



**BerlinBoroughSchool District
Regular Meeting of the Board of Education**

Date: February 20, 2014
Time: 7:00 p.m.
Location: MediaCenter
 BerlinCommunitySchool
 215 South Franklin Avenue
 Berlin, NJ08009

MINUTES

I. PUBLIC SESSION

A. Meeting Called to Order – Mr. Guerere 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 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

Present

Absent

Susan Bobb
 Kristin Braidwood
 Karen Costanzo
 Nick Guerere
 Kristine Height – arrived 7:16
 Rebecca Holland
 Dennis Quinn
 Fran Viscome
 Linda Welte

Others in attendance – Mr. Trongone - Superintendent, Mr. Domin – Business Administrator.

E. Student Recognition

The Superintendent, Mr. Trongone, congratulated each of the students and invited each student to read a brief autobiography they had prepared.

- | | | |
|--------------------------|----------|----------------|
| 1. Students of the month | Grade 5: | Gina Bogardus |
| | Grade 6: | Brian Urbieta |
| | Grade 7: | Deja Hicks |
| | Grade 8: | Sophia Baldino |



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2. Student report – student body representative: Taylor Arsenault

F. Presentations

1. EVVRS - Mr. Trongone
2. Performance Report – Mr. Trongone

G. Public Participation – Agenda Items Only

Use of Gyms - Ed Bond and James Gulla came before the Board expressing that they are Borough residents that run a 503c non profit youth basket ball program – Jazz basketball and have utilized the school gyms for the last 14 years. Usage costs were increased last year but their program was not charged additional fees because their brochures were already printed. They presented the Board a written request to continue to provide reduced usage costs.

H. Approval of Minutes

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

1. January 9, 2014 Regular Meeting and Executive Session

Roll Call - Unanimous Yes - Motion passed

I. Correspondence

Motion: Mrs. Viscome, seconded by Mrs. Bobb to approve the following Correspondence.

Call Vote - Unanimous yes - Motion Passed

1. Retirement – Mrs. Hall
2. Retirement – Mrs. McCarty
3. Musical Theater Festival

J. Facilities

Motion: Mrs. Height, seconded by Mrs. Viscome to accept Business Administrator's Report:

Call Vote - unanimous yes - Motion passed

1. Business Administrator's Report: Frank Domin

K. Finance: Mr. Frank Domin

Motion: Mr. Quinn, seconded by Mrs. Welte to approve finance items 1 through 12.

Roll Call - Unanimous Yes - Motion passed

1. Reconciliation Report,
Ratify and affirm Treasurer's Report for December 31, 2013.
2. Report of the Board Secretary.



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Ratify and affirm Board Secretary Report for December 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 January 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 January 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 January 31, 2014 as follows:

Increased/Decreased state aid: (\$0.00)

4. Transfers.

Motion to approve transfers for the month of December 31, 2013.

5. Cafeteria Report.

Ratify and affirm Cafeteria Report for December 31, 2013.

6. Approval of Bills.

Recommend bills to be paid as of January 14, 2014, in the amount of \$144,062.88.

Recommend bills to be paid as of February 20, 2014, in the amount of \$273,036.51

7. Student Activity Report.

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

8. Donations:

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

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

9. Homeless Student Transportation. Motion to approve the transportation of 2 Homeless students by T&L Transportation at \$95.00 per diem for 94 days. Total \$8,930.00.

10. T&L Transportation Contract. Motion to approve the transportation contract with T&L Transportation at the 2014-15 State approved CPI of 1.69% for \$ 173,055.75.

Table listing routes and amounts: Route 1A & 1B (\$ 34,611.14), Route 2A & 2B (34,611.14), Route 3A & 3B (34,611.14), Route 4A & 4B (34,611.14), Route 5A & 5B (34,611.14), Total (\$173,055.70)



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11. Sport Transportation. Motion to approve the following per run with T&L Transportation at the 2014-15 State approved CPI of 1.69%.
Sport Transportation \$ 159.43
12. Office Supply Bid. Motion to accept the Camden County Office supply Bid A41/2013, as attached.
13. School Insurance Group Safety Grant. To accept the 2014 New Jersey School Insurance Group Safety grant entitlement of \$4,593 and authorize the Business administrator to submit the grant application.
14. Crossing Guard Agreement. To approve the January 1, December 31, 2014 Interlocal Services Agreement for Crossing Guard at \$28.49 per diem with Berlin Borough (attached).

II. SUPERINTENDENT'S REPORT: Mr. Tony Trongone

A. For Your Information

- a. AchieveNJ Update
- b. PARCC Update
- c. Snow Days
- d. Cafeteria – Cheese Sandwiches (GallowayTwp)
- e. Board Retreat
- f. Pasta For Pennies Fundraising

B. Program Reports

Motion: Mrs. Bobb, seconded by Mrs. Viscome to approve program reports 1 through 5.

Call Vote - Unanimous Yes - Motion passed

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 December 2013
NutriServe Food Service Update January 2014

C. Superintendent's Monthly Report

Motion: Mrs. Bobb, seconded by Mrs. Welte and to approve Superintendents report.

Roll Call - Unanimous yes - Motion Passed

D. Policy

1. First Reading. None for this meeting

Policy Second Reading/Public Hearing

2. Second Reading/Public Hearing. None for this meeting



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E. Administration

Motion: Mrs. Height, seconded by Mrs. Viscome to approve Administration items 1 to 3.

Roll Call - Unanimous Yes - Motion passed

1. Motion to approve updated 2013-2014 Calendar (Due to Snow Days)
2. Motion to approve the 2013-2014 Nursing Services Plan.
3. Motion to approve job description for Computer Support Technician.

F. Personnel

Motion: Mrs. Bobb, seconded by Mrs. Holland to approve Personnel item 1.

Roll Call - Unanimous Yes - Motion passed

1. Personnel Report.

G. Facilities

Motion: Mrs. Height, seconded by Mrs. Bobb to approve Facilities item 1.

Roll Call - Unanimous Yes - Motion passed

1. Drills:

January 7, 2014	Lockout	9:02 a.m.
January 13, 2014	Fire	1:42 p.m.

H. Public Participation – No one came forward

III. NONPUBLIC EXECUTIVE SESSION - 8:20 pm

Motion: Mrs. Welte, seconded by Mr. Quinn to approve Resolution #1, 2-2014.

Voice Vote – unanimous yes - Motion passed

Resolution #1, 2-2014 Non Public Executive Sessions

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 (litigation and contract negotiation) for approximately 30 minutes, action may be taken as a result 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

Secretary



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Roll Call

Present:

**Susan Bobb
Kristin Braidwood
Karen Costanzo
Nick Guerere
Kristine Height
Rebecca Holland
Dennis Quinn
Fran Viscome
Linda Welte**

Board Solicitor brought (2) new Board members up to speed on past litigation and pending litigations received 2/18/14 concerning parent placements of students.

Superintendents 2014-15 through 2016-17 Contract – The Business Administrator updated the Board on the Executive County Superintendents approval letter received today 2-20-14.

IV. RETURN TO PUBLIC SESSION

Motion: Mrs. Viscome, seconded by Mrs. Costanzo to return to regular session at 9:08 pm.

Call Vote – unanimous yes - Motion passed

V. OLD BUSINESS

- Discussion **Superintendents Goals and Evaluation**
- **Sports Teams** – Review of participation levels

VI. NEW BUSINESS

Motion: Mrs. Welte, seconded by Mrs. Viscome to ratify the July 1, 2014 through June 30, 2017 Superintendents contract as submitted to and approved by the Executive County Superintendent of Schools. (Attachment)

VI. MEETING ADJOURNED

Motion: Mrs. Costanzo, seconded Mrs. Bobb to adjourn meeting at 9:20 pm.

Call Vote - Unanimous Yes - Motion passed

Next Meeting: March 20, 2014
Location: Media Center
Time: 7:00 p.m.