



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

**Date:** November 20, 2014  
**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. Presentations**

1. June 30, 2014 CAFR Report: Rob Inverso, Inverso and Stewart, LLC

**F. Student Recognition**

1. Students of the month:

Grade 5:	Nathan Donnelly
Grade 6:	Adalie Clothier
Grade 7:	Shubham Patel
Grade 8:	Samantha Adams

2. Student report – student body representative: Alyssa Manuola

**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.

**H. Approval of Minutes**

**(Roll Call)**

1. October 16, 2014 Regular Meeting and Executive Session



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- I. Correspondence** **(Call Vote)**
1. NJ Schools Insurance Group Safety Award
  2. Angelo's Pizza
- 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 September 30, 2014.
  2. Report of the Board Secretary.  
Ratify and affirm Board Secretary Report for September 30, 2014.
  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 October 31, 2014, 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 October 31, 2014 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 November 30, 2014 as follows:  
Increased/Decreased state aid:       (\$0.00)
  4. Transfers.  
Motion to approve transfers for the month of September 30, 2014.
  5. Cafeteria Report.  
Ratify and affirm Cafeteria Report for October 31, 2014.
  6. Approval of Bills.  
Recommend bills to be paid as of November 20, 2014, in the amount of \$274,301.16.
  7. Student Activity Report.  
Motion to approve Student Activity Report for September 30, 2014.



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8. Donations:

Motion to accept the following donations, as of November 20, 2014:

<b>Donation</b>	<b>Group Offering</b>	<b>Amount/ Value</b>
Monica Shallow is requesting for Shoprite gift cards for 31 families/ 52 children McKinney Vento (homeless) during the holidays.	BCHSA	\$620.00
Rachael Coolick has requested funding from 6th grade Kids Fund Author Ty Drago visit to 6 <sup>th</sup> grade language arts classes. The author is scheduled for October 21 <sup>st</sup> and will speak to 4 6 <sup>th</sup> grade language art classes. He will discuss his writing process and the rewards of chasing ones dreams and do a Q& A session.	BCHSA	\$300.00
Matt Jenkins is requesting monies for visual aides to enhance both the old gym and cafeteria. A lunchroom behavior poster, gym rules poster and citizenship poster.	BCHSA	\$38.85
Laura Behnke and Joe Bowen are requesting funding for breakfast foods and paper products to host a breakfast for staff members and families' members of staff who are US veterans.	BCHSA	\$200.00
Matt Jenkins is requesting funding for 6 Voit Tuff balls to update the damaged P.E. equipment.	BCHSA	\$144.99
3 <sup>rd</sup> grade is requesting Kids Fund money (\$250 per classroom for four 3 <sup>rd</sup> grade classes) for Lakeshore learning activities.	BCHSA	\$1000.00

9. Educational Instruction Services. Motion to approve Inspira Health Center of Bridgeton, NJ to provide educational instruction services for homebound student at \$40.00 per hour.

10. CAFR Audit Report.

Motion to accept the FY 2014 Audit Report (as presented by auditor Robert Inverso of Inverso and Stewart, LLC.,) with no Corrective Action Plan required.

A. Move that the Board accept the 2013-2014 Comprehensive Annual Financial Report as presented and move that the Audit Summary be received as read in accordance with NJSA 18A:23-4 and 5, and further move that the Secretary be instructed to comply with all state and federal reporting requirements.

11. Flexible Spending Account Agreement. Motion to amend Flexible Spending Account agreement to reflect current IRS changes allowing for employees to elect to carry over up to \$500 into the new plan year.

12. Budget Calendar. Motion to accept the 2015-2016 budget calendar.

13. Child Study Team Consultants. Motion to approve the updated list of Child Study Team Consultants.



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

**A. For Your Information**

1. PARCC Update
2. NJASK Assessment Data
3. AchieveNJ Update
4. iPad 1:1 Initiative
5. Algebra 1 for 8<sup>th</sup> Graders
6. Media Center Update
7. Berlin Multi-Family LLC (Development)

**B. Program Reports**

**(Call Vote)**

1. Principal’s 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.

**Policy Second Reading/Public Hearing**

**(Roll Call)**

2. Second Reading/Public Hearing.
  - 1522 School-level Planning (M) (Abolished)
  - 2340 Field Trips
  - 2468 Independent Educational Evaluations
  - 5305 Health Services Personnel (Revised)
  - 5306 Health Services to Nonpublic Schools (M) (Revised)
  - 5308 Student Health Records (M) (Revised)
  - 5310 Health Services (M) (Revised)
  - 5339 Screening for Dyslexia (M) (New)
  - 5410 Promotion and Retention
  - 5411 Promotion from Eight Grade
  - 5530 Substance Abuse (M) (Revised)
  - 5600 Student Discipline/Code of Conduct (M) (Revised)
  - 8505 Wellness Policy/Nutrient Standards for Meals and Other Foods (M) (Revised)



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**E. Administration**

**(Roll Call)**

1. Nursing Services Plan. Motion to approve the 2014-2015 Nursing Services Plan.
2. Wrestling Schedule. Motion to approve the 2014-2015 Wrestling Schedule.
3. Gibbsboro Student Wrestlers. Motion to approve allowing Gibbsboro students to participate in the BCS Wrestling program.
4. Interim Hiring Authorizations. Motion to authorize the Superintendent to hire in the interim (no December meeting,) in conjunction with the personnel committee. All interim authorizations will be formally confirmed at the January Board of Education meeting.

**F. Personnel**

**(Roll Call)**

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

**G. Facilities**

1. Drills: Fire      November 11, 2014      2:50 p.m.  
                  Fire      October 20, 2014      9:23 a.m.

**H. Public Participation – All Issues**

**(Call Vote)**

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**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 #1, 11-14 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

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



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**IV. RETURN TO PUBLIC SESSION**

**(Call Vote)**

**VI. NEW BUSINESS**

1. Motion to approve resolution #2, 11-14, AUTHORIZING AND APPROVING THE SCHOOL DISTRICT'S PARTICIPATION IN THE MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION INITIATIVE OF THE SECURITIES AND EXCHANGE COMMISSION; AND AUTHORIZING AND APPROVING CERTAIN ACTIONS as required.

**VII. MEETING ADJOURNED**

**(Call Vote)**

Next Meeting:     **REORGANIZATION**  
                          January 8, 2014  
Location:           Media Center  
Time:                6:30 p.m.

**Regular Meeting**  
January 8, 2015  
Media Center  
7:00 p.m.