



**Berlin Borough School District  
Regular Meeting of the Board of Education**

**Date:** March 19, 2015  
**Time:** 7:00 p.m.  
**Location:** Media Center  
 Berlin Community School  
 215 South Franklin Avenue  
 Berlin, NJ 08009

**AGENDA**

**I. PUBLIC SESSION**

**A. Meeting Called to Order**

**B. Statement of Open Meeting Compliance**

The *New Jersey Open Public Meetings Act* 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 interest is discussed or acted upon. In accordance with the provisions of this Act, the Berlin Borough Board of Education has caused notice of this meeting to be published by having the date, time, and place published in the Central Record and posted in the Berlin Community School, the Berlin Community School Website, ([www.bcsberlin.k12.nj.us](http://www.bcsberlin.k12.nj.us)) Borough Hall, and Channels 19 and 38.

**C. Flag Salute**

**D. Roll Call**

**E. Student Recognition**

- |  |          |                           |
|--|----------|---------------------------|
| 1. Students of the month:                        | Grade 5: | Julie Bogardus (February) |
|  | Grade 5: | Madison Mitchell          |
|  | Grade 6: | Caitlin Cowdin            |
|  | Grade 7: | Sydney Spancake           |
|  | Grade 8: | Madison Cowdin            |
| 2. Student report – student body representative: |          | Laura Breslin             |

**F. Presentations**

**G. Public Participation – Agenda Items Only**

**(Call Vote)**

This is the time when anyone from the public who wishes to speak to the Board may do so. Please state your name, address, and phone number for the record. The Board will hear your concerns. The Board may or may not take action this evening. You will be notified either at this meeting, by letter, or telephone, of any action the Board does take.



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- H. Approval of Minutes** **(Roll Call)**
  - 1. February 19, 2015 Regular Meeting and Executive Session

**I. Correspondence**

- J. Facilities** **(Call Vote)**
  - 1. Business Administrator’s Report: Frank Domin

**K. Finance: Mr. Frank Domin** **(Roll Call)**

- 1. Reconciliation Report.  
Ratify and affirm Reconciliation Report for January 31, 2015.
- 2. Report of the Board Secretary.  
Ratify and affirm Board Secretary Report for January 31, 2015.
- 3. Monthly Budgetary Certification.  
Motion to approve monthly budgetary certification.
  - a. **Certification of Board Secretary**  
Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Board Secretary certifies that as of January 31, 2015, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Berlin Borough Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23A-16.10(a) 1.
  - b. **Certification of Board of Education**  
Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Berlin Borough Board of Education certifies that as of January 31, 2015, and after review of the Secretary’s Monthly Financial Report and the Treasurer’s Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board’s knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a) 1 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
  - c. In accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that anticipated revenue has changed for the month ending February, 28 2015 as follows:  
Increased/Decreased state aid:       (\$0.00)
- 4. Transfers.  
Motion to approve transfers for the month of (N/A).
- 5. Cafeteria Report.  
Ratify and affirm Cafeteria Report for February 28, 2015.
- 6. Approval of Bills.  
Recommend bills to be paid as of March 19, 2015, in the amount of \$311,834.64.
- 7. Student Activity Report.  
Motion to approve Student Activity Report for January 31, 2015.
- 8. Donations:  
Motion to accept the following donations, as of:

Donation	Group Offering	Amount/Value



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**II. SUPERINTENDENT’S REPORT: Mr. Tony Trongone**

**A. For Your Information**

1. PARCC Update
2. ACHIEVENJ Update
3. 8<sup>th</sup> grade Graduation
4. Eastern Graduation
5. Eastern High School 50<sup>th</sup> Anniversary – May 6
6. 1:1 iPad Initiative Update
7. National Junior Honor Society Induction April 16, 2015 (6:00 p.m.)

**B. Program Reports**

**(Call Vote)**

1. Elementary School Report: Mr. Havers
2. Special Education Report: Mrs. Lindsay
3. CER Report: Mrs. DiBella
4. Health Office Report: Mrs. Shallow
5. NutriServe Food Service Update

**C. Superintendent’s Monthly Report**

**(Roll Call)**

**D. Policy**

**(Roll Call)**

1. First Reading.  
0134: Board Self Evaluation  
0152: Board Officers  
2622: Student Assessment(M)  
3212: Attendance(M)  
4212: Attendance(M)  
3218: Substance Abuse(M)  
4218: Substance Abuse(M)  
5200: Attendance(M)  
8630: Bus Driver/Bus Aide Responsibility(M)

**Policy Second Reading/Public Hearing**

**(Roll Call)**

2. Second Reading/Public Hearing.  
**None**



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**E. Administration (Roll Call)**

1. Accept NJDOE Approval of Request for NJQSAC Waiver
2. Updated 2014-2015 Calendar (Due to Snow Day)
  
3. Social Studies/Geography Curriculum:
 

Grade 6 Unit 5	Grade 6 Unit 6
Grade 7 Unit 1	Grade 7 Unit 2
Grade 8 Unit 1	Grade 8 Unit 2
  
4. Spring CER Class Descriptions

**F. Personnel (Roll Call)**

1. Personnel Report.  
Motion to approve the attached Personnel Report.

**G. Facilities**

1. Shelter in Place                      February 6, 2015                      1:35 p.m.
  
2. Resolution 1, 05-15. Motion to approve Resolution #1, 05-15; Resolution Authorizing Enforcement of State and Local Parking and Traffic Laws, Ordinances, Rules & Regulations on School Grounds.

**H. Public Participation – All Issues (Call Vote)**

This is the time when anyone from the public who wishes to speak to the Board may do so. Please state your name, address, and phone number for the record. The Board will hear your concerns. The Board may or may not take action this evening. You will be notified either at this meeting, by letter, or telephone of any action the Board does take.

**III. NONPUBLIC EXECUTIVE SESSION (Call Vote)**

In accordance with the NJ Open Public Meetings Act, the Berlin Borough School District desires to discuss certain matters in closed session described in the aforementioned law, pertaining to student matters. The Berlin Borough School District Board of Education will disclose the discussion topic of the closed session at a public meeting as soon as possible. The Berlin Borough School District shall now enter a closed session for an approximate time limit of 30 minutes.

**Resolution #2, 03-15 Non Public Executive Session**

WHEREAS; Matters pertaining to sensitive personnel issues, negotiations, student discipline issues and litigation are proper topics for closed sessions under the Public Meetings Act, therefore, be it

RESOLVED: to hold a Closed Meeting of the Berlin Borough Board of Education for said purposes (student discipline) HIB Hearing, and



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BE IT FURTHER RESOLVED; to make available the results of the Closed Meeting in the minutes of this meeting or in subsequent actions of the Board.

BERLIN BOROUGH BOARD OF EDUCATION

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Secretary

**IV. RETURN TO PUBLIC SESSION** **(Call Vote)**

**VI. NEW BUSINESS** **(Roll Call)**

**Motion:**

2015-2016 Submission of Tentative Budget .

Motion to approve Resolution 3, 3-15, Submission of the Tentative 2015-2016 Budget to the County Office: Approval of the tentative 2015-2016 district budget based on a 2.93% Tax Levy Cap increase of \$193,589.

**BE IT RESOLVED** that the Berlin Borough School District Board of Education does hereby approve the 2015-2016 budget for submission to the Executive County Superintendent of Schools in the grand total amount of \$12,123,812 which includes a General Fund total of \$10,834,844, a Special Revenue Fund total of \$520,357, and a Debt Service Total of \$768,611; and also includes a General Fund local tax levy of \$6,801,973; and a Debt Service local tax levy of \$615,236.00; and

BE IT RESOLVED that this budget will include a Withdrawals from Maintenance Reserve of \$25,000 and Capital Reserve of \$107,000.00 for repair to entrance doors and replacement of roof top HVAC units .

BE IT RESOLVED that this budget uses \$58,459 from the Health Care Cost Adjustment as part of the Tax Levy Cap Increase.

**VII. MEETING ADJOURNED** **(Call Vote)**

Next Meeting: April 16, 2015  
Location: Media Center  
Time: 7:00 p.m.