



Township of Montclair 205 Claremont Avenue Montclair, NJ 07042 tel: 973-509-4932 fax: 973-509-1030

IRA KARASICK
Township Attorney
ikarasick@montclairnjusa.org

JOSEPH C. ANGELO
Assistant Township Attorney
jangelo@montclairnjusa.org

MEMORANDUM

Date: October 30, 2017

To: Mayor Jackson

From: Ira Karasick

Re: Board of School Estimate

The Board of School Estimate consists of 5 members: the Mayor, two Township Council members appointed by the Council, and two Board of Education members appointed by the Board. Appointments are to be made annually in December.

The Board of School Estimate is part of the process for funding the public schools in “Type I” school districts¹ in New Jersey.² In each Type I district, the Board of Education prepares an annual itemized budget, which must be approved by the county superintendent of schools. The Board of Education next finalizes and delivers the itemized budget to the Board of School Estimate, which is required to hold a public hearing on the budget. Once the hearing has been held, the Board of School Estimate must adopt a school budget and certify to the Township Council and to the Board of Education the amount of local funds to be appropriated for use of the public schools.

The process established by state law requires that the school budget must be advertised by March 18, and that the earliest hearing may be held on March 22. The latest date for the hearing is March 29. The Board of School Estimate is then required to adopt a budget by April 8.

In the event that the Board of School Estimate reduces the Board of Education’s budget, the Board of Education may appeal to the Commissioner of Education for restoration of the funds.

¹ There are 16 Type I districts out of a total of 600 New Jersey school districts.

² There are also Boards of School Estimate in some Type II districts, not relevant to Montclair.