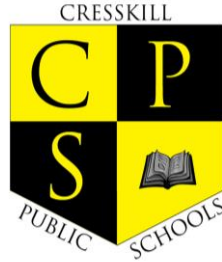


CRESSKILL BOARD OF EDUCATION



**Regular Meeting, January 4, 2016**  
Board of Education Conference Room, 7:30 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

**CALL TO ORDER: Pledge of Allegiance**

**ROLL CALL**

**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.

**A. 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.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**B. 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.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**C. 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.

**2. 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
III.	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.	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.	Antoinette Kelly, School Business Administrator	Immediately
V.	It is recommended that two payor signatures be obtained on all checks issued from the High School Student Activity account.	Internal Controls be enhanced to ensure that all checks issued from the High School Student Activity account included two payor signatures before being released.	Antoinette Kelly, School Business Administrator	Immediately

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**D. POLICY**

**BOARD PRESIDENT'S REPORT**

**SUPERINTENDENT'S REPORT**

**COMMITTEE/LIASON REPORTS**

- Policy
- Finance & Operations
- Negotiations

**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:**

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**TRUSTEE COMMENT**

**MOTION TO ADJOURN:**

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**CLOSED SESSION (IF NECESSARY)**

The Cresskill Board of Education is adjourning to Closed Session. The session may include a discussion of negotiations, contractual matters, litigation and personnel. Pursuant to the Open Public Meetings Act, the Cresskill Board of Education is required to notify the public when the minutes of this closed session will be available. When the need for confidentiality no longer exists, the minutes will be available to the public.