



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

**Date:** September 20, 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](http://www.bcsberlin.k12.nj.us)) Borough Hall, and Channels 19 and 38.

**C. Flag Salute**

**D. Roll Call**

**E. Recognition**

1. Students

A. Students of the Month (N/A).

B. Student report – welcoming new Student Government Representatives (J. Winkelspecht)

Kayla Somers, President

Shannon McElroy, Vice President

Jack Francesconi, Treasurer

Anthony O'Connell, Secretary

2. Staff

A. Jen Basner: Nomination for PAEMST – Math Teacher of the Year Award

B. Matt Jenkins and the BCS Lion "T.A.M.E.R.S." program as a Character Education 2012 award winning Promising Practice.

C. Character Education Committee for their commitment to the BCS Character Education Program:

Sara Browne

Greta Spirit

Erin Maloney

Barbara Caruso

Debbie Mansis

Jim Winkelspecht

Frankie Harris



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**F. Presentations**

- 1. Mrs. Martello: Character Ed, EVVR and HIB

**G. Public Participation – Agenda Items Only**

**(Call Vote)**

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**H. Approval of Minutes**

**(Roll Call)**

- 1. August 23, 2012 Regular Meeting and Executive Session

**I. Correspondence**

**(Call Vote)**

- 1. New Jersey NonPublic School Technology Initiative Program
- 2. State of New Jersey QSAC Certification.
- 3. PLC Guidelines

**J. Facilities**

**(Call Vote)**

- 1. Business Administrator’s Report: Frank Domin

**K. Finance: Mr. Frank Domin**

**(Roll Call)**

- 1. Treasurer’s Report.  
Ratify and affirm Treasurer’s Report for N/A.
- 2. Report of the Board Secretary.  
Ratify and affirm Board Secretary Report for N/A.
- 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 N/A.
- 5. Cafeteria Report.  
Ratify and affirm Cafeteria Report for N/A.
- 6. Approval of Bills.  
Recommend bills to be paid as of September 20, 2012, in the amount of \$287,435.34.
- 7. Student Activity Report.  
Motion to approve Student Activity Report for N/A.
- 8. Donations:  
Motion to accept the following donations, as of September 20, 2012:

Donation	Group Offering	Amount/Value



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9. NJ School Boards Annual Convention.  
Motion to approve Board Member attendance and travel to the NJ School Boards annual convention in Atlantic City.
10. Non-Public Technology Maintenance.  
Motion to approve non-public technology maintenance contract utilizing Non-Public School Technology Initiative Funds not to exceed \$4,563.00.
11. Non-Public Textbook Funds.  
Motion to approve Non-Public Textbook Funds in the amount of \$12,365.00.
12. Non-Public Nursing Aid.  
Motion to approve Non-Public Nursing Aid in the amount of \$17,162.00.
13. Motion to approve Board Designee. In accordance with N.J.S. 18A: 17-9 to appoint Kim Banks As the Board designee to prepare the monthly reconciliation of bank account statements and as Signatory on such reports (monthly Treasurer's Report.).
14. Shared Services Agreement. Motion to approve the Shared Services Agreement between The Southern New Jersey Perinatal Cooperative the the Berlin Boro Board of Education.
15. Vendor Services Contract. Motion to approve a Vendor Services Contract between the Berlin Borough School District and Maureen Lynch (vendor,) to provide counseling services to Berlin Community School 'at risk' population. Contract term September 1, 2012 through June 30, 2013; not to exceed a total of 39 weeks (316 hours) of service at payment of \$57.00 per hour issued on a monthly basis, not to exceed \$18,012.00.

**II. SUPERINTENDENT'S REPORT: Mr. Tony Trongone**

**A. For Your Information**

**(Call Vote)**

1. Kindergarten Enrollment Update
2. Opening Day of School

**B. Program Reports**

**(Call Vote)**

1. Elementary School Report: Mr. Havers
2. Special Education Report: Mrs. Hall
3. CER Report: Mrs. DiBella
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 0151: Revised Organization Meeting

Policy 0153: Revised Annual Appointments

Policy 0167: Revised Public Participation in Board Meetings

Policy 2431.4: Revised Prevention and Treatment of Sports-Related Concussions and Head Injuries



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Policy 2622: Revised Pupil Assessment  
Policy 3282: Use of Social Networking Sites  
Policy 4282: Use of Social Networking Sites  
Policy 6470: Payment of Claims

**E. Administration (Roll Call)**

1. Sports Schedules.
  - A. Motion to approve the 2012 Girls Field Hockey Schedule.
  - B. Motion to approve the 2012 Girls Soccer Schedule.
  - C. Motion to approve the 2012 Boys Soccer Schedule.
  
2. Calendar.

Motion to approve the revised 2012-2013 school calendar (change Thursday March 28<sup>th</sup> from a full day to early dismissal.)

**F. Personnel (Roll Call)**

1. Personnel Report.

Motion to approve the attached Personnel Report.
2. Job Description.

Motion to approve the revised Lunchroom/Playground Aide Job Description.

**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:      October 18, 2012  
Location:           Media Center  
Time:                7:00 p.m.