

**GARWOOD BOARD OF EDUCATION  
GARWOOD, NEW JERSEY  
SPECIAL MEETING AGENDA  
MAY 1, 2018**

**I. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Board President Christine Guerriero in the all-purpose room of the Lincoln School.

**PLEASE TURN OFF CELL PHONES**

Adequate notice of this meeting has been provided to the Westfield Leader, the official newspaper of the Garwood Board of Education. The News Tribune, Courier Home News, Westfield Leader, Star Ledger, Suburban News and Clark Patriot are approved for use for legal notices. Notice of this meeting was sent to the Borough Clerk, and a copy of this meeting notice is posted on the front door of Lincoln School.

**II. ROLL CALL**

___ Mr. A. DelConte	___ Ms. L. Koenig	___ Ms. T. Roland
___ Mrs. S. Groning	___ Mrs. A. Langston	___ Mrs. T. Simitz
___ Dr. M. Kjetsaa	___ Mr. S. Piarulli	___ Miss C. Guerriero

**III. OTHERS PRESENT**

\_\_\_ Dr. Teresa Quigley, Superintendent  
\_\_\_ Mr. Eric Larson, SBA/BS  
\_\_\_ Mr. John Geppert, Board Attorney

**IV. FLAG SALUTE**

**V. HEARING OF CITIZENS - PUBLIC INPUT ON SAFETY**

**VI. PRESENTATION - BUDGET**

Overview of the proposed budget for the 2018-2019 school year.

General Fund	\$ 9,458,870
Special Revenue	\$ 121,767
Debt Service	\$ <u>525,925</u>
TOTAL BUDGET	\$10,106,562 and

Budget shall include the local tax levy for the 2018-2019 fiscal year as follows:

General Fund	\$7,801,737
Debt Service	\$ <u>407,718</u>
TOTAL TAX LEVY	\$8,209,455 and

**VII. HEARING OF CITIZENS**

**VIII. BUDGET PRESENTATION**

WHEREAS, the Garwood Board of Education adopted a tentative budget on March 19, 2018 to be submitted to the Executive County Superintendent of Schools for approval; and WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools; and

WHEREAS, Included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, is \$623,000 for other capital project costs for replacing the existing steam boilers with high efficiency hot water boilers at Washington School. Also included is replacement of piping, 4 univents, 16 heat radiators, and 4 heat pumps. This cost represents expenditures for projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

WHEREAS, the tentative budget was advertised in the legal section of the Westfield Leader on April 19, 2018; and

WHEREAS, the tentative budget was presented to the public during a public hearing on May 1, 2018; and

WHEREAS, the total amount of the budget for General Fund Expenses shall be \$9,458,870 of which \$7,801,737 shall be raised by tax levy; and

WHEREAS, the total amount of the budget or Special Revenue Fund Expense shall be \$121,767 of which zero dollars shall be raised by tax levy; and

WHEREAS, the total amount of the budget for Debt Service Expense shall be \$525,925 of which \$407,718 shall be raised by tax levy.

NOW, THEREFORE, BE IT RESOLVED that the Garwood Board of Education hereby adopts the 2018-2019 School Year budget; and

BE IT RESOLVED that there should be raised for the General Funds \$7,801,737 for the ensuing School year 2018-2019; and

BE IT RESOLVED that there should be raised for Debt Service Funds \$407,718 for the ensuing School Year 2018-2019.

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a board of education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3(c)14.

NOW, THEREFORE, BE IT RESOLVED, that the Garwood Board of Education hereby establishes the following maximums for the 2018 – 2019 year as follows:

- Architecture/Engineering      \$ 5,000
- Legal                                      \$ 28,000
- Audit                                      \$ 20,200
- Physician                                \$ 1,750

For a total amount of \$54,950.

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

WHEREAS, the Garwood 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:23B-1.1 et seq. 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

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1500 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:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved 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:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$20,000 for all staff and Board members.

**ROLL CALL:**

\_\_\_\_ **Mr. A. DelConte**  
\_\_\_\_ **Mrs. S. Groning**  
\_\_\_\_ **Dr. M. Kjetsaa**

\_\_\_\_ **Ms. L. Koenig**  
\_\_\_\_ **Mrs. A. Langston**  
\_\_\_\_ **Mr. S. Piarulli**

\_\_\_\_ **Ms. T. Roland**  
\_\_\_\_ **Mrs. T. Simitz**  
\_\_\_\_ **Miss C. Guerriero**

**XI. ADJOURNMENT**

Motion to adjourn made at p.m.

Moved by:  
Seconded by:  
Motion carried:

Legend: E = Excused  
P = Present  
M = Moved motion  
S = Seconded motion  
Y = Yes Vote  
N = No Vote  
AB = Abstain  
NP = Not present

Respectfully submitted,

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Eric Larson, SBA/BS