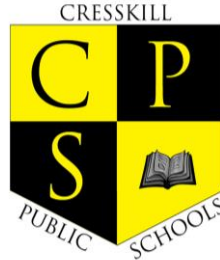


CRESSKILL BOARD OF EDUCATION



Regular Meeting, January 4, 2016
Board of Education Conference Room, 7:50 PM

Board of Education

Denise Villani, President
Mary Klein, Vice-President

Caryn Aronson
Sally Cummings
Michael DePalo
Stephen Moldt
John Park
Rosanne Rabinowitz
Cindy Wolfer

Michael Burke, Superintendent
Antoinette Kelly, Business Administrator/Board Secretary

The Regular Meeting of the Cresskill Board of Education was held on Monday, January 4, 2016 in the Board of Education Conference Room. The meeting was called to order by Denise Villani at 7:50 p.m.

CALL TO ORDER

Pledge of Allegiance

ROLL CALL

PRESENT WERE: Denise Villani, Stephen Moldt, Caryn Aronson, Sally Cummings, Mary Klein, Rosanne Rabinowitz, Cindy Wolfer, Michael DePalo, John Park

ALSO PRESENT WERE: Mr. Michael Burke, Superintendent, Mrs. Antoinette Kelly, CPA, Business Administrator/Board Secretary

READING OF THE OPEN PUBLIC MEETING STATEMENT

“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 provisions of the act, The Cresskill Board of Education has caused notice of this meeting taking place in the Board of Education Conference Room be published by having date, time and place thereof posted in the Cresskill Board of Education office, sent to the Cresskill Library and Cresskill Borough Hall.”

PUBLIC COMMENTS – AGENDA ITEMS ONLY

Citizens may address the Board of Education on any item listed on the agenda. Citizens will give their name and address when recognized to speak. A time limit of three minutes per person and a total of 30 minutes for all communications are allowed. Large groups are urged to select someone to represent them.

No action was taken.

PERSONNEL

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the attached list of teachers to be paid for summer curriculum/instruction, as per the CEA contract, \$33.18 per hour.
2. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the maternity leave of **Destiny Fabian**, Step by Step Aide, Edward H. Bryan School, effective March 1, 2016 through June 22, 2016.

On a motion by Mary Klein, seconded by Stephen Moldt and carried, the Board approved the Personnel items:

AYES: Denise Villani, Stephen Moldt, Caryn Aronson, Sally Cummings, Mary Klein, Rosanne Rabinowitz, Cindy Wolfer, Michael DePalo, John Park
NAYS: None
ABSTAINED: None
ABSENT: None

EDUCATIONAL PLANNING

1. **Resolved**, that the Board of Education, upon recommendation of the Superintendent, approve the attached list of **Field Trips** for the 2015-2016 school year.

On a motion by Rosanne Rabinowitz, seconded by Sally Cummings and carried, the Board approved the Educational Planning item:

AYES: Denise Villani, Stephen Moldt, Caryn Aronson, Sally Cummings, Mary Klein, Rosanne Rabinowitz, Cindy Wolfer, Michael DePalo, John Park
NAYS: None
ABSTAINED: None
ABSENT: None

FINANCE

Presentation: review and presentation of the 2014-2015 annual audit and audit recommendations. Presented by Donna Japhet, Partner from Lerch, Vinci, and Higgins, LLP.

1. AUDIT RECOMMENDATIONS/APPROVAL OF 2014-2015 AUDIT

Resolved, that the Board accept the following 2014-2015 Audit and Audit Recommendations, submitted by the firm of Lerch, Vinci and Higgins, School Auditor:

- I. Administrative Practices and Procedures
There are none.
- II. Financial Planning, Accounting and Reporting
There are none.
- III. School Purchasing Program
It is recommended that purchases entered into pursuant to State contracts and cooperative purchasing programs which exceed the bid threshold be submitted for Board approval, specific to actual vendors utilized.
- IV. Food Service Fund
There are none.
- V. Student Body Activities
It is recommended that two payor signatures be obtained on all checks issued from the High School Student Activity account.
- VI. Application for State School Aid(A.S.S.A.)
There are none.
- VII. Pupil Transportation
There are none.
- VIII. Facilities and Capital Assets
There are none.
- IX. Miscellaneous
There are none.
- X. Status of Prior Years' Audit Findings/Recommendations
A review was performed on all prior years' recommendations and corrective action was taken on all.

1. AUDIT CORRECTIVE ACTION PLAN

Resolved, that the Board of Education, upon the recommendation of the Superintendent, authorize the School Business Administrator/Board Secretary, to take the following actions to implement the recommendations submitted in the 2014-2015 audit report:

Recommendation #	Corrective action plan approved by BOE	Method of Implementation	Person Responsible for implementation	Completion date

<p>III.</p>	<p>It is recommended that purchases entered into pursuant to State contracts and cooperative purchasing programs which exceed the bid threshold be submitted for Board approval, specific to actual vendors utilized.</p>	<p>All State Contract and cooperative purchasing program purchases will be reviewed to determine if the total amount expended to the vendor will exceed the bid threshold to ensure that the vendor is individually approved by the Board of Education.</p>	<p>Antoinette Kelly, School Business Administrator</p>	<p>Immediately</p>
<p>V.</p>	<p>It is recommended that two payor signatures be obtained on all checks issued from the High School Student Activity account.</p>	<p>Internal Controls be enhanced to ensure that all checks issued from the High School Student Activity account included two payor signatures before being released.</p>	<p>Antoinette Kelly, School Business Administrator</p>	<p>Immediately</p>

On a motion by Mary Klein, seconded by Stephen Moldt and carried, the Board approved the Finance items:

AYES: Denise Villani, Stephen Moldt, Caryn Aronson, Sally Cummings, Mary Klein, Rosanne Rabinowitz, Cindy Wolfer, Michael DePalo, John Park
NAYS: None
ABSTAINED: None
ABSENT: None

POLICY

No action taken at this time.

BOARD PRESIDENT’S REPORT

No action taken at this time.

SUPERINTENDENT’S REPORT

No action taken at this time.

COMMITTEE/LIASON REPORTS

- Policy – No action taken at this time.
- Finance & Operations – No action taken at this time.
- Negotiations – No action taken at this time.

INFORMATION ITEMS

January 13 – CMS/CHS H.S.A. Parent Speaker Series: Substance Abuse/Addiction Prevention, CHS Media Center, 7:00 PM

January 14 & 15 – Kindergarten Registration, BOE Conf. Room, 8:30 AM – 2:30 PM

January 18 & 19 – Inclement weather days for Kindergarten Registration, BOE Conf. Room, 8:30 AM – 2:30 PM

January 18 – Martin Luther King Day (Teachers Only)

January 29 – CMS/CHS H.S.A. Casino Night, at SPACE, Englewood, 7:00 PM

February 15 & 16 – Presidents Day Recess, Schools Closed

PUBLIC COMMENT – ANY SUBJECT

Citizens may address the Board of Education on any item not listed on the agenda. Citizens will give their names and addresses when recognized to speak. A time limit of three minutes per person and a total of 30 minutes for all communications are allowed. Large groups are urged to select someone to represent them.

No action taken at this time.

MOTION TO ADJOURN

On a motion by Stephen Moldt seconded by Sally Cummings and carried the Cresskill Board of Education Regular Meeting of Monday, January 4, 2016 was adjourned at 9:20 p.m.

ROLL CALL VOTE: AYES 9 NAYS 0 ABSTAINED 0 ABSENT 0

Respectfully submitted,

Antoinette Kelly, CPA
Business Administrator/
Board Secretary