



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

Date: February 18, 2016
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

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

Susan Bobb	Nick Guerere
Michelle Goshaw	Rebecca Holland
Linda Welte	Kristine Height
Dennis Quinn	
Fran Viscome	

Others in attendance: Superintendent – Kristen Martello
Business Administrator – Frank Domin
Board Solicitor – Allen Dzwilewski

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!

Mrs. Martello introduced each of the students and presented them with a certificate of recognition and a BCS wristlet flash drive.

1. Students of the month: November 2015: Grade 8: Benjamin Schwartz



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

Grade 7: Hannah Kates
Grade 6: Grace McFadden

December 2015: Grade 7: Juliana Ferri
Grade 6: Areebah Jafri

January 2016: Grade 7: Lauren Baldasaro
Grade 6: Isabella Bianco

- 2. Student report – student body representative: Michael Scheunemann.
- 3. Mrs. Martella introduced Mr. Robert Recchinti who will be starting as the long term special education sub.

F. Presentations

- 1. Pasta for Pennies Collection: Jen Basner and Susanne Ruhf – This was started in 2007 by our late Nurse Barbara Basner when her class earned \$43.47. This has increased every year to this years record of \$4,385.33. Our school partners with NJ Chapter of the Leukemia & Lymphoma Society and the local Olive Garden Restaurant to help find a cure of one of the most fatal diseases of children under the age of 15.

G. Public Participation – Agenda Items Only

No One came forward

H. Approval of Minutes

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

Roll Call – 7 yes, 1 abstention (Mrs. Viscome) - Motion passed

- 1. January 7, 2016 Reorganization, Regular Meeting, and Executive Session

I. Correspondence – None for this meeting

J. Facilities

(FYI)

- 1. Business Administrator’s Report: Frank Domin
- 2. Drills: February 2, 2016; 1:30 p.m.: Fire
February 8, 2016; 1:40 p.m.: Lockout - Tier I
January 6, 2016; 10:55 a.m.: Lockdown - Active Shooter
January 7, 2016; 1:40 p.m.: Fire Drill

K. Finance: Mr. Frank Domin



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

Motion: Mrs. Bobb, seconded by Mrs. Viscome to approve Finance items 1 through 9.

Roll Call - Unanimous yes - Motion Passed

1. Reconciliation Report.
Ratify and affirm Reconciliation Report for November 30, 2015.
2. Report of the Board Secretary.
Ratify and affirm Board Secretary Report for November 30, 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 November 30, 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 November 30, 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 December, 2015 as follows:
Increased/Decreased state aid: (\$0.00)
4. Transfers.
Motion to approve transfers for the month of November 30, 2015.
5. Cafeteria Report.
Ratify and affirm Cafeteria Report for December 31, 2015.
Ratify and affirm Cafeteria Report for January 31, 2016.
6. Approval of Bills.
Recommend bills to be paid as of January 26, 2016, in the amount of \$312,543.10.
Recommend bills to be paid as of February 18, 2016, in the amount of \$99,525.94.
7. Student Activity Report.
Motion to approve Student Activity Report for November 30, 2015.
8. Donations:
Motion to accept the following donations, as of February 18, 2016

Donation	Group Offering	Amount/Value
Drum Set	Quinn Family	N/A

9. Semi Waiver Request. Motion to approve submission of Semi waiver request for fiscal year 2016-2017 to Executive County Superintendent of Schools.



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

Roll Call – Unanimous yes - Motion passed

1. Head Start Memorandum of Agreement. Motion to approve the Head Start Memorandum of Agreement, as attached.
2. Boys 2016 Baseball Schedule
3. Girls 2016 Softball Schedule
4. Boys Basketball Playoff Schedule
5. Girls Basketball Playoff Schedule
6. Curriculum. Motion to approve the following grades 6, 7, and 8 Social Studies Curriculum:

Grade 6, Unit 1	Grade 7, Unit 1	Grade 8, Unit 1
Grade 6, Unit 2	Grade 7, Unit 2	Grade 8, Unit 2
Grade 6, Unit 3	Grade 7, Unit 3	Grade 8, Unit 3
Grade 6, Unit 4	Grade 7, Unit 4	Grade 8, Unit 4
Grade 6, Unit 5	Grade 7, Unit 5	Grade 8, Unit 5
Grade 6, Unit 6		Grade 8, Unit 6
Grade 6, Unit 7		
7. Police Department Camera Access. Motion to grant the Berlin Borough Police Department access to the school security camera system for emergency purposes.
8. Nursing Services Plan. Motion to approve the 2015-2016 Nursing Services Plan.

F. Personnel

Motion: Mr. Guerere, seconded by Mrs. Viscome to approve Personnel Report.

Roll Call – Unanimous yes - Motion passed

1. Personnel Report.

H. Public Participation – All Issues

No One came forward

I. Board Candidacy Interviews

1. Shannon Viereck- notified the Board of her interest but has school on Thursday nights.
2. David Cunningham
3. Kristen Braidwood
4. Lisa Asare
5. Kelli Panter – notified the Board that she was traveling for work and returning too late for tonight’s meeting.

III. NONPUBLIC EXECUTIVE SESSION – 8:00 pm

Motion: Mrs. Viscome, seconded by Mrs. Bobb to enter into Executive Session for approximately 20 minutes.



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

Call Vote – Unanimous yes - Motion passed

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 personnel and negotiations. 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 20 minutes.

Roll Call

Susan Bobb	Nick Guerere
Michelle Goshaw	Rebecca Holland
Linda Welte	Kristine Height
Dennis Quinn	
Fran Viscome	

Others in attendance: Superintendent – Kristen Martello
Business Administrator – Frank Domin
Board Solicitor – Allen Dzwilewski

Resolution #1, (02-16) 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 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

**Board update – negotiations – first meeting with BEA was today.
Board review of Board candidate interviews.**

IV. RETURN TO PUBLIC SESSION – 8:22 pm

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

Call Vote – Unanimous yes - Motion passed

VI. NEW BUSINESS

1. **Motion:** to appoint Lisa Asare to fill the vacant position effective March, 2016 through December, 2016.



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

Roll Call – Unanimous yes - Motion passed

The Board members welcomed Mrs. Asare who will be sworn in at the March 16th meeting.

2. **Board Agendas Discussion:** Public Board Agendas will now be able to have active attachments. The public will be able to preview available reports prior to the Board Meetings.

3. **Board Meeting Change** – Due to schedule conflict the Book fair the March Board meeting will be changed from Thursday March 17th, to Wednesday March, 16th and will be held in the cafeteria.

Motion: Mrs. Viscome, seconded by Mrs. Welt to authorize Board Secretary to advertise meeting change notice.

Roll Call – Unanimous yes - Motion passed

4. **Board Member Training** – Mr. Quinn gave an overview and Board handouts from three training sessions that he attended. The Board congratulated Mr. Quinn upon finding out that he had accepted an appointment as NJ School Board Legislative Advocate for the 8th Ward. There are 16 Legislative Advocates for the State.

VII. MEETING ADJOURNED – 8:48

Motion: Mr. Quinn, seconded by Mrs. Viscome to adjourn meeting at 8:48 pm.

Roll Call – Unanimous yes - Motion passed

Next Meeting: Wednesday, March 16, 2016
Location: Cafeteria
Time: 7:00 p.m.

Attest: