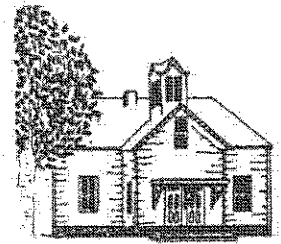


Clinton Township Board of Education



“Where Children Come First”

Dr. Joanna Ruberto
Superintendent of Schools

Mr. Mark Kramer
School Business Administrator/Board Secretary

EXTRACT OF MINUTES FROM A REGULAR MEETING HELD VIA VIRTUAL ACCESS ON MARCH 15, 2021 AT 7:30 P.M. OF THE BOARD OF EDUCATION OF CLINTON TOWNSHIP, IN THE COUNTY OF HUNTERDON, IN THE STATE OF NEW JERSEY, AS RECORDED IN THE OFFICIAL MINUTE BOOK

Member Dr. Grantham introduced and moved in the adoption of the following resolutions, and Member Ms. Creighton seconded the motion:

Action Item 21-BA-053

ADOPTION OF THE TENTATIVE 2021/2022 BUDGET

WHEREAS, the Superintendent of Schools recommends to the Clinton Township Board of Education, to adopt the district's tentative 2021/2022 budget; and

WHEREAS, upon the adoption of the district's tentative 2021/2022 budget, administration will provide to the New Jersey Department of Education, the district's tentative 2021/2022 budget and supporting documentation as required by the Commissioner of Education to the Executive County Superintendent of Schools for their review and approval; and

WHEREAS, the district's tentative 2021/2022 budget was prepared to be consistent with the New Jersey Quality Single Accountability Continuum (NJQSAC) focusing on quality performance indicators in all five areas of school district effectiveness; Operations Management, Instruction and Program, Fiscal Management, Personnel and Governance; and

WHEREAS, the district's tentative 2021/2022 budget was prepared consistent with the district's Finance Policy 6220 addressing budget preparation, with primary consideration given to educational priorities identified by the Superintendent of Schools; and

WHEREAS, the district's tentative 2021/2022 budget is designed to carry out the educational plan in a thorough and efficient manner, to maintain school district facilities, and to honor continuing obligations of the district; and

WHEREAS, the district's tentative 2021/2022 budget evolved primarily from the needs of the schools as expressed by the four Principals, the Director of Special Projects and the Director of Special Services and as expressed by the Superintendent of Schools, and is compatible with approved district plans; and

WHEREAS, the tentative 2021/2022 budget was constructed consistent with the School Funding Reform Act of 2008, under which a district could apply for some tax levy adjustments to cover extraordinary conditions such as, for health benefit cost increase above two (2) percent; an enrollment adjustment, and banked cap, the results which would increase local taxes above the two (2) percent cap; and

WHEREAS, the Clinton Township Board of Education tentative 2021/2022 budget will not include the use of the health care cost adjustment to offset the various costs associated with the increased cost of healthcare due to not being eligible; and

WHEREAS, the Clinton Township Board of Education tentative 2021/2022 budget will not include the use of the enrollment adjustment to offset the various costs associated with the increased of students to the district due to not being eligible; and

WHEREAS, the proposed base budget includes adjustment for banked cap in accordance with N.J.A.C. 6A:23A10.1, where the district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$307,319 for the purposes of maintaining the academic programs, educational services and programs in compliance with the state and local academic goals, including funds to support staffing needs; the addition of staff and benefits associated with the additional staff; the loss of revenue from the discontinuation of 7th graders from Lebanon Borough; increased special services costs; where said needs will be completed by the end of the budget year and will not be deferred or incrementally completed over a longer period of time; and

WHEREAS, included in budget line 620, Budget Withdrawal from Capital Reserve - Excess Costs & Other Capital Projects, is \$1,359,009 for addressing the districts needs in various capital projects; and

WHEREAS, included in budget line 630, Budget Withdrawal from Maintenance Reserve, is \$563,900 for addressing the districts needs in various maintenance projects; and

WHEREAS, included in budget line 580, Budgeted Fund Balance – is \$275,324; and

WHEREAS, the district’s tentative 2021/2022 budget being submitted to the Department of Education consists of general fund tax levy that should be raised for General Funds in the amount of \$25,031,000 for the ensuing 2021/2022 school year; and

WHEREAS, the district’s tentative 2021/2022 budget being submitted to the Department of Education also consists of a required debt service fund tax levy that shall be raised for Debt Service Funds in the amount of \$2,039,919 for the ensuing 2021/2022 school year; and

WHEREAS, the following diagram provides a breakdown of the 2021/2022 budget by fund:

FUND	BUDGET	LOCAL TAX LEVY
General Fund	\$29,612,446	\$25,031,000
Special Revenue Fund	803,006	0
Debt Service Fund	2,039,919	2,039,919
Total Base Budget	\$32,455,371	\$27,070,919

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, that the Clinton Township Board of Education hereby adopts the district’s tentative 2021/2022 budget and affixes/determines that the amount of money necessary to be appropriated for the use of the public schools for the 2021/2022 school year shall not exceed \$29,612,446 in General Fund which the General Fund local tax levy shall not exceed \$25,031,000; and

BE IT FURTHER RESOLVED, that the amount of money necessary to be appropriated for the use of the public schools for the 2021/2022 school year shall not exceed \$2,039,919 in the Debt Service Fund which the Debt Service Fund local tax levy shall not exceed \$2,039,919; and

BE IT FURTHER RESOLVED, the board has discussed and adopts the use of \$307,319 in banked cap as stated above; and

BE IT FURTHER RESOLVED, the Clinton Township Board of Education approves the use of \$1,359,009 in capital reserves, the use of \$563,900 in maintenance reserves, and \$275,324 in budgeted fund balance - operating; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools hereby certifies that the 2021/2022 budget submitted does present a balanced budget with an adequate amount of funds to provide for a thorough and efficient education; and

BE IT FURTHER RESOLVED, that pursuant to N.J.A.C. 6A:23A:5.2(a), the board establishes for travel, public relations and each type of professional service, a maximum level of spending for the ensuing 2021/2022 school year as follows:

SERVICE	NOT TO EXCEED
Legal	\$125,000
Audit	\$40,000
Architect	\$125,000
Election	\$50,000
Other Administrative Services	\$90,000
Extraordinary Services	\$865,000
Professional Development	\$60,000
Travel	\$60,000

BE IT FURTHER RESOLVED, that the Administration needs to notify the Board if there arises a need to exceed said maximums, excluding travel related expenditure, upon which the Board may adopt a dollar increase in the maximum amount through formal Board action; and

BE IT FURTHER RESOLVED, that the district had previously established a maximum amount for travel and related expenditures as follows; and

YEAR	TRAVEL MAXIMUM	TRAVEL EXPENDITURES
FY 2018	\$85,000	\$23,000
FY 2019	\$85,000	\$45,000
FY 2020	\$85,000	\$29,000
FY 2021	\$100,000	\$10,000 (to date)

BE IT FURTHER RESOLVED, that the Superintendent of Schools shall hereby forward to the Commissioner of Education the budget statement, budget statement certification, form A4F (Certification and Report of School Taxes, 2021/2022 school year), supporting documentation, as required by statute and code and make any necessary adjustments to the budget in order to receive approval from the County Offices in order to advertise for public hearing the 2021/2022 budget.

BE IT FURTHER RESOLVED, the Clinton Board of Education authorizes the advertisement of the tentative 2021/2022 budget in the Express Times in accordance with the form suggested by the State Department of Education and according to law.

The foregoing resolutions were adopted by the following vote:

MEMBER	AYES	NAYS	ABSTAIN	ABSENT	REMARKS
Dr. Brasher	X				
Ms. Creighton	X				
Ms. Emery	X				
Dr. Grantham	X				
Mr. Hornick	X				
Ms. Kaltenbach	X				
Ms. Oliver	X				
Dr. Riihimaki	X				
Ms. Brennan	X				
	9	0	0	0	

STATE OF NEW JERSEY)

) ss:

COUNTY OF HUNTERDON)

Mark Kramer, being first duly sworn on oath, deposes and says:

That deponent is an Interim Board Secretary of the School District and the Board of Education of Clinton Township, in the County and State aforesaid and that the annexed extract from the minutes of a meeting of the Board of Education of the School District held on March 15, 2021 at the time and place therein stated has been compared by deponent with the original minutes of the meeting recorded in full in the official Minute Book of the Board and is a true copy thereof and of the whole of the original so far as it relates to the subject matters referred to in this extract.

Subscribed and sworn before me this 16th day of March, 2021.



Mark Kramer, School Business Administrator/Board Secretary