



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

Date: March 19, 2015
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 - Mrs. Height 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

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

Absent

Nick Guerere

E. Student Recognition - Mr. Trongone, Superintendent introduced each of the students and invited each of the students to say a few words that they had prepared.

- | | | |
|---------------------------|----------|---------------------------|
| 1. Students of the month: | Grade 5: | Julie Bogardus (February) |
| | Grade 5: | Madison Mitchell |
| | Grade 6: | Caitlin Cowdin |
| | Grade 7: | Sydney Spancake |
| | Grade 8: | Madison Cowdin |



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F. Presentations - none for this meeting

G. Public Participation – Agenda Items Only

No One Came Forward

H. Approval of Minutes

Motion: Mrs. Braidwood, seconded by Mrs. Bobb to approve the minutes for:

1. February 19, 2015 Regular Meeting and Executive Session

Roll Call - 7 Yes and 1 Abstain (Mrs. Viscome) - Motion passed

I. Correspondence - None for this meeting

J. Facilities - FYI

1. Business Administrator's Report: Frank Domin

K. Finance: Mr. Frank Domin

Motion: Mrs. Bobb, seconded by Mrs. Holland to approve Finance items 1 through 8.

Roll Call - Unanimous Yes - Motion passed

1. Reconciliation Report.
Ratify and affirm Reconciliation Report for January 31, 2015.
2. Report of the Board Secretary.
Ratify and affirm Board Secretary Report for January 31, 2015.
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, 2015, 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, 2015, 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 2015 as follows:



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Increased/Decreased state aid: (\$0.00)

4. Transfers.
Motion to approve transfers for the month of (N/A).
5. Cafeteria Report.
Ratify and affirm Cafeteria Report for February 28, 2015.
6. Approval of Bills.
Recommend bills to be paid as of March 19, 2015, in the amount of \$311,834.64.
7. Student Activity Report.
Motion to approve Student Activity Report for January 31, 2015.
8. Donations:
Motion to accept the following donations, as of:

Donation	Group Offering	Amount/Value

II. SUPERINTENDENT’S REPORT: Mr. Tony Trongone

A. For Your Information

1. PARCC Update
2. ACHIEVENJ Update
3. 8th grade Graduation - June 17, 5:30 film; 6pm graduation
4. Eastern Graduation – June 18 at 3 p.m.
5. Eastern High School 50th Anniversary – May 6
6. 1:1 iPad Initiative Update
7. National Junior Honor Society Induction April 16, 2015 (6:00 p.m.)
8. BCS is hosting a MD Walkathon on the school track this Sunday.
9. Planning Board Meeting is being held in the School Gym this Monday, March 23, 2015 @ 7pm to discuss the 471 unit apartment Nexus construction project.

B. Program Reports

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

Call Vote - Unanimous Yes - Motion passed

1. Elementary School Report: Mr. Havers
2. Special Education Report: Mrs. Lindsay
3. CER Report: Mrs. DiBella
4. Health Office Report: Mrs. Shallow
5. NutriServe Food Service Update

C. Superintendent’s Monthly Report

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

Roll Call - Unanimous yes - Motion Passed



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D. Policy

Motion: Mrs. Bobb, seconded by Mrs. Viscome to approve the following 9 policies for first reading.

Roll Call - Unanimous Yes - Motion passed

1. First Reading.

- 0134 - Board Self Evaluation
- 0152 - Board Officers
- 2622 - Student Assessment(M)
- 3212 – Attendance(M)
- 4212 – Attendance(M)
- 3218 - Substance Abuse(M)
- 4218 - Substance Abuse(M)
- 5200 – Attendance(M)
- 8630 - Bus Driver/Bus Aide Responsibility(M)

Policy Second Reading/Public Hearing

2. Second Reading/Public Hearing.

None

E. Administration

Motion: Mrs. Braidwood, seconded by Mrs. Viscome to approve Administration items 1 to 4.

Roll Call - Unanimous Yes - Motion passed

Accept NJDOE Approval of Request for NJQSAC Waiver

1. Updated 2014-2015 Calendar (Due to Snow Day)

3. Social Studies/Geography Curriculum:

Grade 6 Unit 5	Grade 6 Unit 6
Grade 7 Unit 1	Grade 7 Unit 2
Grade 8 Unit 1	Grade 8 Unit 2

4. Spring CER Class Descriptions

F. Personnel

Motion: Mrs. Viscome, seconded by Mrs. Holland to approve the attached Personnel Report.

Roll Call – unanimous yes - Motion passed



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G. Facilities

1. Shelter in Place February 6, 2015 1:35 p.m.

Motion: Mrs. Bobb, seconded by Mrs. Viscome to approve Facility item 2.

Roll Call – unanimous yes - Motion passed

2. Resolution 1, 05-15. Motion to approve Resolution #1, 05-15; Resolution Authorizing Enforcement of State and Local Parking and Traffic Laws, Ordinances, Rules & Regulations on School Grounds.

H. 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.

Tim Anderis was observing a School Board Meeting as part of a college course. He commented that after the student presentations were over, the public didn't stay to participate in the meeting. In discussions with Mr. Anderis, one of the Board members talked about a Board training where they were told that sometimes that is a good barometer that it is a well running Board.

III. NONPUBLIC EXECUTIVE SESSION – None for this meeting

IV. NEW BUSINESS

Mr. Quinn updated the Board on 3 events that he attended in the past week. Camden County School Boards meeting, BCS Kindergarten Registration and the New Jersey School Boards State meeting in Trenton on School Aid Funding.

2015-2016 Submission of Tentative Budget .

Motion: Mrs. Viscome, seconded by Mrs Bobb to approve Resolution 2, 3-15, Submission of the Tentative 2015-2016 Budget to the County Office: Approval of the tentative 2015-2016 district budget based on a 2.93% Tax Levy Cap increase of \$193,589.

BE IT RESOLVED that the Berlin Borough School District Board of Education does hereby approve the 2015-2016 budget for submission to the Executive County Superintendent of Schools in the grand total amount of \$12,123,812 which includes a General Fund total of \$10,834,844, a Special Revenue Fund total of \$520,357, and a Debt Service Total of \$768,611; and also includes a General Fund local tax levy of \$6,801,973; and a Debt Service local tax levy of \$615,236.00; and

BE IT RESOLVED that this budget will include a Withdrawals from Maintenance Reserve of \$25,000 and Capital Reserve of \$107,000.00 for repair to entrance doors and replacement of roof top HVAC units .

BE IT RESOLVED that this budget uses \$58,459 from the Health Care Cost Adjustment as part of the Tax Levy Cap Increase.

Roll Call – unanimous yes - Motion passed



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V. MEETING ADJOURNED

MOTION: Mrs. Bobb, seconded by Mrs. Bobb to Adjourn Meeting at 8:11 pm.

Call Vote – unanimous yes - Motion passed

Next Meeting: April 16, 2015
Location: Media Center
Time: 7:00 p.m.

Attest: