

**CALIFON BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
March 19, 2025  
7:00 p.m. Library**

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

This meeting is called to order at 7:01 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	Present
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.

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None.

**V. APPROVAL OF MINUTES**

Motion to approve the following minutes:

Motion by Mr. Reaves and seconded by Dr. Kipp-Newbold to approve the February 19, 2025 regular session minutes.

**VI. WRITTEN COMMUNICATIONS**

None.

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

- Enrollment 94
- HIB - 0
- Suspension - 0
- Updates: Mark Your Calendars!
  - March 21 Grades 4-8 After School Social
  - April 15 Music Concert
  - May 20 Band Concert
  - June 3 & 4 Drama Club Production
- NJSLA in May
- Calendar Revisions

**VIII. BOARD COMMITTEE REPORTS**

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

Policy & Legislation Committee: The second readings of policies were discussed.

Finance, Facilities, & Transportation Committee: The committee discussed the budget.

Personnel Committee: The finalized teacher contract was discussed.

Negotiations Committee: The Board has reached an agreement with the collective bargaining unit.

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

Motion approved on unanimous roll call vote.

Motion made by Dr. Kipp-Newbold and seconded by Ms. Lemley to approve adding the Addendum items to the Consent Agenda.

Motion approved on unanimous roll call vote.

Motion made by Mr. Keiser and seconded by Ms. Lemley 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 March 19, 2025 in the amount of \$233,441.46

BE IT RESOLVED that the Califon Board of Education tentative budget be approved for the 2025-2026 School Year using the 2025-2026 state aid figures and 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 N.J.S.A.18A:7F-5 and 18A:7F-6:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2025-2026 Total Expenditures	\$3,291,753	\$ 41,544	\$0	\$3,333,297
Less: Anticipated Revenues	\$ 606,932	\$ 41,544	\$0	\$ 648,476
Taxes to be raised	\$2,684,821	\$ 0	\$0	\$2,684,821

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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 a public hearing on the budget for the 2025-2026 school year will be held at the Califon School, Califon, NJ on April 30, 2024 at 7:00 p.m.

BE IT FURTHER RESOLVED that the Califon Board of Education will withdraw \$40,000 from Maintenance Reserve in accordance with N.J.A.C. 6A:23A-14.2 for the purpose of required maintenance to the school district's facilities; and

BE IT FURTHER RESOLVED that the Califon Board of Education will withdraw \$14,800 from Capital Reserve in accordance with N.J.A.C. 6A:23A-14.2 for the purpose of required of funding the Library/Resource Room Carpet Replacement and Hot Water Heater Replacement capital projects; and

BE IT FURTHER RESOLVED that the Califon Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$10,000 for the 2025-2026 school year for all staff and BOE members in accordance with N.J.A.C. 6A:23A Subchapter 7 and the maximum regular business travel amount shall not exceed \$1,500 per employee. The maximum travel expenditure amount for the 2025-2026 school year is \$4,100.

Travel and Related Expense Reimbursement  
2025-2026

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:23A Subchapter 7 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, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7, 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

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THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 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 includes in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$15,000 for all staff and board members for the 2025-2026 school year.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

2. Motion to accept K-8 tuition students for the 2025-2026 school year and to approve tuition contracts for the following students:

Student ID#	Contract Amount
670560	\$7,000

**Facilities:**

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

Date of Drill	Type of Drill
February 26, 2025	Fire
February 19, 2025	Security
March 12, 2025	Fire

**Transportation:**

**Personnel:**

1. Motion to approve the Salary Guides and Memorandum of Agreement between the Califon Education Association and the Califon Board of Education as agreed to and signed on February 19, 2025.

**Curriculum and Instruction:**

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1. Motion to accept the Health Report for February 2025.
2. Motion to approve a school wide Walking School Bus program on April 8, 2025 at no cost to students or district.
3. Motion to approve the following adjustments to the 2024-2025 Califon School Calendar to give back 4 unused emergency closing days:
  - June 12 (Early dismissal) 8th grade Graduation
  - June 13 (Early dismissal) Dinner dance/Lock In
  - June 16 (Early dismissal) Last day of school

**Policy:**

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

P 5516	Use of Electronic Devices <i>Revised</i>
R 5516	Use of Electronic Devices <i>New</i>
P 5701	Academic Integrity <i>Revised</i>
P 5710	Student Grievances <i>Revised</i>
P 8500	Food Services <i>Revised</i>

**X. OLD BUSINESS**

None.

**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

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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.

Kathy Smith asked the Board if the Borough Council should give a proclamation for the Girl's Basketball.

**XIII. BOARD COMMENT**

The Board responded to Ms. Smith stated that a proclamation would be a nice gesture, but would like to discuss the topic further.

**XIV. EXECUTIVE SESSION**

None.

**XV. RECONVENE**

**XVI. ADJOURNMENT**

Motion made by Dr. Kipp-Newbold and seconded by Ms. Lemley to adjourn the meeting at 7:14 pm.

Motion approved on a unanimous all call vote.

Respectfully submitted

Matthew Herzer  
Board Secretary