



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

Date: February 17, 2011
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

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), Borough Hall, and Channels 19 and 38.

C. Flag Salute

Presentation of United States flag – Dan MacDonnell Board member, Ensign Civil Engineering Corp US Navy presented a flag to the school that had flown during his tour of duty in Kandahar, Afghanistan during Operation Enduring Freedom.

D. Roll Call

Joe Mammarella
Eileen German
Nick Guerere - arrived 7:21
Dan MacDonnell
Juan Perez
Dennis Quinn
Steve Schneider
Fran Viscome
Linda Welte

Other in attendance – solicitor John Geppert, Superintendent Anthony Trongone, Business Administrator, Frank Domin, Assistant Principal Kristen Martello.



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

E. Student Recognition

1. Students of the month:

Students of the month November, 2010:	Grade 5:	Emmalee Hohing
	Grade 6:	Rachel Shea
	Grade 7:	Evan Maloney
	Grade 8:	Meghan Naus
Students of the month December 2010:	Grade 5:	Kofi Asare
	Grade 6:	Kiara Ross
	Grade 7:	Carli Coppola
	Grade 8:	Alyssa Jurski
Students of the month January 2011:	Grade 5:	Anna Bray
	Grade 6:	Andrew Jurski
	Grade 7:	Jordan Alcoy-Quinn
	Grade 8:	Anthony Sokolowski

2. Student report – student body representative: June Diep school council vice president and Lillan Chen council secretary reported that the Berlin Community School has a lot going on:

- March 2nd Read-a-thon kicks off, with homeroom Representatives recording minutes.
- Next dance is on March 11th. Student governments are combined with future act to sponsor the dance. Two canned goods are needed for admission, and the cans go towards the Comfort Can Challenge. (Teacher Sue Comfort personally matches the number of canned goods raised by the highest homeroom).
- The school play “Alice in Wonderland Jr.” is on March 10th and 11th from 7-9pm and March 12 at 2pm to 7pm.
- Both boys and girls hoop made it to playoffs. Boys play Wednesday night against Woodlynne. Girls play Thursday night against Bellmawr. Both games are in Stratford’s gym.
- Right now the Comfort Can Challenge has collected 1600 cans. It runs until March 11th.
- The National Junior Honor Society raised, \$120 to send to the Darfur Education Program for school supplies for refugee children in Chad.

F. Presentations

1. HIB: Harassment, Intimidation, and Bullying: presented by Assistant Principal, Mrs. Kristen Martello.



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

Motion: Mr. MacDonnell, seconded by Mrs. Welte to open the meeting to the public.

Call Vote – unanimous yes. Motion passed

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.

Jen Zingaro – Berlin Teacher Association Vice President read a statement notifying the Board that the BTA has ratified the memorandum of agreement with the expectation that the Board would ratify the contract at this meeting and urged the Board to vote positively at the March 3rd 2011 meeting.

Motion: Mr. Quinn, seconded by Mrs. Viscome to close the meeting to the public.

Call Vote – unanimous yes. Motion passed

H. Approval of Minutes

Motion: Mr. Perez, seconded by Mr. Guerere to approve Minutes for:

1. January 20, 2011 Regular Meeting and Executive Session

Roll Call – 8 yes, Mr. Guerere abstained – Motion passed

I. Correspondence

J. Facilities

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

Roll Call – unanimous yes. Motion passed

1. Business Administrator’s Report: Frank Domin

K. Finance: Mr. Frank Domin

Motion: Mr. Guerere seconded by Mrs. Welte to approve the following Finance items 1-12:

Roll Call – unanimous yes. Motion passed

1. Treasurer’s Report.
Ratify and affirm Treasurer’s Report for December 31, 2010.
2. Report of the Board Secretary.
Ratify and affirm Board Secretary Report for December 31, 2010.



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

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 December 2010.
5. Cafeteria Report.
Ratify and affirm Cafeteria Report for January 31, 2011.
6. Approval of Bills.
Recommend bills to be paid as of February 17, 2011 in the amount of \$329,597.40
7. Student Activity Report.
Motion to approve Student Activity Report for December 31, 2011.
8. Interlocal Agreement. Motion to approve the hourly Custodian Interlocal Services Agreement between the Gibbsboro and Berlin Borough School Districts.
9. School Board Election Worker Rates. Motion to approve the rates for School Board Election Workers at \$10.00 per hour, with an additional \$12.50 for pick-up and \$12.50 for delivery of election supplies.
10. Submission Section 15 Grant Agreement SDA# 0330-020-10-G0AJ
Berlin Community Elementary School Partial Roof Replacement. Motion to approve “Authorizing execution and delivery of Grant Agreement” by the Business Administrator.
11. Supervision of School Facilities Project Motion to approve the following; ‘Delegation of Authority to School Business Administrator for supervision of the School Facilities Project SDA#0330-020-10-G0AJ.
12. Partial Roof Replacement Project. Motion to accept low bid received January 12, 2011 for summer Partial roof replacement at Berlin Community School to Alper Enterprises, Moorestown, NJ. Base bid, alternate 1 and 2; total \$418,000.00

	Base	Alternate 1	Alternate 2
Alper Enterprise	\$309,000.	\$106,000.	\$3,000.
Arc Roofing	\$418,500.	\$158,000.	\$2,000.
Arch Concept	\$408,000.	\$120,000.	\$8,000.
Atlantic Roofing	\$459,000.	\$186,000.	\$3,300.
DA Nolt Inc.	\$424,931	\$143,137.	\$3,886.
J. Wilhelm Roofing	\$453,800.	\$169,600.	\$3,500.
Juttan Inc.	\$366,765.	\$124,287.	\$1,320.
McMullen Roofing	\$430,509.	\$132,837.	\$8,352.
Patriot Roofing	\$493,600.	\$182,000.	\$6,000.
USA General Contracting	\$412,000.	\$154,000.	\$2,400.

II. SUPERINTENDENT’S REPORT: Mr. Tony Trongone

Motion: Mrs. Viscome, seconded by Mr. Schneider to approve Superintendents reports items A & B.

Voice Vote – unanimous yes. Motion passed



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

A. For Your Information

1. QSAC Update. Unofficial word from county office that Berlin Borough School District passed both indicators for Governance and Operations.
2. Professional Learning Communities update.
3. Continued efforts to 'go green;' electronic staff forms directory now online.
4. Budget Update

B. Program Reports

1. Elementary 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

Motion: Mr. Guerere, seconded by Mrs. German to approve Superintendents reports items C.

Voice Vote – unanimous yes. Motion passed

D. Policy

Motion: Mrs. Viscome, seconded by Mr. MacDonnell, to approve Superintendents Policy item D, First and Second Reading.

Voice Vote – unanimous yes. Motion passed

1. First Reading.
Policy 3432 Sick Leave Teaching Staff
Policy 4432 Sick Leave Support Staff

Policy Second Reading/Public Hearing

2. Second Reading/Public Hearing.
Policy 1110: Organizational Chart
Policy Alert #191:
 - Policy 1140: Affirmative Action Program
 - Policy 1523: Comprehensive Equity Plan
 - Policy 1530: Equal Employment Opportunities
 - Policy 1550: Affirmative Action Program for Employment and Contract Practices
 - Policy 2260: Affirmative Action Program for School and Classroom Practices
 - Policy 2415.01: Academic Standards, Academic Assessments, and Accountability
 - Policy 2415.04: Title I – District-wide Parental Involvement
 - Policy 2423: Bilingual and ESL Education
 - Policy 6360: Political Contributions
 - Policy 6362: Contributions to Board Members and Contract Awards
 - Policy 8420: Emergency and Crisis Situations
 - Policy 8740: Bonding



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

Motion: Mrs. Welte, seconded by Mr. Quinn to approve Superintendents items E & F.

Voice Vote – unanimous yes. Motion passed

E. Administration

1. 2011-2012 School Calendar. Motion to approve the 2011-2012 School Year Calendar.

F. Personnel

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

Motion: Mr. Quinn, seconded by Mrs. Viscome to open the meeting to the public.

Call Vote – unanimous yes. Motion passed

G. Public Participation – All Issues

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.

No one came forward

Motion: Mr. Quinn, seconded by Mrs. Viscome to close the meeting to the public.

Call Vote – unanimous yes. Motion passed

H. Unfinished Business

Mrs. German – Board Self Evaluation will be due back at the March 3rd meeting.
Congratulations – Mrs. Harris & Mrs. Madara for their quick assistance to a parent trying to access the student Genesis Program.

I. NEW BUSINESS

Motion: Mrs. Welte, seconded by Mr. MacDonnell to approve the following New Business item.

Voice Vote – unanimous yes. Motion passed

- A. Special Meeting. Motion to schedule a Special Meeting of the Board of Education on March 3, 2011 at 7:00 p.m. for the purpose of budget approval and ratification of BTA contract.

Discussion: on Borough ordinance concerning fines for enforcing private residence snow removal.



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

III. NONPUBLIC EXECUTIVE SESSION 8:00 pm

Motion: Mrs. Viscome, 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 personnel and negotiations. 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.

Roll Call

Joe Mammarella
Eileen German
Nick Guerere
Dan MacDonnell
Juan Perez
Dennis Quinn
Steve Schneider
Fran Viscome
Linda Welte

Negotiation – contract update.

IV. RETURN TO PUBLIC SESSION

Motion: Mrs. Welte, seconded by Mr. MacDonnell to return to Public Session and adjourn the meeting at 9:09 pm.

VI. MEETING ADJOURNED - 9:09 pm

Next Meeting: Special Meeting March 3, 2011, Regular Meeting changed to March 24, 2011
Location: Media Center
Time: 7:00 p.m.