



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

Date: September 17, 2015
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 - Kristine Height 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), Borough Hall, and Channels 19 and 38.

C. Flag Salute

D. Roll Call

Present

Susan Bobb
Kristin Braidwood
Nick Guerere
Rebecca Holland
Kristine Height
Dennis Quinn
Linda Welte
Fran Viscome

Absent

Karen Costanzo

Others in attendance: Interim Superintendent – Kristin Martello
Business Administrator - Frank Domin
Board Solicitor – Allen Dzwilewski

E. Student Recognition

1. Student report – student body representative: Marissa Nissley, President

Good evening Board of Education, my name is Marissa Nissley and I am class president. Student government has been doing many things to help the school and we have lot's of exciting upcoming events. Every day, myself and my fellow officers do the middle school morning announcements. Tomorrow, we will have our homeroom representative elections which are for 1-2 students from each 6th, 7th and 8th grade homeroom



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who attend our meetings, participate in our service projects and help us run our dances. We have our first official meeting with all of our members taking place on Tuesday, September 29th. As of now, we have two school dances planned on October 16th and April 22nd. We are going to do many service projects this year such as the Ronald McDonald house (which we donated to last year) or any other local charities. Overall, student government has many wonderful events coming up and we look forward to a great year!

2. 2015-2016 Student Body Representatives Biographies (Attached Correspondence).

F. Presentations – None for this meeting

G. Public Participation – No one came forward.

H. Approval of Minutes

Motion: Mrs. Holland, seconded by Mrs. Bobb to approve the minutes for August 20, 2015 Regular Meeting.

Roll Call - 7 Yes, 1 abstention (Mrs. Bobb) - Motion passed

I. Correspondence

Motion: Mr. Quinn, seconded by Mrs. Welte to accept correspondence item 1.

Roll Call - Unanimous Yes - Motion passed

1. Letter of Resignation, Jeff Havers

J. Facilities

(FYI)

1. Business Administrator's Report: Frank Domin
2. Drills: N/A

K. Finance: Mr. Frank Domin

Motion: Mrs. Bobb, seconded by Mrs. Holland to approve Finance items 1 through 11.

Roll Call - Unanimous Yes (except Mrs. Viscome abstained from item 10 only)- Motion passed

1. Reconciliation Report.

Ratify and affirm Reconciliation Report for July 31, 2015.

2. Report of the Board Secretary.

Ratify and affirm Board Secretary Report for July 31, 2015.

3. Monthly Budgetary Certification.

Motion to approve monthly budgetary certification.

a. **Certification of Board Secretary**

Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Board Secretary certifies that as of July 31, 2015, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Berlin Borough Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23A-16.10(a) 1.

b. **Certification of Board of Education**



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Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Berlin Borough Board of Education certifies that as of July 31, 2015, and after review of the Secretary’s Monthly Financial Report and the Treasurer’s Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board’s knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a) 1 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

- c. In accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that anticipated revenue has changed for the month ending August 31, 2015 as follows:

Increased/Decreased state aid: (\$0.00)

4. Transfers.

Motion to approve transfers for the month of July 31, 2015.

5. Cafeteria Report.

Ratify and affirm Cafeteria Report for N/A.

6. Approval of Bills.

Recommend bills to be paid as of September 17, 2015, in the amount of \$496,308.76.

7. Student Activity Report.

Motion to approve Student Activity Report for August 31, 2015.

8. Donations:

Motion to accept the following donations, as of N/A:

| Donation | Group Offering | Amount/Value |
|----------|----------------|--------------|
| | | |
| | | |

- 9. Elimination of Special Education Program. Motion to approve the elimination of MD program at Middle School level for the 2015-2016 school year.

- 10. Camden County Ed Services. Motion to approve the annual contract with Camden County Educational Services for outside evaluations/services (during Child Study Team personnel Family Leave).

- 11. Grant Funded Positions. (Revised from 6/18/2015 Motion.) Motion to approve the following 2015-2016 grant funded positions:

| | | |
|---|----------------|------------|
| Denise Weintraut | 20-231-100-101 | \$ 46,539. |
| Bailey O’Brien | 20-231-100-179 | \$ 28,445. |
| Kerri Deron, Stephen Klemash, Barbara McGettigan: | 20-250-100-106 | \$ 43,536. |
| Linda Jurski | 20-251-100-106 | \$ 8,602. |

II. SUPERINTENDENT’S OFFICE: Mrs. Kristen Martello (Interim)

A. For Your Information

- 1. QSAC Requirements
- 2. Home and School Dates to Remember!
- 3. Teacher Candidate Certification Updates
- 4. Apple 1:1 Initiative
- 5. My SchoolBucks
- 6. Opening of School/Back to School Night
- 7. Character Education Update
- 8. Principal Vacancy



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B. Program Reports

Motion: Mrs. Viscome, seconded by Mrs. Bobb to approve program reports 1 through 5.

Call Vote - Unanimous Yes - Motion passed

1. Elementary School Report: Mr. Havers
2. Special Education Report: Mrs. Lindsay
3. CER Report: Mrs. DiBella
4. Health Office Report: Mrs. Shallow
5. NutriServe Food Service Update

C. Superintendent's Monthly Report

Motion: Mr. Quinn, seconded by Mr. Guerere to approve Superintendents report.

Roll Call - Unanimous yes - Motion Passed

D. Policy

Motion: Mrs. Bobb, seconded by Mrs. Viscome to approve Policy items 1 to 7.

Roll Call - Unanimous Yes - Motion passed

1. First Reading.
Policy 3322: Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
Policy 4322: Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
Policy 5330: Administration of Medication
Policy 5339: Screening for Dyslexia
Policy 8540: School Nutrition Programs
Policy 8550: Outstanding Food Service Charges
Policy 8820: Opening Exercises/Ceremonies

Policy Second Reading/Public Hearing – None for this meeting

2. Second Reading/Public Hearing.

E. Administration

Motion: Mrs. Braidwood, seconded by Mrs. Bobb to approve Administration items 1 to 6.

Roll Call - Unanimous Yes - Motion passed

1. HIB Self-Assessment. Motion to approve the NJ Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act, July 1, 2014 through June 30, 2015.
2. MOA With Local Law Enforcement Summary of Changes.
3. MOA With Local Law Enforcement. Motion to approve the 2015-2016 Memorandum of Agreement with Local Law Enforcement, as attached.
4. Field Hockey Schedule. Motion to approve the Fall 2015 Girls Field Hockey Schedule.
5. Substitute Rates. Motion to approve 2015-2016 Substitute rates as attached.



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6. Paraprofessional Statement of Assurance. Motion to approve the Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2015-2016 School Year.

F. Personnel

Motion: Mrs. Viscome, seconded by Mrs. Holland to approve the attached Personnel Report.

Roll Call – Unanimous yes - Motion passed

G. Public Participation – All Issues

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

Call Vote - Unanimous yes - Motion passed

Jennifer Adair Lafontain spoke about Safe Routes To School Grants, and her concerns about the corner of Franklin Ave and Blackwood Clementon Road where there were two motor vehicle accidents this week and the possibility of additional Hazardous (courtesy) busing..

III. NONPUBLIC EXECUTIVE SESSION – None for this meeting

IV. NEW BUSINESS

School Goals 2015-2016 were discussed

Principal Vacancy – closing date September 25, 2015.

Interview will be a three tier process. Administration, Teachers and Board.

Superintendent Vacancy – closing date September 25, 2015. Board and Personnel Committee will begin interviews week of October 5, 2015.

V. MEETING ADJOURNED 8:45 PM

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

Call Vote Unanimous yes - Motion passed

Next Meeting: October 15, 2015

Location: Media Center

Time: 7:00 p.m.