

**KINNELON BOARD OF EDUCATION
PUBLIC HEARING ON THE 2021-2022 SCHOOL DISTRICT BUDGET
6:00 P.M.**

APRIL 29, 2021

MINUTES

Please be advised that the Kinnelon Board of Education Public Hearing on the 2021-2022 School District Budget scheduled for April 29, 2021 will take place as planned. However, the meeting will occur electronically on a device or over the phone. In compliance with the Open Public Meetings Act, community members will have the opportunity to witness the BOE conduct business via phone or video conference. Public comments will be facilitated as usual.

The meeting will take place at 6:00 p.m. on Thursday through Zoom Webinar, a video and audio presentation application. The link for the meeting can be found on the Kinnelon Public Schools.org website just below the picture on the District Home Page.

The Public Hearing and Adoption of the 2021-2022 School District Budget of the Kinnelon Board of Education was held on Thursday, April 20, 2021 at 6:00 p.m. via Zoom Webinar.

I. OPENING OF THE MEETING BY THE PRESIDENT

Mr. Michael Petruccelli, Board President, called the meeting to order at 6:00 p.m. and read the Meeting Notice.

The New Jersey Open 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 interest is discussed or acted upon. In accordance with the provision of the act, the Kinnelon Board of Education has caused notice of this meeting to be published in the Suburban Trends on April 25, 2021, posted in the Kinnelon Public Library, filed with the Borough Clerk and posted on the District web site.

II. ROLL CALL

PRESENT	Mr. Michael Petruccelli, Board President Dr. Peter Hughes, Vice President Mrs. Karen D'Amico Mrs. Jean Donaldson Mrs. Megan Fischbeck Mr. David Gigante
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ABSENT	Ms. Michelle Donus
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ALSO PRESENT Kerry A. Keane, Business Administrator/Board Secretary
 Diane DiGiuseppe, Superintendent
 Kyle Trent, Esq., Board Counsel

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC HEARING ON THE 2021-2022 SCHOOL DISTRICT BUDGET

A. PRESENTATION OF THE 2021-2022 SCHOOL DISTRICT BUDGET

Mrs. Kerry Keane, Business Administrator, and Ms. Diane DiGiuseppe, Superintendent, reviewed the proposed 2021-2022 School District Budget.

B. PUBLIC HEARING ON THE 2021-2022 SCHOOL DISTRICT BUDGET

Members of the community were asked if they had any question to be answered regarding the budget. Mrs. Keane and Ms. DiGiuseppe addressed any questions.

Dr. Hughes thanked Mrs. Keane for her hard work preparing the budget.

C. ADOPTION OF THE 2021-2022 SCHOOL DISTRICT BUDGET

MOTION BY DR. HUGHES, SECONDED BY MR. PETRUCCELLI TO APPROVE THE FOLLOWING RESOLUTION:

BE IT RESOLVED, that the Kinnelon Board of Education approves the final budget for the 2021-2022 school year as follows:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2021-2022 Total Expenditures	\$41,860,908	\$531,362	\$1,582,181	\$43,974,451
Less: Anticipated Revenues	<u>\$3,526,502</u>	<u>\$531,362</u>	<u>\$68,639</u>	<u>\$4,126,503</u>
Taxes to be Raised	\$38,334,406	\$0	\$1,513,542	\$39,847,948

MAXIMUM TRAVEL

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED that the Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$47,555 for the 2021-2022 school year. The maximum travel expenditure amount for the 2020-2021 school year is \$64,485 of which, \$18,561 has been spent and \$5,521 is encumbered to date.

TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2021-2022

The 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, N.J.A.C. 6A:23A Subchapter 7 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, 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, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 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;

BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 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 included in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$47,555 for all staff and board members for the 2021-2022 school year.

The School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

PROFESSIONAL SERVICES 2021-2022

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a board of education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3©14

NOW, THEREFORE, BE IT RESOLVED, that the Kinnelon Board of Education hereby establishes the following maximums for the 2021-2022 year as follows:

- Legal \$110,000
 - Audit \$ 38,500
 - Physician \$ 24,000
 - Therapists \$783,900
- For a total amount of \$956,400

CAPITAL RESERVE

Capital Reserve Account Withdrawal: \$277,800

Be it resolved, that the Kinnelon Board of Education request the approval for the withdrawal of \$277,800 from the **Capital Reserve** in the 2021-2022 budget to provide funding for the following projects:

- Technology \$217,300
- Security \$ 60,500

BE IT FURTHER RESOLVED, that the School Business Administrator track and record these costs.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

- YES**
- Mrs. D'Amico
 - Mrs. Donaldson
 - Mrs. Fischbeck
 - Mr. Gigante
 - Dr. Hughes
 - Mr. Petruccelli

- NO** None

V. PUBLIC COMMENT

None

VI. CLOSE PUBLIC HEARING

MOTION BY DR. HUGHES, SECONDED BY MR. PETRUCCELLI TO CLOSE THE PUBLIC HEARING AT 6:47 P.M. MOTION CARRIED BY VOICE VOTE WITH ALL PRESENT VOTING IN FAVOR.

THE COMBINED WORK SESSION/REGULAR MEETING WILL BEGIN AT 7:00 P.M.

Morris - Kinnelon Boro

Notice is hereby given to the legal voters of the Kinnelon school district, in the County of Morris, of the State of New Jersey, that a Public Hearing will be held via ZOOM on April 29, 2021 at 6:00 p.m. for the purpose of conducting a public hearing on the following budget for the 2021-2022 school year.

Advertised Enrollments

Enrollment Categories	October 15, 2019 Actual	October 15, 2020 Actual	October 15, 2021 Estimated
Pupils On Roll Regular Full-Time	1,470	1,415	1,418
Pupils On Roll Regular Shared-Time	4	5	6
Pupils On Roll - Special Full-Time	245	230	271
Pupils On Roll - Special Shared-Time	3	4	0
Subtotal - Pupils On Roll	1,722	1,654	1,695
Private School Placements	22	15	0
Pupils Sent to Other Districts - Reg Prog	1	1	0
Pupils Sent to Other Dists- Spec Ed Prog	5	4	16

Morris - Kinnelon Boro
Advertised Revenues

Budget Category	Account	2019-20 Actual	2020-21 Revised	2021-22 Proposed
Operating Budget:				
Revenues from Local Sources:				
Local Tax Levy	10-1210	36,845,835	37,582,751	38,334,406
Total Tuition	10-1300	5,870	103,400	103,400
Unrestricted Miscellaneous Revenues	10-1XXX	142,091	150,000	150,000
Interest Earned on Capital Reserve Funds	10-1XXX	997	0	0
Total Revenues from Local Sources		36,994,793	37,836,151	38,587,806
Revenues from State Sources:				
Categorical Transportation Aid	10-3121	430,416	430,416	430,416
Extraordinary Aid	10-3131	899,134	549,999	650,000
Categorical Special Education Aid	10-3132	1,272,749	1,333,815	1,572,117
Categorical Security Aid	10-3177	164,769	164,769	164,769
Total Revenues from State Sources		2,767,068	2,478,999	2,817,302
Budgeted Fund Balance-Operating Budget				
Withdrawal from Capital Reserve for Excess Cost and Other Capital Projects	10-303	0	178,400	178,000
Adjustment for Prior Year Encumbrances	10-309	0	378,000	277,800
Actual Revenues (Over)/Under Expenditures		0	1,883,045	0
Total Operating Budget		-273,726	0	0
		39,488,135	42,754,595	41,860,908
Grants and Entitlements:				
Other Revenue from Local Sources	20-1XXX	39,481	65,732	35,000
Total Revenues from Local Sources	20-1XXX	39,481	65,732	35,000
Revenues from State Sources:				
Other Restricted Entitlements	20-32XX	5,707	0	0
State Grants Through Intermediate Sources	20-3700	0	5,724	5,724
Total Revenues from State Sources		5,707	5,724	5,724
Revenues from Federal Sources:				
Title I	20-4411-4416	35,368	57,371	57,374
Title II	20-4451-4455	13,493	58,264	58,264
I.D.E.A. Part B (Handicapped)	20-4420-4429	391,235	404,178	375,000
Cares Act Education Stabilization Fund	20-4530	0	28,200	0
Cares-Digital Divide Grant	20-4531	0	653	0
Coronavirus Relief Fund (Crf)	20-4532	0	53,191	0
Total Revenues from Federal Sources		440,096	601,857	490,638
Total Grants and Entitlements		485,284	673,313	531,362
Repayment of Debt:				
Revenues from Local Sources:				
Local Tax Levy	40-1210	1,588,733	1,557,780	1,513,542
Total Revenues from Local Sources		1,588,733	1,557,780	1,513,542
Revenues from State Sources:				
Debt Service Aid Type II	40-3160	66,848	68,702	68,639
Total Local Repayment of Debt		1,655,581	1,626,482	1,582,181
Total Repayment of Debt		1,655,581	1,626,482	1,582,181
Total Revenues/Sources		41,629,000	45,054,390	43,974,451
Total Revenues/Sources Net of Transfers		41,629,000	45,054,390	43,974,451

Morris - Kinnelon Boro
Advertised Appropriations

Budget Category	Account	2019-20 Actual	2020-21 Revised	2021-22 Proposed
General Current Expense:				
Instruction:				
Regular Programs-Instruction	11-1XX-100-XXX	11,644,920	12,284,999	11,984,749
Special Education-Instruction	11-2XX-100-XXX	3,901,891	4,007,637	4,024,713
Basic Skills/Remedial-Instruction	11-230-100-XXX	440,139	396,218	410,919
Bilingual Education-Instruction	11-240-100-XXX	45,054	57,995	59,489
School-Sponsored Cocurricular or Extracurricular Activities-Instruction	11-401-100-XXX	228,917	250,361	243,853
School-Sponsored Athletics-Instruction	11-402-100-XXX	754,685	852,714	848,090
Support Services:				
Undistributed Expenditures-Instruction (Tuition)	11-000-100-XXX	1,676,143	1,934,442	1,766,039
Undistributed Expenditures-Attendance and Social Work	11-000-211-XXX	19,267	20,406	25,925
Undistributed Expenditures-Health Services	11-000-213-XXX	516,356	521,547	518,350
Undistributed Expenditures-Speech, OT, PT and Related Services	11-000-216-XXX	539,076	632,422	567,812
Undistributed Expenditures-Other Support Services, Students-Extraordinary Services	11-000-217-XXX	1,149,452	1,418,257	1,464,349
Undistributed Expenditures-Guidance	11-000-218-XXX	1,011,796	1,095,205	1,028,833
Undistributed Expenditures-Child Study Teams	11-000-219-XXX	1,069,107	1,154,376	1,151,378
Undistributed Expenditures-Improvement of Instruction Services	11-000-221-XXX	651,369	647,449	656,459
Undistributed Expenditures-Education Media Services/Library	11-000-222-XXX	623,468	669,677	657,921
Undistributed Expenditures-Instructional Staff Training Services	11-000-223-XXX	68,537	114,892	79,289
Undistributed Expenditures-Support Services-General Administration	11-000-230-XXX	669,129	827,047	614,741
Undistributed Expenditures-Support Services-School Administration	11-000-240-XXX	1,807,153	1,909,155	1,930,180
Undistributed Expenditures-Central Services	11-000-251-XXX	420,224	429,566	434,078
Undistributed Expenditures-Administrative Information Technology	11-000-252-XXX	90,819	109,690	102,550
Undistributed Expenditures-Operation and Maintenance of Plant Services	11-000-26X-XXX	3,315,839	3,616,321	3,350,563
Undistributed Expenditures-Student Transportation Services	11-000-270-XXX	2,303,036	2,581,625	2,662,388
Personal Services-Employee Benefits	11-XXX-XXX-2XX	6,096,247	6,194,653	6,729,307
Undistributed Expenditures-Food Services	11-000-310-930	0	52,020	0
Total Undistributed Expenditures		22,027,018	23,928,750	23,740,162
Total General Current Expense		39,042,624	41,778,674	41,311,975
Capital Expenditures:				
Equipment	12-XXX-XXX-730	18,915	859,838	178,633
Facilities Acquisition and Construction Services	12-000-400-XXX	368,610	58,083	335,883
Total Capital Outlay		387,525	917,921	514,516
Transfer of Funds to Charter Schools	10-000-100-56X	57,986	58,000	34,417
General Fund Grand Total		39,488,135	42,754,595	41,860,908
Special Grants and Entitlements:				
Local Projects	20-XXX-XXX-XXX	39,481	65,732	35,000
Other State Projects:				
Nonpublic Textbooks	20-XXX-XXX-XXX	896	916	916
Nonpublic Nursing Services	20-XXX-XXX-XXX	1,649	1,530	1,530
Nonpublic Technology Initiative	20-XXX-XXX-XXX	612	0	0
Nonpublic Security Aid	20-XXX-XXX-XXX	2,550	3,278	3,278
Total Other State Projects		5,707	5,724	5,724
Total State Projects	20-XXX-XXX-XXX	5,707	5,724	5,724
Federal Projects:				
Title I	20-XXX-XXX-XXX	35,368	57,371	57,374
Title II	20-XXX-XXX-XXX	13,493	58,264	58,264
I.D.E.A. Part B (Handicapped)	20-XXX-XXX-XXX	391,235	404,178	375,000
Cares Act Education Stabilization Fund	20-477-XXX-XXX	0	28,200	0
Bridging the Digital Divide Program	20-478-XXX-XXX	0	653	0
Coronavirus Relief Fund (Crf) Grant Program	20-479-XXX-XXX	0	53,191	0
Total Federal Projects	20-XXX-XXX-XXX	440,096	601,857	490,638
Total Special Revenue Funds		485,284	673,313	531,362
Repayment of Debt:				
Total Regular Debt Service	40-701-510-XXX	1,655,581	1,626,482	1,582,181
Total Debt Service Funds		1,655,581	1,626,482	1,582,181
Total Expenditures/Appropriations		41,629,000	45,054,390	43,974,451
Total Expenditures Net of Transfers		41,629,000	45,054,390	43,974,451

Morris - Kinnelon Boro
Advertised Recapitulation of Balances

Budget Category	Audited Balance 06-30-2019	Audited Balance 06-30-2020	Estimated Balance 06-30-2021	Estimated Balance 06-30-2022
Unrestricted:				
--General Operating Budget	1,413,873	1,417,298	816,391	638,391
--Repayment of Debt	0	0	0	0
Restricted for Specific Purposes - General Operating Budget:				
--Capital Reserve	2,085,504	2,361,617	2,406,124	2,128,324
--Adult Education Programs	0	0	0	0
--Maintenance Reserve	0	0	0	0
--Legal Reserve	178,367	0	0	0
--Tuition Reserve	0	0	0	0
--Current Expense Emergency Reserve	0	0	0	0
--Impact Aid Reserve for General Expenses (Sections 8002 and 8003)	0	0	0	0
--Impact Aid Reserve for Capital Expenses (Sections 8007 and 8008)	0	0	0	0
Repayment of Debt:				
--Restricted for Repayment of Debt	0	0	0	0

Morris - Kinnelon Boro
Advertised Per Pupil Cost Calculations

Per Pupil Cost Calculations	2019-20				
	2018-19 Actual Costs	Actual Costs	2020-21 Original Budget	2020-21 Revised Budget	2021-22 Proposed Budget
Total Budgetary Comparative Per Pupil Cost	\$18,344	\$20,178	\$20,080	\$22,515	\$21,838
Total Classroom Instruction	\$10,318	\$11,360	\$11,183	\$12,429	\$12,169
Classroom-Salaries and Benefits	\$9,867	\$10,861	\$10,685	\$11,869	\$11,685
Classroom-General Supplies and Textbooks	\$286	\$295	\$299	\$342	\$271
Classroom-Purchased Services	\$165	\$203	\$198	\$217	\$214
Total Support Services	\$3,492	\$3,934	\$4,006	\$4,527	\$4,410
Support Services-Salaries and Benefits	\$3,089	\$3,474	\$3,352	\$3,766	\$3,723
Total Administrative Costs	\$1,848	\$2,010	\$2,002	\$2,221	\$2,200
Administration Salaries and Benefits	\$1,572	\$1,703	\$1,683	\$1,829	\$1,819
Total Operations and Maintenance of Plant	\$2,011	\$2,133	\$2,136	\$2,442	\$2,227
Operations and Maintenance-Salaries and Benefits	\$1,049	\$1,131	\$1,130	\$1,294	\$1,176
Board Contribution to Food Services	\$0	\$0	\$0	\$32	\$0
Total Extracurricular Costs	\$613	\$671	\$686	\$784	\$763
Total Equipment Costs	\$213	\$11	\$58	\$522	\$106
Legal Costs	\$56	\$67	\$62	\$75	\$65
Employee Benefits as a percentage of salaries*	24.46%	24.17%	24.13%	23.48%	26.02%

*Does not include pension and social security paid by the State on-behalf of the district.

** Federal and State funds in the blended resource school-based budgets.

The information presented in columns 1 through 3 as well as the related descriptions of the per pupil cost calculations are contained in the Taxpayers Guide to Education Spending and can be found on the Department of Education website: <http://www.state.nj.us/education/guide/>. This publication is also available in the board office and public libraries. The same calculations were performed using the 2020-21 revised appropriations and the 2021-22 budgeted appropriations presented in this advertised budget. Total Budgetary Comparative Per Pupil Cost is defined as current expense exclusive of tuition expenditures, transportation, residential costs, and judgments against the school district. For all years it also includes the restricted entitlement aids. With the exception of Total Equipment Cost, each of the other per pupil cost calculations presented is a component of the total comparative per pupil cost, although all components are not shown.

Morris - Kinnelon Boro
Capital Projects

Description/Activity	Project Number	Dollar Amount	Eligible for Grant	Funding Source for	
				Request to Exceed Referendum	Request to Exceed Referendum
replace 7 computer labs	21-22 tech	\$217,300	N	N	
upgrade security system	21-22 security	\$60,500	N	N	

The Kinnelon Board of Education requests approval for the withdrawal of \$277,800 from the Capital Reserve in the 2021-2022 budget to provide funding for the above requests

The complete budget will be on file and open to examination at the Glen Sisco building, 109 Kiel Ave, Kinnelon, NJ, Morris County, New Jersey, between the hours of 9:00 am and 1:30 pm Monday through Friday, excluding holidays.

The school district has proposed programs and services in addition to the New Jersey Student Learning Standards adopted by the State Board of Education.