



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

Date: March 21, 2013
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 – President Nicholas Guerere 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

Kristin Braidwood
Eileen German
Nick Guerere
Kristine Height
Juan Perez
Dennis Quinn
Fran Viscome
Linda Welte

Absent

Vacancy

E. Student Recognition - The principal, Mr. Havers congratulated each of the students and invited each student to read a brief autobiography they had prepared.

- | | |
|--|---|
| 1. Students of the month January: | Ashley Norkus, Grade 7 |
| Students of the month February: | Tara Smith, Grade 5
Madison Edwards, Grade 6
Julia Spanfelner, Grade 7
Samuel Fitzpatrick, Grade 8 |
| 2. Student report – student body representative: | Shannon McElroy, Vice president |



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Good Evening, everyone, I am the student body Vice President, Shannon McElroy. In earlier student news, both the girls and boys basketball teams made it to the playoffs. The girls' team went on to the championship, however ending in a loss. March 7th through 9th was middle school production of the Little Mermaid Junior. Each performance went extremely well. Now more recent news the baseball and softball teams have started practice for their 2013 season. Our school was also recognized as a State School of Character. As qualifiers to be a National School of Character, we will be observed next week. Tomorrow March 22nd there will be a middle school dance that will support the Comfort Can Challenge, Can Drive. Also, tomorrow the eighth graders Hershey Trip money is due as well as graduation gown orders.

3. New Staff Introduction: Mr. Joe Bowen – School Safety and Security Attendant.

F. Presentations

1. EVVR Report: K. Martello
2. HIB: K. Martello
3. State School of Character: T. Trongone

Mr. Trongone congratulated and introduced the Character Education team. Erin Maloney, Sarah Brown, Debbie Mansis, Gretta Spririt, Barbara Caruso, Jim Winkelspecht, Frankie Harris and Kristen Martello.

G. Public Participation – Agenda Items Only

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.

Margaret Klienback – Farmhouse Road, Sicklerville, Grandmother speaking on behalf of 2 grandchildren who have been living with her out of the district, asked if the students could remain for the remainder of the of the year. The Board said they would review the written policy and would give her an answer.

H. Approval of Minutes

Motion: Mrs. Welte, seconded by Mr. Perez to approve minutes.

Roll Call – 7 yes, 1 abstention (Mr. Guerere) - Motion passed

1. February 28, 2013 Regular Meeting and Executive Session

I. Correspondence

Motion: Mrs. Viscome, seconded by Mr. Quinn to approve the following Correspondence.

Roll Call - Unanimous Yes - Motion passed

1. Diane Kochon – Notice of Retirement Letter



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J. Facilities

Motion: Mr. Height, seconded by Mr. Perez, to approve Facilities item 1.

Roll Call - Unanimous Yes - Motion passed

1. Business Administrator's Report: Frank Domin

K. Finance: Mr. Frank Domin

Motion: Mrs. German, seconded by Mrs. Welte, to approve Finance items 1 through 12.

Roll Call - Unanimous Yes - Motion passed

1. Treasurer's Report.
Ratify and affirm Treasurer's 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 February 28, 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 December 31, 2012, 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 February 28, 2013 as follows:
Increased/Decreased state aid: (\$0.00)
4. Transfers.
Motion to approve transfers for the month of N/A.
5. Cafeteria Report.
Ratify and affirm Cafeteria Report for February 28, 2013.
6. Approval of Bills.
Recommend bills to be paid as of March 21, 2013 in the amount of \$219,103.28.
7. Student Activity Report.
Motion to approve Student Activity Report for N/A.
8. Donations:
Motion to accept the following donations, as of (N/A):



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Donation	Group Offering	Amount/Value

9. Motion to approve Resolution 1, 3-13: AUTHORIZATION SEEKING CAMDEN COUNTY OPEN SPACE FUNDS FOR \$25,000 IMPROVING PLAYGROUND AND RECREATION AREAS. (Attachment)

RESOLUTION 1, 3-13

AUTHORIZATION SEEKING CAMDEN COUNTY OPEN SPACE FUNDS FOR IMPROVING PLAYGROUND AND RECREATION AREAS

WHEREAS, the Berlin Borough Board of Education is desirous for improving open space and recreation areas at the Berlin Community School in the Borough of Berlin, and;

WHEREAS, the Berlin Borough Board of Education would like to seek funding from Camden County Open Space Funds and;

NOW, THEREFORE, BE IT RESOLVED by the Berlin Borough Board of Education, County of Camden, State of New Jersey that authorization is hereby given to seek Camden County Open Space Funds in the amount of \$25,000.

10. Motion to approve contract.

Motion to approve contract with Camden County Educational Services for 2013-2014 school year to Include:

- Transportation
- 192-193 Programs
- Non-Public School Services

11. Motion to approve Shared Services. Motion to approve Child Study Team administrative shared services between Berlin Borough School District and Gibbsboro School District, where the Gibbsboro School District Child Study Team will perform student evaluations at a rate of \$40.00 per hour, not to exceed \$4,000.00.

12. Partial Roof Replacement. Motion: Per the recommendation of Garrison Architects to award "Summer 2013 Partial Roof Replacement" to D.A. Nolte, Inc., 53 Cross Keys Rd, Berlin NJ, base bid and alternates 1,2,3 and 4 in the total sum of \$464,753.

Other bids

Patriot Roofing	\$ 465,065	United States Roofing	\$ 512,300
Jottan Roofing	\$ 466,818	USA General Contractors	\$ 531,700
David Randall Assoc.	\$ 512,300	P&C Roofing	\$ 537,430
Robert Ganter Contractors	\$ 509,000		

II. SUPERINTENDENT'S REPORT: Mr. Tony Trongone

Motion: Mrs. Viscome, seconded by Mr. Perez to accept informational items 1 to 5.

Call Vote - Unanimous Yes - Motion passed



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A. For Your Information

1. Kindergarten Registration Update
2. 3rd Annual Sue Cardamone Scholarship Run: Thursday, May 16, 2013
(33 Blatherwick Road, Berlin NJ)
3. EE4NJ Update ***see attached***
4. PARCC Assessment Update
5. Curriculum Update

B. Program Reports

Motion: Mrs. Viscome, seconded by Mrs. Height to accept Superintendents Program Reports items 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. Viscome, seconded by Mrs. Welte, to approve Superintendents Report.

Roll Call - Unanimous Yes - Motion passed

D. Policy

1. First Reading. N/A

Policy Second Reading/Public Hearing N/A

2. Second Reading/Public Hearing .

E. Administration

F. Personnel

Motion: Mr. Perez, seconded by Mrs. Braidwood to approve Personnel Report item 1.

Roll Call - Unanimous Yes - Motion passed

1. Personnel Report.
Motion to approve the attached Personnel Report.

G. Facilities

Motion: Mrs. Welte, seconded by Mrs. German to approve Facilities item 1.

Roll Call - Unanimous Yes - Motion passed



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1. Drills:
Security Lockdown, Tier I: 01/23/2013 @ 12:57 p.m.
Security Lockdown Tier III: 02/13/2013 @ 9:51 a.m.
Fire: 02/25/2013 @ 1:45 p.m.

H. Public Participation – All Issues

No One Came Forward

III. NEW BUSINESS

- Discussion selling space on school website, gyms for advertising and seeking sponsors for the play.
- New Board member candidate Interview Karen Castanzo.

Motion: Mrs. German, seconded by Mrs. Welte to nominate Mrs. Karen Castanzo to fill the vacant Board position through December 31, 2013.

Roll Call - Unanimous Yes - Motion passed

IV. NONPUBLIC EXECUTIVE SESSION

8:50 PM

MOTION: Mr. Perez, seconded by Mrs. Welte to enter into Executive Session.

Voice Vote – unanimous yes - Motion passed

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 and legal 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 25 minutes.

Roll Call

**Kristin Braidwood
Eileen German
Nick Guerere
Kristine Height
Juan Perez
Dennis Quinn
Fran Viscome
Linda Welte**

Mr. Trongone reviewed the HIB Incident Report.
Board Solicitor updated the Board on the Special Education Settlement.
Residency Issue



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V. RETURN TO PUBLIC SESSION

MOTION: Mrs. Welte, seconded by Mr. Quinn to close Executive Session and adjourn meeting at 9:45pm.

Call Vote – unanimous yes - Motion passed

VI. MEETING ADJOURNED

Next Meeting: April 18, 2013
Location: Media Center
Time: 7:00 p.m.

Attest: