

# Washington Township Board of Education

April 27, 2020 6:00 P.M.

## **STATEMENT TO THE PUBLIC/CALL TO ORDER**

This meeting is called to order under the New Jersey Open Public Meetings Act. The Secretary certifies that all requirements have been met. I, Charlene Lee, President, call this meeting to order at \_\_\_\_\_.

## **OPEN PUBLIC MEETINGS STATEMENT/SUNSHINE LAW**

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies as any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Washington Township Board of Education has caused notice of this meeting to be given by having the date, time, and place mailed to the clerk of the municipality and posted on the Administrative Office's bulletin boards.

## **ROLL CALL**

_____ Mrs Achey	_____ Mrs. Giercyk
_____ Mr. Bartling	_____ Mrs. Plummer
_____ Mrs. Lee	

Required Personnel: Ms. Karen Gfroehrer, Business Administrator/Board Secretary \_\_\_\_\_ and Mr. Ronald Sahli, Solicitor \_\_\_\_\_

## **FLAG SALUTE**

### **1. COMMENTS FROM PUBLIC ON AGENDA ITEMS ONLY**

This meeting will now be open to the public for comments only on specific agenda items. If your comments pertain to students or litigation, we would ask that you see the Business Administrator after the meeting since the Board does not generally discuss such items in public.

- Please state your name and address.
- Comments must be limited to two minutes per person.

### **2. RESOLUTION FOR EXECUTIVE SESSION (IF NEEDED)**

#### **A. EXECUTIVE SESSION**

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to enter executive session:

**RESOLVED**, that Washington Township Board of Education shall meet in Executive Session for the purpose of discussing personnel, legal and student matters.

**FURTHER RESOLVED**, that the discussion of such subject matters in Executive Session will be disclosed to the public when the matter has been resolved, unless such is otherwise prohibited by law.

**Vote:** \_\_\_\_\_ ayes \_\_\_\_\_ nays \_\_\_\_\_ absent \_\_\_\_\_ abstain

**Time:** \_\_\_\_\_

#### **B. RESUME PUBLIC PORTION OF MEETING:**

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to return to public session.

**Vote:** \_\_\_\_\_ ayes \_\_\_\_\_ nays \_\_\_\_\_ absent \_\_\_\_\_ abstain

**TIME:** \_\_\_\_\_

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**3. PRESENTATIONS**

a. Budget Presentation – Ms. Gfroehrer

**4. ADOPT 2020-2021 BUDGET**

**Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_** to approve the 2020-2021 Budget by recommendation of Board Secretary item 4 - item 5:

**RESOLVED**, the Washington Township Board of Education approves the final 2020-2021 School District Budget;

**AND BE IT FURTHER RESOLVED**, the Washington Township Board of Education authorize the Business Administrator/Board Secretary to implement the 2020-2021 Budget pursuant with local and state policies and regulations as submitted to the NJDOE; and

**FURTHER** to approve the Chart of Accounts as accepted by NJDOE in conjunction with Generally Accepted Accounting Principles.

Appropriations		Revenues	
Fund 10 Appropriations	\$2,011,321	Budgeted Fund Balance	\$762,100
Fund 12	\$18,840	Local Tax Levy	\$829,505
		Miscellaneous Revenue	\$5,000
		State Aid	\$433,556
<b>GENERAL FUND TOTAL</b>	<b>\$2,030,161</b>	<b>GENERAL FUND TOTAL</b>	<b>\$2,030,161</b>
Fund 20	\$0.00	Special Revenue	\$0.00
<b>TOTAL BUDGET</b>	<b>\$2,030,161</b>	<b>TOTAL REVENUES</b>	<b>\$2,030,161</b>

**FURTHER**, to acknowledge that the 2020-2021 school year budget as described results as follows:

General Fund Tax Levy: \$829,505

The 2020-2021 tentative budget proposes programs and services aligned to the Common Core and State Standards adopted by the New Jersey State Board of Education. Information on this budget is available in the Washington Township Board of Education District Office.

**FURTHER, BE IT RESOLVED**, that the support documentation of this budget also contains an itemization of criteria expenditures as required under administrative regulations.

**FURTHER, BE IT RESOLVED**, that the Washington Township Board of Education approve the amendment to the budget submission A4F form as follows:

General Fund Tax Levy: \$829,505

**Contribution by Washington Township to offset the tax levy: \$25,000**

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5. **APPROVE** the submission of the tax requisition schedule for the 2020-2021 school year as follows:

2020-2021	Tax Levy	Debt Service	Totals
7/1/2019	69,125.42	0	69,125.42
8/1/2019	69,125.42	0	69,125.42
9/1/2019	69,125.42	0	69,125.42
10/1/2019	69,125.42	0	69,125.42
11/1/2019	69,125.42	0	69,125.42
12/1/2019	69,125.42	0	69,125.42
1/1/2020	69,125.42	0	69,125.42
2/1/2020	69,125.42	0	69,125.42
3/1/2020	69,125.42	0	69,125.42
4/1/2020	69,125.42	0	69,125.42
5/1/2020	69,125.42	0	69,125.42
6/1/2020	69,125.38	0	69,125.38
<b>TOTALS</b>	<b>829,505.00</b>	<b>0</b>	<b>829,505.00</b>

_____ Mrs. Achey	_____ Mrs. Giercyk
_____ Mr. Bartling	_____ Mrs. Plummer
_____ Mrs. Lee	

**6. BOARD OF EDUCATION BUSINESS**

- a. Correspondence
- b. Old Business
- c. New Business
- d. Enrollment

	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.
Pre-K	3	3	4	4	4	4
Kindergarten	3	3	3	3	3	3
Grade 1	3	3	3	3	3	3
Grade 2	3	3	3	3	3	3
Grade 3	8	8	8	8	8	8
Grade 4	4	4	5	5	5	5
Grade 5	5	5	5	5	5	5
Grade 6	6	6	7	7	7	7
Grade 7	5	5	5	5	5	5
Grade 8	4	4	6	6	6	6
<b>Mullica Total</b>	<b>44</b>	<b>44</b>	<b>49</b>	<b>49</b>	<b>49</b>	<b>49</b>
Grade 9	6	6	6	6	7	7
Grade 10	4	4	4	4	4	4
Grade 11	4	4	4	4	4	4
Grade 12	5	5	5	5	5	5
<b>Cedar Creek Total</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>20</b>	<b>20</b>
BCIT	1	1	1	1	1	1
ACSSSD	1	1	1	1	1	1
<b>TOTAL</b>	<b>65</b>	<b>65</b>	<b>70</b>	<b>70</b>	<b>71</b>	<b>71</b>

**7. RECOMMENDATIONS OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR:**

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_:

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**RESOLVED**, that in accordance with N.J.S.A. 18A:38-8.1, the Washington Township Board of Education approve agenda items 8 - items 8E;

8. **APPROVE** the March 9, 2020 regular meeting minutes

9. RECOMMENDATIONS OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

**A. Board of Education Monthly Financial Certifications:**

**RESOLVED**, pursuant to *N.J.A.C. 6A:23-11(c)4* the Board certifies that according to the Board Secretary's Certification as of March 31, 2020, after review of the Secretary's Budget Reports for March 2020, as submitted, to the best of their knowledge:

- no major account or fund has been over-expended
- no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of *N.J.A.C. 6A:23-11(b)* and *N.J.A.C. 6A:23-2-11(c)3&4* and
- that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

**RESOLVED**, that Board members are in receipt of the following Financial Reports and hereby accept the *Board Secretary's Certifications*:

Treasurer's report for March 2020  
Board Secretary's report for March 2020

Pursuant to Administrative Code, *N.J.A.C. 6A: 23-2.11©(3)* I, Karen Gfroehrer, Board Secretary, certify that as of March 31, 2020, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Washington Township Board of Education pursuant to *N.J.S.A. 18A: 22-8.1*. In accordance with *N.J.A.C. 6A:23-2.11©2*, it is certified that there are no changes in anticipated revenue amounts and sources for the month of March 2020.

**B. Approval of Expenditures:**

**APPROVE** the March and April 2020 Bills List:

March 2020: \$84,191.40

April 2020: \$212,330.10

**C. Approval of Transfers:** There are no transfers for March 2020.

**D. Contracts:**

**APPROVE** the agreement with Ford, Scott & Associates, Certified Public Accountants, for audit services for the school year ending June 30, 2020 at a cost to the district not to exceed \$9,000.

**APPROVE** the agreement with Atlantic County Special Services School District to allow for transportation services in the 2020-2021 school year.

**E. Contribution**

**APPROVE** the contribution of \$11,000.00 to the Mullica Township School District for the purchase of student Chromebooks due to the COVID 19 pandemic.

10. ROLL CALL VOTE

_____ Mrs Achey	_____ Mrs. Giercyk
_____ Mr. Bartling	_____ Mrs. Plummer
_____ Mrs. Lee	

11. INFORMATIONAL ITEMS:

# Washington Township Board of Education

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The next regular meeting of the Board of Education will be held on June 15, 2020.

## 12. COMMENTS FROM MEMBERS OF THE PUBLIC AND BOARD ON GENERAL TOPICS:

This meeting will now be open to the public on any topic. If your comments pertain to students or litigation, we would ask that you see the Business Administrator after the meeting since the Board does not generally discuss such items in public.

- Please state your name and address.
- Comments must be limited to two minutes per person

## 13. EXECUTIVE SESSION (if needed):

### A. EXECUTIVE SESSION

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the Board of Education shall meet in Executive Session for the purpose of discussing \_\_\_\_\_ matters.

**FURTHER RESOLVED**, that the discussion of such subject matters in Executive Session will be disclosed to the public when the matter has been resolved, unless such is otherwise prohibited by law.

**Vote:** \_\_\_\_ ayes    \_\_\_\_ nays    \_\_\_\_ absent    \_\_\_\_ abstain

**TIME:** \_\_\_\_\_

### B. RESUME PUBLIC PORTION OF MEETING:

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to return to public session.

**Vote:** \_\_\_\_ ayes    \_\_\_\_ nays    \_\_\_\_ absent    \_\_\_\_ abstain

**TIME:** \_\_\_\_\_

## 14. ADJOURNMENT

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to adjourn meeting.

**Vote:** \_\_\_\_ ayes    \_\_\_\_ nays    \_\_\_\_ absent    \_\_\_\_ abstain

**TIME:** \_\_\_\_\_