

TOWNSHIP OF MONTVILLE
BOARD OF EDUCATION
Montville Township High School: 100 Horseneck Road Montville, New Jersey

Agenda

Special Meeting of the Board of Education

Tuesday, March 10, 2020

Call to Order by President Grau

Time: 7:30 p.m.

Roll Call

Board Member	Present	Absent
Dr. Karen Cortellino		
Mr. Joseph Daughtry		
Mrs. Christine Fano		
Dr. David Modrak		
Mr. Michael O'Brien		
Mr. Michael Rappaport		
Ms. Michelle Zuckerman		
Mr. Michael Palma, Vice-President		
Mr. Charles Grau, President		

Also, Present: Superintendent of Schools, Dr. Rene Rovtar
School Business Administrator, Ms. Katine Slunt
Assistant Superintendent, Dr. Casey Shorter
Assistant Superintendent for Curriculum & Instruction, Ms. Andrea Woodring

Closed Session

No actions are to be considered on this agenda.

Pledge of Allegiance

Open Public Meeting Notice

Katine Slunt, School Business Administrator

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies, at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the act, Montville Township Board of Education provided a public notice of this meeting, which included time, date and location, that was posted at the Montville Township Municipal Building, all Montville public schools, the Montville Public Library, the Montville Township Board of Education Administrative Office Building, the district website and advertised in the Daily Record, the Board's official newspaper, on February 22, 2020.

Section F:

Superintendent’s Report

Business Administrator’s Report:

Presentation on Tentative 2020-2021 Budget

Section H: Public Participation

(For items on the agenda only)

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comments, the Board shall set aside a portion of Board meeting, the length of the portion to be determined by the Board, for public comment on any school district issue that a member of the public feels may be of concern to the residents of the school district.

Public participation shall be governed by the following rules.

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable;
2. Each statement made by a participant shall be limited to five minutes’ duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements, questions or inquires shall be directed to the presiding officer and any questions or inquires directed by a participants to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board or by the individual Board member;
5. The presiding officer may:
 - Interrupt, warn, and/ or terminate a participant’s statement, question or inquiry when it is too lengthy;
 - Interrupt and/or warn a participant when the statement, question or inquiry is abusive, obscene or may be defamatory;
 - Request any person to leave the meeting when that person does not observe reasonable decorum;
 - Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;
 - Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and
 - Waive these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board Meeting.

Consent Resolutions

Motion:

Second:

All matters are considered to be routine in nature and will be enacted by one motion. Any Board member may request that an item be removed from the Consent Agenda for separate consideration. Any item(s) removed from the Consent Agenda will be discussed and acted upon separately, immediately following the consideration of the remaining items on the Consent Agenda. A motion or a second is not required to remove an item(s) from the Consent Agenda. All resolutions acted upon at this meeting are available to be viewed this evening and copies can be obtained by contacting the School Board Office.

Section K: Facilities and Finance

Chair, Dr. Cortellino – Mr. Daughtry, Mr. O’Brien

K.6: Adoption of Preliminary Proposed Budget for the 2020-2021 School Year

WHEREAS, N.J.A.C. 6A:23A:8.1 requires that the Montville Township Board of Education annually adopt an Annual School Budget that provides for a thorough and efficient education.

AND WHEREAS, N.J.A.C. 6A:23A:8.1 requires that the Montville Township Board of Education complete the budget application as outlined by the Commission of Education and submit the said annual school budget to the Executive County Superintendent for approval.

NOW, THEREFORE, BE IT RESOLVED, that Montville Township Board of Education approve the tentative Annual School Budget for the 2020-2021 School Year and that the Secretary to the Board of Education be authorized to submit the following tentative Annual School Budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2020-2021 Total Expenditures	\$ 81,988,331	\$ 1,024,996	\$ 2,625,906	\$ 85,639,233
Less: Other Revenues	1,194,415	50,107	0	1,244,522
Less: State Revenues	5,059,624	71,660	342,141	5,473,425
Less: Federal Revenues	0	903,229	0	903,229
Less: Appropriated Fund Balance	1,019,112	0	328,660	1,347,772
Less: Withdrawals from Reserves	2,053,000	0	0	2,053,000
Taxes to be Raised	\$ 72,662,180	\$ 0	\$ 1,955,105	\$ 74,617,285

BE IT FURTHER RESOLVED, that the Montville Township Board of Education direct the Secretary to the Board of Education 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 the Montville Township Board of Education schedule a public hearing be held in Montville, New Jersey on April 28, 2020 at 7:30 p.m. for the purpose of conducting a public hearing on the Annual School Budget for the 2020-2021 School Year; and

BE IT FURTHER RESOLVED, that there should be raised for the General Fund a tax levy of \$76,662,180 for the ensuing School Year (2020-2021), which includes \$500,000 from Banked Cap. This Banked Cap will be used to fund an additional Class-Three Officer for the middle school and the expansion of the district's Basic Skills, E.S.L. and Vocational programs, in order to better meet the needs of the district's students. The use of the Banked Cap will be completed by the end of the 2020-2021 School Year and will not be deferred or incrementally completed over a longer period of time.

WHEREAS, N.J.A.C. 6A:23A:14.1 requires that the Montville Township Board of Education obtain approval for the local funding of non-referendum capital projects through the necessary line items in capital outlay in the 2020-2021 budget certified for taxes.

AND WHEREAS, the Montville Township Board of Education has included in Budget Line 620, Budgeted Withdrawal from Capital Reserve - Excess Costs & Other Capital Projects, the following non-referendum capital projects in the 2020-2021 Annual School Budget:

Paving Back Parking Lot at Montville Township High School	\$ 250,000.00
Renovations to Exterior Building at Montville Township High School	657,500.00
Repair to Exterior Stairs at Montville Township High School	64,000.00
Renovations to Landscaping at Montville Township High School	103,500.00
Partial Roof Replacement at Woodmont.	<u>578,000.00</u>
Total	\$ 1,653,000.00

NOW, THEREFORE, BE IT RESOLVED, that the Montville Township Board of Education approve the use of Capital Reserve totaling \$1,653,000.00 for non-referendum capital projects. The amount noted represents expenditures for construction elements that exceed the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

WHEREAS, N.J.A.C. 6A:23A:14.2 requires that the Montville Township Board of Education obtain approval for the local funding of required maintenance of school facilities through the necessary line items in capital outlay in the 2020-2021 budget certified for taxes, when utilizing funds from the district's Maintenance Reserve.

AND WHEREAS, the Montville Township Board of Education has included in Budget Line 630, Budgeted Withdrawal from Maintenance Reserve, the following required maintenance in the 2020-2021 Annual School Budget:

Paving Front Parking Lot at Montville Township High School	\$ 400,000.00
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NOW, THEREFORE, BE IT RESOLVED, that the Montville Township Board of Education approve the use of Maintenance Reserve totaling \$400,000 for the said maintenance repairs; these repairs are included in the district's 2020-2021 Comprehensive Maintenance Plan.

WHEREAS, N.J.A.C. 6A:23A:5.2 mandates the Montville Township Board of Education annually establish, prior to budget preparation, a maximum level of spending for public relations and each type of professional service for 2020-2021 School Year.

AND WHEREAS, the tentative Annual School Budget includes the following appropriations:

Legal Services	\$ 37,000	Accounting Services	\$ 88,000
Architect Services	\$ 0	Professional Development	\$ 159,000

AND WHEREAS, the district administration needs to notice the Montville Township Board of Education if there arises a need to exceed said maximums. Upon which the Montville Township Board of Education may adopt a dollar increase in the maximum amount through formal Board action.

AND WHEREAS, the Montville Township Board of Education and its administration wishes to minimize the amount of paperwork involved in this area.

NOW, THEREFORE, BE IT RESOLVED, that the Montville Township Board of Education establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2020-2021 School Year.

WHEREAS, N.J.A.C. 6A:23A-7.1 et seq. requires Board members of the Montville Township Board of Education to receive approval of travel and related expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of travel and related expenses by the Superintendent of Schools and a majority of the full voting membership of the Board.

AND WHEREAS, the Montville Township Board of Education establishes, for regular district business travel only, an annual school year threshold of \$150 per staff member, Board Member and administrator where prior Board approval shall not be required unless this annual threshold for the 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-7.1 et seq., but deemed by the Montville Township Board of Education to be necessary and unavoidable as noted on the approved Montville Township Board of Education Out of District Travel and Reimbursement Form.

AND WHEREAS, the district appropriated \$47,000 for the 2019-2020 School Year for travel and related expense reimbursements for all staff, administrators and Board members, expending \$12,200 to date.

NOW THEREFORE BE IT RESOLVED, the Montville Township 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

BE IT FURTHER RESOLVED, that the Montville Township Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.1 et seq. as being necessary and unavoidable as noted on the approved Montville Township Board of Education Out of District Travel and Reimbursement Form; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.2, to a maximum expenditure of \$118,000 for all staff, administrators and Board members for the 2020-2021 School Year.

Section P:

Vote on Consent Resolutions

Roll Call

Board Member	M/S	Yes	No	Abstain	Absent	Comments
Dr. Karen Cortellino						
Mr. Joseph Daughtry						
Mrs. Christine Fano						
Dr. David Modrak						
Mr. Michael O'Brien						
Mr. Michael Rappaport						
Ms. Michelle Zuckerman						
Mr. Michael Palma, Vice-President						
Mr. Charles Grau, Board President						

