



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

**Date:** September 20, 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 – Mr. Mammarella 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](http://www.bcsberlin.k12.nj.us)), Borough Hall, and Channels 19 and 38.

**C. Flag Salute**

**D. Roll Call**

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

**Others in attendance:** Superintendent Tony Trongone, Business Administrator Frank Domin, Board Solicitor Allen Dzwilewski, Assistant Principal Mrs. Martello.

**E. Recognition**

1. Students

A. Students of the Month (N/A).

B. Student report – welcoming new Student Government Representatives (J. Winkelspecht)

Kayla Somers, President  
Shannon McElroy, Vice President  
Jack Francesconi, Treasurer



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Anthony O'Connell, Secretary

2. Staff

- A. Jen Basner: Nomination for PAEMST – Math Teacher of the Year Award
- B. Matt Jenkins and the BCS Lion "T.A.M.E.R.S." program as a Character Education 2012 award winning Promising Practice.
- C. Character Education Committee for their commitment to the BCS Character Education Program:

Sara Browne	Greta Spirit
Erin Maloney	Barbara Caruso
Debbie Mansis	Jim Winkelspecht
Frankie Harris	

**F. Presentations**

- 1. Mrs. Martello: Character Ed, EVVR and HIB

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

**MOTION:** Mrs. Welte seconded by Mrs. Height to open the meeting to the public

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

No One Came Forward

**H. Approval of Minutes**

**MOTION:** Mr. Perez , seconded by Mr. Schneider to approve the minutes for:

- 1. August 23, 2012 Regular Meeting and Executive Session

**Roll Call – 7 yes, 2 abstentions (Mr. Guerere & Mr. Mammarella) - Motion passed**

**I. Correspondence**

- 1. New Jersey NonPublic School Technology Initiative Program
- 2. State of New Jersey QSAC Certification.
- 3. PLC Guidelines

**J. Facilities**

**MOTION:** Mrs. German, seconded by Mrs. Welte to accept Business Administrators report 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. Welte to approve Finance items 1 through 15.

**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
  - b. Certification of Board of Education
4. Transfers.  
Motion to approve transfers for the month of N/A.
5. Cafeteria Report.  
Ratify and affirm Cafeteria Report for N/A.
6. Approval of Bills.  
Recommend bills to be paid as of September 20, 2012, in the amount of \$287,435.34.
7. Student Activity Report.  
Motion to approve Student Activity Report for N/A.

8. Donations:

Motion to accept the following donations, as of September 20, 2012:

Donation	Group Offering	Amount/Value
N/A		

9. NJ School Boards Annual Convention.  
Motion to approve Board Member attendance and travel to the NJ School Boards annual convention in Atlantic City.
10. Non-Public Technology Maintenance.  
Motion to approve non-public technology maintenance contract utilizing Non-Public School Technology Initiative Funds not to exceed \$4,563.00.
11. Non-Public Textbook Funds.  
Motion to approve Non-Public Textbook Funds in the amount of \$12,365.00.
12. Non-Public Nursing Aid.  
Motion to approve Non-Public Nursing Aid in the amount of \$17,162.00.
13. Motion to approve Board Designee. In accordance with N.J.S. 18A: 17-9 to appoint Kim Banks As the Board designee to prepare the monthly reconciliation of bank account statements and as Signatory on such reports (monthly Treasurer’s Report.).
14. Shared Services Agreement. Motion to approve the Shared Services Agreement between The Southern New Jersey Perinatal Cooperative the the Berlin Boro Board of Education.
15. Vendor Services Contract. Motion to approve a Vendor Services Contract between the Berlin Borough School District and Maureen Lynch (vendor,) to provide counseling services to Berlin Community School ‘at risk’ population. Contract term September 1, 2012 through June 30, 2013; not to exceed a total of 39 weeks (316 hours) of service at payment of \$57.00 per hour issued on a monthly basis, not to exceed \$18,012.00.



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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. Kindergarten Enrollment Update
2. Opening Day of School

**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**

**MOTION:** Mr . Perez, seconded by Mr. Schneider to approve the following policies for second reading

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

1. First Reading - None
2. **Policy Second Reading/Public Hearing**
  - Policy 0151: Revised Organization Meeting
  - Policy 0153: Revised Annual Appointments
  - Policy 0167: Revised Public Participation in Board Meetings
  - Policy 2431.4: Revised Prevention and Treatment of Sports-Related Concussions and Head Injuries
  - Policy 2622: Revised Pupil Assessment
  - Policy 3282: Use of Social Networking Sites
  - Policy 4282: Use of Social Networking Sites
  - Policy 6470: Payment of Claims

**E. Administration**

**MOTION:** Mrs. Height, seconded by Mr. Guerere to approve Administration items 1 and 2.

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

1. Sports Schedules.



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- A. Motion to approve the 2012 Girls Field Hockey Schedule.
- B. Motion to approve the 2012 Girls Soccer Schedule.
- C. Motion to approve the 2012 Boys Soccer Schedule.

2. Calendar.

Motion to approve the revised 2012-2013 school calendar (change Thursday March 28<sup>th</sup> from a full day to early dismissal.)

**F. Personnel**

**MOTION:** Mr. Quinn, seconded by Mrs. German to approve Personnel items 1 and 2.

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

- 1. Personnel Report.  
Motion to approve the attached Personnel Report.
- 2. Job Description.  
Motion to approve the revised Lunchroom/Playground Aide Job Description.

**G. Public Participation – All Issues**

**MOTION:** Mrs. Welte, seconded by Mrs. German to open the meeting to the public

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

No One Came Forward

**III. NONPUBLIC EXECUTIVE SESSION**

**8:18pm**

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

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

**Roll Call**

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



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

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 litigations. 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 – unanimous yes - Motion passed**

Special Education Administrative Law Judge hearing. Petition withdrawn.  
Special Education Petitions for due process filed October 1st settlement conference scheduled.  
2 HIB reports reviewed.

**MOTION:** Mr. Quinn, seconded by Mrs. Welte to return to Regular Session.

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

#### **IV. RETURN TO PUBLIC SESSION 8:45PM**

#### **VI. OLD BUSINESS** – Shared Service with Berlin Borough. The Severe Weather warning system is installed and is currently being tested. You will see a link on the website this week that is an active map that reflects moving storms in real time.

Mr. Guerere questioned where the Board was with meeting the October 30th time frame for choosing a model for the new Teacher Evaluations. The committee has been meeting and is about 3 or 4 months ahead of State Guidelines.

#### **VII. MEETING ADJOURNED**

**MOTION:** Mrs. German, seconded by Mr. Guerere to adjourn the meeting at 8:50 pm.

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

Next Meeting: October 18, 2012  
Location: Media Center  
Time: 7:00 p.m.