

CHESILHURST SCHOOL DISTRICT

SHIRLEY B. FOSTER ELEMENTARY SCHOOL
CHESILHURST, NJ 08089

Minutes for February 18, 2019

Executive Session – If Needed

Regular Meeting – 7:03 PM

Maria Littles, President

1. CALL TO ORDER

2. FLAG SALUTE

3. SUNSHINE NOTICE

Maria Littles, President

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meeting of the public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of this Act, the Chesilhurst Borough Board of Education has caused notice of this meeting to be published by having the date, time and place advertised in the Courier Post, and posted in the school and at borough hall.

Oath of office given to Joseph Medley.Jr.

New Oath of Office

4. ROLL CALL

Wadia Alwan

Board Member	Roll Call
Mrs. Littles	Present
Mr. Harmon	Present
Mrs. Barney	Present
Mrs. Hirn	Absent
Mr. Medley	Present
Mrs. Saylor	Absent

Was a quorum established? Yes X

No _____

Also Present: Dr. Frank Badessa (Wadia Alwan)
Absent

AUDIT PRESENTATION:

- A.** Ray Colavita of Nightlinger Colavita & Volpa CPA PA conducted a review of the district’s 2017-18 financial statements and business practices. The Certified Annual Financial Report (CAFR) will be available on line audit and is presented for the Board’s review.

Motion: That the Chesilhurst Board of Education have read and discussed the 2017-18 audit findings and approve the following corrective action plan for the current school year and accept and order filed the audit report as presented for the 2017-18 school year.

Finding: There were a number of students listed as attending the wrong school and/or not listed on an attendance register. It was also necessary to perform re-calculation of the average mileage.

Recommendation: Procedures and review of the information presented on the DRTRS Report should be improved to ensure the most accurate information is presented. This should be done not only to assure that students are listed in the appropriate school but also to make sure the students are actually attending the schools where they are listed.

Corrective Action: The information provided by the receiving district for the DRTRS Report will be reviewed and compared and reconciled to the information received from each individual school and compared to the student register received for the DRTRS and the ASSA Reports.

Motion to accept the June 30, 2018 Audit Report as presented and to accept and approve The corrective action plan

Board Member	Motion	Second	Roll Call
Mrs. Littles	X		Yes
Mr. Harmon			Yes
Mrs. Barney		X	Yes
Mrs. Hirn			
Mr. Medley			Yes
Mrs. Saylor			

5. BUSINESS OFFICE REPORTS

APPROVAL OF MINUTES

- A. Motion to approve the Minutes of the Reorganization and Executive Session for January 7, 2019.

Board Member	Motion	Second	Roll Call
Mrs. Littles			Yes
Mr. Harmon	X		Yes
Mrs. Barney		X	Yes
Mrs. Hirn			
Mr. Medley			Yes
Mrs. Saylor			

Motion carried by roll call vote.

- B. Motion to approve the Board Payment Approval List for February 2019.

Board Member	Motion	Second	Roll Call
Mrs. Littles	X		Yes
Mr. Harmon			Yes
Mrs. Barney		X	Yes
Mrs. Hirn			
Mr. Medley			Yes
Mrs. Saylor			

Motion carried by roll call vote.

6. FINANCE

- C. Motion to approve the following Financial Reports in items 1 through 6.

- Payment of Bills
Approve payment of February 2019 bills as submitted and listed for the minutes
- Board Secretary Report
Approve the Board Secretary Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2018. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10(c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- Treasurer's Report

Approve the Treasurer’s Reports in accordance with 18A:17-36 and 18A:17-9 for the month of December 2018. The Treasurer’s Report and Secretary’s Report are in agreement for the month of December 2018.

4. Revenue Amount or Revenue Sources

Approve the Board Secretary’s Revenue report for December 2018 in accordance with N.J.A.C.6A:23A-16.10(c)2 certifies that there are no changes in anticipated revenue amount or revenue sources.

5. Board of Education Certification

Approve the Board of Education Certification for December 2018 pursuant to N.J.A.C.6A:23A-16.10(c) 3, we certify that after review of the secretary’s monthly financial report (appropriations section) and to the best of our knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the district’s financial obligation for the remainder of the fiscal year.

6. Budget Transfers

Approve the Budget Transfers and new account appropriations for December 2018 as attached to these minutes, and when required, pending the New Jersey Commissioner of Education’s approval as specified in 6A:23A-13.3.

Board Member	Motion	Second	Roll Call
Mrs. Littles			Yes
Mr. Harmon	X		Yes
Mrs. Barney		X	Yes
Mrs. Hirn			
Mr. Medley			Yes
Mrs. Saylor			

Motion carried by a roll call vote.

D.

Motion to approve the cancellation of the April 15, 2019 meeting and reschedule for April 29, 2019 in order to comply with the state budget calendar for holding the public hearing on the 2019-2020 school budget.

Board Member	Motion	Second	Roll Call
Mrs. Littles			Yes
Mr. Harmon	X		Yes
Mrs. Barney		X	Yes
Mrs. Hirn			
Mr. Medley			Yes
Mrs. Saylor			

Motion carried by a roll call vote

E. Motion to go into Executive Session at 7:49 PM to discuss personnel matters regarding the position of Part-time School Secretary and Part-time Custodian. Any action will be taken in open session.

Board Member	Motion	Second	Roll Call
Mrs. Littles	X		Yes
Mr. Harmon			Yes
Mrs. Barney		X	Yes
Mrs. Hirn			
Mr. Medley			Yes
Mrs. Saylor			

Motion carried by a roll call vote

F. Motion to close Executive Session and return to Open Session at 8:21 PM.

Board Member	Motion	Second	Roll Call
Mrs. Littles			Yes
Mr. Harmon		X	Yes
Mrs. Barney			Yes
Mrs. Hirn			
Mr. Medley	X		Yes
Mrs. Saylor			

Motion carried by a roll call vote

G. Motion to:

Board Member	Motion	Second	Roll Call
Mrs. Littles			
Mr. Harmon			
Mrs. Barney			
Mrs. Hirn			
Mr. Medley			
Mrs. Saylor			

Motion carried by a roll call vote

7. PUBLIC COMMENTS: N/A

A. Motion to open the meeting to the public for all general comments.

Board Member	Motion	Second	Roll Call
Mrs. Littles			
Mr. Harmon			
Mrs. Barney			
Mrs. Hirn			
Mr. Medley			
Mrs. Saylor			

B. Motion to close meeting to public.

Board Member	Motion	Second	Roll Call
Mrs. Littles			
Mr. Harmon			
Mrs. Barney			
Mrs. Hirn			
Mr. Medley			
Mrs. Saylor			

DISCUSSIONS:

8. ADJOURNMENT

Motion to adjourn the meeting at 8:22 PM

Board Member	Motion	Second	Roll Call
Mrs. Littles	X		Yes
Mr. Harmon			Yes
Mrs. Barney		X	Yes
Mrs. Hirn			
Mr. Medley			Yes
Mrs. Saylor			

Motion carried by a roll call vote.

Respectfully submitted,

Dr. Frank Badessa, Ed. D.

NEXT MEETING

Monday, March 18, 2019, 7:00 PM