

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**

**Special Budget Meeting Minutes**

**Monday – March 4, 2013 – 8:00 PM**

**Jefferson Township Board of Education Central Office**

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A. Mr. Smith called the meeting to order at 8:00 PM, and read the Open Meeting Statement.

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

*DAILY RECORD*, *AIM* Newspaper, and the *JEFFERSON PATCH*;

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

B. Pledge of Allegiance.

C. **ROLL CALL:**

	<u>Present</u>	<u>Absent</u>
Mr. Cuccio	_____	_____X_____
Mrs. Poulas	_____X_____	_____
Mr. Quigley	_____X_____	_____
Mrs. Scott	_____X_____	_____
Mrs. Senatore	_____X_____	_____
Mr. Stewart	_____	_____X_____
Mrs. Van Ness	_____X_____	_____
Mr. Millar, Vice President	_____X_____	_____
Mr. Smith, President	_____X_____	_____

D. **COMMENTS FROM THE AUDIENCE** *(on agenda action items only, if applicable)*

- None

E. **BUILDING NEEDS AND FINANCE COMMITTEE**

Motion by Mrs. Poulas, seconded by Mrs. Scott, to accept Resolution to adopt tentative 2013-2014 Budget as described below:

**BE IT RESOLVED** that the tentative budget be approved for the 2013-2014 school year using the 2013-2014 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<b>General Fund</b>	<b>Special Revenues</b>	<b>Debt Service</b>	<b>Total</b>
<b>2013-14 Total Expenditures</b>	\$ 55,285,598	\$ 757,905	\$ 1,987,106	\$ 58,030,609
<b>Less: Anticipated Revenues</b>	\$ 17,974,345	\$ 757,905	\$ 43,647	\$ 18,775,897
<b>Taxes to be Raised</b>	\$ 37,311,253	\$ 0	\$ 1,943,459	\$ 39,254,712

And to advertise said tentative budget in the *Daily Record* in accordance with the form suggested by the State Department of Education and according to law; and

**BE IT FURTHER RESOLVED**, that a public hearing be held at the Jefferson Township High School Media Center, Oak Ridge, NJ on March 25, 2013 at 8:00PM for the purpose of conducting a public hearing on the budget for the 2013-2014 school year.

**RESOLVED**, that the Jefferson Township Board of Education requests the approval a capital reserve withdrawal in the amount of \$264,965. The district intends to utilize these funds for the projects listed below:

- a. ET Briggs Window Replacement (27-2380-040-13-1000) and HS Partial Window Replacement (27-2380-020-13-1000), estimated cost = \$701,226 and \$63,514, respectively, and

**WHEREAS**, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the Jefferson Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2013-2014 school year; and

**WHEREAS**, maximum expenditure amount allotted for travel and expense reimbursement for the 2012-2013 was \$67,295, and

**WHEREAS**, travel and expense reimbursement has reached a total amount of \$44,216.81 as of March 1, 2013, and

**NOW THEREFORE BE IT RESOLVED**, that the Jefferson Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2013-2014 at the sum of \$51,745 and

**BE IT FURTHER RESOLVED**, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

MOTION: Mrs. Poulas		SECOND: Mrs. Scott		
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Scott	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart				X
Mrs. Van Ness	X			

**F. PERSONNEL COMMITTEE**

Motion by Mr. Millar , seconded by Mrs. Van Ness , to accept the recommendation of the Superintendent to approve and adopt motion F.1, as described below:

**F.1** Motion to take action on personnel matters, as listed below; and appoint and submit to the Executive County Superintendent applications for emergent hiring and the applicant’s attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below: (All appointments are contingent upon receipt of proper teaching certification and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts).

PERSONNEL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
<b>A. Administrative</b>								
None								
<b>B. Instructional</b>								
None								
<b>C. Non-Instructional</b>								
George Fernandez	Resignation	Supervisor of Maintenance, Grounds, and Custodial Staff 12.90.92.BGA			District	2/20/13	7/1/13	

MOTION: Mr. Millar		SECOND: Mrs. Van Ness		
Name	Ayes	Nays	Abstain	Absent
Mr. Cuccio				X
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Mrs. Scott	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart				X
Mrs. Van Ness	X			

**G. NEW BUSINESS**

- The March 18, 2013 Regular Business Meeting has been rescheduled to March 25, 2013 and will include a motion to vote on the finalized 2013-2014 budget.

**H. BOARD MEMBER COMMENTS**

- None

**I. ADJOURN**

Motion by Mr. Cuccio, seconded by Mrs. Van Ness that the meeting adjourn at 8:14 PM.

Respectfully submitted,

Dora E. Zeno  
Board Secretary