



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

Date: April 26, 2012
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 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

E. Student Recognition

- | | | |
|--|----------|-------------------|
| 1. Students of the month March 2012: | Grade 5: | Sophia Hernandez |
| | Grade 6: | Lauren Cianfrani |
| | Grade 7: | Luke Missigman |
| | Grade 8: | Christian Knowles |
| 2. Student report – Student Body Representative: | | Jesse Kirk |
| | | Sean Alexander |

F. Presentations

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. March 22, 2012 Regular Meeting and Executive Session
2. March 22, 2012 Public Hearing (Budget)



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I. Correspondence **(Call Vote)**

1. Lunch Program Audit Report
2. Pending Tenure Presentations Correspondence (Oltman)

J. Facilities **(Call Vote)**

1. Business Administrator’s Report: Frank Domin
2. School Maintenance Supervisors Association of Camden County Scholarship.

K. Finance: Mr. Frank Domin **(Roll Call)**

1. Treasurer’s Report.
Ratify and affirm Treasurer’s Report for January 31, 2012.
Ratify and affirm Treasurer’s Report for February 29, 2012.
2. Report of the Board Secretary.
Ratify and affirm Board Secretary Report for January 31, 2012.
Ratify and affirm Board Secretary Report for February 29, 2012.
3. Monthly Budgetary Certification.
Motion to approve monthly budgetary certification.
 - a. Certification of Board Secretary
 - b. Certification of Board of Education
4. Transfers.
Motion to approve transfers for the month of January 26, 2012.
Motion to approve transfers for the month of February 29, 2012.
5. Cafeteria Report.
Ratify and affirm Cafeteria Report for March 31, 2012.
6. Approval of Bills.
Recommend bills to be paid as of April 26, 2012, in the amount of \$169,185.29.
7. Student Activity Report.
Motion to approve Student Activity Report for February 29, 2012.
8. Race to the Top Submission. Motion to approve the submission of the RTT3 application.
9. Electric Supply Service. Motion to ratify agreement and accept Bid received by ACES - for electric supply service to Reliant Energy Northeast, LLC. Twelve months beginning May 2012. Estimated at 30-40% savings below current local utility charges.
10. Roof Work Bid. Upon recommendation of Garrison Architects to accept bid received 4-19-12 for summer 2012 roof work to

- + 11. Establishment of Meeting Dates. Motion to approve the following Board of Education Monthly Meetings Dates:

May 24, 2012	December, 2012 – no meeting
June 21, 2012	January 10, 2013 (Reorganization)
July 2012 – no meeting	February 28, 2013
August 23, 2012	March 21, 2013
September 20, 2012	April 18, 2013
October 18, 2012	May 16, 2013
November 15, 2012	June 20, 2013



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II. SUPERINTENDENT’S REPORT: Mr. Tony Trongone

A. For Your Information (Call Vote)

1. Courier-Post Annual Reader’s Survey – Best of South Jersey 2012
2. QSAC Visit: May 30, 2012
3. 2nd Floor Youth Helpline – Now on our website.
4. Excellent Educators For New Jersey Pilot Program
5. PLC Summer Institute

B. Program Reports (Call Vote)

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

C. Superintendent’s Monthly Report (Roll Call)

D. Policy (Roll Call)

1. First Reading.

Policy Second Reading/Public Hearing (Roll Call)

2. Second Reading/Public Hearing.
 - Policy 1631: Resident Requirement for Persons Holding School District Office, Employment, Or Position
 - Policy 2431: Athletic Competition
 - Policy 3324: Right of Privacy
 - Policy 4324: Right of Privacy
 - Policy 5117: Interdistrict Public School Choice
 - Policy 5600: Pupil Discipline Code of Conduct
 - Policy 7510: Use of School Facilities
 - Policy 8613: Waiver of Pupil Transportation
 - Policy 9270: Home Schooling and Equivalent Education

E. Administration (Roll Call)

1. Job Descriptions. Motion to approve the following new/existing job descriptions as indicated:
 - A. Supervisor of Curriculum and Instruction/CER Director (New)
 - B. Assistant Principal (Existing)
 - C. Business Administrative Assistant (Existing)
 - D. Coordinator of Accounts Payable and Payroll (Existing)
 - E. Coordinator of Business Operations and Transportation (Existing)
 - F. Secretary to the Superintendent (Existing)



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2. Interschool Athletics Membership Resolution. **(Call Vote)**

Motion to approve the Berlin Community School to enroll as a member of the Camden County Elementary League to participate in the approved interschool athletic program sponsored by the Camden County Elementary League.

3. Staff Technology Use Agreement.

Motion to approve the Staff Technology Use Agreement as attached.

- + 4. Abolish Position. Motion to abolish the position of Dean of Students/CER Director effective July 1, 2012.

F. Personnel **(Roll Call)**

- + 1. Personnel Report.
Motion to approve the attached Personnel Report.

G. Public Participation – All Issues **(Call Vote)**

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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.

IV. RETURN TO PUBLIC SESSION **(Call Vote)**

VI. NEW BUSINESS

VII. MEETING ADJOURNED **(Call Vote)**

Next Meeting: May 24, 2012
Location: Media Center
Time: 7:00 p.m.