

WASHINGTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
MONDAY, May 3, 2022
6:00 PM

At 6:20 PM, Mrs. Charlene Lee, Board President, announced, in accordance with the provisions of the New Jersey Open Public Meetings Act, that Washington Township Board of Education has caused notice of this meeting to have been published by having the date, time, and location thereof, filed with the Township Clerk and County Superintendent of Schools, as well as, posted on the town hall bulletin board and in the news media.

Mrs. Lee led in the flag salute.

Present: Mr. Bartling, Mrs. Giercyk, Mrs. Lee and Mrs. Plummer.

Absent: Mrs. Achey

Also in attendance: Ms. Gfroehrer, School Business Administrator/Board Secretary and Mr. Ronald Sahli, Board Solicitor.

1. COMMENTS FROM PUBLIC ON AGENDA ITEMS ONLY - None

2. RESOLUTION FOR EXECUTIVE SESSION – None

3. PRESENTATION

- 2020-2021 Audit Presentation – Ms. Karen Gfroehrer
- 2022-2023 Budget Presentation – Ms. Karen Gfroehrer

4. ADOPT 2022-2023 BUDGET

Motion by **Mrs. Plummer** and seconded by **Mrs. Achey** to approve the 2022-2023 Budget by recommendation of Board Secretary item 4 - item 5:

RESOLVED, the Washington Township Board of Education approves the final 2022-2023 School District Budget;

	Budget	Local Tax Levy
General Fund	\$2,030.629	\$846,095
Special Revenue Fund	\$ -	\$ -
Debt Service Fund	\$ -	\$ -
TOTALS	\$2,030,629	\$846,095

AND BE IT FURTHER RESOLVED, the Washington Township Board of Education authorize the Business Administrator/Board Secretary to implement the 2022-2023 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.

FURTHER, to acknowledge that the 2022-2023 school year budget as described results as follows:

General Fund Tax Levy: \$846,095

The 2022-2023 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: \$846,095

Contribution by Washington Township to offset the tax levy: \$42,000.00 (pending written confirmation from Washington Township.

5. APPROVE the submission of the tax requisition schedule for the 2022-2023 school year as follows:

2022-2023	Tax Levy	Debt Service	Totals
7/1/2022	70,507.92	-	70,507.92
8/1/2022	70,507.92	-	70,507.92
9/1/2022	70,507.92	-	70,507.92
10/1/2022	70,507.92	-	70,507.92
11/1/2022	70,507.92	-	70,507.92
12/1/2022	70,507.92	-	70,507.92
1/1/2023	70,507.92	-	70,507.92
2/1/2023	70,507.92	-	70,507.92
3/1/2023	70,507.92	-	70,507.92
4/1/2023	70,507.92	-	70,507.92
5/1/2023	70,507.92	-	70,507.92
6/1/2023	70,507.88	-	70,507.88
TOTALS	846,095.00	-	846,095.00

Motion approved unanimously by roll call vote.

6. COMMENTS FROM MEMBERS OF THE PUBLIC ON THE BUDGET ONLY- None

7. BOARD OF EDUCATION BUSINESS

- Correspondence
- Old Business
- New Business – Transportation and shared services
- Enrollment

	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.
Pre-K	2	2	2	2	2	2	4	4
Kindergarten	2	3	2	2	2	2	2	2
Grade 1	4	4	4	4	4	4	4	4
Grade 2	3	3	3	3	3	3	3	3
Grade 3	3	3	3	3	3	3	3	3
Grade 4	2	2	2	2	2	2	2	2
Grade 5	8	8	8	8	8	8	8	8
Grade 6	5	5	5	5	5	5	5	5
Grade 7	4	4	4	4	4	4	4	4
Grade 8	6	6	6	6	6	6	6	6
Mullica Total	39	40	39	39	39	39	41	41
Grade 9	6	6	6	6	6	6	36	36
Grade 10	6	6	6	6	6	6	6	6
Grade 11	6	6	6	6	6	6	6	6
Grade 12	5	4	4	4	4	4	4	4
Cedar Creek Total	23	22	22	22	22	22	19	19
BCIT	1	1	1	1	1	1	1	1
ACSSSD	1	1	1	1	1	1	1	1
TOTAL	64	64	63	63	63	63	62	62

8. MINUTES

Motion by Mr. Bartling and seconded by Mrs. Plummer to APPROVE the March 14, 2022 regular meeting minutes.

Motion approved unanimously.

9. COMMENTS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS ONLY- None

10. RECOMMENDATIONS OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

Motion by **Mr. Bartling** and seconded by **Mrs. Achey**; upon recommendation of the Business Administrator, approve items 10A through 10E:

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, 2022, after review of the Secretary's Budget Report for March 2022, 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 **Board Secretary's Certifications**:

Board Secretary and Treasurer's report for March 2022

Pursuant to Administrative Code, *N.J.A.C. 6A: 23-2.11©(3)* I, Karen Gfroehrer, Board Secretary, certify that as of March 31, 2022, 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.

B. Approval of Expenditures:

Recommend approval of the following bills lists as per attached:

- April 2022 Bills list: \$380,932.04
- May 2022 Bills list: \$0

C. Approval of Transfers:

There were no transfers in March 2022.

D. Audit Acceptance

RECOMMEND approval to accept the 2020-2021 Comprehensive Annual Financial Report (C.A.F.R.) as prepared by Ford, Scott P.C., as submitted to the NJ Department of Education.

1. Administrative Practices and Procedures – None
2. Financial Planning, Accounting and Reporting – None
3. Elementary and Secondary Education Act (E.S.E.A.)/Improving America's Schools Act (IASA) as reauthorized by the No Child Left Behind Act of 2001 – N/A
4. Other Special Federal and/or State Projects - None
5. School Purchasing Programs - None
6. School Food Service – N/A
7. Application for State School Aid – None
8. Transportation – None
9. Miscellaneous - None

E. Contracts

APPROVE the appointment of TC Irons as the Risk Management Consultant for the Atlantic and Cape May County Association of School Business Officials Joint Insurance Fund (ACCASBO JIF) for the 2022-2023 school year.

APPROVE the agreement with Ford Scott & Associates to provide auditing services for year ending June 30, 2022 at a cost the District not to exceed \$10,000.00.

Motion approve unanimously by roll call vote.

11. INFORMATIONAL ITEMS:

The next regular meeting of the Board of Education will be held on June 13, 2022 at 6:00 PM.

12. COMMENTS FROM MEMBERS OF THE PUBLIC AND BOARD ON GENERAL TOPICS- None

13. RESOLUTION FOR EXECUTIVE SESSION - None

14. ADJOURNMENT

Motion by Mrs. Achey and seconded by Mrs. Plummer to adjourn meeting.

Motion approved unanimously.

Time: 6:39 PM

Respectfully Submitted,



Karen Gfroehrer
Karen Gfroehrer
Board Secretary