



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

Date: April 16, 2015
Time: 7:00 p.m.
Location: Media Center
Berlin Community School
215 South Franklin Avenue
Berlin, NJ 08009

MINUTES

I. PUBLIC SESSION

A. Meeting Called to Order - Mrs. Height presiding

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

Present

Nick Guerere
Kristin Braidwood
Karen Costanzo
Rebecca Holland
Kristine Height
Dennis Quinn
Linda Welte
Fran Viscome

Absent

Susan Bobb

E. Student Recognition – The principal, Mr. Havers, introduced each of the students and invited the students to say a few words that they had prepared.

- | | |
|---------------------------|---------------------------|
| 1. Students of the month: | Grade 5: Joel Inman |
| | Grade 6: Nicholas Piccone |
| | Grade 7: Erika Sheehan |
| | Grade 8: Elizabeth Pope |



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2. Student report – student body representative: Jake Bogardus

Hello everyone, before I start, I'd like to apologize for being underdressed, I just came from a baseball game. So, as you all know we held a MD walk to support the two Bonamassa girls at our school and raise money for support for them. It was a huge success, we raised over \$13,000 to help find a cure for muscular dystrophy, secondly, and as officers we are thinking big things. We have lots of plans for the next dance, talking about doing things that haven't been done before. We know that the next dance will be a huge turnout and I'm sure we'll raise lots of money for the student government, helping any future student government plans. Thank you for your time.

F. Presentations

1. Dan Delvicchio, Superintendent; Camden County Educational Services Commission
2. 1:1 Ipad Initiative; Jeff Havers, Principal

Mr. Trongone 7:22 arrived

G. Public Participation – No One Came Forward

H. Approval of Minutes

Motion: Mrs. Viscome, seconded by Mrs. Braidwood to approve the minutes for:

1. March 19, 2015 Regular Meeting

Roll Call - 7 Yes and 1 Abstain (Mr. Guerere) - Motion passed

I. Correspondence - None for this meeting

J. Facilities -FYI

1. Business Administrator's Report: Frank Domin
2. Mr. Domin updated the Board concerning Finance item 9, a \$5,106 repair order for cafeteria tables. This is parts and labor for a complete replacement of 4 latches and springs on 28 tables. The newest tables were purchased in 2003. Right after we received quotes to repair three tables that had worn latches we found out from our insurance company that there had been a student fatality in a local district from a falling table. All of the tables will be factory reconditioned.

K. Finance: Mr. Frank Domin

Motion: Mrs. Viscome, seconded by Mrs. Welte to approve Finance items 1 through 9.

Roll Call - Unanimous Yes - Motion passed

1. Reconciliation Report.
Ratify and affirm Reconciliation Report for February 28, 2015.
2. Report of the Board Secretary.



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Ratify and affirm Board Secretary Report for February 28, 2015.

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 February 28, 2015, 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 February 28, 2015, 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.

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 March 31, 2015 as follows:

Increased/Decreased state aid: (\$0.00)

4. Transfers.

Motion to approve transfers for the month of February 28, 2015.

5. Cafeteria Report.

Ratify and affirm Cafeteria Report for March 31, 2015.

6. Approval of Bills.

Recommend bills to be paid as of April 16, 2015, in the amount of \$149,581.75.

7. Student Activity Report.

Motion to approve Student Activity Report for February 28, 2015.

8. Donations:

Motion to accept the following donations, as of March 30, 2015:

Donation	Group Offering	Amount/Value

9. Furniture Repair. Motion to contract with the Shiffler Company for repairs and maintenance of Cafeteria tables, in an amount not to exceed \$5,106.40.

II. SUPERINTENDENT’S REPORT: Mr. Tony Trongone

A. For Your Information

1. Achieve NJ Update
2. PARCC Update – discussion of State’s \$180 million cost for PARCC. Three New Hampshire Schools got a waiver to test only 4th and 8th grades.
3. Literacy Update
4. Interact Spring Senior Citizen Luncheon scheduled for June 11.



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B. Program Reports

Motion: Mrs. Costanzo, seconded by Mrs. Viscome to approve program reports 1 through 5.

Call Vote - Unanimous Yes - Motion passed

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

C. Superintendent's Monthly Report

Motion: Mrs. Braidwood, seconded by Mrs. Holland to approve Superintendents report. Table item 5 until after Executive Session.

Roll Call - Unanimous yes - Motion Passed

D. Policy

1. First Reading. (no policies for first reading)

Policy Second Reading/Public Hearing

Motion: Mrs. Quinn, seconded by Mr. Guerere to approve the following 9 policies for the second reading.

Roll Call - Unanimous Yes - Motion passed

2. Second Reading/Public Hearing.
 - 0134: Board Self Evaluation
 - 0152: Board Officers
 - 2622: Student Assessment (M)
 - 3212: Attendance (M)
 - 4212: Attendance (M)
 - 3218: Substance Abuse (M)
 - 4218: Substance Abuse (M)
 - 5200: Attendance (M)
 - 8630: Bus Driver/Bus Aide Responsibility (M)

E. Administration

Motion: Mrs. Costanzo, seconded by Mr. Guerere to approve Administration items 1 to 4.

Roll Call - Unanimous Yes - Motion passed



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1. Camden County Elementary League Membership Resolution. Motion to approve Resolution #1, 04-15, To participate in the approved interscholastic athletic program sponsored by the Camden County Elementary League.
2. Curriculum. Motion to approve the following Social Studies Curriculum:

Grade 6 Unit 1: Human Origins	Grade 7, Unit 3: The New Republic
Grade 6 Unit 2: Mesopotamia	Grade 7, Unit 4: The Nation Expands and Changes
Grade 6 Unit 3: Egypt	Grade 8, Unit 3: The Federal Government
Grade 6, Unit 4: India	Grade 8, Unit 4: The State and Local Government

F. Personnel

Motion: Mrs. Viscome, seconded by Mrs. Holland to approve the attached Personnel Report.

Roll Call – unanimous yes - Motion passed

1. Personnel Report.

G. Facilities - FYI

- | | | | |
|------------|---------------|---------|----------|
| 1. Drills: | Fire Drill | 3/17/15 | 1:50 pm |
| | Lockout Drill | 3/30/15 | 11:20 am |

H. Public Participation – No One Came Forward

III. NONPUBLIC EXECUTIVE SESSION 8:05 PM

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 for student matters.

MOTION: Mrs. Viscome, seconded by Mr. Quinn to enter into Executive Session for approximately 30 minutes.

Call Vote – unanimous yes - Motion passed

Resolution #2, (04-15) Non Public Executive Session

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



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Roll Call

Present

Nick Guerere
Kristin Braidwood
Karen Costanzo
Rebecca Holland
Kristine Height
Dennis Quinn
Linda Welte
Fran Viscome

Absent

Susan Bobb

Non Public Executive Session discussion:

HIB – Mr. Trongone, Superintendent reviewed the two HIB investigations;
Kindergarten student
6th grade student.

IV. RETURN TO PUBLIC SESSION 8:26pm

Motion: Mrs. Braidwood, seconded by Mrs. Welte to return to regular session..

Call Vote – unanimous yes - Motion passed

VI. NEW BUSINESS

Motion: Mrs. Viscome, seconded by Mrs. Welte to approve Superintendents report #5.

Roll Call – unanimous yes - Motion passed

SUPERINTENDENT RESIGNATION

Superintendent Trongone submitted his formal notice of resignation.

Motion: Mr. Quinn, seconded by Mrs. Welte to accept Mr. Trongone’ s letter of resignation.

Call Vote – unanimous yes - Motion passed with regrets

**Berlin Search Committee: Mr. Guerere, Mrs. Viscome, Mr. Quinn and Mrs. Costanzo.
Gibbsboro Search Committee will be formed.**

Motion: Mrs. Viscome, seconded by Mrs. Costanzo to authorize the Business Administrator to advertise the position of Superintendent.

Call Vote – unanimous yes - Motion passed



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VII. MEETING ADJOURNED

MOTION: Mrs. Costanzo, seconded by Mrs. Welte to Adjourn Meeting at 9:01pm.

Call Vote – unanimous yes - Motion passed

Next Meeting: April 30, 2015 Budget Hearing
Location: Media Center
Time: 6:30 p.m.

May 14, 2015 Regular Meeting
Media Center
7:00 p.m.

Attest: