

**THE BOARD OF EDUCATION OF THE
BOROUGH OF ANTOWN IN THE
COUNTY OF BERGEN, NEW JERSEY**

TENTATIVE TIMETABLE FOR REFERENDUM FOR SEPTEMBER 29, 2020

[as long as it takes]	Board of Education and public determine scope of proposed project and estimated cost.
As soon as possible but no later than July 31, 2020 [but at least 60 days prior to special election]	Send letter to County Clerk, County Board of Elections and Superintendent of Elections, if applicable, and to Municipal Clerk requesting them to conduct the special election September 29, 2020.
[at least five months prior to election]	Board approves applications to Commissioner of Education for approval of educational plans, schematic plans, amendment to long range facilities plan, if necessary, and projects.
[at least five months prior to election]	Architect submits applications to Commissioner. Applications request debt service aid. [State has ninety days to act. DOE may request additional sixty days.]
[at time of application submission]	If necessary, architect sends written letter to local planning board to obtain recommendations pursuant to N.J.S.A. 40:55D-31 and N.J.S.A. 18A:18A-16, together with schematic plans and other required information, and to Department of Environmental Protection for review, if applicable.
[Within 90 days following submission of complete application and at least 60 days prior to referendum]	Unless additional sixty days are requested, Commissioner approves long-range facilities plan, any necessary amendment to long-range facilities plan, educational plans, schematic plans and the projects and determines preliminary eligible costs and costs in excess of facilities efficiency standards and sends PEC letters to district.
If applicable - but it may alter the following dates	[Board of Education has thirty days to consider appeal to request additional funding.] [State has additional thirty days to react to appeal.] Board may consider State recommendations for cutting costs of project and submit revised schematic plans, if necessary.
	If required, Board approves PEC letter determinations and determines not to appeal

	Receipt of FEC letters. (Generally 30 days after PEC letters)
No later than August 4, 2020 [prior to 55 days before election]	Municipal Clerk (or in the case of a regional school district or at request of Municipal Clerk, County Clerk) publishes Notice of Persons Wanting Mail-in Ballots notices for Special Election.
As of _____, 2020 [as of date proposal is adopted]	Chief financial officer for the Borough prepares supplemental debt statement as of this date and files on this date in the office of the Municipal Clerk for the Village and in the office of the Business Administrator/Board Secretary prior to the adoption of the resolution.
_____, 2020 (regular meeting)	Board of Education adopts resolution authorizing special election and form of bond proposal or proposals.
Date following adoption of resolution but no later than at least by 10:00 a.m. September 11, 2020 [Statute requires that this must be done by 10:00 am of the 18 th day prior to a special election and by 10 a.m. 60 days prior to November annual election. Counties may request more time]	Business Administrator/Board Secretary sends certified copy of proposal to County Clerk, County Board of Elections and Superintendent of Elections, if applicable, requesting them to submit proposal at special election scheduled for September 29, 2020.
[22 to 52 days prior to election (30 days prior to closing registration books as per N.J.S.A. 19:12-7 and N.J.S.A. 19:31-6)]	County Board of Elections should publish notice as may be required by N.J.S.A. 19:12-7(b)(3).
[In the calendar week next preceding special/annual election date]	County Board of Elections should again publish notice as may be required by N.J.S.A. 19:12-7(b)(3).
On seventh day and again on day preceding election	County Board of Elections publishes notice to registered voters required in N.J.S.A. 19:12-9
No later than September 29, 2020	CFO of Village must file supplemental debt statement in the office of the Director of the Division of Local Government Services in Trenton.

September 29, 2020	<p>Special election.</p> <p>[Effective January 1, 2017, by P.L. 2015, c. 181, approved January 11, 2016, Polls may open from 6:00 a.m. to 4:00 p.m. as designated by Board and stay open until 8:00 p.m. for special or April annual election and are open from 6:00 a.m. to 8:00 p.m. for a November Annual Election as per N.J.S.A. 19:15-2]</p>
Following successful referendum	<p>File certified copy of proposal with Commissioner of Education and prepare certified record of proceedings for McManimon, Scotland & Baumann, LLC, bond counsel.</p> <p>Per approval letter notify DOE Division of Finance and Executive County Superintendent also</p>
Other Important Dates	
On or before date that educational and schematic plans are submitted to the State for approval	Submit application for approval of site if land acquisition is involved in financing
21 days prior to election	Voter registration deadline per N.J.S.A. 19:31-6
Postmarked 7 days prior to election date	Mail In Ballot application deadline for written applications
Day prior to election at 3:00 p.m.	Mail In Ballot deadline for in-person applications
No later than 2 nd Tuesday preceding election	The appointment of or application for challengers shall be filed with the County Board by the proponents or opponents of a public question seeking to appoint challengers (County Board may appoint two in its discretion) N.J.S.A. 19:7-1 <u>et seq.</u>

The Board Secretary must give notice of a special meeting in writing to each Board member at least 1 day before the meeting, setting forth the time, the place and the purpose or purposes of the special meeting, and notice must be given to the appropriate newspapers with sufficient time to permit publication at least 48 hours in advance and otherwise in accordance with the Open Public Meetings Act.