

**BOONTON TOWN BOARD OF EDUCATION
OPERATIONS**

3/18/2024

1. 2024-2025 Tentative Budget: The Board approves the 2024-2025 tentative budget using state aid figures; submission of the tentative budget to the Executive County Superintendent of Schools, in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6; advertising the tentative budget in The Citizen newspaper in accordance with the form suggested by the NJ Department of Education and according to law; and holding a public hearing at the meeting on April 29, 2024.

	General	Special	Debt	
	<u>Fund</u>	<u>Revenue</u>	<u>Service</u>	<u>Total</u>
Budget	\$35,554,279	\$3,559,856	\$1,478,200	\$40,592,335
Tax Levy	22,266,465	0	1,100,123	23,366,588

2. Professional Services: The Board approves the following maximum dollar limits for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3(c)14, for the 2023-2024 school year; the School Business Administrator to track and record these costs to ensure that the maximum amount is not exceeded; and, if the need arises, to adopt a dollar increase in the maximum amount through formal board actions.

Legal:	\$140,000
Architecture/Engineering:	80,800
Audit:	38,060
<u>Physician:</u>	<u>18,900</u>
For a total amount of:	\$277,760

3. Maximum Travel Budget: The Board approves establishing the maximum travel expenditure amount of \$63,455, as defined in N.J.A.C. 6A:23A-7.1 et seq., for the 2024-2025 school year, pursuant to N.J.A.C. 6A:23A-7.3. The maximum travel expenditure amount for the 2023-2024 school year is \$20,477, of which \$9,026 has been spent and \$5,843 is encumbered to date.
4. Travel and Related Expense Reimbursement: 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

**BOONTON TOWN BOARD OF EDUCATION
OPERATIONS**

3/18/2024

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 includes 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 \$63,455 for all staff and board members for the 2024-2025 school year.

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

5. Preschool Operational Plan: The Board approves submission of the Preschool Education Aid 2024-2025 District Enrollment and Planning Workbook to the NJ Department of Education, and appropriation of funds in the amount of \$2,437,632.