

SOUTH PLAINFIELD PUBLIC SCHOOLS

125 Jackson Avenue
South Plainfield, NJ 07080
908-754-4620

The Minutes for the Committee of The Whole Meeting on Wednesday, December 14, 2011 at 6:00 P.M. in the Roosevelt Administration Building gymnasium, 125 Jackson Avenue:

I. CALL TO ORDER

President Giannakis called the meeting to order promptly at 6:00 p.m. in the gymnasium of the Roosevelt Administration Building, 125 Jackson Avenue, pursuant to the terms of the Sunshine Law.

II. SALUTE TO FLAG

The Pledge of Allegiance to the Flag was recited.

III. ROLL CALL- James Olobardi

Business Administrator/Board Secretary

Present: Mrs. Byrne, Mr. Farinella, Mr. Hubner, Mrs. Miller, Mr. Seesselberg,
Mr. Sorrentino, Mr. Stevenson, Mrs. Boyle and Mr. Giannakis

Also Present: Dr. Bowen, Interim Superintendent of Schools, Dr. Cocchiola, Interim
Asst. Superintendent, Mr. Olobardi, Business Administrator/Board
Secretary and Mr. Zitomer, Legal Counsel

IV. BOARD PRESIDENT

In accordance with the terms of the Sunshine Law, adequate notice of this meeting was posted in all school buildings, the Administration Building, Borough Clerk's office, Police Headquarters, Public Library, four newspapers and W.C.T.C. on May 5, 2011. Please be advised that there is **No Smoking on school grounds - inside or outside.**

V. PUBLIC COMMENTS

None

VI. SUPERINTENDENT'S REPORT

VII. PRESENTATION OF THE 2010/2011 AUDIT

Mr. Vincent Montanino, District Auditor of Record, presented the Audit Report for the school year ended June 30, 2011. He distributed a fund balance analysis to the Board. Mr. Montanino reviewed the fund balances for the 2009/2010 and 2010/2011 school years and said the excess surplus of \$1.3 million would have to be returned to the taxpayers in the next budget. Mr. Montanino said the Board had received some unexpected revenue from the State for reimbursement of tuition for numerous years. This was a one time payment and will not be recurring. A question was asked about whether any of the excess surplus could be transferred to our Reserve Accounts. Mr. Montanino said we would have had to do that by resolution of the Board prior to June 30th. He explained the findings and recommendations listed in the Audit and discussed the importance of the timely receipt of the Board Secretary's & Treasurer's Reports. Questions were raised about the Student Activities Accounts and why there was not a recommendation, since there had been in prior years. Mr. Montanino explained that there was just a verbal finding, not a written recommendation. A Synopsis of the Audit was available to the public. A Corrective Action Plan will be on the January agenda for approval.

VIII. FINANCE

Discussion:

Mrs. Boyle said she felt there should have been a recommendation regarding the Student Activities Accounts.

A. Receipt and Acceptance of the Audit Report for the School Fiscal Year Ended June 30, 2011

WHEREAS, the South Plainfield Board of Education has caused an audit of its financial records to be conducted by a public auditor pursuant to N.J.S.A. 18A-23:1; and

WHEREAS, the firm of V.M. Associates has filed such report prior to the date required by state statute; and

WHEREAS, the Board Secretary has prepared a synopsis or summary of the above mentioned report and made same available to the public pursuant to N.J.S.A. 18:23-4; and

WHEREAS, the findings and recommendations of the auditor as found in the Management Report, have been discussed by the Finance Committee of the Board of Education at a meeting held on November 30, 2011; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education does hereby acknowledge receipt of the Audit Report for the 2010/2011 Fiscal Year; and

BE IT FINALLY RESOLVED that this resolution takes effect immediately.

MOTION: Mrs. Byrne

SECOND: Mr. Seesselberg

VOTE: 9-0

Mr. Giannakis said the Board would be going into Executive Session for about an hour and a half and that the remainder of the meeting would be held in the 2nd Floor Conference Room.

EXECUTIVE SESSION

RESOLVED, pursuant to the Open Public Meetings Act, that the Board meet in closed session at 6:40 p.m. to discuss confidential matters pertaining to personnel, negotiations, student matters and/or attorney-client privilege. It is expected that the matters discussed in closed session shall be made public as soon as the need for confidentiality no longer exists.

MOTION: Mrs. Miller SECOND: Mr. Seesselberg VOTE: 9-0

The Executive Session adjourned at 8:26 p.m.

The public session resumed with all members present.

IX. COMMITTEE WORKSHOPS

Buildings & Grounds Committee

Mr. Giannakis asked Mrs. Byrne to begin her report.

The following items were discussed:

- Architect Building Assessment – Roofs
- New Jersey School Boards Association Insurance Group's 2011 Safety Grant

Transportation Committee

Mr. Stevenson reported that we are going out to bid for two busses being paid out of the enterprise fund.

Curriculum/Technology/Student Activities Committee

Mr. Giannakis asked Mrs. Miller to begin her discussion.

The following topics were discussed:

- Curriculum Writing Initiative
 - Timelines
 - Content Areas of Focus
- Strategic Plan Roadmap – Draft
- Job descriptions for Curriculum Coordinator & Supervisor of Math & Science
 - Process is underway

- Request for overnight trip to Peru update
Advisor is still waiting for a response from the American Embassy in Peru
- Administration of a Second Level Assessment in Grant School
A second level of assessment in addition to the NJ ASK & HSPA to measure student progress and curriculum alignment with the NJCCC's and national CCSS was a strong recommendation of the CAPA DOE consultant. This is underway in a short-term solution for Grant School, and will be built into the 2012-13 budget process in regards to a program such as NJ Pass, Terra Nova, etc.

Public Relations Committee

Mrs. Miller discussed the following topics:

- Winter Newsletter update
- Website status
- Public Hearing Model – Draft
- Facebook (Website)
- Comcast and FIOS
- Teacher Page Demo
- 2011/2012 School Calendar Revision as a result of Primary Election Date Change From February 7, 2012 to June 5, 2012

Finance Committee

Mr. Hubner began the Finance Committee discussion.

The following items were discussed:

- Audit Report
- Bills List
- US Hoops Contract
- Student Activities Fund
- Tom's Automotive

Policy Committee

Mrs. Miller said there were no items for discussion this month.

X. BOARD MEMBER COMMENTS

XI. EXECUTIVE SESSION

RESOLVED, pursuant to the Open Public Meetings Act, that the Board meet in closed session at this time to discuss confidential matters pertaining to personnel, negotiations, student matters and/or attorney-client privilege. It is expected that the matters discussed in closed session shall be made public as soon as the need for confidentiality no longer exists.

MOTION:

SECOND:

VOTE:

Mr. Giannakis asked for a motion to add a Resolution regarding approval for a Special Audit of the District's Student Activities Account. The vote was as follows:

MOTION: Mrs. Byrne

SECOND: Mr. Seesselberg

VOTE: 9-0

Approval for Special Audit of the Student Activities Account

RESOLVED that the Board hereby retains the services of Lerch, Vinci and Higgins to perform an audit of the District's Student Activities Accounts at the rate of \$75.00 per hour; and

BE IF FURTHER RESOLVED that the Auditor shall prepare a written report of the findings which shall be presented to the Finance Committee by the Auditor.

MOTION: Mrs. Boyle

SECOND: Mrs. Miller

VOTE: 9-0

Mr. Giannakis asked for a motion to add a resolution in support of a grant application the Borough is submitting for crosswalks to the December 21, 2011 Agenda. The vote was:

MOTION: Mrs. Boyle

SECOND: Mrs. Byrne

VOTE: 9-0

XII. AGENDA APPROVAL

RESOLVED, that the agenda for the regular public meeting on December 21, 2011, as may have been modified, is hereby approved.

MOTION: Mrs. Byrne

SECOND: Mr. Seesselberg

VOTE: 9-0

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XIII. ADJOURNMENT

By a unanimous voice vote, the meeting adjourned at 11:00 p.m.

MOTION: Mr. Sorrentino SECOND: Mr. Seesselberg VOTE: 9-0

Respectfully submitted,

James Olobardi
Business Administrator/Board Secretary