

**HIGH BRIDGE BOARD OF EDUCATION
SPECIAL MEETING
TUESDAY, MARCH 5, 2013**

Minutes

A., B., & C OPENING OF MEETING, PLEDGE OF ALLEGIANCE, AND ROLL CALL

ROLL CALL

Being duly posted and advertised in accordance with the Open Public Meetings Act, the Regular Monthly meeting was called to order at 7:04 p.m. in Room 209 (Computer Room) at the High Bridge Middle School. The following Board members were present: Larissa Critelli, Alan Schwartz, Tom Wescoe, Ann Willard, Karen Yaskanin-Jones, Kay Daughters-Musnuff, Vice President and Robert Imhoff, President. Also present was Joseph Kennedy, Superintendent, and Gail Woicekowski, Board Secretary/Business Administrator.

D. REPORTS TO THE BOARD

REPORTS TO THE BOARD

2013-2014 Tentative Budget Presentation

The Superintendent and School Business Administrator presented the 2013-2014 tentative budget.

PUBLIC COMMENTS

E. PUBLIC COMMENTS

None

FINANCE/FACILITIES

F. FINANCE/FACILITIES

Based upon the recommendation of the Superintendent and School Business Administrator/Board Secretary, Alan Schwartz made a motion, seconded by Larissa Critelli to approve the following:

TENTATIVE BUDGET APPROVAL

1. TENTATIVE BUDGET APPROVAL

BE IT RESOLVED that the tentative budget be approved for the 2013-2014 School Year using the 2013-2014 state aid figures; and

BE IT FURTHER RESOLVED that the High Bridge Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$107,529 for the purposes of continuing existing instructional programs. The district intends to complete said purposes by June 2014.

BE IT FURTHER RESOLVED that the _High Bridge Board of Education includes in the proposed budget the adjustment for increases costs of health benefits in the amount of \$37,636. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

BE IT FURTHER RESOLVED that the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2013-14 Total Expenditures	\$6,796,314	\$110,163	\$485,953	\$7,392,430
Less: Anticipated Revenues	<u>\$6,591,761</u>	<u>\$110,633</u>	<u>\$614,073</u>	<u>\$7,315,997</u>
Taxes to be Raised	<u>\$204,553</u>	<u>\$0</u>	<u>(\$128,120)</u>	<u>\$76,433</u>

And to advertise said tentative budget in the Hunterdon Democrat and Hunterdon Review in accordance with the form suggested by the State Department of Education and according to law; and

WHEREAS, the High Bridge 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

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff 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:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$1,500. for all staff and board members.

BE IT FINALLY RESOLVED, that a public hearing be held High Bridge Middle School, 50 Thomas Street, Room 209, High Bridge, New Jersey on March 25, 2013 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2013-2014 School Year.

ROLL CALL

**M
S**

Roll Call:

- | | |
|------------------------|----------------------------------|
| Alan Schwartz – Aye | Karen Yaskanin-Jones - Aye |
| Larissa Critelli – Aye | Kay Daughters-Musnuff - VP - Aye |
| Tom Wescoe - Aye | Robert Imhoff – Pres. - Aye |
| Ann Willard - Aye | |

7 Ayes; Motion Passes

G. EXECUTIVE/CLOSED SESSION

**EXECUTIVE/CLOSED
SESSION**

Based upon the recommendation of the Superintendent, Kay Daughters-Musnuff requested a motion to approve the following resolution to enter into Executive Session at 7:20 p.m.; Ann Willard seconded the motion. Unanimously carried.

Resolved, that the Board of Education move into closed session for the purpose of discussing personnel, specifically candidates associated with the Superintendent search process.

Resolved, that the results of the discussion will be made public as soon thereafter as possible and once the reasons for nondisclosure no longer exist.

Kay Daughters-Musnuff motioned to exit executive session and return to public session at 10:55 p.m. Ann Willard seconded the motion. Unanimously carried.

RECOVENE PUBLIC SESSION

H. RECOVENE PUBLIC SESSION

ADJOURNMENT

I. ADJOURNMENT

Having no further business to come before the Board, Kay Daughters-Musnuff motioned to adjourn the meeting at 10:55 p.m. The motion was seconded by Ann Willard. Unanimously carried.

Respectfully submitted,

Gail Woicekowski
Board Secretary/ Business Administrator