

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 18, 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 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	Present

Also present:

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

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

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.

Mrs. Smith asked if Maschio’s Food Services would be providing lunches.

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***V. APPROVAL OF MINUTES**

Motion by Mr. Keiser and seconded by Mr. Sacro to approve the May 14, 2025 regular and executive session minutes.

***VI. WRITTEN COMMUNICATIONS**

A letter was sent to the Board from the attorney of Warren Geist regarding a notice of application to seek a variance to construct a one story house.

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

- **Enrollment 93**
- **Updates**
 - **7th and 8th Grade Trips**
 - **Thanked the PTA for Field Day**
 - **The Play was a success**
 - **The DOE sent a letter commending the SSDS**

***VIII. BOARD COMMITTEE REPORTS**

Curriculum & Instruction Committee: The committee met and discussed District Goals, the health report and contract renewals.

Policy & Legislation Committee: None.

Finance, Facilities, & Transportation Committee: The committee met on paper to go over the annual appointments and vendor contracts.

Personnel Committee: The committee discussed staffing needs for the 25-26 year.

Negotiations Committee: None.

***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.

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Motion made by Mr. Keiser and seconded by Dr. Kipp-Newbold to discuss the Consent Agenda.

Motion approved on unanimous roll call vote.

Motion made by Mr. Keiser and seconded by Mr. Reaves to add the addendum items to the Consent Agenda.

Motion approved on unanimous roll call vote.

Motion made by Dr. Kipp-Newbold and seconded by Mr. Reaves 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 bills list dated May 15 through June 18, 2025 in the amount of \$355,398.84.
2. Motion to accept, certify and file the Treasurer's and Board Secretary report for April 2025 and May 2025 and note that sufficient funds are available to meet the district's financial obligations 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 April 2025 and May 2025.
4. **WHEREAS**, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Califon Board of Education wishes to deposit anticipated current year surplus into the following reserve accounts at year end:

Capital Reserve – Not to exceed \$250,000
Maintenance Reserve - Not to exceed \$40,000
Emergency Reserve - Not to exceed \$250,000
Total reserve deposit not to exceed \$550,000

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5. Motion to approve the attached list of 2024-2025 contracts to be renewed, awarded, or to expire during the school year - P.L. 2015, c. 47 Pursuant to PL 2015, Chapter 47 the Califon Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education, as attached. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.
6. Motion to approve the following professional service contracts for the 2025-2026 school year.

Architect of Record	SSP Architectural Group	Rates on file in the business office
Auditor	Ardito & Co.	Rates on file in the business office
CST Services	Tewksbury Township BOE	Rates on file in the business office
Health Insurance Broker	Integrity Consulting Group	N/A
Health Insurance Coverage	School Health Insurance Fund	Rates on file in the business office
Instant Alert Telephone Svc.	Intrado Interactive Svcs. Corp.	Rates on file in the business office
Legal Services	Schenck, Price, Smith & King, LLP	Rates on file in the business office
Payroll Processing	R & L Payroll Services, Inc	Rates on file in the business office
Policy Management	Strauss Esmay	\$4,915
Public School Services	Hunterdon County ESC	As needed - Rates on file in the business office
School Physician	Hunterdon Family Medicine at Riverfield	\$500
Student Accident/Liability Insurance Broker	Balken Risk Management	N/A
Student Data Mgmt Software	Genesis	Rates on file in the business office
Technology Services	Hunterdon County ESC	Rates on file in the business office

7. Motion to approve contract with Cold Spring Lawn and Landscaping to provide lawn maintenance services for the 2025-2026 school year.
8. Motion to accept Preschool/PreK students for the 2025-2026 school year and to approve tuition contracts for the following students:

Student ID#	Contract Amount
670535	\$5,700
670558	\$3,420

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670555	\$5,700
670538	\$5,700
670559	\$5,700
670550	\$5,700
670540	\$5,700
670541	\$5,700
670549	\$5,700
670557	\$5,700
670544	\$5,700
670554	\$5,700
670545	\$5,700
670551	\$5,700

9. 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
670458	\$7,500
670459	\$7,500
670520	\$7,500
670548	\$7,500
670560	\$7,000

10. Motion to approve the 2025-2026 milk program price at \$0.28.
11. Motion to approve tuition contract with Clinton Township Board of Education for Student # 8019183530 from July 1, 2025 to June 30, 2026 for a per diem of \$238.21 plus the cost of a 1:1 aide.
12. Motion to approve an agreement with Maschio's Food Services, Inc for the 2025-2026 school year.
13. Motion to approve a shared Child Study Team service agreement with Tewksbury Township School District for the 2025-2026 school year.
14. Motion to approve SBYSP Affiliation Agreement for the 2025-2026 School Year with Hunterdon Medical Center for youth-based counseling services.
15. Motion to approve ESY 2025-2026 Special Education Tuition Contract Agreements with The Tewksbury Township Board of Education:

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Student ID#	Contract Amount
3689570923	\$2,984.33
3949224075	\$2,984.33

16. Motion to approve tuition contract with SEARCH Learning Group for Student # 1323479469 from July 1, 2025 to June 30, 2026 for a per diem of \$727.18.
17. Motion to approve tuition contract with SEARCH Learning Group for Student # 8893256520 from July 1, 2025 to June 30, 2026 for a per diem of \$727.18.
18. Motion to approve an agreement with Work Family Connection for an After School Program at Califon School for the 2053-2026 school year.

Transportation:

Facilities:

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

Date of Drill	Type of Drill
May 16, 2025	Fire
May 23, 2025	Security
June 5, 2025	Fire
June 9, 2025	Security

2. Motion to approve Califon School Security Drill Statement of Assurance.
3. Motion to approve the submission of the application for alternate method of compliance for providing toilet rooms and two (2) applications for the dual use of educational space to the NewJersey Department of Education for the 2025-2026 school year.

Personnel:

- 1.. Motion to approve the following staff in the “Mandated” stipend positions for the 2025-2026 school year:

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Position	Staff	Compensation
Safety Specialist	Dr. Michele Cone	No Compensation
HIB Coordinator	Dr. Michele Cone	No Compensation
HIB Specialist	Christine Sullivan	\$1,000

2. Motion to approve the following staff in stipend positions for the 2025-2026 school year:

Position	Staff
Yearbook Coordinator	Marie Heyduke
8th Grade Advisor (1)	Tracey O'Brien
8th Grade Graduation Coordinator	Tracey O'Brien
Student Council Coordinator	Lisa Kooger
Webmaster	Susan French-Gonzalez
District Media Coordinators (2)	Alison DeMarco Marie Heyduke
Drama Club Advisor	Peggy Ippolito
Dance Chaperones (3 dances)	Peggy Ippolito Amanda Swimmer Tracey O'Brien Kelly Baker Lori Montesion
Drama Chaperones	Tracy Denkovic MaryJane Medea Kelly Baker Lori Montesion
Concert Chaperones (2 concerts)	Amanda Swimmer Tracy Denkovic MaryJane Medea Kelly Baker Lori Montesion
Soccer Coach (2)	Mike Bruton Tristan Downey

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Boys Basketball Coach (1)	Mike Bruton
Girls Basketball Coach (1)	Tristan Downey
Teacher In Charge	Lisa Kooger

3. Motion to authorize the Chief School Administrator to make emergent hires in order to address any unfilled positions that may occur between today and the date of the next Board meeting. Any such emergent hires are subject to approval by the Board at its next regularly scheduled meeting.
4. Motion to approve the following substitute custodians for the 25-26 school year at the rate of \$18.00/hour.

Nick Marmorato	Damian Gerock	Anthony Pessolano
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5. Motion to approve the following staff for summer CST meetings at the contracted rate for approximately 2 hours.

Amanda Swimmer - Special Ed	Tristan Downey - Gen Ed
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6. Motion to approve LuAnn Wright as .2 Library/Media Teacher at Step 1 MA \$62,460 prorated for the 25-26 school year pending criminal history background check.
7. Motion to approve LuAnn Wright for 10 hours at contracted rate of \$40/hour for summer library work.
8. Motion to accept the resignation of Michele Morano, Middle School Science teacher, effective June 30, 2025.
9. Motion to approve Melina Bolcar as a Substitute Teacher for the 2025-2026 school year pending criminal background clearance.
10. Motion to accept the resignation of Kelly Baker as .2 art teacher effective June 30, 2025.

Curriculum and Instruction

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

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2. Motion to approved the Califon School BOE, District and Chief School Administrator goals for the 2025-2026 school year:

2025-2026 Board Goals

Goal 1 - Training: To continue to train together as a Board at the level needed to maintain Board Certification.

Goal 2 - Fiscal: The Board will maintain fiscal oversight of district operations and plan for needed facility improvements.

2025-2026 District Goals

Goal 1: Literacy: To pilot the LinkIt Interventions Manager to meet the student literacy goals and assess the value of the data collected and user experience.

Goal 2: Health & Wellness: To continue to implement our social emotional learning program supplemented with materials from the SEE program from Emory University.

Goal 3: Service Learning: To continue community engagement and service learning through increased engagement activities.

2025-2026 Chief School Administrator Goals

Goal 1: Literacy: The Chief School Administrator will assess the value and user experience in the pilot of the LinkIt Interventions Manager to meet the NJDOE K-3 Literacy mandate ([P.L. 2024, c.52](#)) and present the findings to the BOE.

Goal 2: Health & Wellness: The Chief School Administrator will assess the pilot the use of portions of the SEE curriculum and present the findings to the BOE.

Goal 3: Service Learning: The Chief School Administrator will assess opportunities, make contacts and report out experiences with the BOE.

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3. Motion to approve the following staff to serve on the Califon ScIP Committee for the 2025-2026 school year - no compensation:

Faculty
Peggy Ippolito
Alison DeMarco
MaryJane Medea
Kyle Hoitsma
Amanda Swimmer
Marie Heyduke
Dr. Michele Cone

4. Motion to approve the following staff to serve on the district Califon School Response to Intervention Committee for the 2025-2026 school year - no compensation:

Faculty
Bryce Blondina
Alison DeMarco
Tristan Downey
Dr. Michele Cone
Jennifer Sedlacek
Christine Sullivan
Kyle Hoitsma
Amanda Swimmer

5. Motion to approve the following staff to serve on the district Califon School Behavioral Threat Assessment Team for the 2025-2026 school year with no compensation.

Faculty
Dr. Michele Cone
Alison DeMarco
Christine Sullivan
Jennifer Sedlacek

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6. Motion to approve the following staff to serve on the district Medical Emergency Response Team (M.E.R.T.) for the 25-26 school year with no compensation.

Jennifer Sedlacek	Michael Bruton	Amanda Swimmer
Dr. Michele Cone	Peggy Ippolito	Alison DeMarco
	Kyle Hoitsma	

7. Motion to approve the following staff to serve on the district School Climate/Safety Team for the 25-26 school year with no compensation.

Dr. Michele Cone	Tracy Denkovic	Kelly Baker
Rob Guardigli	Lori Montesion	Amanda Swimmer
Tracey O'Brien	Christine Sullivan	Kyle Hoitsma
Alison DeMarco	Jennifer Sedlacek	Lisa Kooger

8. Motion to approve the following staff for the 2025-2026 QSAC committee at no compensation:

Marie Heyduke	Dr. Michele Cone	Matt Herzer
Kelly Mitzak	Lisa Kooger	Susan French-Gonzalez
Ed Belenguer		

9. Motion to state that the Califon School District is in compliance with the Internet Protection Act and that a filtering device is in place on all district computers with internet connections.
10. Motion to approve the following staff for summer curriculum revision writing for the 2025-2026 school year @ \$40/hr for 10 hours.

Marie Heyduke

11. Motion to approve the Califon Public School District curricula and textbooks

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for the 2025-2026 school year.

12. Motion to approve the Califon Public School District Professional Development Plan (PDP) for the 2025- 2026 school year.
13. Motion to approve the Califon Public School District Mentor Plan for the 2025-2026 school year.
14. Motion to approve the Charlotte Danielson Observation Rubric (2013) for the 2025-2026 school year.
15. Motion to approve the Child Abuse Prevention Program (C.A.P.) for the 25-26 school year at no cost to the district funded through NJCAP grant.
16. Motion to approve the Statements of Assurances for the Comprehensive Equity Plan for the 2025-2026, 2026-2027 and 2027-2028 school years.
17. Motion to approve the following staff to serve on the district Califon School Affirmative Action Team with no compensation.

Faculty
Dr. Michele Cone
Matthew Herzer
Alison DeMarco
Peggy Ippolito

18. Motion to approve the Califon School Use of Paraprofessionals Statement of Assurance.
19. Motion to approve the submission of the Updated Chapter 27 Emergency Virtual or Remote Instruction Plan & NJDOE Checklist to the NJDOE County Office as per NJDOE mandate.
20. Motion to approve the following 25-26 field trips:

Grade	Cost	Destination
Grades 6, 7 & 8	NA	Camp Bernie

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		Rescheduled to Oct 2025 (from June 2025)
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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:

***X. OLD BUSINESS**

None.

***XI. NEW BUSINESS**

1. Motion by Mr. Reaves and Seconded by Ms. Lemley to approve the appointments for the 2025-26 school year as listed:

Motion approved on unanimous roll call vote.

A. Public Agency Compliance Officer	Business Administrator
B. Architect of Record	SSP Architectural Group
C. Attorney of Record	Schenck, Price, Smith & King LLP
D. Insurance Agent of Record	Balken Risk Management
E. Affirmative Action Officer	Business Administrator
F. Attendance Officer	Chief School Administrator
G. 504 Coordinator	School Nurse
H. Auditor	Ardito & Co
I. RTK Contact Person	Head Custodian
J. AHERA Representative	Head Custodian
K. Air Quality Control Officer	Head Custodian
L. Medical/School Physician	Hunterdon Family Medicine at Riverfield
M. Anti Bullying Specialist	Guidance Counselor
N. District Bullying Coordinator:	Chief School Administrator
O. Custodian of School Records	Business Administrator
P. Board Secretary	Business Administrator
Q. Homeless Liaison	Registrar

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***XII. PUBLIC COMMENT (all school-related topics; 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**

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
- ☐ 5. Real estate matters
- ☐ 6. Disclosure could impair public safety
- ☐ 7. Pending/Anticipated litigation/Contract negotiation
- ☒ 8. Terms and conditions of employment, specifically Superintendent Evaluation.
- ☐ 9. Deliberations involving imposition of specific civil penalty

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourn to executive session at 7:20 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.

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Motion made by Dr. Kipp-Newbold and seconded by Mr. Reaves to enter Executive Session.

Motion approved on unanimous roll call vote.

***XV. RECONVENE**

Motion made by Mr. Keiser and seconded by Mr. Reaves to reconvene at 7:23 p.m..

Motion approved on unanimous roll call vote.

***XVI. ADJOURNMENT**

Motion made by Mr. Reaves and seconded by Dr. Kipp-Newbold to adjourn the meeting at 7:24 pm.

Motion approved on a unanimous all call vote.

Respectfully submitted,

Matthew Herzer
Board Secretary