



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

Date: November 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 – Vice President Nick Guerere opened the meeting.

B. Statement of Open Meeting Compliance John Geppert, Esq.

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 – arrived 7:10 pm
Nick Guerere
Kristine Height
Juan Perez
Dennis Quinn
Steve Schneider
Fran Viscome

Absent

Eileen German
Linda Welte

Others in attendance: Superintendent, Tony Trongone, Business Administrator, Frank Domin, Board Solicitor, John Geppert.

E. Student Recognition – Superintendent Trongone congratulated each student and invited them to read a brief biography they had prepared.

1. Students of the month:

Grade 5:	Kayla McCann
Grade 6:	Victor Lombardi
Grade 7:	Cailey Lafferty
Grade 8:	Eric Lippincott



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7:10 pm - Mr. Mammarella arrived and assumed the chair.

2. Student Body Representative:

Vice-President: Jessie Kirk
Treasurer: Sean Alexander

F. Presentations

1. Robotics/Pre-Engineering: Mr. Wes Hill
2. Annual Audit: Mr. Robert Inverso
3. Assessments and New Accountability System: Mr. Jeff Havers

G. Public Participation – Agenda Items Only

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

Call Vote – unanimous yes. Motion passed

No one came forward

H. Approval of Minutes

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

1. October 20, 2011 Regular Meeting and Executive Session

Roll Call – 5 yes, 2 abstentions. Mr. Guerere, and Mr. Mammarella. Motion passed

I. Correspondence

J. Facilities

Motion: Mr. Schneider, seconded by Mrs. Viscome to approve Facilities item #1:

1. Business Administrator’s Report: Frank Domin

Voice Vote – unanimous yes. Motion passed



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K. Finance: Mr. Frank Domin

MOTION: Mr. Quinn, seconded by Mr. Perez to approve Finance items 1-12.

Call Vote – unanimous yes, except abstains for the following on item 6.

Height K. PO 12000427

Schneider S. PO 12000434

Motion Passed

1. Treasurer's Report.
Ratify and affirm Treasurer's Report for September 30, 2011.
2. Report of the Board Secretary.
Ratify and affirm Board Secretary Report for September 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 September 30, 2011.
5. Cafeteria Report.
Ratify and affirm Cafeteria Report for October 31, 2011.
6. Approval of Bills.
Recommend bills to be paid as of November 17, 2011 in the amount of \$204,579.44.
7. Student Activity Report.
Motion to approve Student Activity Report for September 30, 2011.
8. CAFR Audit Report.
Motion to accept the FY 2011 Audit Report (as presented by auditor Robert Inverso of Inverso and Stewart, LLC.) with the Board's Corrective Action Plan below:
 - A. Move that the Board accept the 2010-2011 Comprehensive Annual Financial Report as presented and move that the Audit Summary be received as read in accordance with N.J.S.A. 18A:23-4 and 5, and further move that the Secretary be instructed to comply with the recommendations contained herein.
 - B. Recommend approval of the Corrective Action Plan as read and filed in the minutes for submission to the Department of Education.
9. Long Range Facility Plan.
Motion to authorize the Architect of Record, Garrison Architects, to review and update the Long Range Facility Plan and submit application to the Department of Education for D-Wing roof replacement.
10. Interlocal Shared Services Agreement.
Motion to approve Resolution #1, 11-11, Interlocal Shared Services Agreement for the provision of Blue Sky Power, LLC, to complete a solar panel feasibility study for the Pine Hill Board of Education, Clementon Board of Education, Berlin Borough Board of Education, Borough of Pine Hill, and Borough of Clementon.



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11. Partial Roof Replacement.
Motion to approve partial roof replacement change order #7, HVAC Inspection, \$500.00, (to be paid out of roof project, ROD grand funding).
12. Long Term Substitute Rates.
Motion to approve long term substitute rates for 2011-2012.

II. SUPERINTENDENT'S REPORT: Mr. Tony Trongone

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

Call Vote – unanimous yes. Motion passed

A. For Your Information

1. NJQSAC Update
2. Miss McMillan's Class Report Card
3. Three-year Attendance Data

B. Program Reports

1. 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

Motion: Mr. Quinn, seconded by Mr. Schneider to approve Superintendent's items C, D & E.

Roll Call – unanimous yes. Motion passed

C. Superintendent's Monthly Report

1. Monthly Report – November 2011

D. Policy

1. First Reading.
P5519: Dating Violence at School.

Policy Second Reading/Public Hearing

2. Second Reading/Public Hearing .

E. Administration

1. Nursing Services Plan.
Motion to approve the 2010-2011 Nursing Services Plan.
2. Gibbsboro Student Wrestlers.
Motion to approve allowing Gibbsboro students to participate in the BCS Wrestling program.



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3. Interim Hiring Authorizations. Motion to authorize the Superintendent to hire in the interim (no December meeting,) in conjunction with the personnel committee. All interim authorizations will be formally confirmed at the January 19, 2012 Board of Education meeting.
4. Girls' Basketball Schedule. Motion to approve the 2011-2012 Girls' Basketball Schedule.
5. Boys' Basketball Schedule. Motion to approve the 2011-2012 Boys' Basketball Schedule.

F. Personnel

Motion: Mrs. Viscome, seconded by Mr. Perez to approve Personnel items 1 & 2:

Roll Call – unanimous yes - Motion passed

1. Personnel Report.
Motion to approve the attached Personnel Report.
2. Evaluation for Non-Certificated Personnel.
Motion to approve the Evaluation for Non-Certificated Personnel: Non-affiliated, Supervisory, Secretarial, Supportive, Support, Attendance Officer, Paraprofessional.

G. Public Participation – No one came forward.

H. Unfinished Business - None

III. NONPUBLIC EXECUTIVE SESSION

8:43 pm

Motion: Mrs. Height, seconded by Mr. Schneider 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 described in the aforementioned law, pertaining to student matters and contract (Flexible Spending Accounts). The Berlin Borough School District shall now enter a closed session for an approximate time limit of 30 minutes.

Roll Call

Present

**Joe Mammarella
Nick Guerere
Kristine Height
Juan Perez
Dennis Quinn
Steve Schneider
Fran Viscome**

Absent

**Eileen German
Linda Welte**



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Mr. Trongone reviewed the monthly HIB Report.

Mr. Domin reviewed proposal from flexible spending account vendors. Aflac, Colonial, & Benefit Express-Connor Strong.

RETURN TO PUBLIC SESSION

Motion: Mr. Schneider seconded by Mr. Quinn return to Public Session at 9:25 pm.

Roll Call – unanimous yes. Motion passed

IV. NEW BUSINESS

Motion: Mr. Quinn, seconded by Mrs. Viscome to approve New Business items A, B, C.:

Call Vote – unanimous yes. Motion passed

- A.** Motion to approve K-4 Math Curriculum and Resources.
- B.** Motion to approve Curriculum Management System.
- C.** Motion to approve Section 125; Flexible Spending Account Program option to employees effective January 1, 2012 – December 31, 2012. Add on to existing contract with AFLAC at no cost to the Board or employee.

9:30 PM

V. MEETING ADJOURNED

Motion: Mr. Perez, seconded by Mr. Quinn to adjourn meeting at 9:30pm.

Call Vote – unanimous yes. Motion passed

Next Meeting: January 19, 2012
Location: Media Center
Time: 7:00 p.m.

Attest: