



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

Date: April 18, 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. Swear-in Newly Elected Board Member: Karen Costanzo

Roll Call

E. Student Recognition

1. Students of the month:

Grade 5:	Shivam Patel
Grade 6:	Thomas Swider
Grade 7:	Stephen McClain
Grade 8:	Kaitlin McGee

2. Student report – student body representative: Shannon McElroy

F. Presentations

1. School Report Card: Mr. Tony Trongone

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. March 21, 2013 Regular Meeting and Executive Session
- I. Correspondence** (Call Vote)
1. Doris Steele
 2. "Pasta For Pennies"
- J. Facilities** (Call Vote)
1. Business Administrator's Report: Frank Domin
- K. Finance: Mr. Frank Domin** (Roll Call)
1. Reconciliation (Previously "Treasurer's" Report).
Ratify and affirm Reconciliation Report for January 31, 2013.
Ratify and affirm Reconciliation Report for February 28, 2013.
 2. Report of the Board Secretary.
Ratify and affirm Board Secretary Report for January 31, 2013.
Ratify and affirm Board Secretary Report for February 28, 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 February 28, 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 December 31, 2012, 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, 2013 as follows:
Increased/Decreased state aid: (\$0.00)
 4. Transfers.
Motion to approve transfers for the month of January 31, 2013.
Motion to approve transfers for the month of February 28, 2013.
 5. Cafeteria Report.
Ratify and affirm Cafeteria Report for March 31, 2013.
 6. Approval of Bills.
Recommend bills to be paid as of April 18, 2013, in the amount of \$175,943.95.
 7. Student Activity Report.
Motion to approve Student Activity Report for January 31, 2013.
Motion to approve Student Activity Report for February 28, 2013.



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8. Donations:

Motion to accept the following donations, as of March 31, 2013:

Donation	Group Offering	Amount/Value

9. Capital Roof Project.

Motion to approve bills for F32 Capitol Roof Project:

CK# 1012	Patriot Roofing	\$ 49,012.10
CK# 1013	Patriot Roofing	<u>30,807.08</u>
		\$ 70,819.18

10. Requisition for taxes and debt service. Motion to approve the 2013-2014 T-1 Requisition for Taxes and T-2 Requisition for Debt Service. The following payment schedule is needed to meet the obligations of the Board:

T - 1 General Fund		T - 2 Debt Service	
<u>Payment Request</u>	<u>Amount</u>	<u>Payment Request</u>	<u>Amount</u>
7/14/13	\$ 495,000	7/14/13	\$ 42,556
8/14/13	\$ 525,000	8/14/13	\$ 68,475
9/14/13	\$ 585,000		
10/14/13	\$ 550,000		
11/14/13	\$ 550,000		
12/14/13	\$ 550,000		
1/14/14	\$ 550,000	1/14/14	\$ 298,000
2/14/14	\$ 550,000	2/14/14	\$ 180,923
3/14/14	\$ 550,000		
4/14/14	\$ 550,000		
5/14/14	\$ 540,000		
6/14/14	<u>\$ 468,068</u>		
	\$6,463,068		<u>\$ 589,954</u>

11. T&L Transportation Contract. Motion to approve the transportation contract with T&L Transportation at the State approved CPI of 2.63% for \$ 170,179.70.

Route 1A & 1B	\$ 34,035.94
Route 2A & 2B	34,035.94
Route 3A & 3B	34,035.94
Route 4A & 4B	34,035.94
Route 5A & 5B	<u>34,035.94</u>
	\$170,179.70

12. Sport Transportation. Motion to approve the following per run with T&L Transportation at the State approved CPI of 2.63%.

Sport Transportation	\$ 156.78
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13. Debt Service Motion to Amend.

Motion to amend May 24, 2012 Finance #15; Requisition for Taxes and Debt Service. Correct typo. Increase request for Debt Service by \$8. (A4F attached).



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II. SUPERINTENDENT’S REPORT: Mr. Tony Trongone

A. For Your Information (Call Vote)

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.
Policy 6113: E-Rate
Policy 6163: Advertising on School Property

Policy Second Reading/Public Hearing (Roll Call)

2. Second Reading/Public Hearing .

E. Administration (Roll Call)

1. School Bus Emergency Evacuation Drill Report.
Motion to accept the School Bus Emergency Evacuation Drill Report.
2. Camden County Elementary League Membership Resolution.
Motion to adopt the Camden County Elementary League Membership Resolution to enroll Berlin Community School as a member of the Camden County Elementary League to participate in the approved interschool athletic program sponsored by the Camden County Elementary League.
3. Federal Work Study
Motion to approve the Berlin Borough School District to enter into an Agreement with Rowan University to become a Federal Work Study Employer to hire University students majoring in Education as Lunchroom-Playground Aides beginning in the 2013-2014 School Year.

F. Personnel (Roll Call)

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

G. Facilities

1. Drills
March 15, 2013 - Evacuation Drill - 9:52 am
March 28, 2013 - Fire Drill - 9:55 am



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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.

IV. RETURN TO PUBLIC SESSION

(Call Vote)

VI. NEW BUSINESS

(Roll Call)

A. Meeting Date Change.

Motion to change the date of the May Board of Education Meeting from Thursday, May 16, 2013 to Wednesday, May 15, 2013.

VII. MEETING ADJOURNED

(Call Vote)

Next Meeting: **Wednesday, May 15, 2013**
Location: **Media Center**
Time: **7:00 p.m.**