

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

I. CALL TO ORDER – OPENING STATEMENT

This meeting is 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 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	Present

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

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THAT BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

None.

V. APPROVAL OF MINUTES

Motion by Dr. Kipp-Newbold and seconded by Mr. Sacro to approve the January 22, 2025 regular session minutes.

Motion approved on all call vote

VI. WRITTEN COMMUNICATIONS

None.

VII. CHIEF SCHOOL ADMINISTRATOR'S REPORT

- Enrollment 94
- HIB - 0
- Suspension - 0
- Updates:
 - Global Day of Play February 5, 2025
 - International SEL Day & Amy Rubin Mindfulness Workshops - Week of March 3
 - Read Across America Week March 3-7
 - Creative Arts Night & Talent Show March 10
 - Girl's Basketball Won the Championships

VIII. BOARD COMMITTEE REPORTS

Curriculum & Instruction Committee: The committee reviewed the health report and upcoming field trips.

Policy & Legislation Committee: The committee met and discussed updates to the technology policies regarding student use.

Finance, Facilities, & Transportation Committee: The upcoming budget and facility use requests were discussed.

Personnel Committee: The committee reviewed the list of substitute teachers.

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Negotiations Committee: Negotiations are ongoing, the committee will meet on February 24, 2025.

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 Ms. Lemley 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 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 2/19/2025 in the amount of \$290,710.26
2. Motion to approve and file the Treasurer's and Board Secretary report for January 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 to approve the transfers for January 2025
4. Motion to approve Matthew Herzer as a Qualified Purchasing Agent (QPA):

WHEREAS, the Procurement Law N.J.S.A. 18A:18A-2, was signed into law by former Governor Whitman and became effective on April 17, 2000, and;

WHEREAS, the Procurement Law N.J.S.A. 18A:18A-3(b), was signed into law by Governor Chris Christie and became effective on July 1, 2010, and;

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***WHEREAS**, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and;*

***WHEREAS**, 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate the bid threshold in a contract year, may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and;*

***WHEREAS**, 18A:18A-3 also authorizes a Board of Education to establish a bid threshold of \$44,000 if they employ a purchasing agent as determined by the Department of Community Affairs, and;*

***WHEREAS**, 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.*

***NOW THEREFORE BE IT RESOLVED**, that the Califon School District Board of Education pursuant to the statutes cited above hereby appoints, Matthew Herzer, Business Administrator & Board Secretary as its duly authorized purchasing agent, and is duly assigned the authority and responsibility for the purchasing activity of the Califon School District, and;*

***BE IT FURTHER RESOLVED**, that Matthew Herzer is hereby authorized to award contracts on behalf of the Califon School District Board of Education that are in the aggregate less than 15% of the bid threshold without soliciting competitive quotations, and;*

***BE IT FURTHER RESOLVED**, that Matthew Herzer is hereby authorized to seek competitive quotations, when applicable and practicable and award such contracts when they in the aggregate exceed 15% of the bid threshold but less than the established bid threshold, and;*

***BE IT FURTHER RESOLVED**, that Matthew Herzer is hereby authorized as a purchasing agent as determined by the Department of Community Affairs and holds a certificate attesting to the same which authorizes him to issue contracts **up to \$44,000** without soliciting competitive bids.*

Facilities:

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

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Date of Drill	Type of Drill
January 30, 2025	Security

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

Sponsor of Event	Date(s)	Event
Califon PTA	March	K-5 STEM night

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

Transportation:

Personnel:

1. Motion to approve Sophia Desire as a substitute teacher for the 2024-2025 school year pending criminal history background check.
2. Motion to approve Matthew Herzer as a substitute teacher for the 2024-2025 school year.

Curriculum and Instruction:

1. Motion to accept the Health Report for January 2025.
2. Motion to approve the following field trips:

Destination	Cost	Class/Club/Activity
RVCC Planetarium	\$13 per student (student pay) + Transportation \$475	Grades K-3
DaVinci Science Center	\$17 per students (Student Pay) + transportation TBD	Grades 3-5

3. Motion to approve the 3-year Comprehensive Equity Plan for 2025-2028.

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Policy:

1. Motion to approve Califon Public School District first 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 8500	Food Services <i>Revised</i>

2. Motion to approve Califon Public School District second reading for the following Policies:

P 5512	Harassment, Intimidation, or Bullying (M) <i>Revised</i>
P 5533	Student Smoking (M) <i>Revised</i>
R 5533	Student Smoking <i>Revised</i>
P & R 7441	Electronic Surveillance In School Buildings and On School Grounds (M) <i>Revised</i>
P & R 9320	Cooperation with Law ENforcement Agencies (M) <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 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

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WEBSITE SO THAT BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

None.

XIII. BOARD COMMENT

None.

XVI. ADJOURNMENT

Motion made by Ms. Lemley and seconded by Dr. Kipp-Newbold to adjourn the meeting at 7:16 pm.

Motion approved on a unanimous all call vote.

Respectfully submitted

Matthew Herzer
Board Secretary