



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

**Date:** November 17, 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](http://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:

Grade 5:	Kayla McCann
Grade 6:	Victor Lombardi
Grade 7:	Cailey Lafferty
Grade 8:	Eric Lippincott

2. Student Body Representative:

Vice-President:	Jessie Kirk
Treasurer:	Sean Alexander

**F. Presentations**

- |   |                    |
|---|--------------------|
| 1. Robotics/Pre-Engineering:                  | Mr. Wes Hill       |
| 2. Annual Audit:                              | Mr. Robert Inverso |
| 3. Assessments and New Accountability System: | Mr. Jeff Havers    |

**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



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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, 2011 Regular Meeting and Executive Session
- I. Correspondence** **(Call Vote)**
- 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 September 30, 2011.
  2. Report of the Board Secretary.  
Ratify and affirm Board Secretary Report for September 30, 2011.
  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 September 30, 2011.
  5. Cafeteria Report.  
Ratify and affirm Cafeteria Report for October 31, 2011.
  6. Approval of Bills.  
Recommend bills to be paid as of November 17, 2011 in the amount of \$204,579.44.
  7. Student Activity Report.  
Motion to approve Student Activity Report for September 30, 2011.
  8. CAFR Audit Report.  
Motion to accept the FY 2011 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 2010-2011 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.
  9. Long Range Facility Plan.  
Motion to authorize the Architect of Record, Garrison Architects, to review and update the Long Range Facility Plan and submit application to the Department of Education for D-Wing roof replacement.
  10. Interlocal Shared Services Agreement.  
Motion to approve Resolution #1, 11-11, Interlocal Shared Services Agreement for the provision of Blue Sky Power, LLC, to complete a solar panel feasibility study for the Pine Hill Board of Education, Clementon Board of Education, Berlin Borough Board of Education, Borough of Pine Hill, and Borough of Clementon.



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11. Partial Roof Replacement.  
Motion to approve partial roof replacement change order #7, HVAC Inspection, \$500.00, (to be paid out of roof project, ROD grand funding).
12. Long Term Substitute Rates.  
Motion to approve long term substitute rates for 2011-2012.

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

- A. For Your Information** (Call Vote)
1. NJQSAC Update
  2. Miss McMillan’s Class Report Card
  3. Three-year Attendance Data
- B. Program Reports** (Call Vote)
1. 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)
1. Monthly Report – November 2011
- D. Policy** (Roll Call)
1. First Reading.  
P5519: Dating Violence at School.
- Policy Second Reading/Public Hearing** (Roll Call)
2. Second Reading/Public Hearing .
- E. Administration** (Roll Call)
1. Nursing Services Plan.  
Motion to approve the 2010-2011 Nursing Services Plan.
  2. Gibbsboro Student Wrestlers.  
Motion to approve allowing Gibbsboro students to participate in the BCS Wrestling program.
  3. 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 19, 2012 Board of Education meeting.
  4. Girls’ Basketball Schedule. Motion to approve the 2011-2012 Girls’ Basketball Schedule.
  5. Boys’ Basketball Schedule. Motion to approve the 2011-2012 Boys’ Basketball Schedule.



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**F. Personnel**

**(Roll Call)**

1. Personnel Report.

Motion to approve the attached Personnel Report.

2. Evaluation for Non-Certificated Personnel.

Motion to approve the Evaluation for Non-Certificated Personnel: Non-affiliated, Supervisory, Secretarial, Supportive, Support, Attendance Officer, Paraprofessional.

**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 student matters, contract (Flexible Spending Accounts). 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)**

**V. NEW BUSINESS**

**(Roll Call)**

**A.** Motion to approve K-4 Math Curriculum and Resources.

**B.** Motion to approve Curriculum Management System.

**C.** Motion to approve Section 125; Flexible Spending Account Program.

**VI. MEETING ADJOURNED**

**(Call Vote)**

Next Meeting: January 19, 2012

Location: Media Center

Time: 7:00 p.m.