

**CALIFON BOARD OF EDUCATION
REGULAR MEETING MINUTES
April 30, 2025
7:00 p.m. Library**

I. CALL TO ORDER – OPENING STATEMENT

This meeting is called to order at 7:02 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	Absent
Mr. Netz Sacro	Arrived 7:06 p.m.

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 to approve the following minutes:

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

VI. WRITTEN COMMUNICATIONS

None.

VII. CHIEF SCHOOL ADMINISTRATOR'S REPORT

- Enrollment 93
- HIB - 0
- Suspension - 0
- Updates:
 - Thank you PTA- SOS Bags and everything you do to support our school.
 - Reminder- NJSLA testing beginning May 5-23
 - Dates: Graduations -
 - June 12 8th Grade
 - June 13 PK and K
 - Last Day June 16, 2025
 - School Performance Report- Letter to Parents w/ links
 - 2025-2026 Budget Presentation

**ADOPTION OF THE 2025-2026 BUDGET
CALIFON BOARD OF EDUCATION**

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

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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

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.

BE IT RESOLVED that the Califon Board of Education budget be approved for the 2025-2026 School Year as follows:

	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

BE IT FURTHER RESOLVED that the Califon Board of Education includes in the 2025-2026 tentative budget \$38,910 of enrollment adjustments of \$333,522 total enrollment adjustment and banking the remaining \$294,612 into banked cap;

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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 tentative budget has been approved by the Hunterdon County Executive Superintendent and advertised in the Hunterdon Democrat on April 23, 2025.

Motion by Mr. Reaves and seconded by Mr. Keiser to adopt the 2025-2026 Budget.

Motion approved on unanimous roll call vote.

VIII. BOARD COMMITTEE REPORTS

Curriculum & Instruction Committee: None.

Policy & Legislation Committee: None.

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

Personnel Committee: The committee discussed the hiring of sub custodians.

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

Motion approved on unanimous roll call vote.

Motion made by Dr. Kipp-Newbold and seconded by Mr. Keiser 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 April 30, 2025 in the amount of \$370,955.83.
2. Motion to approve and file the Treasurer's and Board Secretary report for February and March 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 February and March 2025
4. Motion to approve Security Benefit as an approved vendor for 403(b):

WHEREAS, the District, heretofore has maintained the Califon Borough School District 403(b), ROTH 403(b), and 457("the Plan") for the benefit of its eligible employees; and

WHEREAS, the District has reserved the right to amend the Plan at any time; and

WHEREAS, the Board of Education of the District has determined that it would be in the best interests of the district to amend the Plan;

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NOW

THEREFORE, be it:

RESOLVED, that the Plan shall be amended to add Security Benefit as an approved vendor effective as soon as administratively possible after the signature date.

And be it further:

RESOLVED. That the officers of the District hereby are authorized to execute such documents and to take other additional actions as they shall deem necessary or appropriate to effect the foregoing resolutions.

Facilities:

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

Date of Drill	Type of Drill
March 19, 2025	Security
April 3, 2025	Fire
April 28, 2025	Security

Transportation:

Personnel:

1. Motion to approve Nick Marmorato as a substitute custodian during the 24-25 school year at a rate of \$18.00/hour pending criminal history background check.
2. Motion to approve Damian Gerock as a substitute custodian during the 24-25 school year at a rate of \$18.00/hour pending criminal history background check.
3. Motion to approve medical leave for Employee # 201129 from March 21, 2025 to May 31, 2025 with a return date of June 1, 2025.
4. Motion to approve the Negotiated Agreement ratified by the Califon Board of Education and the Califon Education Association.

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Curriculum and Instruction:

1. Motion to accept the Health Report for March 2025

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

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.

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Ms. Smith commented that the Borough is expecting a higher increase on the municipal side and some residents may be upset with tax increases.

XIII. BOARD COMMENT

The Board responded that the increases for the school have taken steps to keep the costs down, while some expenses are beyond district control.

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
- ☐ 9. Deliberations involving imposition of specific civil penalty

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourns to executive session at 8:03 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 and seconded by Mr. Keiser to enter Executive Session.

Motion approved on unanimous roll call vote.

XV. RECONVENE

Motion made by Mr. Reaves and seconded by Dr. Kipp-Newbold to reconvene at 8:44 p.m..

Motion approved on unanimous roll call vote.

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XVI. ADJOURNMENT

Motion made by Mr. Keiser and seconded by Dr. Kipp-Newbold to adjourn the meeting at 8:45 pm.

Motion approved on a unanimous all call vote.

Respectfully submitted

Matthew Herzer
Board Secretary