

JEFFERSON TOWNSHIP BOARD OF EDUCATION
Special Meeting Minutes
Monday, March 26, 2018 6:30 PM
Jefferson Township Board of Education Central Office

A. Mrs. Van Ness, called the meeting to order at 6:30 PM, and read the Open Meeting Statement, below:

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 and posted on the
 Jefferson Township Board of Education website (www.Jefftwp.org);

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>
Mrs. Gould	<u>X</u>	_____
Mr. Martorelli	<u>X</u>	_____
Mrs. Poulas	<u>X</u>	_____
Mrs. Senatore	<u>X</u>	_____
Mrs. Small	<u>X</u>	_____
Mr. Stewart	<u>X</u>	_____
Mrs. Wildermuth	_____	<u>X</u>
Mr. Millar, <i>Vice President</i>	_____	<u>X</u>
Mrs. Van Ness, <i>President</i>	<u>X</u>	_____

D. **PRESENTATIONS**

- Mrs. Howe, Acting Superintendent of Schools, presented the 2018-2019 Preliminary Budget Synopsis

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

- None

F. **FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by Mrs. Gould, seconded by Mr. Stewart, to accept the recommendation of the Acting Superintendent to approve and adopt motions F.1 through F.4, as described below:

F.1 **WHEREAS**, the Jefferson Board of Education, in the County of Morris, New Jersey approves the *preliminary* 2018-2019 school district budget for submission to the Executive County Superintendent of Schools for review as follows:

General Fund	60,260,667
Special Revenue Fund	868,259
Debt Service Fund	1,872,257
Total	63,001,183

NOW THEREFORE BE IT RESOLVED, that there should be raised a total General Fund Tax Levy of \$42,317,179 and Debt Service \$1,872,257 for the ensuing School Year (2018-2019).

F.2 WHEREAS, the district has a taxing authority which is comprised of:

Banked Cap Expiring in 2019-2020	0
Banked Cap Expiring in 2020-2021	0
Banked Cap Expiring in 2021-2022	260,512
2% Allowable Tax Levy Adjustment	829,749
Base 2017-2018	41,487,430
Total Available Tax Levy	42,577,691

And

WHEREAS, The Board has approved that there should be raised for the General Fund a tax levy of \$42,317,179,

NOW THEREFORE BE IT RESOLVED that the Jefferson Board of Education, in the County of Morris, New Jersey approves that the unused, unexpired taxing authority of \$260,512 be banked for potential use in the subsequent allowable fiscal years.

F.3 RESOLVED, 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 2018-2019 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2017-2018 was **\$124,324** and

WHEREAS, travel and expense reimbursement has reached a total amount of \$46,428 as of March 1, 2018,

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 2018-2019 at the sum of \$130,235, 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.

F.4 WHEREAS, N.J.A.C. 6A:23A:5.2(a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service, a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations:

Account Code	Description	\$\$
11-000-213-300	Health - School Physician	\$ 31,300
11-000-216-320	Purchased Student Related Support Services	\$ 25,900
11-000-217-320	Purchased Professional Extraordinary Services	\$ 42,500
11-000-218-320-390	Student Guidance Services - Medical Screenings	\$ 25,270

Account Code	Description	\$\$
11-000-219-320	Purchased Prof-Ed Services – Educational/Medical Services Provided to Students	\$181,950
11-000-219-390	Other Purchased Prof & Tech Services - Student Evaluations	\$ 31,504
11-000-223-320	Purchased Professional Development Services - Speakers	\$ 32,000
11-000-230-331	Legal Services	\$175,000
11-000-230-332	Auditor Fees	\$ 32,000
11-000-230-334	Architect/Engineer Services	\$ 40,000
11-000-230-339	Other Professional Services	\$ 7,500
11-150-100-320	Hospital Based Homebound Instruction	\$ 35,000
	Total	\$659,924

And

WHEREAS, the Administration needs to notify the Board if there arises a need to exceed said maximums, upon which the Board may adopt a dollar increase in the maximum amount through formal Board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

NOW THEREFORE BE IT RESOLVED, that the Jefferson Board of Education, in the County of Morris, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2018-2019 school year.

MOTION: Mrs. Gould	SECOND: Mr. Stewart			
Name	Ayes	Nays	Abstain	Absent
Mrs. Gould	X			
Mr. Martorelli	X			
Mr. Millar				X
Mrs. Poulas	X			
Mrs. Small	X			
Mrs. Senatore	X			
Mr. Stewart	X			
Mrs. Van Ness	X			
Mrs. Wildermuth				X

G. EDUCATION, SPECIAL EDUCATION AND TECHNOLOGY COMMITTEE

Motion by Mrs. Senatore, seconded by Mr. Stewart, to accept the recommendation of the Superintendent to approve and adopt motion G.1, as described below:

G.1 Motion to approve the following Day Field Trips:

School/Group/Activity	Location
JTHS, Tri-M Broadway Musical Field Trip	A Bronx Tale, The Longacre Theatre, New York, NY

MOTION: Mrs. Senatore	SECOND: Mr. Stewart			
Name	Ayes	Nays	Abstain	Absent
Mrs. Gould	X			
Mr. Martorelli	X			
Mr. Millar				X
Mrs. Poulas	X			
Mrs. Small	X			
Mrs. Senatore	X			
Mr. Stewart	X			
Mrs. Van Ness	X			
Mrs. Wildermuth				X

H. **PUBLIC COMMENTS**

- Councilman Dunham asked about the tax impact. He noted the ratable base has been rising. He also asked why other surrounding communities received greater percentages of state aid. Ms. Zeno responded that state aid is tied to socio-economic criteria.

I. **NEW BUSINESS**

- The May 14 Public Meeting is being rescheduled to May 7, 2018 @ 7:30PM at the High School Media Center.

J. **COMMITTEE REPORTS**

- **Building Needs and Finance Committee** – Mrs. Gould reported the Committee met on March 20 and discussed the pole barn for use by the facilities department, food services contract renewal, 2018-2019 budget, building security and field conditions.
- **Education Committee** – Mrs. Senatore advised the Committee met on March 6 and discussed the completed ELA curriculum, Drone Club, publicly listing dates of day field trips, National School Walkout Day, Stewart B. McKinney Grant, rescheduling the April meeting, and approval of day and night field trips.

K. **BOARD MEMBER COMMENTS**

- Mrs. Gould and Mr. Stewart attended the NJSBA Salary Guide seminar and found it to be very informative.

L. **CLOSED SESSION**

The Board did not convene into closed session this evening.

M. **ADJOURN**

Motion by Mrs. Senatore, seconded by Mr. Stewart, that the meeting adjourn at 6:56 PM.

Respectfully submitted,

Dora E. Zeno
Board Secretary