



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

Date: February 16, 2012
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

D. Roll Call

Present

Joe Mammarella
Eileen German
Nick Guerere
Kristine Height
Juan Perez
Steve Schneider
Fran Viscome
Linda Welte

Absent

Dennis Quinn

E. Student Recognition

- | | | |
|-------------------------------------|----------|-----------------|
| 1. Students of the month – January: | Grade 5: | Madison Cowdin |
| | Grade 6: | Brielle Piccone |
| | Grade 7: | Lauren Mauri |
| | Grade 8: | David Missigman |



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2. Student report – student body representative:

Secretary: Caitlyn Porter
Treasurer: Even Maloney

Tomorrow Friday 17th is a teacher's in-service day. Students have off from school. Monday, staff and students are off for Presidents' Day.

Fifth, sixth, seventh and eighth grade students are putting on High School Musical 2 Jr. on March 8th and 9th and with two shows on the 10th.

BCSHA fashion show is on March 15 at Venice caterers

March 21 is read across America day. Home room reps are student government members are reading to elementary students.

Pictures and bios of student government officers are on the Berlin Community School website under the activities section.

Boy's basketball finished 9 wins and 6 losses first playoff game is Thursday at 8 pm at Stratford. They are the fourth seed and face Gloucester.

Girl's basketball finished with 4 wins and 8 losses at 7 o'clock at C.W. Lewis. They will take on Brooklawn as the 8th seed.

Wrestling finished their season with 3 wins and 10 losses.

F. Presentations

1. State School of Character, Mrs. Martello.
2. Rachel's Challenge, Mrs. Martello – this character building program traveling nationally will be here for presentations to the student body during the day and at 7:00 pm for adults on March 6, 2012. Rachel was the first student killed in the 2009 Columbine Colorado tragedy.

G. Public Participation – Agenda Items Only

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

Call Vote – unanimous yes. Motion passed

No one came forward

Motion: Mr. Schneider seconded by Mrs. Welte to close the meeting to the public.

Call Vote – unanimous yes. Motion passed



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H. Approval of Minutes

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

1. January 19, 2012 Regular Meeting and Executive Session

I. Correspondence - None

J. Facilities

Motion: Mrs. Height, seconded by Mr. Perez to accept the

1. Business Administrator's Report: Frank Domin

Voice Vote – unanimous yes. Motion passed

K. Finance: Mr. Frank Domin

MOTION: Mrs. German, seconded by Mrs. Viscome to approve Finance items K 1- 12.

Roll Call – unanimous yes. Motion passed

1. Treasurer's Report.
Ratify and affirm Treasurer's Report for December 30, 2011.
2. Report of the Board Secretary.
Ratify and affirm Board Secretary Report for December 30, 2011.
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 30, 2011.
5. Cafeteria Report.
Ratify and affirm Cafeteria Report for January 31, 2012.
6. Approval of Bills.
Recommend bills to be paid as of February 16, 2012, in the amount of \$155,429.90.
7. Student Activity Report.
Motion to approve Student Activity Report for December 30, 2011.
8. Interactive Kids Consultation Services. Motion to approve "Interactive Kids" to provide consult services, as needed, at an hourly rate of \$115.00 per hour.
9. Race to the Top 3. Motion to approve submission of the New Jersey Participating Memorandum of Understanding – Race to the Top 3. Purpose of this agreement is to establish a framework of collaboration, as well as articulate specific roles and responsibilities in support of the state in its implementation of an approved Race to the Top Grant.



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10. Safety Grant Submission. Motion to submit the 2012-2013 New Jersey School Board Association Insurance Group Safety Grant application for \$3,673.
11. Food Service Management Company Renewal. Motion to renew (in accordance with bids opened 03/13/2009,) Nutri-Serve Food Management Company to provide food service management for the 2012-2013 school year with an annual management fee of \$14,368.00 (\$343.75 increase). The FSMC guarantees a profit/guaranteed return of no less than \$324.00, including the administrative management fee. In the event that program costs exceed total revenues (from all sources,) the FSMC shall be responsible for any losses (shortfalls,) only up to one hundred percent (100%) of the FSMC fee.
12. 2012-2013 Tentative Budget Submission. Motion to approve the following resolution for submission of the Tentative 2012-2013 Budget to the County Office: Approval of the tentative 2012-2013 district budget based on a 2% Tax Levy Cap increase of \$124,242. Any changes in State Aid or additional Revenue will be reflected in the General Fund Budget.

BE IT RESOLVED that the Berlin Borough School District Board of Education does hereby approve the 2012-2013 budget for submission to the Executive County Superintendent of Schools in the grand total amount of \$11,490,366 which includes a General Fund total of \$10,278,503, a Special Revenue Fund total of \$449,467., and a Debt Service Total of \$762,387; and also includes a General Fund local tax levy of \$6,336,341; and a Debt Service local tax levy of \$615,088; and

BE IT RESOLVED that this budget will include a Withdrawal from Capital Reserve of \$231,000 for partial roof replacement.

II. SUPERINTENDENT'S REPORT: Mr. Tony Trongone

Motion: Mr. Guerere, seconded by Mrs. German to approve Superintendent's items A&B.

Call Vote – unanimous yes. Motion passed

A. For Your Information

1. In honor of Mrs. Regina Mielish, grandmother of Michael Pechlivanoglou, a \$50.00 donation has been made to the BCS Library for the purchase of library books.
2. New NJDOE Mandated Teachers Evaluation Update.
3. Math Walk Throughs.
4. Superintendent Math Lessons.
5. Budget Calendar.
6. Superintendent's Recognition Program
7. Sue Cardamone 2nd Annual Scholarship Run

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



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C. Superintendent's Monthly Report

Motion: Mrs. Height, seconded by Mrs. German to approve Superintendent's item C.

Roll Call – unanimous yes. Motion passed

Board Discussion and Update – State initiatives concerning teacher evaluations.

1. Superintendent's Monthly Report

D. Policy

Motion: Mr. Perez, seconded by Mrs. Height to approve Superintendent's Policy First & Second Reading.

Roll Call – 8 yes, except Mrs. Viscome abstained on Policy 9180 & 9181 – Motion Passed

1. First Reading.

Policy Second Reading/Public Hearing

2. Second Reading/Public Hearing.

Policy #0168: Recording Board Meetings

Policy #6424: Emergency Contracts

Policy #6472: Tuition Assistance

Policy #8505: School Nutrition

Policy #9180: School Volunteers

Policy #9181: Volunteer Athletic Coaches

E. Administration

Motion: Mrs. Viscome, seconded by Mr. Perez to approve Superintendent's item E 1 - 3.

Roll Call – unanimous yes. Motion passed

1. 2012-2013 Calendar. Motion to accept the 2012-2013 School Year Calendar.
2. Baseball Schedule. Motion to approve the Spring 2012 Baseball schedule.
3. Mid-Year Goal Review. Motion to approve the mid-year update Goals Review.

F. Personnel

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

Roll Call – unanimous yes - Motion passed

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



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G. Public Participation – All Issues No one came forward.

III. NONPUBLIC EXECUTIVE SESSION

8:10 pm

Motion: Mrs. Viscome, seconded by Mrs. Welte to enter into Non Public 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, 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 15 minutes.

Roll Call – 8 present, 1 absent (Mr. Quinn) - Motion passed

Present

**Joe Mammarella
Eileen German
Nick Guerere
Kristine Height
Juan Perez
Steve Schneider
Fran Viscome
Linda Welte**

Absent

Dennis Quinn

Monthly HIB Report presented for Board Review.

IV. RETURN TO PUBLIC SESSION

Motion: Mrs. Viscome, seconded by Mrs. Welte to return to Public Session at 8:20 pm.

Roll Call – unanimous yes. Motion passed

OLD BUSINESS – Does the change of the reorganization meeting affect dates of existing contract renewals? No they still have to be renewed as they expire but we will look if calendar year renewals that coincide with the reorganization meeting may be more practical in the future.

V. NEW BUSINESS – None

VI. MEETING ADJOURNED

Motion: Mrs. Viscome, seconded by Mrs. Welte to adjourn meeting at 8:22pm.

Call Vote – unanimous yes. Motion passed

Next Meeting: March 22, 2012
Location: Media Center



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Time: 7:00 p.m.