



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

Date: August 22, 2013
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), Borough Hall, and Channels 19 and 38.

C. Flag Salute

D. Roll Call

E. Student Recognition

1. Students of the month (N/A)
2. Student report – student body representative (N/A)

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.

H. Approval of Minutes

(Roll Call)

1. June 20, 2013 Regular Meeting and Executive Session

I. Correspondence

(Call Vote)

1. Barnes and Noble Appreciation; Barbara Rote
2. Commendation: Ms. Sara Browne
3. Letter of Resignation: J. Winkelspecht
4. Letter of Appreciation from Mary Lynn Hodges



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5. Letter of Resignation: Martha Cox
6. OSEP Determination

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 May 31, 2013.
Ratify and affirm Reconciliation Report for June 30, 2013.
Ratify and affirm Reconciliation Report for July 31, 2013.
2. Report of the Board Secretary.
Ratify and affirm Board Secretary Report for May 31, 2013.
Ratify and affirm Board Secretary Report for June 30, 2013.
Ratify and affirm Board Secretary Report for July 31, 2013.
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 June 30, 2013, 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 June 30, 2013 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 June 30, 2013 as follows:
Increased/Decreased state aid: (\$0.00)
4. Transfers.
Motion to approve transfers for the month of May 31, 2013.
Motion to approve transfers for the month of June 30, 2013.
Motion to approve transfers for the month of July 31, 2013.
5. Cafeteria Report.
Ratify and affirm Cafeteria Report for June 30, 2013.
6. Approval of Bills.
Recommend bills to be paid as of August 22, 2013, in the amount of \$670,389.35.
Recommend bills to be paid as of July 25, 2013, in the amount of \$168,095.30
Recommend bills to be paid as of June 30, 2013, in the amount of \$67,351.03.
Recommend bills to be paid as of June 28, 2013, in the amount of \$121,342.99.



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7. Student Activity Report.

Motion to approve Student Activity Report for May 31, 2013.

Motion to approve Student Activity Report for June 30, 2013.

Motion to approve Student Activity Report for July 31, 2013.

8. Donations:

Motion to accept the following donations, as of (N/A):

Table with 3 columns: Donation, Group Offering, Amount/Value

9. Grant Transfer.

Motion to approve submission of budget modification for IDEA-B as follows:

Transfer Out: Workshop/Travel 1-20-250-200-500-02-00 \$823.07

Transfer In: Postage 1-20-250-200-500-01-00 \$823.07

10. Vendor Services Contract. Motion to approve a Vendor Services Contract between the Berlin Borough School District and Maureen Lynch (vendor,) to provide counseling services to Berlin Community School 'at risk' population. Contract term September 1, 2013 through June 30, 2014; not to exceed a total of eight (8) hours per week for thirty-nine (39) weeks of service, and for sixteen (16) Fridays at four (4) hours per day (coverage for Amanda Gauntt,) at \$57.00 per hour, issued on a monthly basis, not to exceed \$21,432.00.

11. Long Term Substitute Rates

Motion to approve the attached Long Term Substitute Rates, to be effective September 1, 2013.

12. Eden Autism Services. Motion to approve contract with Eden Autism services for the 2013-2014 School year, not to exceed \$13,320.00.

13. Increasing Bid Threshold for Qualifying Purchasing Agent. Motion to approve Resolution #1, 8-13, For Increasing Bid threshold and appointing a qualified purchasing agent in a Board of education.

14. F32 Capital Roof Project Bills. Motion to approve F32 Capital Roof Project bills as listed:

DA Nolte Roofing: \$ 59,557.82
\$105,398.70
\$251,284.08

Siemens Industry Inc.: \$ 7,476.00

15. Insurance Group Renewals. Motion to approve Resolutions #2, 8-13:

Southern New Jersey Regional Employee Benefits Fund – Resolution Indemnity and Trust Renewal Agreement.

16. Natural Gas Services Purchase. Motion to approve Resolution #3, 8-13 To Purchase Natural Gas Services, and #4, 8-13 Electric Services Through the Alliance For Competitive Energy Services (ACES) Bid Cooperative pricing System ID #E8801-ACESCPS.

17. NCLB allocation. Motion to accept allocation of \$82,078.00 from No Child Left Behind Act Consolidated formula subgrant and to authorize submission of the application for the 2013-2014 school year as follows:

Title I - \$62,935

Title IIA - \$18,373

Title III - \$ 771

18. IDEA allocation. Motion to accept allocation of \$206,478.00 from IDEA fund and authorize submission of the application for the 2013-2014 school year for Pre-School at \$ 8,378, and Basic at \$198,100.



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II. SUPERINTENDENT'S REPORT: Mr. Tony Trongone

A. For Your Information

1. AchieveNJ - New Teacher Evaluation Update
2. Preliminary NJASK Scores
3. New Reading Series in Kindergarten
4. New Writing Program in Grades 3-5
4. New Math Series in Grades 7 & 8
5. Opening of School
6. School Security and Safety
7. 2013-2014 School Level Calendar

B. Program Reports

(Call Vote)

1. Elementary School Report: Mr. Havers
2. Special Education Report: Mrs. Hall
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.
P1240 Evaluation of Superintendent
P3221 Evaluation of Teaching Staff Members
P3224 Evaluation of Principals Asst Principals and Vice Principals
P 2362 Privacy Policy concerning use of Biometric Fingertip Identification

Policy Second Reading/Public Hearing

(Roll Call)

2. Second Reading/Public Hearing.
P5120: Assignment of Pupils
P5300: Automated External
P5533: Pupil Smoking
P7434: Smoking in School Buildings and Grounds
P7522: School District Provided Technology Devices to Staff Members
P7523: School District Provided Technology Devices to Pupils

E. Administration

(Roll Call)

1. District Technology Plan
Motion to approve the 2013-2016 District Technology Plan, as attached.
2. ELA Curriculum
Motion to approve the attached English Language Arts Curriculum.
3. 2013-2014 Athletic Fees
Motion to approve the attached Athletic Fees schedule.
4. Staff Handbook
Motion to approve the attached 2013-2014 Staff Handbook.



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5. Student Handbook
Motion to approve the attached 2013-2014 Student Handbook.
6. Field Hockey Schedule
Motion to approve the attached 2013 Field Hockey Schedule.
7. Law Enforcement MOA
Motion to approve the attached Memorandum of Agreement between Berlin Borough School District and local law enforcement.
8. Spanish K-5 Curriculum
Motion to approve the attached Spanish Curriculum (K-5)
9. Spanish 6-8 Curriculum
Motion to approve the attached Spanish Curriculum (6-8)
10. Boys' Soccer Schedule
Motion to approve the 2013 Boys' Soccer Schedule.
11. Girls' Soccer Schedule
Motion to approve the 2013 Girls' Soccer Schedule.

F. Personnel

(Roll Call)

1. Personnel Report.
Motion to approve the attached Personnel Report.
2. Perfect Attendance:
The following staff members are to be recognized for attaining perfect attendance for the 2012-2013 school year: Mr. Wesley Hill
Mr. Jack Walker
Mr. Brent Woods

G. Facilities

1. Drills

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 litigation. 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.

IV. RETURN TO PUBLIC SESSION

(Call Vote)

VI. NEW BUSINESS

- A. Motion to ratify the 2013-2016 BTA Contract between the Berlin Teacher's Association and the Berlin Borough Board of Education.

(Call Vote)



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VII. MEETING ADJOURNED

(Call Vote)

Next Meeting: September 19, 2013
Location: Media Center
Time: 7:00 p.m.