

REPORT OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY

REGULAR MEETING

MARCH 18, 2024

PART I - FINANCE

A. CASH RECEIPTS – February 2024

Proposed Resolution

Resolved: That the Kearny Board of Education does hereby approve the following Report of Cash Receipts for the month of February, 2024:

2/01/2024	CITIZENS INTEREST-N/P AGENCY, ETC. JANUARY 2024	\$2,532.65
2/01/2024	STATE OF NJ - NP TRANSPORTATION	\$20.00
2/01/2024	STATE OF NJ - CHAPTER 193	\$248.00
2/01/2024	STATE OF NJ - CHAPTER 192	\$516.00
2/02/2024	STATE OF NJ - FICA JANUARY 2024	\$179,579.79
2/02/2024	STATE OF NJ - FICA JANUARY 2024	\$179,817.92
2/07/2024	STATE OF NJ - CFDA LFS	\$851.40
2/08/2024	STATE OF NJ - STATE AID	\$3,634,476.00
2/14/2024	TOWN OF KEARNY	\$4,870,688.00
2/14/2024	STATE OF NJ - SDA EMERGENT GRANT	\$130,844.00
2/16/2024	STATE OF NJ - LOCAL FOOD LFS COOP	\$440.00
2/16/2024	STATE OF NJ - FAMILY & COMMUNITY PARTNERSHIP	\$475.20
2/16/2024	STATE OF NJ - SEMI 2402 PAYMENT	\$12,631.20
2/16/2024	STATE OF NJ - FAMILY & COMMUNITY PARTNERSHIP	\$12,768.00
2/16/2024	STATE OF NJ - SEMI 2402 PAYMENT	\$14,742.93
2/16/2024	STATE OF NJ - NTE 03/24 MODE 1	\$55.00
2/16/2024	STATE OF NJ - NTE 03/24 MODE 1	\$1,596.00
2/16/2024	STATE OF NJ - NTE NF 03/24/COLA	\$1,619.00
2/16/2024	STATE OF NJ - NTE NF 03/24 DCF	\$23,132.00
2/22/2024	STATE OF NJ - STATE AID	\$3,634,476.00
2/28/2024	STATE OF NJ - STATE BREAKFAST	\$474.70
2/28/2024	STATE OF NJ - AFTER BELL	\$475.20
2/28/2024	STATE OF NJ - STATE BREAKFAST	\$663.90
2/28/2024	STATE OF NJ - STATE LUNCH	\$2,387.00
2/28/2024	STATE OF NJ - STATE LUNCH	\$2,978.40
2/28/2024	STATE OF NJ - PRESCHOOL GRANTS IDEAPS	\$3,520.00
2/28/2024	STATE OF NJ - STATE LUNCH	\$3,842.45
2/28/2024	STATE OF NJ - HHFKA FEDERAL LUNCH	\$4,556.80
2/28/2024	STATE OF NJ - FEDERAL BREAKFAST	\$33,260.15
2/28/2024	STATE OF NJ - IDEABASIC	\$126,068.00
2/28/2024	STATE OF NJ - FEDERAL LUNCH	\$184,512.05

2/28/2024	CITIZENS INTEREST - FEBRUARY 2024	\$25,856.85
2/28/2024	CAFETERIA-PAYFORIT SALES	\$54,159.35
2/28/2024	KBOE-COPAY (AGENCY)	\$357,831.97
2/28/2024	OTHER REVENUES	\$70,104.94
2/28/2024	YTD RECEIPT ADJUSTMENTS	\$37,509.48
	TOTAL	\$13,609,710.33
2/28/2024	INTEREST-CAPITAL RESERVE	\$21,481.38
2/28/2024	INTEREST- MAINTENANCE RESERVE	\$4,703.22
2/28/2024	INTEREST-CAPITAL PROJECTS	\$0.00
2/28/2024	INTEREST- UNEMPLOYMENT FUND	\$928.59
	TOTAL INTEREST	\$27,113.19
12/29/23	TOTAL RECEIPTS	13,636,823.52

**B. APPROVAL OF BUDGET TRANSFERS**

Proposed Resolution

*Resolved: That the Kearny Board of Education, based upon the recommendation of the Business Administrator/Board Secretary, does hereby approve the list of transfers as per the attached for 2023/2024 school budget.*

**C. REPORT OF THE SECRETARY (A-148)**

Proposed Resolution

*Resolved: That the Kearny Board of Education does hereby accept the monthly Report of the Secretary to the Board of Education for the month ending February 29, 2024 based upon the Board Secretary's certification that no line item account has encumbrances and expenditures which, in total, exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a). And be it further*

*Resolved: That for the record it be noted that after having reviewed the appropriations section of said report and also having consulted with the appropriate district officials, does hereby certify that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 (b), and that sufficient funds are available to meet the District's financial obligations for the remainder of the 2023/2024 School Year.*



D. REPORT OF THE TREASURER OF SCHOOL FUNDS (A-149)

Proposed Resolution

Resolved: That the Kearny Board of Education does hereby accept the monthly Report of the Treasurer of School Funds to the Board of Education for the month ending February, 2024.

E. INVESTMENTS – MARCH 18, 2024 BOARD REPORT

Resolved: That the Kearny Board of Education does hereby confirm the action of the Business Administrator/Board Secretary in having made investments through Citizens Bank during the month of February, 2024. And be it further

Resolved: For the record, it can be noted that the interest earned on said investments amounted to \$29,645.8 for Citizens Bank bringing the year-to-date interest to \$345,729.16.

F. PAYMENT OF BILLS

Proposed Resolution

Resolved: That the Kearny Board of Education, based upon the representation of the Business Administrator/Board Secretary that he has examined, audited, and certified in writing that the attached bill list is correct in the total amount of \$2,960,187.81 covering the period of 2/21/2024 to 3/18/2024, does hereby order same to be paid, in accordance with NJSA 18A:19-4.1.

G. ATHLETIC OFFICIALS ACCOUNT BILLS

Proposed Resolution

Resolved: That the Kearny Board of Education, based upon the recommendation of the Business Administrator/Board Secretary, does hereby approve the Athletic Officials Account Report for the month of February, 2024.

H. HORIZON BLUE CROSS & BLUE SHIELD OF NEW JERSEY

Proposed Resolution

Resolved: That the Kearny Board of Education has approved the wire transfer in the amount of \$1,537,989.32 for March, 2024 which represents health insurance and prescriptions.

PART II – FACILITIES

A. REQUEST FOR PERMITS

Proposed Resolution

*Resolved: That the Kearny Board of Education has hereby approved the permits for March, 2024.*

PART III- NON-PERSONNEL

A. ADOPTION OF TENTATIVE 2024/2025 SCHOOL YEAR BUDGET

Proposed Resolution

*Resolved: That the tentative budget be approved for the 2024-2025 school year using the 2024-2025 state aid figures and the Secretary to the Kearny Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A. 18A:7F-S and 18A:7F-6:*

	<u>GROSS BUDGET</u>	<u>AMOUNT TO BE RAISED BY TAXATION</u>
<u>General Fund</u>	<u>\$149,201,803.</u>	<u>\$59,386,610.</u>

	<u>GROSS BUDGET</u>	<u>AMOUNT TO BE RAISED BY TAXATION</u>
<u>Special Revenue</u>	<u>\$13,797,357</u>	<u>\$ -0-</u>

	<u>GROSS BUDGET</u>	<u>AMOUNT TO BE RAISED BY TAXATION</u>
<u>Debt Service</u>	<u>\$222,800.</u>	<u>\$222,800.</u>

*And to advertise said tentative budget in the Jersey Journal and Star-Ledger in accordance with the form suggested by the New Jersey Department of Education and according to law;*

*And, a Public Hearing on the budget for the 2024-2025 school year will be held at the Board Office, 1st Floor Board Room, 172 Midland Avenue Kearny, N.J. 07032 on Tuesday, April 30, 2024 at 6:00 p.m.*

B. CAPITAL RESERVE - WITHDRAWAL AMOUNT

Proposed Resolution

Resolved: That the Kearny Board of Education includes in the 2024-2025 budget a Capital Reserve Withdrawal in the amount of \$7,645,642.00 for the payment of the Lease Purchase Financing for the HVAC upgrades for Roosevelt and Franklin Elementary Schools, and Washington School (ROD Grant) HVAC upgrades.

C. CAPITAL RESERVE - STATEMENT OF PURPOSE

Proposed Resolution

Resolved: That the Kearny Board of Education approves the submission of a Statement of Purpose regarding the Capital Reserve Withdrawal amount of \$7,645,642.00. for the annual payment for the HVAC Upgrades for Roosevelt and Franklin Elementary Schools, and Washington School (ROD Grant) HVAC upgrades.

D. APPROVAL OF 2024/2025 TRAVEL MAXIMUM

Proposed Resolution

Resolved: That the Kearny Board of Education does hereby establish the school district travel maximum for the 2024/2025 school year at the sum of \$25,000; and Be It Further Resolved, that the School Business Administrator, in accordance with 6A:23A-7.3, shall track and record these costs to insure the maximum amount is not exceeded, and that the pre-budget year maximum was \$25,000 and the total spent to date is \$4,998.10.

E. APPROVAL OF TRAVEL AND RELATED EXPENSE REIMBURSEMENT FOR 2024-2025

Proposed Resolution

Resolved: That the Kearny 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, the Kearny 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 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 Kearny Board of Education to be necessary and unavoidable as noted on the approved Kearny Board of Education Out of District Travel and Reimbursement Forms;*

*Be It Resolved, the Kearny 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 Kearny Board of Education Out of District Travel and Reimbursement Forms; and*

*Be It Further Resolved, the Kearny 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 \$25,000. 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.*

**F. SCHEDULE PUBLIC HEARING OF THE 2024-2025 SCHOOL BUDGET**

*I am recommending Tuesday, April 30, 2024 at 6:00 p.m. for the statutorily-required Public Hearing of the 2024-2025 School Budget at the Board Office, 1st Floor Board Room, 172 Midland Avenue, Kearny, N.J. 07032.*

**G. AMERICAN RESCUE PLAN/ESSER**

**Proposed Resolution**

**Resolved:** *That the Kearny Board of Education does hereby approve the submission of ARP ESSER application and amendments #1 and #2 of the American Rescue Plan/ESSER.*

H. 2024-2025 EARLY CHILDHOOD PROGRAM AID

Proposed Resolution

Resolved: That the Kearny Board of Education does hereby accept the Preschool Education Aid for school year 2024-2025 in the amount of \$5,797,975.00 from the New Jersey Department of Education for professional development and technical assistance geared toward implementing high -quality preschool programming and individualized technical assistance.

I. CERTIFICATION OF COMPLIANCE WITH FEDERAL AND STATE LAW (E-CERT)

Proposed Resolution

Resolved: That the Kearny Board of Education does hereby acknowledge the annual submission of the executed Certification of Compliance with Federal and State Law (E-Cert) Form to the New Jersey Division of Taxation by March 15, 2024.

J. ATLANTIC TOMORROW'S OFFICE - FRANKLIN ELEMENTARY SCHOOL

Proposed Resolution

Resolved: That the Kearny Board of Education does hereby approve a lease/purchase with Atlantic Tomorrows Office for one (1) Ricoh IMC 8000 Color Copier with Accessories for Franklin Elementary School. The monthly lease payment is \$539/month and includes all maintenance and supplies.

K. EAST NEWARK SUMMER PROGRAM - SECURITY GUARD

Proposed Resolution

Resolved: That the Kearny Board of Education does hereby approve the billing to East Newark Board of Education for an additional Security Guard for the Summer School program at the Kearny High School for a total cost of \$2,600.



L. HONEYWELL - BUILDING MANAGEMENT SYSTEM UPGRADE

Proposed Resolution

Resolved: That the Kearny Board of Education does hereby approve the Honeywell Building Management System Upgrade from EBI r310 to r700 which includes a Software Labor Dell Server, Workstation, Monitor, Keyboard and Mouse. Ethernet Switch, NAS Server, Veeam Backup Software and Graphics Upgrade to r700 Standard. The total quote amount is \$39,137.70.

M. NORTHERN REGION EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY - TRANSPORTATION

Proposed Resolution

Resolved: That the Kearny Board of Education does hereby accept transportation services from Northern Region Educational Services Commission of New Jersey for one (1) student to Lincoln Middle School at an estimated cost per route of \$16,764.80. Effective February 2024 to June, 2024.

N. ALLOCATION OF SALARIES - FEDERALLY FUNDED PROGRAMS ( PER 2023 - 2024 CONTRACT)

NAME	SCHOOL	AMOUNT	PERCENT FROM FEDERAL FUNDS	FTE
Patricia Telez	Central	\$65,758	50% ARP	1

O. PERMISSION TO DISCARD EQUIPMENT

Proposed Resolution

Resolved: That the Kearny Board of Education does hereby approve the discard of the following unusable crew boat engines:

BRAND	SERIAL #	MASS	RELATED POWER	YEAR OF MANUFACTURE
Tohatsu	36.5-49kg	7.2 kw-550 k/min	3V2(MFS9.8A3	2016
Tohatsu	010614XK	df	7.2kw	2009

P. DONATION

Proposed Resolution

*Resolved: That the Kearny Board of Education does hereby accept the generous donation of \$500 from the Washington Elementary School PTA to be used towards the school store.*

Q. DONATION

Proposed Resolution

*Resolved: That the Kearny Board of Education does hereby accept the generous donation of \$1,000 from the Pioneer Boys of America, Inc. to be used towards the Kearny High School Band Account.*

R. DONATION

Proposed Resolution

*Resolved: That the Kearny Board of Education does hereby accept the generous donation of the following cameras and lenses from the YouTuber Show to the Kearny High School Photo Department:*

*Canon EOS 1D Mark II*

*2x Canon EOS C200*

*Tokina 11-16mm f/2.8 Lens*

*Sigma 18-35mm f/1.8 DC HSM Art Lens*

*Respectfully submitted,*

*Juan Fardine*

*Business Administrator/*

*Board Secretary*