



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

**Date:** October 18, 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 Central Record and posted in the Berlin Community School, the Berlin Community School Website, ([www.bcsberlin.k12.nj.us](http://www.bcsberlin.k12.nj.us)), Borough Hall, and Channels 19 and 38.

**C. Flag Salute**

**D. Roll Call**

**Present**

Eileen German  
Nick Guerere  
Kristine Height  
Joe Mammarella  
Juan Perez  
Dennis Quinn  
Steve Schneider  
Linda Welte

**Absent**

Fran Viscome

**Others in attendance:** Superintendent Tony Trongone, Business Administrator Frank Domin, Principal Jeff Havers and Board Solicitor Allen Dzwilewski.

**E. Student Recognition – Superintendent Trongone congratulated each of the students and invited each student to read a brief autobiography they have prepared.**

- |                           |          |                     |
|---------------------------|----------|---------------------|
| 1. Students of the month: | Grade 5: | Anna DeMasi         |
|                           | Grade 6: | Rachel Snyder       |
|                           | Grade 7: | Christopher Bracchi |
|                           | Grade 8: | Victoria Bettelli   |



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2. Student report – student body representative:

Jack Francesconi, Student Government Treasurer

- The BCS field hockey team is 8-0 in their division although they suffered a loss in a scrimmage against Medford.
- Boy soccer is 10-0 and they have already clinched the division and are looking forward to the championship game.
- Girls soccer is 4-3-1, this is the most wins in the girl's soccer program since it was started, and they are excited about the possibility of playoffs.
- Student government sponsored the first middle school dance on September 28, which had a very large attendance.
- Musical Theater will be sponsoring the Halloween themed dance on October 26.
- Bishop Eustace came in on Tuesday the 16<sup>th</sup> to talk to the graduating class of 2013 to discuss other options for high school.

**F. Presentations – NJ Ask Test Scores**

**Principal Havers provided the Board with detailed testing results by grade level with yearly comparisons with similar school districts throughout the State. Mr. Havers also outlined what is being introduced into the curriculum to improve the learning potential of the students.**

**G. Public Participation – Agenda Items Only**

No One Came Forward

**H. Approval of Minutes**

**Motion - Mr. Perez, seconded by Mr. Schneider to approve the Minutes for**

1. September 20, 2012 Regular Meeting and Executive Session

**Roll Call – unanimous yes. Motion passed**

**I. Correspondence – none for this meeting**

**J. Facilities**

**MOTION:** Mrs. German, seconded by Mrs. Welte to approve Facilities Item 1.

**Voice Vote – unanimous yes. Motion passed**

1. Business Administrator's Report: Frank Domin



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**K. Finance: Mr. Frank Domin**

**MOTION:** Mr. Guerere, seconded by Mrs. German to approve Finance items 1 through 13.

**Roll Call – unanimous yes. Motion passed**

1. Treasurer’s Report.  
Ratify and affirm Treasurer’s Report for August 31, 2012.
2. Report of the Board Secretary.  
Ratify and affirm Board Secretary Report for August 31, 2012.
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 August 31, 2012.
5. Cafeteria Report.  
Ratify and affirm Cafeteria Report for month ending September 20, 2012.
6. Approval of Bills.  
Recommend bills to be paid as of October 18, 2012 in the amount of \$319,796.74.
7. Student Activity Report.  
Motion to approve Student Activity Report for August 31, 2012.
8. Donations:  
Motion to accept donations, as of October 18, 2012:  
None for this meeting.
9. IDEA Entitlement Grant. Motion to approve submission of the Individuals with Disabilities Education Improvement Act (IDEA) Part B for 2012/2013 school year in the following amounts:  
Basic: \$201,182  
Preschool: \$8,814
10. SEMI Waiver Request. Motion to authorize the Business administrator to request a waiver to opt out of the SEMI (Special Education Medicaid Initiative,) due to the low Medicaid enrollment, in accordance with 6A:23A-5.3.
11. Summer 2012 Roof Project. Per architect’s recommendation, motion to approve payment application #2, (\$45,291.25,) and application #3, (\$3,720.85). Payment will be made after transfer of funds.
12. Archway Payment Settlement. Motion to approve payment settlement (with solicitor changes to agreement).
13. NCLB Consolidated Grant Application. **Motion:** to approve submission of the NCLB Consolidated Grant application for the 2012-13 school year in the following amounts:

<u>NCLB Consolidated Application.</u>	
Title I	\$64,429
Title II Part A	19,393
Title III	<u>1,307</u>
TOTAL	\$84,688



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**II. SUPERINTENDENT'S REPORT: Mr. Tony Trongone**

**MOTION:** Mrs. Welte, seconded by Mrs. Height to approve Superintendents Report items A&B.

**Voice Vote – unanimous yes. Motion passed**

**A. For Your Information**

1. Website Upgrade (Centricity 2)
2. Changes to NCLB Accountability
3. EE4NJ
4. CPR/AED Training

**B. Program Reports**

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. Height, seconded by Mrs. Welte to approve the Superintendent's Monthly Report.

**Roll Call – unanimous yes - Motion passed**

**D. Policy - None for this meeting**

**E. Administration**

**MOTION:** Mr. Perez, seconded by Mrs. German to approve Administration items 1 - 3.

**Roll Call – unanimous yes - Motion passed**

1. Motion to approve Flu Clinic. Motion to approve a Flu Clinic to be held on Friday, October 19, 2012, between the hours of 10:30 a.m. and 1:30 p.m., in conjunction with Rite Aid Pharmacies, for the administration of the flu vaccine for faculty/staff.
2. Motion to adopt Lead Teacher Job Description. Motion to adopt the attached Lead Teacher Job Description.
3. Memorandum of Agreement. Motion to approve the Memorandum of Agreement between The Berlin Borough School District and local law enforcement.

**F. Personnel**



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**MOTION:** Mr. Guerere, seconded by Mrs. German to approve Personnel items 1.

**Roll Call – unanimous yes - Motion passed**

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

**G. Public Participation – All Issues**

No One Came Forward

**III. NEW BUSINESS - Mrs. Welte attended the Camden County School Board Meeting and reviewed pending legislation and noted to the Finance Committee to be aware of future decreases in Federal funding for next years budget.**

**IV. NONPUBLIC EXECUTIVE SESSION**

**8:55pm**

**MOTION:** Mr. Perez, seconded by Mr. Guerere 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 litigations 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. No action will be taken as a result.

**Roll Call**

**Present**

Eileen German  
Nick Guerere  
Kristine Height  
Joe Mammarella  
Juan Perez  
Dennis Quinn  
Steve Schneider  
Linda Welte

**Absent**

Fran Viscome

**NONPUBLIC EXECUTIVE SESSION - Continued**



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Superintendent Trongone reviewed the HIB incidents. Discuss, Solicitor Dzwilewski updated Board on Special Education Learning set for November 15, 2012.

9:07 pm Four members recused themselves and left. (Mr. Perez, Mrs. Height, Mrs. Welte and Mr. Schneider).

Negotiations committee updated board on current contract set to expire June 30, 2013.

**V. RETURN TO PUBLIC SESSION 9:29 pm**

**MOTION:** Mrs. German, seconded by Mr. Quinn to close executive session and return to Regular Session.

**Voice Vote – unanimous yes - Motion passed**

**VI. MEETING ADJOURNED**

**MOTION:** Mrs. German, seconded by Mr. Quinn to adjourn the meeting at 9:30 pm.

**Call Vote – unanimous yes. Motion passed**

Next Meeting: November 15, 2012  
Location: Media Center  
Time: 7:00 p.m..

Attest: