



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

F. Presentations

1. Suzanne Ruhf & Erin Maloney-Seusstastic Scholarships
2. Chief Miller & Sergeant Verano-School Security

G. Approval of Minutes

February 15, 2018 Regular Meeting

(Roll Call)

I. Correspondence

1. GI GO Fund
2. Retirement

H. Facilities

(FYI)

1. [Business Administrator's Report](#): Cande Kristoff
2. Drills: Fire Drill February 27, 2018
Lock Down February 26, 2018

I. Finance: Cande Kristoff

(Roll Call)

1. Reconciliation Report. Ratify and affirm Reconciliation Report for month(s) ending: [January 2018](#)
2. Report of the Board Secretary. Ratify and affirm Board Secretary Report as of: [January 2018](#)
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, 2018](#), 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. The Monthly Reconciliation Report is in accordance with 18A:17-36 and 18A:17-9 for the month(s) of [January 31, 2018](#). The Reconciliation Report and Secretary's Report are in agreement for the month(s) of: [January 31, 2018](#).
 - 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, 2018](#), and after review of the Secretary's Monthly Financial Report and the Monthly Reconciliation 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 2018](#), as follows:
Increased/Decreased state aid: (\$0.00)



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- 4. Transfer Report. Motion to approve transfers for the month(s) of: January 2018
5. Cafeteria Report. Ratify and affirm Cafeteria Report for period ending: January 2018
6. Approval of Bills. Recommend bills to be paid as of March 14, 2018, in the amount of \$823,460.04
7. Student Activity Report. Motion to approve Student Activity Report for the month(s) of: January 2018

8. Donations:

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

9. Approval of the 2018-2019 Tentative Budget.

Motion to approve Resolution #1 03-18 that the Berlin Borough Board of Education, authorize the submission of the 2018-2019 tentative budget as follows for submittal to the Executive County Superintendent of Schools:

Table with 2 columns: Fund, Amount. Rows: Fund 10 (\$11,363,115), Fund 20 (\$ 665,850), Fund 40 (\$ 594,625), Total (\$12,623,590)

With \$7,344,466 to be raised in taxes for Fund 10 and \$594,625 to be raised in taxes for Fund 40. The total tax levy for 2018-2019 is \$7,939,091.

- 10. Motion to reschedule the Regular Board Meeting and Public Budget Hearing from April 19, 2018 to Thursday, April 26, 2018. Revised Election Calendar

II. SUPERINTENDENT’S OFFICE: Mrs. Kristen Martello

A. For Your Information

(FYI)

- 1. Save the Date! Fashion Show: March 15, 2018
Book Fair: March 19-23, 2018
People’s Choice Awards: April 12, 2018
Run for Sue: May 10, 2018
2. Tansboro Road Apartment Project
3. iPad Initiative Update
4. Eastern Student Visit

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. Monica Shallow
5. NutriServe Food Service Update: Mrs. Christina Weber

C. Superintendent’s Monthly Report

(Roll Call)



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D. Policy

(Roll Call)

1. First Reading.

- [P3437](#) Military Leave
- [P4437](#) Military Leave
- [P5330.01](#) Administration of Medical Marijuana
- [P7425](#) Lead Testing of Water in Schools
- [P7440](#) School Security
- [R7440](#) School District Security
- [P7441](#) Electronic Surveillance in School Buildings and on School Grounds
- [R7441](#) Electronic Surveillance in School Buildings and on School Grounds
- [P8630](#) BusDriver/Bus Aide Responsibility
- [R8630](#) Bus Driver/Bus Aide Responsibility
- [R7101](#) Educational Adequacy of Capital Projects

Policy Second Reading/Public Hearing

(Roll Call)

2. Second Reading/Public Hearing.

- [P5305](#) Health Services Personnel
- [P5615](#) Suspected Gang Activity
- [P6511](#) Direct Deposit
- [R5330](#) Substance Abuse
- [R2431.1](#) Emergency Procedures for Athletic Practices and Competitions
- [R2431.2](#) Medical Examination Prior to Participation on a School Sponsored Interscholastic or Intramural Team or Squad

Policy Abolishment/Public Hearing

(Roll Call)

3. Abolish.

E. Administration

(Roll Call)

1. PALS Spring Flyer: Motion to approve the PALS 2018 Spring Flyer
Motion to approve the PALS 2018 Summer Flyer
2. Girls Softball Schedule: Motion to approve 2018 Spring Girls Softball Schedule.

F. Personnel

(Roll Call)

1. Personnel Report. Motion to approve the attached Personnel Report.
2. Resolution #2, (3-18) to ratify the actions taken by the superintendent to place employee ID #37373677 on paid administrative leave and abolish position as attached.

G. 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.



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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 after which the public meeting of the Board will reconvene and proceed with business.

Resolution #3, 3-18 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: Attorney client privilege; H.I.B.

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

IV. RETURN TO PUBLIC SESSION

(Call Vote)

V. NEW BUSINESS

1. Committee Reports

VI. OLD BUSINESS

1. **Board Candidacy Nomination**
Cassandra Buchanan
Louis Lucente
Kristine Height
Christopher Iacono
Shelley Pampanin
2. Discussion of School Resource Officer

VII. MEETING ADJOURNED

(Call Vote)

Next Meeting: March 24, 2018 (NJ SBA Workshop- No action to be taken)
Location: Media Center
Time: 10:00 AM-12:00 PM