



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

Date: April 28, 2016
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 – Board President, Mrs. Kristine 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

Lisa Asare	Susan Bobb - Absent
Nick Guerere	Michelle Goshaw
Rebecca Holland	Kristine Height
Linda Welte	Dennis Quinn
Fran Viscome	

Others in attendance: Superintendent – Kristen Martello
Business Administrator – Frank Domin
Board Solicitor – Allen Dzwilewski

E. Student Recognition

A Student of the Month is an active listener and member of the community who continually strives for personal excellence and respects all staff, students, and community members by supporting the Six Pillars of Character. Students of the Month contribute to an overall positive school environment. Grade level teachers work together to nomination just one student from grades five through eight each month throughout the academic school year. Those selected as Student of the Month serve as role models to their peers and should be extremely proud of their efforts and recognition!

Mrs. Martello introduced each of the students and presented them with a certificate of recognition.

- 1. Students of the month:
 - Grade 5: Arsh Jafri
 - Grade 6: Tess Herman



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Grade 7: Mackenzie Robinson
Grade 8: Michael Schuenemann

2. Launch Pad for Learning Winners:

Julie Bogardus & Kyla Schaeffer presented their Keynote Video.

3. Student report – student body representative: Angel Cavallaro

Hi, I am Angelina Cavallaro, the secretary for Student Government. Last Friday student government sponsored a tiki themed dance and supported the Comfort Can Challenge. We raised \$650 for charitable projects. On My 31st, six eight graders will be going to the Ronald McDonal house with the teachers to make a meal and crafts with the children.

F. Presentations – None for this meeting

G. Public Participation – No One Came Forward

H. Approval of Minutes

Motion: Mrs. Welte, seconded by Mr. Guerere to approve the minutes for:

Roll Call - Unanimous yes - Motion Passed

1. March 16, 2016 Regular Meeting and Executive Session

I. Correspondence – None for this meeting

J. Facilities

(FYI)

1. Business Administrator’s Report: Frank Domin
2. Drills: March 16, 2016 Fire Drill 1:58 pm
March 23, 2016 Evacuation-Bomb Threat 10:12 am
April 4, 2016 Fire Drill 2:00 pm

K. Finance: Mr. Frank Domin

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

Roll Call - 8 yes (Mrs. Viscome & Mrs. Goshaw abstained from item 6 on bill list Ck.#’s 923-929 & 964 - Motion Passed

1. Reconciliation Report.
Ratify and affirm Reconciliation Report for December 31, 2015.
Ratify and affirm Reconciliation Report for January 31, 2016.
Ratify and affirm Reconciliation Report for February 29, 2016.



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2. Report of the Board Secretary.

Ratify and affirm Board Secretary Report for December 31, 2015.

Ratify and affirm Board Secretary Report for January 31, 2016.

Ratify and affirm Board Secretary Report for February 29, 2016.

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 29, 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 February 29, 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.

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 April 30, 2016 as follows:

Increased/Decreased state aid: (\$0.00)

4. Transfers.

Motion to approve transfers for the month of December 31, 2015.

Motion to approve transfers for the month of January 31, 2016.

Motion to approve transfers for the month of February 29, 2016.

5. Cafeteria Report.

Ratify and affirm Cafeteria Report for March 31, 2016.

6. Approval of Bills.

Recommend bills to be paid as of April 28, 2016 in the amount of \$317,119.17.

7. Student Activity Report.

Motion to approve Student Activity Report for December 31, 2015.

Motion to approve Student Activity Report for January 31, 2016.

Motion to approve Student Activity Report for February 29, 2016.

8. Donations:

Motion to accept the following donations, as of April 28, 2016:

Donation	Group Offering	Amount/Value

9. Speech Therapy Services. Motion to approve the contract with Voorhees Pediatric Rehabilitation Services (Melissa Clouser) to provide Speech Therapy block services, at \$92.50 per hour, at 2 days per week (4 hours per day,) for 11 weeks.



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II. SUPERINTENDENT'S OFFICE: Mrs. Kristen Martello

A. For Your Information

1. Steered Straight Program
2. Construction on Franklin Avenue
3. PARCC Update

B. Program Reports

(FYI)

1. Principal's Report: Dr. Ward Richards
2. Special Education Report: Mrs. Lindsay
3. CER Report: Mrs. DiBella
4. Health Office Report: Mrs. Shallow
5. NutriServe Food Service Update
6. PALS Program Report: Mr. Frank Locantora

C. Superintendent's Monthly Report

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

Roll Call - Unanimous yes - Motion Passe

D. Policy

Motion: Mrs. Viscome, seconded by Mrs. Welte to approve the following eleven policies for first reading.

Roll Call - Unanimous yes - Motion Passed

1. First Reading.

- BL0167: Public Participation in Board Meetings
- P2422: Health and Physical Education
- P2431: Athletic Competition
- P5310: Health Services
- R5310: Health Services
- P5330: Administration of Medical Marijuana
- R5330: Administration of Medical Marijuana
- P5516: Use of Electronic Communication and Recording Devices
- P7510: Use of School Facilities
- P8462: Reporting Potentially Missing or Abused Children
- R8462: Reporting Potentially Missing or Abused Children

Policy Second Reading/Public Hearing

Motion: Mrs. Viscome, seconded by Mrs. Holland to adopt the following four policies after second reading.

Roll Call - Unanimous yes - Motion Passed



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- 2. Second Reading/Public Hearing.
 1240: Evaluation of Superintendent
 3221: Evaluation of Teachers
 3223: Evaluation of Administrators
 3224: Evaluation of Principals

E. Administration

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

Roll Call – Unanimous yes - Motion passed

- 1. CER Summer Program. Motion to approve the CER Summer PALS Program.
- 2. PALS Summer Field Trips. Motion to approve the PALS 2016 Summer Field Trips.
- 3. ESY Staff. Motion to approve ESY Staff for summer 2016.
- 4. Curriculum Revision Cycle. Motion to approve the 5-year curriculum revision cycle.

F. Personnel

Motion: Mrs. Welte, seconded by Mrs. Holland to approve Personnel Report.

Roll Call – Unanimous yes - Motion passed

- 1. Personnel Report.

H. Public Participation – No One Came Forward

III. NONPUBLIC EXECUTIVE SESSION – 7:39

Motion: Mrs. Viscome, seconded by Mr. Quinn to enter into Executive Session for approximately 20 minutes.

Roll Call

Lisa Asare	Susan Bobb - Absent
Nick Guerere	Michelle Goshaw
Rebecca Holland	Kristine Height
Linda Welte	Dennis Quinn
Fran Viscome	

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 and negotiations update. 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.



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Resolution #1, (04-16) 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 HIB update and negotiations.

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

Superintendent Martello updated the Board of a current HIB determination.

Motion: Mrs. Viscome, seconded by Mr. Quinn to return to public session.

Call Vote – Unanimous yes - Motion passed

IV. RETURN TO PUBLIC SESSION – 7:54 pm

VI. NEW BUSINESS

Discussion: Testing for Lead in the water. Protocol dictates’ a test sampling of usable water sources. The Board is being proactive and has already had a consultant begin the standing water test of all available water sources in the building.

Committees:

Superintendent Evaluations – Mrs. Welte and Mrs. Asare

Policy – Mrs. Height and Mrs. Bobb

Mr. Quinn provided training materials to the Board from three classes that he attended.

VII. MEETING ADJOURNED

Motion: Mrs. Welte, seconded by Mr. Guerere to adjourn meeting at 8:18 pm.

Roll Call – Unanimous yes - Motion passed

Next Meeting: May 12, 2016
Location: Media Center
Time: 7:00 p.m.

Attest: