



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

Date: August 18, 2011
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 Channels 19 and 38.

C. Flag Salute

D. Roll Call

E. Student Recognition

1. Students of the month
2. Student report – student body representative

F. Presentations

1. Board of Education to Daniel MacDonnell.

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 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

(Roll Call)

1. June 23, 2011 Regular Meeting and Executive Session
2. July 14, 2011 Special Meeting

(Attachment H.1)

(Attachment H.2)

I. Correspondence

(Call Vote)



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- 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.
a. Ratify and affirm Treasurer's Report for May 31, 2011. *(Attachment K.1.a)*
b. Ratify and affirm Treasurer's Report for June 30, 2011. *(Attachment K.1.b)*
2. Report of the Board Secretary.
a. Ratify and affirm Board Secretary Report for May 31, 2011. *(Attachment K.2.a)*
b. Ratify and affirm Board Secretary Report for June 30, 2011. *(Attachment K.2.b)*
3. Monthly Budgetary Certification.
Motion to approve monthly budgetary certification, May 2011. *(Attachment K.3.a)*
a. Certification of Board Secretary
b. Certification of Board of Education
Motion to approve monthly budgetary certification, June 2011. *(Attachment K.3.b)*
a. Certification of Board Secretary
b. Certification of Board of Education
4. Transfers.
a. Motion to approve transfers for the month of May 31, 2011. *(Attachment K.4.a)*
b. Motion to approve transfers for the month of June 30, 2011. *(Attachment K.4.b)*
5. Cafeteria Report. *(Attachment K.5)*
Ratify and affirm Cafeteria Report for June 30, 2011
6. Approval of Bills. Recommend bills to be paid as follows:
As of June 30, 2011, in the amount of \$376,967.24. *(Attachment K.6)*
As of July 31, 2011, in the amount of \$154,501.86. *(Attachment K.6.a)*
As of August 18, 2011, in the amount of \$153,272.06. *(Attachment K.6.b)*
7. Student Activity Report.
a. Motion to approve Student Activity Report for May 31, 2011 *(Attachment K.7.a)*
b. Motion to approve Student Activity Report for June 30, 2011 *(Attachment K.7.b)*
8. Capital Reserve Transfer. Motion to approve Resolution #1, 8-11 to transfer \$306,000.00 from Capital Reserve to Fund 30 (roof project.)
9. Chiller Maintenance Contract. Motion to re-approve June Chiller maintenance contract with Honeywell in the amount of \$13,674.00 (2% increase.)
10. Roof Progress Payment. Approve Fund 30 room progress payments per architect's review:
1. \$162,721.00
2. \$ 88,730.00



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11. Professional Services Contract. Motion to approve professional services contract for Functional Behavior Assessments as needed with Special Education Consultant LLC, Medford, NJ, at \$750.00 per report, and/or \$75.00 per hour.
12. Professional Services Contract. Motion to approve professional services contract for School and Libraries Division E-rate application process with E-rate Exchange, LLC, Syracuse, NY. Two year Contract 2012-2012 funding at \$790.00 per year.

II. SUPERINTENDENT’S REPORT: Mr. Tony Trongone

A. For Your Information (Call Vote)

1. NJASK Proficiency Levels Spring 2011
2. Perfect Attendance. The following staff achieved perfect attendance during the 2010-2011 school year:

Jeffrey Havers
Milissa Oltman
David Roth
Jack Walker

3. Harry Wong, Classroom Management

B. Program Reports (Call Vote)

1. Elementary School Report: Mr. Havers *(Attachment S-B.1)*
2. Special Education Report: Mrs. Hall *(Attachment S-B.2)*
3. CER Report: Mr. Louis *(Attachment S-B.3)*
4. Health Office Report: Mrs. Shallow *(Attachment S-B.4)*
5. NutriServe Food Service Update *(Attachment S-B.5)*

C. Superintendent’s Monthly Report (Roll Call)
(Attachment S-C)

D. Policy (Roll Call)

1. First Reading.

Policy Second Reading/Public Hearing (Roll Call)

2. Second Reading/Public Hearing. *(Attachment D.2)*
0157: Board of Education Website

E. Administration (Roll Call)

1. School Calendar. *(Attachment S-E.1)*
Motion to approve the revised 2011-2012 School Calendar.
2. Field Hockey Schedule.



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Motion to approve the 2011-2012 Field Hockey Schedule. (Attachment S-E.2)

3. 2011-2012 Staff Handbook
Motion to approve the 2011-2012 Staff Handbook. (Attachment S-E.3)

4. 2011-2012 Parent/Student Handbook
Motion to approve the 2011-2012 Parent/Student Handbook. (Attachment S-E.4)

F. Personnel (Roll Call)

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

2. Contracted Consultants. (Attachment S-F.2)
Motion to approved the attached list of Special Services contracted consultants.

G. Public Participation – All Issues (Call Vote)

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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 personnel. 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.

IV. RETURN TO PUBLIC SESSION (Call Vote)

V. NEW BUSINESS

VI. MEETING ADJOURNED (Call Vote)

Next Meeting: September 15, 2011

Location: Media Center

Time: 7:00 p.m.