

Minutes Special Meeting March 14, 2023

CALL TO ORDER: 6:00 PM

FLAG SALUTE

NOTICE OF MEETING:

Pursuant to the Open Public Meetings Act, adequate notice of this meeting has been provided as follows: by having the time, date and place of the meeting posted on the bulletin board in the Administration Building March 3, 2023; by sending a copy of the meeting notice to the Star Ledger Newspaper on March 3, 2023; and by filing a copy with the Township of Hillside and Hillside Public Library March 3, 2023.

ROLL CALL:

Allende	Absent		Simmons	6:00 p.m.	6:10 p.m.
Best	6:00 p.m.	6:10 p.m.	Shapiro	Absent	
Cillo	Absent		Cook	6:00 p.m.	6:10 p.m.
Horton-Givens	6:00 p.m.	6:10 p.m.	Glover	6:00 p.m.	6:10 p.m.
Howard	6:00 p.m.	6:10 p.m.	Hamlin	Absent	
Lofton	6:00 p.m.	6:10 p.m.	Eichenholtz	6:00 p.m.	6:10 p.m.

Committee Reports – (Finance Committee) – Dr. Eichenholtz & Mr. Glover gave a report.

Board agenda and/or action

Adjournment

FINANCE – Shapiro/Cillo/Horton-Givens

TENTATIVE Budget Approval

The Superintendent recommends approval to adopt the Tentative Budget for SY2023-2024:

BE IT RESOLVED that the TENTATIVE budget be approved for the SY2023-2024 using the SY2023-2024 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the TENTATIVE budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline, as follows:

	General Fund	Special Revenue	Debt Service	TOTAL
2023-2024 Total Expenditures	\$ 70,488,602	\$ 6,016,200	\$ 0	\$76,504,802
Less: Anticipated Revenues	39,352,078	6,016,200	0	45,368,278
Taxes to be Raised	\$31,136,524	- 0 -	\$ 0	31,136,524

(\$0 Increase)

And to advertise said TENTATIVE budget in the Star Ledger in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED that a public hearing be held at the Hillside Innovation Academy, Board Room located at 1100 Woodruff Avenue, Hillside, NJ 07205 on May 4, 2023 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the SY2023-2024.

Appropriation of SURPLUS

BE IT RESOLVED that the Board of Education includes in the tentative final budget an appropriation of surplus in the amount of \$1,794,290.

MAXIMUM TRAVEL

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$12,514.00 for SY2023-2024. The maximum travel expenditure amount for SY2022-2023 is \$10,675.00, of which, \$10,675.00 has been spent and \$10,675.00 is encumbered as of 02/28/2023

TRAVEL AND RELATED EXPENSE REIMBURSEMENT

WHEREAS, The 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, 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, a board of education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member or district board of education 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, 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 approved Board of Education Out-of-District Travel and Reimbursement Forms;

NOW 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 approved 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 12,514.00 for all staff and board members for SY2023-2024.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

CAPITAL RESERVE Withdrawal – Other Capital Projects

BE IT RESOLVED that included in the general fund appropriations, budget line 620 is a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$2,094,012 for Other Capital Project costs of \$2,094,012. The total cost of this project is \$3,046,612. which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

Motion: Lofton

Second: Best

	Yes	No	Ab.		Yes	No	Ab.
Allende	Absent			Lofton	X		
Best	X			Simmons	X		
Cillo	Absent			Shapiro	Absent		
Horton-Givens	X			Cook	X		
Howard	X						

Motions carried. 6 Yes 0 No 0 Abstentions

Motion to adjourn.

Motion: Lofton Second: Howard

Time: 6:10 p.m.

Respectfully submitted,



Dr. David Eichenholtz
Business Administrator/Board Secretary