



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

**Date:** March 16, 2016  
**Time:** 7:00 p.m.  
**Location:** Cafeteria  
 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**

*A Student of the Month is an active listener and member of the community who continually strives for personal excellence and respects all staff, students, and community members by supporting the Six Pillars of Character. Students of the Month contribute to an overall positive school environment. Grade level teachers work together to nomination just one student from grades five through eight each month throughout the academic school year. Those selected as Student of the Month serve as role models to their peers and should be extremely proud of their efforts and recognition!*

- |  |          |                     |
|--|----------|---------------------|
| 1. Students of the month: November 2015: | Grade 5: | Olivia Inman        |
|  | Grade 7: | Grace McFadden      |
|  | Grade 8: | Benjamin Schwartz   |
| December 2015:                           | Grade 5: | Sravan Kuntamukkula |
|  | Grade 7: | Juliana Ferri       |
|  | Grade 8: | Angelina Cavallaro  |
| January 2016:                            | Grade 5: | Cassandra Straub    |
|  | Grade 6: | Faith Sirdashney    |
| February 2016:                           | Grade 5: | Leah Fisher         |
|  | Grade 6: | Nicholas Vitale     |
|  | Grade 7: | Katie Fehrenback    |
|  | Grade 8: | Tina DeWalt         |

2. Student report – student body representative: Shivam Patel



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**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. [February 18, 2016 Regular Meeting and Executive Session](#)

**I. Correspondence**

1. [NJSBA Congratulations to Dennis Quinn](#)
2. [Open Space and Farmland Preservation](#)

**J. Facilities**

**(FYI)**

1. [Business Administrator’s Report: Frank Domin](#)

**K. Finance: Mr. Frank Domin**

**(Roll Call)**

1. Reconciliation Report.  
Ratify and affirm Reconciliation Report for (N/A).
2. Report of the Board Secretary.  
Ratify and affirm Board Secretary Report for (N/A).
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 29, 2016, 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 February 29, 2016, 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 March 31, 2016 as follows:  
Increased/Decreased state aid:       (\$0.00)
4. Transfers.  
Motion to approve transfers for the month of (N/A).
5. Cafeteria Report.



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[Ratify and affirm Cafeteria Report for February 29, 2016.](#)

- 6. Approval of Bills.  
[Recommend bills to be paid as of March 16, 2016, in the amount of \\$422,253.57.](#)
- 7. Student Activity Report.  
Motion to approve Student Activity Report for (N/A).

- 8. Donations:  
Motion to accept the following donations, as of (N/A):

Donation	Group Offering	Amount/Value

- 9. Landscaping Proposal. Motion to approve contract for 2016 turf maintenance per proposal received. McFerren Brothers Landscaping; 3 cuts per month at \$570.00.
- 10. 2016-2017 Submission of Tentative Budget.  
Motion to approve Resolution 3, 3-16, Submission of the Tentative 2016-2017 Budget to the County Office: Approval of the tentative 2016-2017 district budget based on a 2.% Tax Levy Cap increase of \$136,039.  
BE IT RESOLVED that the Berlin Borough School District Board of Education does hereby approve the 2016-2017 budget for submission to the Executive County Superintendent of Schools in the grand total amount of \$12,                    which includes a General Fund total of \$10,                    , a Special Revenue Fund total of \$515,035, and a Debt Service Total of \$626,267; and also includes a General Fund local tax levy of \$6,938,012; and a Debt Service local tax levy of \$626,267; and  
BE IT RESOLVED that this budget will include a Withdrawals from Maintenance Reserve of \$ ,000 and Capital Reserve of \$ ,000.00 for roof and exterior repairs .  
BE IT RESOLVED that this budget uses \$                    from the Health Care Cost Adjustment as part of the Tax Levy Cap Increase.

**II. SUPERINTENDENT’S OFFICE: Mrs. Kristen Martello**

**A. For Your Information**

- 1. *Save the Date!* **People’s Choice Awards:** March 23, 2016  
**Run For Sue:** May 19, 2016  
**Sports Awards Assembly:** June 15, 2016  
**Graduation:** June 15, 2016; 5:00 – 8:00 p.m.  
**Academic Awards Assembly:** June 16, 2016
- 2. [GO RED! Campaign](#)
- 3. PARCC Update
- 4. [90 Miles to Freedom](#), *S. J. Magazine*, March 2016
- 5. BCSHA Fashion Show (\$26,000!)

**B. Program Reports**

**(Call Vote)**

- 1. [Principal’s Report: Dr. Ward Richards](#)
- 2. [Special Education Report: Mrs. Lindsay](#)
- 3. [CER Report: Mrs. DiBella](#)
- 4. [Health Office Report: Mrs. Shallow](#)



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5. [NutriServe Food Service Update](#)

**C. Superintendent's Monthly Report** (Roll Call)

**D. Policy** (Roll Call)

1. First Reading.  
[1240: Evaluation of Superintendent](#)  
[3221: Evaluation of Teachers](#)  
[3223: Evaluation of Administrators](#)  
[3224: Evaluation of Principals](#)

**Policy Second Reading/Public Hearing** (Roll Call)

2. Second Reading/Public Hearing.

**E. Administration** (Roll Call)

1. [Program Research](#). Motion to approve Mrs. Kristen Martello to conduct Walden University doctorate program research (Professional Learning Community at BCS,) as per attached proposal.
2. [School Goals](#). Motion to approve and accept the BCS School Goals, as attached.
3. [Stockton University Affiliation Agreement](#). Motion to approve the Stockton University Affiliation Agreement for Internship/Practicum Program/Service Learning.

**F. Personnel** (Roll Call)

1. Personnel Report.  
Motion to approve the attached Personnel Report.
2. Letter of Resignation, Joseph Bowen

**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 #1, (03-16) Non Public Executive Session**



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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

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

**VI. NEW BUSINESS**

1. Board Appointments. Motion to appoint \_\_\_\_\_ as representative to the Camden County Education Service Commission and \_\_\_\_\_ as an alternate from March 2016 through December 2016.

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

Next Meeting: April 28, 2016  
Location: Media Center  
Time: Budget Hearing at 6:30 p.m.  
Regular Meeting at 7:00 p.m.