

KNOWLTON TOWNSHIP ELEMENTARY SCHOOL

Office of the Superintendent

DRAFT-AGENDA FOR REGULAR MEETING – March 20, 2017

Notice of Meeting

The New Jersey Public Meetings Law was enacted to insure 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 this Act, the Knowlton Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted with The Express-Times and The Star Ledger and distributed to the Knowlton Township Elementary School, the Delaware Post Office and the Knowlton Township Municipal Building.

Call to Order

Flag Salute

Roll Call

Mission Statement

We are committed to provide an engaging, comprehensive education aligned with the New Jersey Student Learning Standards in a healthy, safe and nurturing environment in which all students are encouraged to be critical thinkers and self advocates. Instilling a passion for learning will inspire and guide students to become responsible and compassionate citizens in a constantly changing world. Students have the opportunity to achieve their maximum academic potential both here and in their future education while developing confidence, competence and character.

Presentation – *Mrs. DeFalco and Mr. Brennan will review the pertinent financial information for the 2017-18 Budget.

Public Participation

Correspondence

Superintendent's Report

Vice Principal's Report

Board Secretary's Report

Committee Reports

MOTIONS
PERSONNEL/POLICY

1. Summer Custodian

A motion was made by _____ seconded by _____
to hire Bradley Bickhardt as a summer custodian July 3, 2017 through August 25, 2017 at \$10/hour, as recommended by the Superintendent.

On roll call, motion

2. Maternity Leave Request

A motion was made by _____ seconded by _____
to approve a request for maternity leave, under FMLA, from Samantha Lestrage, beginning September 1, 2017 to January 2, 2018, as recommended by Superintendent.

Motion

3. Policy 3100 Budget Planning, Preparation and Adoption

A motion was made by _____ seconded by _____
to approve updates for policy 3100.

Motion

4. Policy 1120 Board of Education Meetings

A motion was made by _____ seconded by _____
to approve updates for policy 1120.

Motion

BUSINESS/FINANCE/OPERATIONS

5. 2017-2018 Budget Preliminary Adoption

A motion was made by _____ seconded by _____
to submit the 2017-18 proposed budget to the Warren County Department of Education for review and approval. The proposed budget includes sufficient funds to provide curriculum compliance with N.J.S.A. and N.J.A.C. Title 6 and 6A. The proposed budget includes the following revenues and expenditures:

Anticipated Enrollment: 195

Revenues:

General Fund

Local Tax Levy	\$2,793,225
Tuition	-
Miscellaneous Revenue	3,196
Cap Reserve Interest	300

State Aid	1,386,821
Budgeted Fund Balance	316,216
Withdrawal from Capital Reserve	-
Federal Revenue-Special Projects	91,641
 Total Revenues	 \$4,591,399

Expenditures:

Fund 10 Transfer to Charter School	56,000
Fund 11 Current Expense	4,418,458
Fund 12 Capital Outlay	25,300
 General Fund Total	 \$4,499,758
Fund 20 Special Revenue	91,641
Total Expenditures	\$4,591,399

On roll call, motion

6. Mileage Reimbursement

A motion was made by _____ seconded by _____
to approve the mileage reimbursement at a rate equal to the current OMB circular rate for all contracts pursuant to N.J.A.C. 6A:23A-7.3 (maximum travel expenditure amount).

On roll call, motion

7. CAP Application

A motion was made by _____ seconded by _____
to approve the 2017-18 Child Assault Prevention grant application with a district share of \$269.00.

On roll call, motion

8. Approve Field Trip Contracts

A motion was made by _____ seconded by _____
to approve the following field trip contracts:

Provider: B&K Dalrymple

- **QT-05 Rowan University grade 5**

On roll call, motion

9. Approve Budget Line-Item Transfers

A motion was made by _____ seconded by _____
to approve the attached 2016-17 budget line-item transfers from February 28, 2017 to March 20, 2017 totaling \$3,855.00 for Fund 10 & \$1,500.00 for Fund 20.

On roll call, motion

10. Approve Bills

A motion was made by _____ seconded by _____
to approve the bills for payment as follows: Monthly bill list \$369,433.46 and Cafeteria bill
list \$4,890.21.

On roll call, motion

Monthly Certification

Pursuant to N.J.A.C. 6A:23-2.11(c) 3, I certify that no budgetary line item account has been
over expended in violation of N.J.A.C. 6A:23-2.11(a) as of February 28, 2017 (Policy 6820).

Board Secretary

Date

11. Accept Report of the Secretary and Report of the Treasurer

A motion was made by _____ seconded by _____
to accept the monthly A-148 Secretary’s Report for the month ended February 28, 2017 and
the A-149 Treasurer’s of School Monies Report for the month ended February 28, 2017 in
compliance with the NJAC 6A:23A-16.10(c). The Board of Education, after review of the
Secretary’s monthly financial report (appropriations section) and upon consultation with the
appropriate district officials, certifies that no major account or fund has been overexpended
in violation of NJAC 6A:23A-16.10(c).

On roll call, motion

12. Approve Minutes

A motion was made by _____ seconded by _____
to approve the Regular Session minutes of February 27, 2017.

Motion

Old Business

***QSAC review results**

New Business

Upcoming Dates

- April Board Meeting Dates
 - Board Workshop – 4/10/17 at 6pm
 - Regular Meeting – 4/24/17 at 7pm

Adjournment

A motion was made by _____ seconded by _____
to adjourn the meeting at _____ p.m.

Motion