



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

F. Presentations

1. EVVR - Frank Locantora
2. Solar
3. CAFR Audit - Robert Inverso, CPA

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. [October 20, 2016 Regular Meeting and Executive Session](#)

I. Correspondence

1. Retirement Letter
2. Retirement Letter
3. [SJBCC Thank You Letter](#)

J. Facilities

(FYI)

1. [Business Administrator's Report](#): Frank Domin
2. Drills: Fire Drill October 6, 2016 9:06 am
Evacuation to Mausoleum (staff only) October 7, 2016 11:00 am

K. Finance: Mr. Frank Domin

(Roll Call)

1. Reconciliation Report. Ratify and affirm Reconciliation 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**

Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Board Secretary certifies that as of October 31, 2016, 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.
 - 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 September 30, 2016, and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial 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.



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- 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 October 2016 as follows:
Increased/Decreased state aid: (\$0.00)
- 4. Transfers. Motion to approve transfers for N/A
- 5. Cafeteria Report. Ratify and affirm Cafeteria Report for period ending N/A
- 6. Approval of Bills. [Recommend bills to be paid as of November 17, 2016 in the amount of \\$299,602.96.](#)
- 7. Student Activity Report. Motion to approve Student Activity Report for N/A
- 8. Budget Calendar. [Motion to accept the 2017-2018 budget calendar](#)
- 9. Transportation of Foster Student. Motion to approve the transportation of Foster Student per the Fostering Connections to Success & Increasing Adoptions Act of 2008, & N.J.S.A. 30:4C-26b, by T&L Transportation at \$125.00 per diem for 136 days. Total \$17,000.00.
- 10. CAFR Audit Report. Motion to accept the FY 2016 Audit Report (as presented by Robert Inverso, CPA) with the attached [Corrective Action Plan](#).
 - A. Move that the Board accept the 2015-2016 Comprehensive Annual Financial Report as presented and move that the Audit Summary be received as read in accordance with NJSA 18A:23-4 and 5, and further move that the Secretary be instructed to comply with all state and federal reporting requirements.
- 11. Boys Soccer Championship Apparel. Motion to approve the purchase of Boys Soccer Championship apparel for the 2016 Boys Soccer team and two coaches, not to exceed \$25.00 per student.
- 12. Donations. Motion to accept the following donations, as of N/A:

Donation	Group Offering	Amount/Value

II. SUPERINTENDENT’S OFFICE: Mrs. Kristen Martello

A. For Your Information

(FYI)

- 1. Tansboro Road Apartment Project
- 2. [Veteran’s Brunch](#)
- 3. Parent Teacher Conferences

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. Shallow
- 5. NutriServe Food Service Update

C. Superintendent’s Monthly Report

(Roll Call)



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D. Policy

(Roll Call)

1. First Reading.
[2415.30 Policy Guide \(NEW\)](#)
[1140 Policy Guide](#)
[1310 Policy Guide](#)
[1523 Policy Guide](#)
[1530 Policy Guide](#)
[2260 Policy Guide](#)
[2411 Policy Guide](#)
[3111 Policy Guide](#)

Policy Second Reading/Public Hearing

(Roll Call)

2. Second Reading/Public Hearing.

E. Administration

(Roll Call)

1. Interim Hiring Authorizations. Motion to authorize the Superintendent to hire in the interim (no December meeting) in conjunction with the personnel committee. All interim authorizations will be formally confirmed at the January Board of Education meeting.
2. Strategic Planning. [Motion to approve strategic planning with NJSBA.](#)
3. School Counseling. [Motion to approve Comprehensive Guidance Program Manual](#)
4. Interactive Kids Contract. [Motion to approve addition of ABA therapist services at \\$50.00/hour to our Interactive Kids Contract.](#) This will be used for special education student from 11/14-11/23 (8 days, 2 hours per day) @ initial cost of \$800.00 for first two weeks of program, along with any additional weeks from November 28, 2016 on as needed: 5 days per week, 2.5 hours per day = \$625 per week.

F. Personnel

(Roll Call)

1. Personnel Report. 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.

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 ____ minutes.

Resolution #1, 11-16 Non Public Executive Session



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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 (student discipline) HIB Hearing, and

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.
- 2.

VI. OLD BUSINESS

1. [Brass Bench Donation](#)

VII. MEETING ADJOURNED (Call Vote)

Next Meeting: January 5, 2017
Location: Media Center
Time: 7:00 p.m. (Reorganization at 6:30 p.m.)