

**Passaic Valley Regional High School
District #1**

AGENDA

**Special Meeting of the Board of Education
Tuesday, March 2, 2021**

Order of Business

ROLL CALL OF MEMBERS

PLEDGE OF ALLEGIANCE

READING OF ANNOUNCEMENT

PUBLIC NOTICE

In accordance with the provisions of the Open Public Meetings Act, the Board of Education of the Passaic Valley Regional High School District #1 issued notice of this meeting on January 7, 2021, by having the date, time and location of the meeting posted on the bulletin board of Passaic Valley High School, and sent to The North Jersey Herald News and The Record. Notice was also filed with the Township Clerk of Little Falls, the Borough Clerk of Totowa, and the Business Administrator of Woodland Park and sent to those persons requesting that such notice be mailed to them. On February 19, 2021 a revised board meeting notice was advertised in the The North Jersey Herald News and The Record. Notice was also filed with the Township Clerk of Little Falls, the Borough Clerk of Totowa, and the Business Administrator of Woodland Park and sent to those persons requesting that such notice be mailed to them.

PRESIDENT'S REPORT

ACKNOWLEDGMENT OF CORRESPONDENCE TO THE BOARD OF EDUCATION

STUDENT REPRESENTATIVES TO THE BOARD OF EDUCATION

Lia Trewhella

Noor Agha

Teresa Payne

Julia Perdomo

CALL FOR MEMBERS OF THE PUBLIC TO BE HEARD

Finance Committee

1. Discussion of 2020 Fiscal Year End Audit, Acceptance of Said Audit & Approval of the 2020 Fiscal Year End Corrective Action Plan

WHEREAS, The Board of Education of the Passaic County Regional High School District #1 (the Board) caused an annual audit of the district's accounts and financial transactions to be conducted by a public school accountant for the 2019-2020 fiscal year pursuant to NJSA 18A:23; and

WHEREAS, said "Comprehensive Annual Financial Report" and "Auditor's Management Report" for the fiscal year ended June 30, 2020, were filed in duplicate with the Office of the Commissioner on March 1, 2021, pursuant to NJSA 18A:23-3; and

WHEREAS, a presentation of the audit with discussion of the district's fiscal status, audit findings and recommendations were made to the Board and public by the School Business Administrator at the Board Meeting of March 2, 2021; and

WHEREAS, the presentation allowed for a public discussion of the audit results including the district's overall financial position, reserved, unreserved and excess surplus fund balances, and the two (2) audit findings and recommendations, at the Regular Board Meeting of March 2, 2021; and

WHEREAS, the synopsis of the CAFR was available to the public at the March 2, 2021 board meeting with copies of the synopsis available at the offices of the School Business Administrator upon request; and

WHEREAS, a Corrective Action Plan has been drafted and disseminated to the board and appropriate parties by the School Business Administrator addressing each of the two (2) audit recommendations presented in the Auditor's Management Report in response to their recommendations; and

NOW THEREFORE BE IT RESOLVED that The Board of Education of the Passaic County Regional High School District #1 accepts the June 30, 2020 audit and approves the Corrective Action Plan for the fiscal year ending June 30, 2020; and

BE IT FURTHER RESOLVED that the Board hereby incorporates the Synopsis of the Audit with each specific audit recommendation and the resulting Corrective Action Plan as part of the minutes of this meeting of March 2, 2021, and notes public discussion of same for the minutes; and

BE IT FURTHER RESOLVED that the School Business Administrator be directed to upload to the NJ Homeroom CAFR Repository the Comprehensive Annual Financial Report (CAFR), Auditors Management Report (AMR), Peer Review (PR), Corrective Action Plan (CAP), and certified board minutes adopting the above items; and

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BE IT FURTHER RESOLVED, in accordance with the directive from the Department of Education, listed below are the audit findings and the corrective action of each audit recommendation:

I. Administrative Practices and Procedures

There are none.

II. Financial Planning, Accounting and Reporting

It is recommended that:

1. Procedures be enhanced to ensure monies collected are deposited into the proper bank accounts.

Corrective Action

The Business Administrator will be developed and review internal procedures in the business office to lessen the likelihood that monies collected are deposited into the proper bank accounts.

It is recommended that:

2. Additional anticipated revenues be formally approved in the minutes and all budget adjustments be properly supported.

Corrective Action

If additional revenues occur in the school year, the Business Administrator will formally approve the revenues in the minutes with proper budget adjustments being supported for review.

III. School Purchasing Program

There are none.

IV. School Food Services

There are none.

V. Student Body Activities

There are none.

VI. Scholarship Fund

There are none.

VII. Application for State School Aid

There are none.

VIII. Pupil Transportation

There are none.

IX. Facilities and Capital Assets

There are none.

Education Committee

Operations Committee

Finance Committee

Athletic/Student Activities Committee

Negotiations Committee

Public Relations/Student Welfare Committee

Policy Committee

Technology Committee

Ad Hoc Committee

Attorney's Report

Passaic County School Board's Association – Report of Delegate

New Jersey School Board's Association – Report of Delegate

Old Business

New Business

Call for members of the Public to be heard

Executive Session

Adjournment

Next Meeting

Regular Meeting:
Tuesday, March 9, 2021, 7:00 p.m.
Adra Suchorsky Library
Passaic Valley High School
East Main Street, Little Falls New Jersey