

**DOWNE TOWNSHIP BOARD OF EDUCATION
WORK SESSION &
REGULAR BOARD OF EDUCATION MEETING - 6:30 P.M.
March 17, 2020
DOWNE TOWNSHIP ELEMENTARY SCHOOL**

- I. The meeting was called to order at 6:30 P.M. by School Business Administrator, Lisa DiNovi.
- II. Roll call was taken.
Members present:
 Stultz Taylor
Members present by phone:
 Kim Beardsworth John Cerrito
 Marie Blizzard Marylou Henderson (6:55p.m.)
 Albert Casper Darla Saulin
Members absent:
 Dyron Corley Board Vacancy
Others present:
 Sherri Miller, Superintendent/Principal
 Lisa DiNovi, School Business Administrator/Board Secretary
- III. School Business Administrator, Lisa DiNovi, read the following - The New Jersey Open Public Meeting Law was enacted to ensure the rights 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, public notice of the meeting has been given by the Board Secretary in the following manner: Posting written notice to the "The South Jersey Times," "The Press of Atlantic City," and at the Elementary School, Newport, NJ.
- IV. Pledge of Allegiance
- V. **2020-2021 School Budget Presentation** - Motion: Albert Casper Second: Darla Saulin – to approve the following Resolution:

BE IT RESOLVED that the tentative budget be approved for the 2020-2021 School Year and the Secretary to the Downe Township Board of Education be authorized to submit the tentative budget to the Cumberland County Office of Education for approval as follows:

Current Expense	3,403,313
Capital Outlay	2,734
Total General Fund	3,406,047
Special Revenue	673,092
Debt Service	
TOTAL BUDGET	4,079,139

BE IT RESOLVED to acknowledge that the 2020-2021 school year budget as described results in a general fund tax levy of \$ 1,520,928 and a debt service tax levy of \$ 0.00 for a total tax levy of \$ 1,520,928; and

BE IT RESOLVED that the school business administrator/board secretary is authorized to advertise said tentative budget in the South Jersey Times without County Office approval of the budget, as directed by the Department of Education in accordance with the format required by the State Department of Education and according to law; and

BE IT RESOVLED in accordance with the N.J.A.C. 6A:23B-1.2(b), the maximum expenditure for travel for the 2020-2021 school year for all staff and board members is \$25,000; and

BE IT FURTHER RESOLVED that a public hearing will be held at the Downe Township School on May 5, 2020, at 6:30 p.m. for a Public Hearing on the budget for the 2020-2021 School Year.

NOW THEREFORE, BE IT RESOLVED by the Downe Township Board of Education to approve the tentative 2020-2021 school district budget for submission and approval by the New Jersey Department of Education along with the supporting documentation of certain itemized expenditures required under administrative regulations as follows:

2020-2021 School Year

Public relations and professional services; board policies; efficiency

(a) Each school district and county vocational school district board shall establish by policy or policies a strategy or strategies in order to minimize the cost of public relations as defined in N.J.A.C. 6A:23A-9.3(c)14, and professional services. In accordance with Board Policy 9160, to the extent practicable and cost effective, but need not be limited to, the following provisions:

1. A maximum dollar limit, established annually prior to budget preparation, for public relations, as defined in N.J.A.C. 6A:23A-9.3(c)14, and each type of professional service, with appropriate notification to the board of education if it becomes necessary to exceed the maximum. Upon such notification, the board of education may adopt a dollar increase in the maximum amount through formal board action.

<u>Service</u>	<u>Maximum Amount</u>
Architect	\$25,000 for non-bid projects, inspections, analysis and other services, 6% of bid amount and change orders for large scale building projects, \$60,000 for additional Construction Administration services
Engineer	\$25,000 for non-bid projects, inspections, analysis and other services, 6% of bid amount and change orders for large scale building projects
Auditing Services	\$30,000 for district audit and misc services
Solicitor	\$50,000 for district attorney and litigation services
Construction Litigation	\$10,000 for district construction litigation services
Negotiations & Personnel Litigation	\$20,000 for district negotiations & personnel litigation services
Medical Inspector	\$7,500 for medical inspector services
Environmental Consultant	\$10,000 for environmental consultant services
Public Relations	N/A – The district does not budget for a public relations firm

Approved unanimously by those members present. Motion carried: 7-0-0.

SEMI Participation Waiver – Motion: Darla Saulin Second: Marie Blizzard – to approve submission of the SEMI participation waiver to the Department of Education requesting participation and to waive budgeting the projected semi funds in the 2020-2021 budget. Approved unanimously by those members present. Motion carried: 7-0-0.

VI. Public Participation – None

VII. Adjournment – Motion: John Cerrito Second: Albert Casper - to adjourn the meeting at 6:55 P.M. Approved unanimously by those members present. Motion carried: 7-0-0.

Respectfully submitted by,



Lisa DiNovi
School Business Administrator/
Board Secretary