



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

**Date:** June 22, 2017  
**Time:** 7:00 p.m.  
**Location:** Media Center  
Berlin Community School  
215 South Franklin Avenue  
Berlin, NJ 08009

**MINUTES**

**I. PUBLIC SESSION**

**A. Meeting Called to Order 7:04 Mrs. Holland presiding**

**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 Camden Courier Post and posted in the Berlin Community School, the Berlin Community School Website, ([www.bcsberlin.org](http://www.bcsberlin.org)), Borough Hall, and Channels 19 and 38.

**C. Flag Salute**

**D. Roll Call**

Lisa Asare - Absent	Lisa Kehoe
Francis Ballak - absent	Dennis Quinn
Michelle Goshaw	Fran Viscome
Nick Guerere	Linda Welte
Rebecca Holland	

**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!*

**Superintendent - Mrs. Martello introduced each of the students, inviting them to speak and presented them with a certificate of recognition**

- |  |     |          |                    |
|--|-----|----------|--------------------|
| 1. Students of the month                         | May | Grade 5: | Carlie Bernal      |
|  |     | Grade 6: | Lucas Carey        |
|  |     | Grade 7: | Ryan Weingartner   |
|  |     | Grade 8: | Bobbianne Graziano |
| 2. Superintendent's Award                        | May | Grade 7: | Juliann Malone     |
| 3. Student report – student body representative: |     |          | Lauren Baldosaro   |



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Thanked the Board of Education and the Community for supporting Student Government initiatives this year.

Recent Election went digital used green screen for videos and Ipads/survey monkey to vote.

Election results: President Nick Vitale

Vice President: Juliana Malone

Secretary: Julie Bogardis

Treasurer: Nate Donnolly

### F. Presentations

1. Camden County School Boards Award: Mr. Jesse Adams, NJSBA presented to Mr. Quinn upon exam completion of School Board Academy and 60 credit hours his certification as certified Board Leader
2. Gifts to Retirees: Mr. Frank Domin, Mr. Dave Roth, Mrs. Greta Spirit
3. EVVRS Presentation: Mr. Frank Locantora
4. Introduction of New Employee: Mrs. Lia Barry, Teacher of Health and P.E.  
Mr. Philip Smith, Teacher of Middle School Spanish

### G. Public Participation – Agenda Items Only

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.

**Donna Norris:** Questioned availability of grade level Curriculum and method of requesting it.

**Michelle Salamonis:** requested Athletic fee increases

**Al Maloney** – addressed the Board requesting the Board review ways to fund the wrestling program.

**Don Klinebaeck:** Noted that extra-curricular activities, (he can provide statistics) help reduce suspension.

### H. Approval of Minutes

**Motion:** Mrs. Viscome, seconded by Mrs. Welte to approve the minutes for:

1. [May 11, 2017 Regular Meeting and Executive Session](#)

**Roll Call** – Mrs. Welte abstained, 6 yes - Motion Passed

### I. Correspondence

1. Notice of Maternity Leave
2. Letter of Resignation
3. Notice of Retirement

### J. Facilities

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

(FYI)



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- 2. Drills: Fire Drill May 26, 2017 8:34 a.m.
Tier 3-Active Shooter May 30, 2017 10:37 a.m.
Fire Drill June 14, 2017 10:10 a.m.
Tier 2 Shelter in Place June 16, 2017 9:02 a.m.

K. Finance: Mr. Frank Domin

Motion: Mr. Quinn , seconded by Mrs. Welte to approve Finance items 1 through

Roll Call - Unanimous yes to all except #14, Mrs. Goshaw abstained #14- Motion Passed

- 1. Reconciliation Report. Ratify and affirm Reconciliation Report for month ending April 30, 2017.
2. Report of the Board Secretary. Ratify and affirm Board Secretary Report for month ending April 30, 2017.
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 May 31, 2017, 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 April 30, 2017, 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 May 31, 2017 as follows:
Increased/Decreased state aid: (\$0.00)
4. Transfers. Motion to approve transfers for the month of April 2017.
5. Cafeteria Report. Ratify and affirm Cafeteria Reports for the following periods:
April 1, 2017 – April 30, 2017
May 1, 2017 – May 31, 2017
6. Approval of Bills. Recommend bills to be paid as of June 22, 2017, in the amount of \$331,645.05.
7. Student Activity Report. Motion to approve Student Activity Report for month ending April 30, 2017.
8. Donations: Motion to accept the following donations: N/A

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

- 9. Special Education ESY summer transportation. Motion to approve the following Special Education ESY summer transportation with T&L Transportation for:
S-1 \$ 210.00 per diem = \$ 3,780
S-2 \$ 210.00 per diem = \$ 3,780
S-3 \$ 210.00 per diem = \$ 4,620



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S-4 \$ 210.00 per diem = \$ 840

Total: \$ 13,020

10. ESY Special Education Bus Aides. Motion to approve 2 ESY Special Education Bus Aides at \$13 per run, 1 for 2 runs per day, 1 for 1 run per day, for 18 days.  
Total: \$ 702
11. ESY Special Education Bus Aides. Motion to approve 1 ESY Special Education Bus Aide at \$13 per run, for 1 runs per day, for 22 days.  
Total: \$ 286
12. Physical Therapy Services. Motion to approve attached 2017-2018 Rehab Connection Consultant Agreement based on a 5-day school week, not to exceed 16 hours per week at \$80/hour.
13. Behavioral Support Services. Motion to approve 2017-2018 Behavioral Support Services through Interactive Kids.
14. Educational Services Commission. Motion to approve the 2017-2018 Contract between Camden County Educational Services Commission and Board of Education, as attached.
15. Medical Benefit Renewals. Motion to approve the 2017-2018 medical benefit renewals for medical, prescription, and dental per quotes received:  
Aetna: 1.55%  
Express Scripts: 1.55%  
Delta: 2.50%
16. End of Year Summer Bills. Motion to authorize the Business Administrator to make transfers and pay bills to close out the school year and to pay summer bills, in conjunction with the Finance committee. All interim authorizations will be formally confirmed at the August, 2017 Board of Education meeting.
17. Annual Transportation Approval with EHS and CCVTS. Motion to approve 2017-2018 Eastern Regional School District and Camden County Vocational/Technical School District to provide transportation for high school age students.
18. Annual Transportation Approval with OLMC. Motion to approve 2017-2018 transporting Our Lady Of Mount Carmel students on the Berlin Community School's regular bus routes.
19. Lead Water Testing. Motion to approve EDI to re-test building water outlets for lead at \$3,084 and instruct business administrator to submit for reimbursement from State Fund.
20. NCLB/ESEA Grant Applications. Motion to approve the request to apply for money allocated for the district in NCLB/ESEA grant funding through the New Jersey Department of Education. (FY 2018)
21. NCLB/ESEA. Motion to make the following changes to September 15, 2016 motion:
  - a. Grant Funded Positions. Motion to approve the following 2016 -2017 grant-funded positions:  
20-251-100-106  
Kerri Deron \$ 8,648 to \$4,563.78  
Michelle Harris \$4,084.22
22. IDEA allocation and submission. Motion to accept allocation of \$200,850 in IDEA funds and authorize submission of the application for the 2017-2018 school year for Pre-School at \$8,518 and Basic at \$192,332.
23. Business Administrator's Contract. Motion to approve the Business Administrator's Contract for the period of July 1, 2017 through June 30, 2018, as reviewed and approved by the Executive County Superintendent of Schools.



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24. Lawn Fertilization. Motion to approve the 2017-2018 annual contract renewal for lawn fertilization with Trugreen Chemlawn in the amount of \$1,188.
25. Honeywell Service Agreement. Motion to renew the service agreement with Honeywell for semi-annual inspections, start-up, preferred temperate and pneumatic control maintenance services – July 1, 2017 through June 30, 2018, in the amount of \$15,701.
26. Western Pest Control. Motion to approve the 2017-2018 annual contract renewal with Western Pest Control in the amount of \$1,152 (inclusive of 4% discount).
27. Professional Services Contracts. Motion to approve the following 2017-2018 professional services contracts per  
RFP received: Solicitor: Schwartz, Simon, Edelstein & Celso: \$5,750 Retainer, Billable hours \$160, Clerk \$100.
28. Transfer of Current Year Surplus to Reserve. Motion to approve Resolution #1, 6-17 to transfer current year anticipated surplus into a Capital Reserve and Maintenance Reserve up to the amounts as follows:  
Capital Reserve \$400,000  
Maintenance Reserve \$200,000
29. Interlocal Contracts. Motion to approve the Interlocal Contracts, as attached:  
LDTC Teacher  
Director of Technology
30. Professional Services. Motion to approve the 2017-2018 contract between Burlington County Special Services School District and the Board of Education for professional services, as attached.
31. Landscaping Services. Motion to approve MacFerren Landscaping for renewal of landscaping services at \$190/cut and \$570/month for the 2017-2018 school year.
32. Superintendents' Study Council. Motion to approve participation in the South Jersey Superintendents' Study Council at \$2,750 for the 2017-2018 school year, as attached.
33. Frontline Technologies Group. Motion to approve Frontline Technologies Group, LLC dba Frontline Education for absence and substitute management subscription at \$7,600, as attached.
34. Insight Substitute Services. Motion to approve 2017-2018 contract with Insight for substitute services, as attached.
35. NJ Association for Middle Level Education. Motion to approve school membership with NJ Association for Middle Level Education for the 2017-2018 school year in the amount of \$99.
36. Resolution #2 (06-17) - Corporate Certificate (TD Bank). Motion to approve Bank Signatures:

Board President	Rebecca Holland
Superintendent	Kristen Martello
Business Administrator	Cande Kristoff
Coordinator of Business Operations	Kim Banks
37. Insurance Renewals. Motion to approve the following Insurance Resolutions:  
Resolution #3 (06-17) – School Alliance Insurance Fund Indemnity and Trust Renewal Agreement  
Resolution #4 (06-17) to appoint Cande Kristoff as the School Alliance Insurance Fund Commissioner.  
Resolution #5 (06-17) for School Alliance Insurance Fund membership renewal.
38. SaniGlaze Tile Restoration. Motion to approve floor maintenance to SaniGlaze Tile Restoration, Inc. for Upper B-Wing boys and girls restrooms (SaniGlaze new tiles and grout) per quotes received:

Tile Restoration	\$3,200
Mid Atlantic SaniGlaze	\$3,814.40
39. HVAC Repairs. Motion to approve emergency HVAC repairs for compressor replacement and rooftop carrier units A-1 and A-2 to Honeywell per quotes received, as attached:



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- |                                    |          |  |  |
|------------------------------------|----------|--|--|
| <a href="#">Honeywell</a>          | \$13,000 |  |  |
| <a href="#">Devine Bros., Inc.</a> | \$14,445 |  |  |
40. Cafeteria Fund - Dishwasher. Motion to approve purchase and installation of conveyor type dishwasher, Insinger Model No. Admirall 44-4 to Penn Jersey, per quotes received.
- |                 |           |  |  |
|-----------------|-----------|--|--|
| Penn Jersey     | \$17,180. |  |  |
| Don Urie Assoc. | \$19,987. |  |  |
41. Cafeteria Fund. Motion to approve Point of Sale software for cafeteria line, accounting and free/reduced meals, as attached:
- |                                    |          |  |  |
|------------------------------------|----------|--|--|
| <a href="#">Lunchtime Software</a> | \$6,010. |  |  |
|------------------------------------|----------|--|--|
42. HVAC Software/Hardware Upgrade. Motion to approve Budgeted Capital Project to Honeywell to upgrade existing HVAC operating system, as attached:
- |                                     |           |  |  |
|-------------------------------------|-----------|--|--|
| <a href="#">Honeywell - Phase I</a> | \$18,578. |  |  |
|-------------------------------------|-----------|--|--|
43. Security Services. Motion to approve FAST service for the following:
- |                                     |             |  |       |
|-------------------------------------|-------------|--|-------|
| Annual NFPA25 Sprinkler Inspection  | \$525.      |  |       |
| Fire Alarm Monitoring               | \$300.      |  |       |
| Annual Fire Extinguisher Inspection | at \$1 each |  | \$50. |

**Appointments/Items L through DD**

**Motion:** Mrs. Welte, seconded by Mr. Quinn to approve Finance items I through DD.

**Roll Call** - Unanimous yes - Motion Passed

**L. Professional Services for the 2017-2018 School Year:**

Consider a motion to approve the following professional services:

1. Auditor Robert Inverso \$19,300
2. Medical Officer Julian Maressa, D.O. \$2,500
3. Insurance Brokers
  - Conner Strong
  - AFLAC
  - Public Risk Group

**M. Depository:**

Consider a motion to designate the following depositories for the 2017-2018 school year.

- TD Bank North
- New Jersey Arm
- New Jersey Cash Management
- Any other depository more beneficial to the district

**N. Tax Shelter Annuity Company's/Brokers:**

Consider a motion to designate the following Tax Shelter Annuity Company's/Brokers for the 2017-2018 school year.

- AXA Equitable
- Lincoln Financial
- Any other Tax Shelter Annuity Company's/Brokers more beneficial to the district.



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**O. Annual Tuition Rates for the 2017-2018 school year:**

Consider a motion to establish the following tuition rates for the 2017-2018 school year; rates used for Homeless and State placements only.

- Half Day PSD \$20,223.
- Full Day LLD \$11,954.
- Full Day MD \$20,977.
- Grade K \$9,129.
- Grades 1-5 \$11,594.
- Grades 6-8 \$11,977.
- Resource Center \$12,000

**P. Travel Limitations for the 2017-2018 school year:**

Consider a motion to establish travel limitations as set forth in district policy and with P.L. 2007 c. 53 for the 2017-2018 school year, not to exceed \$20,000.00.

**Q. Authorization to Award Contracts for the 2017-2018 school year:**

Consider a motion to authorize the business administrator as the certified purchasing agent to award contracts up to in accordance with N.J. Statutes for the 2017-2018 school year, to set the quote threshold at 15% of the bid threshold, and to approve procurement of goods and services through state agencies (state contract) and cooperative purchasing agreements.

**R. Authorization to Sign Warrants (Checks) for the 2017-2018 school year:**

Consider a motion to authorize the following personnel to sign checks for the 2017-2018 school year.

1. President of the Board of Education
2. Business Administrator/Board Secretary/Treasurer
3. Superintendent
4. Coordinator of Business Operations
5. Middle School Principal – Student Activities
6. Administrative Assistant - Student Activities, Petty Cash, Cafeteria
7. Secretary to the Business Administrator – Cafeteria

**S. Authorization of Payment of Bills between BOE Meetings for the 2017-2018 school year.**

Consider a motion to authorize the payment of bills between Board of Education Meetings for the 2017-2018 school year.

**T. Authorization to Establish Petty Cash Funds for the 2017-2018 school year:**

Consider a motion to authorize establishment of individual petty cash funds in the amount not to exceed \$250 for the 2017-2018 school year.

**U. Approval of Parliamentary Procedure for the 2017-2018 school year:**

Consider a motion to adopt parliamentary procedure as described by Robert's Rules of Order to govern the order of business of the Board of Education for the 2017 -2018 school year.

**V. Appointment of Board Secretary and Custodian of Records (OPRA):**

Consider a motion to appoint Cande Kristoff as Board Secretary and Custodian of Records for the 2017-2018





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school year.

**W. Appointment of Affirmative Action Officer:**

Consider a motion to appoint Shelly Ward Richards of the Berlin Borough School District as the Affirmative Action Officer for the 2017-2018 school year.

**X. Appointment of Right To Know Officer:**

Consider a motion to appoint the Thomas Pratt of the Berlin Borough School District as the Right to Know Officer for the 2017-2018 school year.

**Y. Appointment of Attendance Officer:**

Consider a motion to appoint Frank Locantora of the Berlin Borough School District as the Student Attendance Officer for the 2017-2018 school year.

**Z. Appointment of Homeless Liaison:**

Consider a motion to appoint Frank Locantora of the Berlin Borough School District as the McKinney-Vento Homeless Liaison for the 2017-2018 school year.

**AA. Appointment of Integrated Pest Management Coordinator/Asbestos Management and PEOSA Officer/Indoor Air Quality Designee:**

Consider a motion to appoint Thomas Pratt as the Integrated Pest Management Coordinator/ Asbestos Management and PEOSA Officer/Indoor Air Quality Designee for the 2017-2018 school year.

**BB. Consider the adoption of the following Resolution #6 (06-17): (Required under the Sunshine Law)**

**WHEREAS**, the "Open Public Meetings Act" requires that advance written notice of all meetings of the Board of Education be posted in one public place designated by the Board and mailed, telephoned, telegraphed, faxed or hand delivered to one local newspaper designated by resolution, and mailed to all persons requesting a copy of same upon payment of an established fee.

**NOW THEREFORE**, Be It Resolved by the Board of Education of the Borough of Berlin Borough as follows:

1. All advance written notices of Board meetings shall be posted by the Board Secretary: on the bulletin board located in the Berlin Borough School Elementary and Middle School Offices, on the school website, and on the bulletin board located in the Berlin Borough Administration Building.
2. All advance written notices of Board meetings shall be given to at least one of the following newspapers:
  - The Courier Post Newspaper (primary)
  - The Central Record (secondary)
3. All advance written notices of Board meetings and any change throughout the year shall be mailed to all persons requesting a copy of same after payment by such persons of a fee of \$15.00. News media shall be exempt from such fee.

**CC. Motion to adopt prior rules and regulations of the Board including school programs and curriculum as follows:**

1. Existing Board Policy Manual, Bylaws and Regulations





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2. Art, Computer, Family Life, Life Skills, Physical Education, Language Arts, Library, Mathematics, Music, Science, Social Studies, Health, Guidance Services, Child Study Team Services, and all other programs and curriculum now presently in force.
3. All textbook series currently in use and previously approved library books.

**DD. Motion to approve official school website at [www.bcsberlin.org](http://www.bcsberlin.org).**

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

**A. For Your Information**

**(FYI)**

1. Tansboro Road Apartment Project
2. 2017-18 Character Education Theme
3. Preschool Playground Update
4. Wrestling Update

**B. Program Reports**

1. [Principal's Report](#): Dr. Ward Richards
2. [Special Education Report](#): Mrs. Lindsay
3. [Instruction, Achievement & Student Activities Report](#): Mrs. Groark
4. [Health Office Report](#): Mrs. Shallow
5. NutriServe Food Service Update: Mrs. Weber [April 2017](#)  
[May 2017](#)

**C. Superintendent's Monthly Report**

**Motion:** Mrs. Viscome, seconded by Mrs. Welte to approve Superintendent's Monthly Report.

**Roll Call** - Unanimous yes - Motion Passed

**D. Policy**

1. [First Reading](#).

**Motion:** Mrs. Viscome, seconded by Mrs. Goshaw to adopt the following 16 policies after first reading.

**Roll Call** - Unanimous yes - Motion Passed

**[Memorandum](#)**

[PG2460](#) Special Education

[RG2460](#) Special Education

[RG2460.1](#) Special Education – Location, Identification, and Referral

[RG2460.8](#) Special Education – Free and Appropriate Public Education

[RG2460.9](#) Special Education – Transition From Early Intervention Programs to Preschool Programs

[RG2460.15](#) Special Education – In-Service Training Needs for Professional and Paraprofessional Staff

[RG2460.16](#) Special Education – Instructional Material to Blind or Print-Disabled Students

[PG2467](#) Surrogate Parents and Foster Parents



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

<a href="#">PG5610</a>	Suspension
<a href="#">RG5610</a>	Suspension Procedures
<a href="#">RG3240</a>	Professional Development for Teachers and School Leaders
<a href="#">PG3160</a>	Physical Examination for Teaching Staff
<a href="#">RG3160</a>	Physical Examination for Teaching Staff
<a href="#">PG4160</a>	Physical Examination for Support Staff
<a href="#">RG4160</a>	Physical Examination for Support Staff
<a href="#">P9270</a>	Home Schooling and Equivalent Education Outside The Schools (Link: <a href="#">NJ Department of Education Homeschooling FAQs</a> )

### Policy Second Reading/Public Hearing

2. Second Reading/Public Hearing.

**Motion:** Mr. Quinn, seconded by Mrs. Goshaw to adopt the following 2 policies after second reading.

**Roll Call** - Unanimous yes - Motion Passed

[P3125](#) – Employment of Teaching Staff Members

[P3125.2](#) – Employment of Substitute Teachers

### E. Administration

**Motion:** Mrs. Goshaw, seconded by Mrs. Kehoe to approve Administration items 1 through 17.

**Roll Call** – Unanimous yes - Motion Passed

1. [Athletic Fee](#). Motion to approve 2017-18 Athletic Fee.
2. [Teacher Evaluation Rubric](#). Motion to approve Teacher Evaluation Rubric (Danielson).
3. [Principal/Supervisor Evaluation Rubric](#). Motion to approve Principal/Supervisor Evaluation Rubric.
4. [Substitute Rates](#). Motion to approve 2017-18 Substitute Rates, as attached.
5. [Interim Hiring Authorizations](#). Motion to authorize the Superintendent to hire in the interim (no July meeting) in conjunction with the personnel committee. All interim authorizations will be formally confirmed at the August Board of Education meeting.
6. [Professional Development Plan](#). Motion to approve the 2017-18 Professional Development Plan.
7. [Future Ready Schools](#). Motion to approve **Resolution #7 (06-17)** to participate in the Future Ready Schools – New Jersey, as attached.
8. [HIB Report Period 2 Investigations and Incidents](#)
9. [HIB Training List](#)
10. [HIB Program Reports](#)
11. [Preschool Closing Schedule](#). Motion to approve 2017-2018 Preschool Closing Schedule, as attached.
12. [Contracted/Outside Consultants](#). Motion to approve list of 2017-2018 Contracted/Outside Consultants, as attached.
13. [NJ Cares for Kids Program](#). Motion to approve the PALS withdrawal from the NJ Cares for Kids program subsidy effective September 1, 2017.
14. [2017-18 Book Lists](#)
15. [Science Curriculum](#). Motion to approve the following Science Curriculum for Grades 6, 7 (partial) and 8:  
[Grade 6 Unit 1 Earth's Systems](#) [Grade 8 Unit 1 Motion And Forces](#)



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[Grade 6 Unit 2 Weather And Climate](#)  
[Grade 6 Unit 3 Stability And Change On Earth](#)  
[Grade 6 Unit 4 Types of Interactions](#)  
[Grade 6 Unit 5 Astronomy](#)  
[Grade 6 Unit 6 The Electromagnetic Spectrum](#)

[Grade 8 Unit 2 Structure And Properties Of Matter](#)  
[Grade 8 Unit 3 Interactions of Matter](#)  
[Grade 8 Unit 4 Chemical Reactions](#)  
[Grade 8 Unit 5 Energy And Energy Resources](#)

[Grade 7 Unit 1 Structure Function And Information Processing](#)  
[Grade 7 Unit 3 Inheritance And Variations Of Traits](#)

16. 2017-18 Summer Reading Lists: [Kindergarten](#) [Grade 5](#)  
[Grade 1](#) [Grades 6, 7, 8](#)  
[Grade 2](#) [Middle School Summer Reading Assignment Log](#)  
[Grade 3](#) [Middle School Summer Reading Text Evidence](#)  
[Grade 4](#)
17. 2017-18 Supply Lists: [Kindergarten](#) [Grade 5](#)  
[Grade 1](#) [Grade 6](#)  
[Grade 2](#) [Grade 7](#)  
[Grade 3](#) [Grade 8](#)  
[Grade 4](#)

**F. Personnel**

**Motion:** Mrs. Viscome , seconded by Mrs. Goshaw to approve Personnel Report item 1 - 7

**Roll Call** — Unanimous yes - Motion Passed

1. [Personnel Report](#). Motion to approve the attached Personnel Report.
2. [Schedule B](#). Motion to approve the 2017-18 Schedule B positions as attached.
3. [BCS Substitute List](#). Motion to approve the 2017-18 BCS Substitute List, as attached.
4. [Insight Substitute Services](#). Motion to approve Insight to hire all 2017-18 substitutes, including subs for the ESY program.
5. [CER Employee Roster](#). Motion to approve the 2017-18 CER Employee Roster as attached
6. ESY Program Personnel Rates. Motion to approved 2017 ESY Program Personnel and Rates, as attached.
7. Summer CST Meetings. Motion to approve the 2017-18 staff list for Summer CST Meetings, as attached.

**G. Public Participation – All Issues**

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.

A community member state that she had two daughters that played softball and parents paid for uniforms and the pay to play fee.



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**DelPlaza** – Expressed concern that district does not have a resource officer.

**Michelle Salamonis** read a statement concerning cutting wrestling program and treatment of all sports equally and asked for an increase in the sports activity fee.

**Don Klinebeck** wanted to reiterate what he said earlier and suggested cutting all sports, all uniforms until a solution is made.

**III. NONPUBLIC EXECUTIVE SESSION – 8:34pm**

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.

**Motion:** Mrs. Welte, seconded by Mr. Viscome to approve Resolution #1, (04-17)

**Call Vote** – Unanimous yes - Motion passed

**Resolution #8, (06-17) 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 pending litigation, Personnel and CSA Evaluation

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

**Roll Call**

Lisa Asare - Absent  
Francis Ballak - absent  
Michelle Goshaw  
Nick Guerere  
Rebecca Holland

Lisa Kehoe  
Dennis Quinn  
Fran Viscome  
Linda Welte

Litigation update:

Personnel Tenure position dual tenure

Grievance Notice: Stage 4 to the Board – Committee appointed, Ballak, Guerere and Viscome.

In order to get back to the Public session timely the Superintendents evaluation will be reviewed at a second Executive Session.



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**IV. RETURN TO PUBLIC SESSION – 9:32pm**

**Motion:** Mr. Guerere, seconded by Mrs. Goshaw to return to public session.

**Call Vote** – Unanimous yes - Motion passed

**V. NEW BUSINESS**

**A.** Discussion of Committee Chairs – will be appointed at August meeting.

**B.** Cafeteria. **Motion:** Mrs. Viscome, seconded by Mr. Quinn to set the following lunch rates:  
Student paid lunch rate \$ 2.45.

**Roll Vote** – Unanimous yes - Motion passed

**C.** Berlin Borough soccer field lighting project update.

**9:50 P.M.**

**VI. Motion:** Mrs. Viscome, seconded by Mr. Quinn to enter into Executive Session for Superintendent’s evaluation for approximately 20 minutes with no action or further Board business to follow.

**Call Vote** – Unanimous yes - Motion passed

Mrs. Martello left the meeting

**Roll Call**

Lisa Asare - Absent	Lisa Kehoe
Francis Ballak - absent	Dennis Quinn
Michelle Goshaw	Fran Viscome
Nick Guerere	Linda Welte
Rebecca Holland	

Superintendent’s evaluation summarized by NJ School Board Association distributed.

Discussion on annual goals

**VII. MEETING ADJOURNED – 10:38 pm**

**Motion:** Mr. Quinn, seconded by Mrs. Viscome to return to regular session and adjourn the meeting.

**Call Vote** – Unanimous yes - Motion passed

Next Meeting: August 17, 2017  
Location: Media Center



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

Time: 7:00 p.m.