

CHESILHURST SCHOOL DISTRICT

SHIRLEY B. FOSTER ELEMENTARY SCHOOL
CHESILHURST, NJ 08089
Minutes for April 24, 2023

Public Hearing and Regular Meeting

Executive Session – None

Regular Meeting – 7:01 PM

Carla Ortiz, President

1. CALL TO ORDER

2. FLAG SALUTE

3. SUNSHINE NOTICE

Carla Ortiz, President

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meeting of the public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of this Act, the Chesilhurst Borough Board of Education has caused notice of this meeting to be published by having the date, time and place advertised in the Courier Post, and posted in the school and at borough hall.

4. ROLL CALL

Jaime Ocasio

Board Member	Roll Call
Mrs. Barney	Online
Ms. Ford	Online
Mr. Garnett	Absent
Mr. Lyles	Online
Mrs. Saylor	Online
Mr. Medley	Online
Ms. Ortiz	Online

Was a quorum established? Yes X No _____

5. BUSINESS OFFICE REPORTS

APPROVAL OF MINUTES

A. Motion to approve the Meeting Minutes for March 13, 2023.

Board Member	Motion	Second	Roll Call
Mrs. Barney			YES
Ms. Ford		X	YES
Mr. Garnett			NOT PRESENT
Mr. Lyles			YES
Mrs. Saylor	X		YES
Mr. Medley			YES
Ms. Ortiz			YES

6. 2023-2024 PUBLIC HEARING BUDGET PRESENTATION Vincent Caravello

The Chesilhurst Board of Education is asked to approve the Final adoption of the FY 2023-2024. The districts user friendly budget will be forwarded to the Borough and be posted on the district website within 48 hours of approval.

A. Approval of the 2023-2024 Budget:

The recommended approval to adopt the Budget for FY 2023-2024:

WHEREAS, the Chesilhurst Board of Education desires to provide a Thorough and Efficient Education for the students of its district and,

WHEREAS, the School Funding Reform Law requires the submission of a fiscal budget plan,

NOW THEREFORE, BE IT RESOLVED that the Chesilhurst Board of Education adopt the FY 2023-2024 school budget as submitted and approved by the New Jersey Department of Education along with supporting documentation and certain itemized expenditures required under administrative regulations as follows:

	General Fund	Special Revenue	Debt Service	TOTAL
2023-24 Total Expenditures	\$2,996,705	\$28,790	\$ 0	\$3,025,495

Less: Anticipated Revenues	\$2,071,042	\$28,790	\$0	\$2,099,832
Taxes to be Raised	\$925,663	\$0	\$0	\$925,663

Board Member	Motion	Second	Roll Call
Mrs. Barney	X		YES
Ms. Ford			YES
Mr. Garnett			NOT PRESENT
Mr. Lyles			YES
Mrs. Saylor		X	YES
Mr. Medley			YES
Ms. Ortiz			YES

B. Use of Banked Cap

BE IT RESOLVED that the Chesilhurst Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$53,795 for the purpose of transportation and tuition costs. The district intends to complete said purposes by June 2024.

Board Member	Motion	Second	Roll Call
Mrs. Barney			YES
Ms. Ford	X		YES
Mr. Garnett			NOT PRESENT
Mr. Lyles			YES
Mrs. Saylor			YES
Mr. Medley		X	YES
Ms. Ortiz			YES

7. FINANCE

A. Motion to approve/ratify the Board Payment Approval List for April 2023.

Board Member	Motion	Second	Roll Call
Mrs. Barney			YES
Ms. Ford		X	YES
Mr. Garnett			NOT PRESENT
Mr. Lyles			YES
Mrs. Saylor	X		YES
Mr. Medley			YES
Ms. Ortiz			YES

B. Motion to approve the following Financial Reports in items 1 through 5.

1. Board Secretary Report

Approve the Board Secretary Report in accordance with 18A:17-36 and 18A:17-9 for the months of March 2023. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10(c)3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

2. Revenue Amount or Revenue Sources

Approve the Board Secretary’s Revenue report for March 2023 in accordance with N.J.A.C.6A:23A-16.10(c)2 certifies that there are no changes in anticipated revenue amount or revenue sources.

3. Board of Education Certification

Approve the Board of Education Certification for March 2023 pursuant to N.J.A.C.6A:23A-16.10(c)3, we certify that after review of the secretary’s monthly financial report (appropriations section) and to the best of our knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the district’s financial obligation for the remainder of the fiscal year.

4. Treasurer’s Report

Approve the Treasurer’s Reports in accordance with 18A:17-36 and 18A:17-9 for the month of March 2023. The Treasurer’s Report and Secretary’s Report are in agreement.

5. Budget Transfers

Approve the Budget Transfers and new account appropriations for March 2023 as attached to this agenda, and when required, pending the New Jersey Commissioner of Education’s approval as specified in 6A:23A-13.3.

Board Member	Motion	Second	Roll Call
Mrs. Barney	X		YES
Ms. Ford		X	YES
Mr. Garnett			NOT PRESENT
Mr. Lyles			YES
Mrs. Saylor			YES
Mr. Medley			YES
Ms. Ortiz			YES

- C. Motion to approve a Prior 21-22 Tuition Contract with Winslow Township School for student PC in the amount not to exceed \$2,997.96 (42 days x \$71.38 per diem) from April 12, 2022 to June 30, 2022 who will attend Hackettstown School District.

Board Member	Motion	Second	Roll Call
Mrs. Barney			YES
Ms. Ford		X	YES
Mr. Garnett			NOT PRESENT
Mr. Lyles	X		YES
Mrs. Saylor			YES
Mr. Medley			YES
Ms. Ortiz			YES

- D. Motion to approve a 22-23 Tuition Contract with Winslow Township School for student PC in the amount not to exceed \$13,896.00 (180 days x \$77.20 per diem) from September 1, 2022 to June 30, 2023 who will attend Hackettstown School District.

Board Member	Motion	Second	Roll Call
Mrs. Barney	X		YES
Ms. Ford			YES
Mr. Garnett			NOT PRESENT
Mr. Lyles			YES
Mrs. Saylor		X	YES
Mr. Medley			YES
Ms. Ortiz			YES

- E. Motion to award a contract to CM3 Building Solutions Inc under CCESC Contract #66CCEPS and Proposal#CM2023-UV322 for the replacement of Four existing unit ventilators at the Shirley B. Foster Elementary School. The total sum of the contract shall not to exceed \$184,816.00.

Board Member	Motion	Second	Roll Call
Mrs. Barney			YES
Ms. Ford	X		YES
Mr. Garnett			NOT PRESENT
Mr. Lyles			YES
Mrs. Saylor		X	YES
Mr. Medley			YES
Ms. Ortiz			YES

- F. Motion to award a contract to W.J. Gross Inc under CCESC Contract #66CCEPS and Contract #FY23-01 for the removal of exterior doors and replace with new commercial FRP /Aluminum door assemblies at the Shirley B. Foster Elementary School. The total sum of the contract shall not to exceed \$242,747.00.

Board Member	Motion	Second	Roll Call
Mrs. Barney			YES
Ms. Ford		X	YES
Mr. Garnett			NOT PRESENT
Mr. Lyles			YES
Mrs. Saylor			YES
Mr. Medley	X		YES
Ms. Ortiz			YES

G. Motion to authorized the Business Administrator to advertise RFP's for the following services Solicitor, Conflict Solicitor, Architect of Record, Engineer of Record, Construction Management of Record, Business Office Services, Business Administrator, Custodial and Building Management Services, Computer Technical, Help Desk and Network Services, Website Management and Development Services.

Board Member	Motion	Second	Roll Call
Mrs. Barney	X		YES
Ms. Ford		X	YES
Mr. Garnett			NOT PRESENT
Mr. Lyles			YES
Mrs. Saylor			YES
Mr. Medley			YES
Ms. Ortiz			YES

8. PUBLIC COMMENTS:

A. Motion to open the meeting to the public for all general comments 7:31 PM **(3 minutes)**

Board Member	Motion	Second	Roll Call
Mrs. Barney	X		YES
Ms. Ford			YES
Mr. Garnett			NOT PRESENT
Mr. Lyles			YES
Mrs. Saylor			YES
Mr. Medley		X	YES
Ms. Ortiz			YES

B. Motion to close meeting to public. 7:33 PM

Board Member	Motion	Second	Roll Call
Mrs. Barney	X		YES
Ms. Ford			YES
Mr. Garnett			NOT PRESENT
Mr. Lyles		X	YES
Mrs. Saylor			YES
Mr. Medley			YES
Ms. Ortiz			YES

9. ADJOURNMENT

A. Motion to adjourn the meeting at 7:33 PM

Board Member	Motion	Second	Roll Call
Mrs. Barney			YES
Ms. Ford		X	YES
Mr. Garnett			NOT PRESENT
Mr. Lyles	X		YES
Mrs. Saylor			YES
Mr. Medley			YES
Ms. Ortiz			YES

Respectfully submitted,

Vincent J. Caravello

NEXT MEETING

May 15, 2023, 7:00 PM