



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

Date: January 9, 2014
Time: 6:30 p.m. Reorganization
7:00 p.m. Regular Meeting
Location: Media Center
Berlin Community School
215 South Franklin Avenue
Berlin, NJ 08009

REORGANIZATION AND REGULAR MEETING MINUTES

I. PUBLIC SESSION

A. Meeting Called to Order – 6:39 pm Mr. Domin Board Secretary/Business Administrator

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. Election Results - 3 Year Term

- | | |
|--------------------|-----|
| 1. Dennis Quinn: | 832 |
| 2. Susan Bobb | 805 |
| 3. Rebecca Holland | 703 |

Election Results - 1 Year Term

- | | |
|-------------------|------|
| 1. Karen Costanzo | 1076 |
|-------------------|------|

E. Oaths of Office to new members – Board Solicitor, Mr. Allen Dzwilewski

F. Roll call – 8 members present

Present

Karen Costanzo	2014
Kristine Height	2014
Kristin Braidwood	2015
Nick Guerere	2015
Linda Welte	2015
Susan Bobb	2017
Rebecca Holland	2017
Dennis Quinn	2017

Absent

Fran Viscome	2014
--------------	------



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

G. Nominations for President – Mr. Domin

Motion: Mr. Quinn, seconded by Mrs. Welte to nominate Mr. Guerere as Board President.

Roll Call - Unanimous yes - Motion Passed

NO OTHER MOTIONS WERE HEARD.

H. Motion to close nominations for President.

Motion: Mr. Quinn, seconded by Mrs. Welte to close nominations for President.

Roll Call - 5 yes Susan Bobb and Rebecca Holland abstained - Motion Passed

President Guerere assumed the chair.

I. Nominations for Vice-President

Motion: Mrs. Welte, seconded by Mrs. Constanzo to nominate Mr. Quinn as Board Vice President.

Roll Call - Unanimous yes - Motion Passed

NO OTHER MOTIONS WERE HEARD.

J. Motion to close nominations.

Motion: Mrs. Welte, seconded by Mrs. Costanzo to close nominations for Vice President.

Roll Call - Unanimous yes - Motion Passed

Motion: Mrs. Welte, seconded by Mrs. Constanzo to move into the Regular Monthly meeting agenda.

Mrs. Height left the meeting temporarily.



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

6:48 P.M.

**REGULAR MEETING
January 9, 2013**

- 1. Student Recognition – Superintendent Trongone** congratulated the students and invited each student to come forward and read a brief autobiography that they had prepared.

1. Students of the month (November 2013):	Grade 5:	Nina Le
	Grade 6:	Benjamin Schwartz
	Grade 7:	Emily Carey
	Grade 8:	Amanda Spratt

Students of the month (December 2013):	Grade 5:	Sandra Garneau
	Grade 6:	Amanda Middleman
	Grade 7:	Christopher Scott
	Grade 8:	Jack Herman

- | | |
|--|------------|
| 2. Student report – student body representative: | Kofi Asare |
|--|------------|

F. Presentations

- | | |
|---|---|
| 1. Pre-Engineering Pick and Place Robot: teacher - Wes Hill | |
| Student Demonstration: | Nicholas Louis McAlpin
Tyler Daulton Morgan
Dhruvin Upendrakumar Patel
Joshua Steven Roach |
| 2. CER Update | Maureen DiBella – Director |

G. Public Participation

No One Came Forward

H. Approval of Minutes

Motion: Mrs. Costanzo, seconded by Mrs. Braidwood to approve the minutes of the November 21, 2013 Regular Meeting and Executive Session.

Roll Call - Unanimous yes - Motion Passed

I. Correspondence

Motion: Mrs. Constanzo, seconded by Mrs. Bobb to accept the following correspondence.

Roll Call - Unanimous yes - Motion Passed

- A. Judy Buchheim
- B. Shelly Danser
- C. Kathy Wilson



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

J. Facilities

Motion: Mr. Quinn, seconded by Mrs. Welte to accept Facilities items 1 to 3.

Call Vote - Unanimous yes - Motion Passed

1. Business Administrator's Report: Frank Domin
2. ACES (Alliance for Competitive Energy Services) Update
3. Safety Award

K. Finance: Mr. Frank Domin

Motion: Mrs. Welte, seconded by Mrs. Bobb to approve Finance items 1 through 7.

Roll Call - Unanimous yes - Motion Passed

1. Reconciliation Report.
Ratify and affirm Reconciliation Report for November 30, 2013.
2. Report of the Board Secretary.
Ratify and affirm Board Secretary Report for November 30, 2013.
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 November 30, 2013, 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 November 30, 2013, 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 December 31, 2013, as follows:
Increased/Decreased state aid: (\$0.00)
4. Transfers.
Motion to approve transfers for the month of November 30, 2013.
5. Cafeteria Report.
Ratify and affirm Cafeteria Report for November 30, 2013.
6. Approval of Bills.
Recommend bills to be paid as of December 16, 2013, in the amount of \$178,747.15.
7. Student Activity Report.



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

Motion to approve Student Activity Report for November 30, 2013.

8. Donations:

Motion to accept the following donations, as of N/A:

Donation	Group Offering	Amount/Value

II. SUPERINTENDENT'S REPORT: Mr. Tony Trongone

7:45 pm Board Member Mrs. Height returned.

A. For Your Information

1. Change in graduation date due to snow date – from 6/19 to 6/18
2. Write to Learn
3. Mrs. Jen Basner - Presidential Award for Excellence in Mathematics and Science Teaching
4. Support for Students in Math – Algebra 1 and Geometry
5. Math tutoring to Berlin Students in January
6. Kindergarten Registration: February 26 – 27, 2014

B. Program Reports

Motion: Mrs. Braidwood, seconded by Mrs. Bobb to accept Program Reports 1 to 5.

Call Vote - Unanimous yes - Motion Passed

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

Motion: Mrs. Costanzo, seconded by Mrs. Holland to approve Superintendents report.

Roll Call - Unanimous yes - Motion Passed

D. Policy

1. First Reading. - None for this meeting.

Policy Second Reading/Public Hearing

Motion: Mrs. Welte, seconded by Mrs. Braidwood to approve the following 5 policies for second reading..

Roll Call - Unanimous yes - Motion Passed



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

2. Second Reading/Public Hearing .

P 3142: Nonrenewal Of Nontenured Teaching Staff Member

P 3144: Certification Of Tenure Charges

P 3222: Evaluation Of Teaching Staff Members, Excluding Teachers And Administrators

P 3223: Evaluation Of Administrators, Excluding Principals, Vice Principals, And Assistant Principals

P 4146: Nonrenewal Of Nontenured Support Staff Member

E. Administration

Motion: Mrs. Welte, seconded by Mrs. Bobb to approve Administration items 1 -3.

1. Approval of ACHIEVENJ Waiver
2. Change in 2013-2014 School Calendar due to snow date.
3. Approval of ELA Unit 2 Curriculum:

Kindergarten	
Grade 1	Grade 5
Grade 2	Grade 6
Grade 3	Grade 7
Grade 4	Grade 8

F. Personnel

Motion: Mrs. Bobb, seconded by Mrs. Costanzo to approve the attached Personnel Report.

Roll Call - Unanimous yes - Motion Passed

1. Personnel Report.

G. Facilities

Motion: Mrs. Costanzo, seconded by Mrs. Bobb to approve Facilities monthly drills.

1. Drills:

November 14, 2013	Fire Drill	2:00 pm
November 21, 2013	Non-Fire Evacuation	9:18 am
December 5, 2013	Fire Drill	9:24 am
December 9, 2013	Tier II Shooter in Place	10:30 am

Call Vote - Unanimous yes - Motion Passed

H. Public Participation – All Issues

No One Came Forward



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

III. NEW BUSINESS

Ethics Forms – Mr. Domin let the Board know that they will receive an e-mail notice to complete this years form and that it is filed electronically.

IV. MEETING ADJOURNED

Motion: Mrs. Braidwood, seconded by Mrs. Bobb to adjourn meeting at 8:10 pm.

Call Vote - Unanimous yes - Motion Passed

Next Meeting: February 20, 2014
Location: Media Center
Time: 7:00 p.m.