



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

Date: November 19, 2009
Time: 7:00 p.m.
Location: Media Center
Berlin Community School
215 South Franklin Avenue
Berlin, NJ 08009

AGENDA

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 Record Breeze and posted in the Berlin Community School, the Berlin Community School Website (www.bcsberlin.k12.nj.us), Borough Hall, and Channel 19.

C. Flag Salute

D. Roll Call

E. Student Recognition

1. Students of the month:

	<u>September</u>	<u>October</u>
Grade 5:	Jennifer Civatte	Paige Meade
Grade 6:	Thomas McElroy	Katherine McGrath
Grade 7:	Michael Palma	Michael Nichols
Grade 8:	Karlee Spirit	Brianna O'Connell

2. Student report – student body representative Karlee Spirit.

F. Presentations

1. Curriculum mapping and planning, Dr. Evelyn Browne.

G. Public Participation – Agenda Items Only

(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



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

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.

- H. Approval of Minutes** **(Call Vote)**
1. October 15, 2009 Regular Meeting *(Attachment H.1)*
- I. Correspondence** **(Call Vote)**
1. Letter of Resignation, E. Kirkwood *(Attachment I.1)*
2. BCS Field Hockey dedication request. *(Attachment I.2)*
- J. Facilities** **(Call Vote)**
1. Business Administrator's Report: Frank Domin *(Attachment J.1)*
- K. Finance: Mr. Frank Domin** **(Roll Call)**
1. Treasurer's Report. *(Attachment K.1)*
Ratify and affirm Treasurer's Report for September 30, 2009.
 2. Report of the Board Secretary. *(Attachment K.2)*
Ratify and affirm Board Secretary Report for September 30, 2009.
 3. Monthly Budgetary Certification. *(Attachment K.3)*
Motion to approve monthly budgetary certification.
 - a. Certification of Board Secretary
 - b. Certification of Board of Education
 4. Transfers. *(Attachment K.4)*
Motion to approve transfers for the month of September, 2009.
 5. Cafeteria Report. *(Attachment K.5)*
Ratify and affirm Cafeteria Report for September, 2009.
 6. Approval of Bills. *(Attachment K.6)*
Recommend bills to be paid as of 11/11/2009, in the amount of \$316,902.95.
 7. Student Activity Report. *(Attachment K.7)*
Motion to approve Student Activity Report for September, 2009.
 8. CAFR Audit Report. *(Attachment K.8)*
Motion to accept the FY 09 Audit Report (as presented by auditor Robert Inverso of Inverso and Stewart, LLC.) with the Board's Corrective Action Plan below:
 - A. Move that the Board accept the 2008-2009 Comprehensive Annual Financial Report as presented and move that the Audit Summary be received as read in accordance with N.J.S.A. 18A:23-4 and 5 and further move that the Secretary be instructed to comply with the recommendations contained herein.
 - B. Recommend approval of the Corrective Action Plan as read and filed in the minutes for submission to the Department of Education.
- Corrective Action Plan:**



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

1. The Business Administrator will file the required certification (E-CERT1) of compliance with requirements for income tax on compensation of administrators will be filed with the NJ Department of Treasury by the March 15 due date.
2. The Debt Service Fund balance deficit of \$589 will be budgeted in the 2010-2011 tax levy.
3. Community Education and Recreation Program -An automated cash receipts record system will be implemented during 2009-2010 school year to ensure timely cash receipt deposits.
9. Long Term Substitute Pay Rates. *(Attachment K.9)*
Motion to approve long term teacher/teacher's aide substitute rates
10. Contract Cancellation.
Motion to approve contract cancellation between Berlin Borough School District and Source-4-Teachers.
11. Grant Transfer. Motion to approve submission of budget modification for ARRA – IDEA B as follows:

OLMC – TRANSFER OUT:		
Prof. Serv.	0-20-450-200-300-02-00	\$36,825.00
OLMC – TRANSFER IN:		
Supplies	0-20-450-100-610-02-00	\$36,825.00

II. SUPERINTENDENT'S REPORT: Dr. James J. Lavender

- A. For Your Information** **(Call Vote)**
1. Regionalization
 2. H1N1 Clinic *(Attachment S-A.2)*
 3. SmartBoard Installations Update
 4. In-Service Overview *(Attachment S-A.4)*
- B. Program Reports** **(Call Vote)**
1. Elementary School Report: Mr. Havers *(Attachment S-B.1)*
 2. Middle School Report: Mr. Fanelli *(Attachment S-B.2)*
 3. Special Education Report: Mrs. Hall *(Attachment S-B.3)*
 4. CER Report: Mr. Louis *(Attachment S-B.4)*
 5. Health Office Report: Mrs. Hollander *(Attachment S-B.5)*
 6. Food Service Update: Ms. Frohlich *(Attachment S-B.6)*
- C. Superintendent's Monthly Report** **(Roll Call)**
- (Attachment S-C)*
1. Gibbsboro Student Wrestlers.
Motion to approve allowing Gibbsboro students to participate in the BCS Wrestling program.



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

2. Nursing Services Plan. *(Attachment S-C.2)*
Motion to approve the 2009-2010 Nursing Services Plan.

D. Policy **(Roll Call)**

1. First Reading (none).

Policy Second Reading/Public Hearing **(Roll Call)**

2. Board Bylaws, Policies and Regulations. Motion to adopt Board Bylaws, Policies 1000 Administration, 2000 Program, 3000 Teaching Staff Members, 4000 Support Staff Members, 5000 Pupils, 6000 Finances, 7000 Property, 8000 Operations, 9000 Community and corresponding regulations as attached.

E. Administration **(Roll Call)**

1. Grading Policy. Motion to approve the attached grading policy. *(Attachment E-1)*
2. New Curriculum. Motion to approve the following BCS Curriculum:
- A. Language Arts Literacy *(Attachment E-2.A)*
 - B. Science *(Attachment E-2.B)*
 - C. Visual and Performing Arts *(Attachment E-2.C)*
 - D. Math *(Attachment E-2.D)*
 - E. Technology *(Attachment E-2.E)*
 - F. World Language *(Attachment E-2.F)*
 - G. Gifted and Talented *(Attachment E-2.G)*

F. Personnel **(Roll Call)**

1. Personnel Report. *(Attachment S-F)*
Motion to approve the attached Personnel Report.

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.

H. Unfinished Business

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 litigation. The Berlin Borough School District Board of Education will disclose the discussion topic of the closed session at a public meeting as



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

soon as possible. The Berlin Borough School District shall now enter a closed session for an approximate time limit of 30 minutes.

IV. RETURN TO PUBLIC SESSION (Call Vote)

V. NEW BUSINESS

VI. MEETING ADJOURNED (Call Vote)

Next Meeting: December 17, 2009
Location: Media Center
Time: 7:00 p.m.