Board Secretary