

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

April 28, 2016

Public Budget Hearing/Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

1. Call Meeting to Order

I, Mary Williams, President, call this meeting to order under the Open Public Meetings Act at 7:32pm. Motion carried, voice vote, all present voting “yes”.

This is to advise the general public and to instruct that it be recorded in the Minutes, that in compliance with Chapter 231 of the Public Laws of 1975, entitled the “Open Public Meetings Act,” the Berlin Township Board of Education on January 7, 2016, caused to be posted at the Business Office of the Board of Education located at 225 Grove Avenue, West Berlin, New Jersey and advertised in the Courier Post on January 15, 2016 and the Central Record the week of January 18, 2016 a meeting notice setting forth the time, date and location of this meeting.

2. Pledge of Allegiance

3. Roll Call

Term Expires

Mr. Jeffrey Souza	<u>present</u>	2016
Mrs. Cynthia Mozee	<u>present</u>	2016
Mrs. Jocelyn Lewis	<u>present</u>	2016
Mr. Sol Cohen	<u>present</u>	2017
Mr. Keith Jones	<u>present</u>	2017
Mrs. Mary Williams	<u>present</u>	2017
Mr. Brian Davis	<u>present</u>	2018
Mrs. Kimberly Reed	<u>present</u>	2018
Mrs. Joanne Young	<u>present</u>	2018
Dr. Edythe B. Austermuhl, Superintendent	<u>present</u>	
Mrs. Megan Stoddart, Business Administrator	<u>present</u>	
Charles Rizzi, Esq., Board Solicitor	<u>present</u>	

4. Approval of Minutes

Motion by Kimberly Reed seconded by Keith Jones
RECOMMEND that the Board of Education approve the action meeting minutes of the March 17, 2016 meeting as presented in duplicated form and dispense with the reading of the same. Motion carried, voice vote, all present voting as follows:

Voting “yes”: Mr. Souza, Mrs. Young, Mr. Cohen, Mr. Jones, Mr. Davis,
Mrs. Reed, Mrs. Mozee, Mrs. Williams

Abstention: Mrs. Lewis

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5. Executive Session – In – N/A

Motion by _____ seconded by _____ to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues. Time in: _____.

Resolution for Executive Session:

Whereas Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and whereas this public body is of the opinion that such circumstances presently exist. Now, therefore, be it resolved by the Berlin Township Board of Education, County of Camden, State of New Jersey, as follows:

1. The public shall be excluded from discussion and action upon hereafter specified subject matters. They are:
 - a. Any matter which by express provision of federal law or state statute or rule of court shall be rendered confidential.
 - b. Matters dealing with Federal Funding.
 - c. Discussion of any materials, the disclosure of which would constitute an unwarranted invasion of individual privacy.
 - d. Matters dealing with collective bargaining.
 - e. Matters dealing with the sale or purchase of public land.
 - f. Discussion of any pending or anticipated litigation or contract negotiation.

6. Executive Session – Close

Motion by _____ seconded by _____ to come out of Executive Session. Time out: _____.

7. Presentations

Positive Behavioral Supports is a school-wide systematic approach to discipline and behavioral support in our schools. It is an evidence-based framework for providing a broad range of systematic and individualized strategies for achieving academic and behavioral outcomes while preventing problem behavior. PBS focuses on teaching then reinforcing positive behaviors as well as, changing the environment such that using positive behaviors becomes more effective than using negative behaviors. Schools utilizing PBS have the following in place:

- More than 80% of students can tell you what is expected of them & can give behavioral examples because they have been taught, actively supervised, practiced, & acknowledged.
- Positive adult-to-student interactions exceed negative.
- Administrators are active participants.
- Data & team-based action planning & implementation.
- Function based behavior support is a foundation for addressing problem behavior.
- Full continuum of behavior support is available to all students.

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**Presentations will be made for both
Teacher and Bus Driver Nominations for Student Role Models of Positive Behavior**

Students of the Month to be acknowledged from the John F. Kennedy Elementary School:

*Casey Dixon, Amir Howard, Alexa Labor, Bryce Brown, Drake Petersen, Mahreen Kazi,
Shamiyah Pruitt, DJ Mitros, Maria Olea-Vinalay, Edward Warren*

***Students of the Month to be acknowledged from the
Dwight D. Eisenhower Middle School:***

*Ariyana Thompson, Dominick Genoese, Karlie Canfield, Tazwar Sabur, Daniela Peralta,
Michael Conn, Carly Thomas Boyer, Scott Ward, Mikayla Jackson, Benjamin Boykin*

***Transportation Students of the Month to be acknowledged from the
John F. Kennedy Elementary School:***

Thomas Payne, Jocelyn Tellez-Sorcía, Helen Chen, Ava Brown, Brianna Cusato

***Transportation Students of the Month to be acknowledged from the
Dwight D. Eisenhower Middle School:***

Tabitha Warren, Ellen Chen, Kaitlyn Keenan, Patricia Evans, Colin Davis

Musical Performances By:

Riley Roback, Adrianna Ruggiero

- a. Public Presentation of the 2016-2017 Budget by Mrs. Megan Stoddart, School Business Administrator.

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- b. Motion by Jocelyn Lewis second by Kimberly Reed
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the adoption of the presented 2016-2017 Budget for the Berlin Township School District. The Berlin Township School District continues to have excess surplus funds which must be budgeted in the 2016/2017 budget. The district will use these funds for one-time spending projects which include technology upgrades/additions, bathroom and roof renovations at the middle school. These funds are not guaranteed annually and may increase or decrease from year to year.

Be it further resolved, that Policy #6471 – School District Travel (Travel Policy) and NJAC 6A:23B-1.2(b) provides that the Board of Education shall establish a maximum expenditures that may be allotted for such travel and expense reimbursement including registration fees for professional development workshops and conferences and that for the 2016-2017 school year the **maximum** is \$64,147.

Motion carried, roll call vote, all present voting “yes”.

8. Public Comments – Open – N/A

Recognition of Citizens – for agenda items only

The Public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member or members involved therein and the Chief School Administrator prior to petitioning the Board of Education. Complaints should only be brought to the Board after the appropriate school staff have had a reasonable opportunity to resolve the problem at the employee level. Statements should be limited to topics to be addressed on the published agenda and limited in length to 5 minutes.

Motion by _____seconded by _____ to open the meeting to the public for the discussion of agenda items only. Time in: ____.

Public In Attendance as Follows:

Philip Genoese, Kevin Dixon

9. Public Comments - Closed

Motion by _____seconded by _____ to go close the meeting to the public. Time closed: _.

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10. Superintendent’s Report

A. Review District Mission Statement

DISTRICT MISSION STATEMENT

The slogan of the Berlin Township School District of “Educating Today for Tomorrow’s Success” is meant to focus the educational community on the broad goal of giving ALL of our children the necessary skills to be successful in all future endeavors. Student achievement is the major priority; the district prides itself on its creative approach to learning and its emphasis upon helping each student to discover his or her potential. Teachers use a variety of teaching methods to reach students with a wide range of abilities. Student engagement as volunteers in the learning process is our primary focus. It is our responsibility to create structures and systems where students are totally engaged in the instruction, which will then leads to deeper learning and understanding.

The Berlin Township School District commits itself to all children by creating a standards-based school district in which all students receive the very best educational opportunities possible. Each and every student will surpass the New Jersey Core Curriculum Content Standards. To achieve this, the members of the district will focus on:

- Establishing high standards of excellence for both staff and students
- Communicating openly and frequently within the district and with the community to foster a trusting relationship
- Ensuring a safe and orderly environment for staff and students
- Recognizing that a school district serves as a role model and has the responsibility to encourage high quality character behavior

B. Review District & Board of Education Goals

DISTRICT & BOARD OF EDUCATION GOALS

2015-2016

- Continue to supervise the revision and implementation of all district curricula, over the 3-year period (2013-2016) as per the 2013 QSAC findings in order to improve student growth and achievement.
- Work with the district administrative staff to identify and implement improved communication between the School District and parents and community at large via our web site and our student information system (OnCourse).
- Continue to work with the Board of Education to investigate ways to improve communication with district parents and community.

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BOARD GOALS

1. Begin to review and revise, as needed, Board Policies as found in the 5000 section of the Policy Manual and continue through the 2016-2017 school year.
2. Develop and implement practices that will promote inter-district participation with Pine Hill and Clementon School Districts at both the Board and District staff levels.
3. Continue to work with the Board of Education to investigate ways to improve communication with district parents and the community.

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C. Harassment, Intimidation and Bullying (HIB) Incident Report

Date Reported to Superintendent	School	Case Number	Result	Action
04/15/16	JFK	# 5	HIB Confirmed	Conference with the Principal, Counseling sessions with the Guidance Counselor

D. Board Affirmation of Harassment, Intimidation and Bullying Investigation Decisions

Motion by Keith Jones seconded by Sol Cohen

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to affirm the Superintendent’s decisions associated with the harassment, intimidation and bully (HIB) incidents Case # 5 reported on April 15, 2016.

Motion carried, roll call vote, all present voting “yes”.

E. Field Trips:

Grade	Teacher	Place	Date	Cost to Student	Cost to District
6	S Hulbert	Marine Mammal Stranding Center Brigantine, NJ	06/01/2016	\$0.00	Two drivers, two buses
4 – 8	R Deaner & J Friedman	Academy of Nat Sciences, PA	06/07/2016	\$0.00	Tolls, parking, one driver, one bus

Motion by Brian Davis seconded by Kimberly Reed

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the field trips listed on the April 28, 2016 agenda.

Motion carried, roll call vote, all present voting “yes”.

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F. Safety and Security – JFK

Type of Drill Date and Time

Fire Drill = 3/11/16 at 2:25pm

Lockdown = 3/22/16, no time specified

Bus Evacuation

Bomb Threat

G. Safety and Security – DDE

Type of Drill Date and Time

Fire Drill = 3/1/16 at 8:40am

Lockdown, Shelter in place = 3/24/16 at 11:29am

Bus Evacuation

Bomb Threat

H. Monthly Reports Uploaded to Portal for Review

- a. Coordinator of Special Services
- b. Supervisor of Buildings and Grounds
Approve Use of Facilities

Motion by _____ seconded by _____

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the use of facilities as listed below:

Organization	Facility	Date and Time	Event
N/A			

- c. Technology Coordinator
- d. Supervisor of Curriculum and Instruction
- e. JFK Principal
- f. DDE Principal

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I. Discussion Items:

Policy	Name	Regulation	Name
5020	Role of Parents, Guardians	5111	Eligibility of Resident, Nonresident Students
5111	Admission	5111	Enrollment Accounting
5113	Attendance, Absences and Excuses current for update	5113	Attendance Regulation (09/2014)
5114	Suspension and Expulsion	5113	Late Arrival and Early Dismissal Regulation (09/2014)
		5114	Expulsion Procedure Regulation
		5114	Suspension Procedures
9250	Expenses and Travel Reimbursements		
3570	District Records and Reports		

- a. Motion by Brian Davis second by Cynthia Mozee RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following policies and regulations for first reading: Policies 5020 – Role of Parents, Guardians; 5111 – Admission; 5113 – Attendance, Absences and Excuses; 5114 – Suspension and Expulsion and Regulations 5111 – Eligibility of Resident, Nonresident Students; 5111 – Enrollment Accounting; 5113 – Attendance; 5113 – Late Arrival and Early Dismissal; 5114 – Expulsion Procedure; 5114 – Suspension Procedures, 9250 – Expenses and Travel Reimbursements; 3570 – District Records and Reports.

*These items were uploaded to the portal, March board folder for review.
Hard copies are included in the board packet for this meeting.*

Motion carried, roll call vote, all present voting “yes”.

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Policy	Name	Regulation	Name
5117	School Attendance Areas	5118	Education of Homeless Children
5118	School Choice	5124	Reporting Student Progress
5118	Nonresidents	5125	Student Records
5119	Transfers		
5120	Assessment of Individual Needs (10/2014)		
5124	Reporting to Parents; Guardians		
5125	Student Records		

- a. Motion by Cynthia Mozee second by Kimberly Reed RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following policies and regulations for review: Policy 5117 – School Attendance Areas; 5118 – School Choice; 5118 – Nonresidents; 5119 – Transfers; 5120 – Assessment of Individual Needs; 5124 – Reporting to Parents; Guardians; 5125 – Student Records and Regulation 5118 – Education of Homeless Children; 5124 – Reporting Student Progress; 5125 – Student Records.

These items were uploaded to the portal, April board folder for review. Hard copies are included in the board packet for this meeting.

Motion carried, roll call vote, all present voting “yes”.

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11. Personnel

- a. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the hiring of staff in accordance with certification and criminal history requirements as noted below:

Name	Position	Salary	Start Date
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N/A

- b. Motion by Jeffrey Souza second by Kimberly Reed RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the resignation, with regret, of staff member Jane Beach, effective April 4, 2016. Mrs. Beach has been employed as a substitute bus driver in the district since January 30, 1998. She was originally employed by the district as a bus driver from April 1, 1976 through September 1, 1995. Motion carried, roll call vote, all present voting “yes”.
- c. Motion by Brian Davis second by Jocelyn Lewis RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following ADVANCE volunteers:

*Jacqueline Dever, Theresa Murray-Smith, James Sherlock,
Christina Dixon, Joel Torres, Elizabeth Hernandez, Damon Brown, Carla Brown*

Motion carried, roll call vote, all present voting “yes”.

- d. Motion by Kimberly Reed second by Jeffrey Souza RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the acceptance, with regret, of the resignation letter from staff member Tanya Hernandez, effective April 14, 2016. Ms. Hernandez has been employed in the district as a member of the Maintenance Department since June 7, 2012.

Motion carried, roll call vote, all present voting “yes”.

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- e. Motion by Jeffrey Souza second by Joanne Young RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the renewal of the following staff members for the 2016-2017 school year. Salary and step placement on the guide remain the same as for the 2015-16 school year for BTEA members until a successor agreement is ratified. Increases for non-association members are included in the list below:

ALESSANDRINE, DANIELLE	\$74,234.00
ALOI, CARRIE	\$80,834.00
AMANTO, KELLY	\$15,851.00
AUSTERMUHL, EDYTHE	\$136,896.00
BEERS, KRISTIN	\$71,680.00
BERTH, AMY	\$76,500.00
BEHNKE, ANNA	\$125/day
BOLLINGER, COREY S	\$9.36/hr
BOTTLEY, DINA	\$61,195.00
BOWKER, SARAH	\$53,095.00
BRAIDWOOD, KRISTIN	\$86,110.00
BREWSTER, MICHELE	\$55,195.00
BRIGHT, MARILYN	\$125,146.00
BROWN, MICHAEL	\$28,569.00
BURKE, LAURA	\$88,842.00
CAMACHO, TARA	\$125/day
CARIONE, LAURA	\$13,222.00
CARVER, CONSTANCE	\$34,892.00
CAVALLARO, CARISSA A	\$16,260.00
CHILDS, STACEY	\$84,534.00
COHEN, CHARLOTTE	\$44,627.00
CONICELLA, CATHERINE	\$84,534.00
CORBETT, TARA	\$72,096.00
DAIRJOU, MELISSA	\$125/day
DASHER, BONNIE	\$61,195.00
DEANER, JESSICA	\$125/day
DEANER, RACHEL	\$53,495.00
DECARO, STACEY	\$61,295.00
DEMEO, JACKLYN	\$125/day
DILEO, PATRICA	\$71,234.00
DIMARIA, PATRICIA	\$13,822.00
DOYLE, SHANE	\$13,422.00
DRAFT, SHEILA	\$77,334.00

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EDWARDS, JENNIFER	\$62,795.00	
SANT'AMBROGIO ELIAS JUDITH	\$61,195.00	
EDDIS, JEAN	\$13,422.00	
ENGELBERT, BEVERLY	\$45,152.00	
FARLOW, HEIDI	\$16,260.00	F/T for 16.17
FARLOW, MARGARET	\$87,980.00	
FASANELLA, ERIKA	\$62,680.00	
FIELD, CARRIE	\$125/day	
FOLCHER, JOSEPH	\$27,062.00	
FOX, LINDA	\$125/day	
FORTE, DANIELLE	\$13,222.00	
FORSYTHE, KATHLEEN	\$3,772.00	
FRIEDMAN, JAIME	\$61,195.00	
FRIEND, JOHN	\$19,584.00	
GADZINSKI, KIMBERLY	\$87,980.00	
GARTON, CHERI	\$77,680.00	
GASCOT, JENNIFER	\$54,695.00	
GENTILE, KARA	\$125/day	
GERMAN, JESSICA	\$52,295.00	
GILLESPIE, LISA	\$51,495.00	
GORELIK, ILANA	\$54,695.00	
GRIETZER, JOY	\$125/day	
HARRIS, EVELYN	\$125/day	
HENRY, LUCIA	\$10.00/hr	
HERTENS, WILLIAM F	\$10/35/hr	
HOCKHAM, PATRICIA	\$56,495.00	
HOFF, EILEEN	\$68,234.00	
HOLCOMB, BURTON	\$23,316.00	
IACOVELLI, DANIELLE	\$62,680.00	
HUGHES, CHERYL	\$84,534.00	
IANNUZZI, ROSEMARY	\$69,096.00	
INMAN, DANIELLE	\$74,234.00	
JENNISON, JANET	\$77,680.00	
JOHNSON, CHERYL	\$15,707.00	
JOSHI, MEENU	\$54,695.00	
KASINSKI, KAYLA	\$15,061.00	
KATAWICK, TAYLOR	\$15,061.00	
KELLY, JOHN	\$80,834.00	
KLINKE, EMILY	\$57,995.00	
KOLASKI, MARY JO	\$69,096.00	

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KWELTY, MOLLY	\$61,195.00
LANG, LOIS	\$87,980.00
LAWLOR, JACKLYN	\$60,495.00
LIANO, JONATHAN	\$62,680.00
LINDNER, EVAN	\$61,195.00
LYONS, MARY	\$13,622.00
MADARA, JOAN	\$125/day
MARSHALL, LORETTA	\$58,517.00
MARTINO, BRIAN	\$51,995.00
MASON, EMILY	\$68,680.00
MASTERSON, JANETT	\$34,905.00
MAYER, HELEN	\$84,280.00
MCCOACH, ERIC	\$54,695.00
MCCULLOUGH, COLLEEN	\$15,707.00
MCCUTCHEON, MARIA	\$56,695.00
MCDONOUGH, SHARON	\$13,422.00
MEIGHAN, ALYSSA	\$15,061.00
MICALE, DOROTHY	\$84,534.00
MITCHELL, KELLY	\$59,234.00
MITCHELL, KRISTY	\$59,695.00
MURPHY, MICHAEL	\$90,203.00
MURACZEWSKI, PAULA	\$125/day
MURRAY, ELWOOD	\$11.41/hr
O'TOOLE, SARAH	\$16,260.00
PARK, DANA	\$53,495.00
PARISI, SHARON	\$10.00/hr
PATTERSON, JEFFREY	\$72,561.00
PEARSON, ANTONETTE	\$20,316.00
PEIDL, DENISE	\$23,316.00
PFLUGER, CHARLES	\$88,450.00
POPOLI, VIRGINIA	\$75,096.00
PRATT, MINDY	\$13,822.00
PUPA, FRANK	\$57,495.00
RAROHA, DENISE	\$18,312.00
REILLY, BRIAN J	\$58,295.00
REYNOLDS, SCOTT	\$71,234.00
RICHARDS, TRACEY	\$19.97/hr
RIDLEY, JENNIFER	\$62,680.00
RIGGIO, MELISSA	\$56,495.00
ROLLINS, RYAN	\$56,295.00
SAUNDERS, JOAN	\$15,310.00

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SAHINA, VICTORIA	\$13,222.00	
SAVIDGE, PATRICIA	\$24,744.00	Bus Driver
SAVIDGE, PATRICIA	\$13.41/hr	Custodian
SCHAFFER, DAWN	\$74,234.00	
SCHAFFER, ROBIN	\$39,291.00	
SCHNEIDER, HAROLD	\$13.72/hr	
SEBASTIANO, PATRICIA	\$61,195.00	
SIMON, MELISSA	\$15,450.00	
SIMS, NANCY	\$61,195.00	
SMITH-BISSIC, CARLA	\$74,234.00	
SMITH, ROCHELLE	\$46,774.00	
SMITHEN, DENISE	\$60,096.00	
SOWINSKI, MEGHAN	\$125/day	
TAYLOR-HEARN, POLLY	\$68,680.00	
TIDEMAN, PATRICIA	\$60,096.00	
TROENDLE, SHERIE	\$84,534.00	
UHNIAT, JENNIFER	\$74,234.00	
VAN CUREN, TIMOTHY	\$87,980.00	
VANDEGRIFT, THERESA	\$24,774.00	
VIRELLI, JENNIFER	\$61,195.00	
WALKER, WARD	\$84,534.00	
WANKO, LINDSAY	\$61,195.00	
WASH, DEBRA	\$84,280.00	
WATERMAN, JACQUELYN	\$13,422.00	
WHITE, JAMES	\$29,931.00	
WILLIAMS-SMITH, TARA-MARIA	\$58,195.00	
WILSON, ROBERT	\$68,234.00	
WOOD, LISA	\$14,924.00	
WRIGHT, JESSICA	\$74,680.00	

Motion carried, roll call vote, all present voting “yes”.

- f. Motion by Jeffrey Souza second by Kimberly Reed RECOMMEND that the Board of Education, approve the appointment of Edythe B. Austermuhl, Superintendent, as Affirmative Action Officer for the 2016-2017 school year.

Motion carried, roll call vote, all present voting “yes”.

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- g. Motion by Jeffrey Souza second by Cynthia Mozee RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the submission of the 2016 -2019 Comprehensive Equity Plan for the Berlin Township School District to the state department of education.

Motion carried, roll call vote, all present voting “yes”.

- h. Motion by Kimberly Reed second by Joanne Young RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve, with regret, the letter of resignation for staff member Susan Tannahill, effective April 29, 2015. Mrs. Tannahill has been employed as an Instructional Assistant since February 17, 2016.

Motion carried, roll call vote, all present voting “yes”.

12. Curriculum and Instruction

13. Business and Finance

Financial Report – Period Ending January & February 2016

Motion by Jeffrey Souza seconded by Cynthia Mozee, RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the following resolution:

Board Secretary Financial, Revenue and Treasurer’s Reports

- A. Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the months of January & February 2016. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A-16.10 (c) 3 and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.
- B. Treasurer’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the months of January & February 2016. The Treasurer’s and Secretary’s report are in agreement for the months of January & February 2016.

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- C. Board Secretary in accordance with N.J.A.C. 6A:23A -16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
- D. Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4, we certify that after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate District officials, that to the best of our knowledge no major accounts or funds have been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

Megan Stoddart, Business Administrator

Date

- E. Motion by Kimberly Reed seconded by Cynthia Mozee to approve the travel/professional development for the following staff members:

<u>Name</u>	<u>Cost</u>	<u>Location/Date of Travel</u>	<u>Expense Amount</u>
I Gorelik	\$45	NJ Deaf, Piscataway, NJ <i>How to apply and make IEP goals for students</i> 04/16/16	\$0.00
V Popoli	\$45	Middlesex Regional Ed Services Commission, Piscataway, NJ <i>How to appropriately use NJ CST reports to utilize best practices</i> 04/16/16	\$0.00
S O’Toole	\$0	Renaissance Learning, Mt. Laurel, NJ <i>How to use STAR data to more effectively provide interventions</i> 04/14/16	\$0.00
K Braidwood	\$0	McKinney-Vento Homeless Education Update, GCIT <i>McKinney-Vento and Family Crisis Law Update</i> 05/25/16	\$0.00
J Liano	\$85	EIRC, Rider University <i>Classroom Management Annual Conference</i> 05/20/16	\$0.00

Motion carried, roll call vote, all present voting “yes”.

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- F. Motion by Jeffrey Souza second by Kimberly Reed to approve the budget transfers as listed:

FROM: 11-000-291-270-D Health Benefits \$75,000.00

TO: 11-000-219-390-D CST Prof Services \$75,000.00

REASON: Due to an increase in specialized programs, the district has an increase in professional services. Some of these services are going to be reimbursed by incoming tuition students. The 2016-2017 budget includes the increased cost so we do not see the likelihood of needing additional funds in the future.

Motion carried, roll call vote, all present voting “yes”.

- G. Motion by Keith Jones second by Kimberly Reed to approve the purchase of a replacement bus from Wolfington Body Co in the amount of \$93,309.20. The bus was purchased through Middlesex Regional Educational Services Commission and requires approval based on the amount of the purchase.

Motion carried, roll call vote, all present voting “yes”.

- H. Motion by Jeffrey Souza second by Kimberly Reed
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve payment of bills:

Batch number 59 Amount \$1,405,371.54

Motion carried, roll call vote, all present voting “yes”.

- G. Motion by Jeffrey Souza seconded by Brian Davis
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the April, 2016 listing of substitutes from Source 4 Teachers. The per diem substitute rate is \$105 for a full day and \$52.50 for a half day. *This list was uploaded to the portal for the board review. A list is on file with the Business Administrator.*

Motion carried, roll call vote, all present voting “yes”.

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- I. Motion by Keith Jones second by Kimberly Reed
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the educational services contract with First Children Services for student SID # 4633683302 in a therapeutic setting for \$10,730.00 which will be provided until the end of the school year.

Motion carried, roll call vote, all present voting “yes”.

- J. Motion by Jeffrey Souza second by Jocelyn Lewis
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the out-of-district tuition contract for student SID # 3043480134 to attend the Brookfield Academy at a yearly rate of \$50,400.00, (pro-rated) for the remainder of the 2015-2016 school year. This placement has been determined by Overbrook High School because no in-district program was found to meet the student’s individual educational and emotional needs.

Motion carried, roll call vote, all present voting “yes”.

- K. Motion by Cynthia Mozee second by Kimberly Reed
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the educational contract for home instruction services for student SID # 4206846536 in a temporary therapeutic environment. Educational services will be provided for 10 hours per week at a rate of \$44.00 per hour. Additionally, an additional 33% is charged for each hour of instruction for administrative and preparation time.

Motion carried, roll call vote, all present voting “yes”.

- L. Motion by Jeffrey Souza second by Joanne Young
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the McKinney-Vento contracts with Riverton Board of Education for January 19, 2016 – June 30, 2016 as follows:

Grade K \$5,700.00
Grade 2 \$6,955.00
Grade 5 \$6,995.00

Motion carried, roll call vote, all present voting “yes”.

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- M. Motion by Jeffrey Souza second by Cynthia Mozee to approve the recommendation to accept and award the bid of Roof Management Inc for the Partial Re-roofing of Shingle Roofs at Dwight D. Eisenhower Middle School. The amount of the base bid is \$33,000.00. Motion carried, roll call vote, all present voting “yes”.

- N. Motion by Cynthia Mozee second by Kimberly Reed to approve the recommendation to accept and award the bid of MJJ Construction for the Toilet Room Renovations at Dwight D. Eisenhower Middle School. The amount of the base bid is 181,000.00 and the amount of Alternate M-1 is \$15,000.00 for a total bid of \$196,000.00. Motion carried, roll call vote, all present voting “yes”.

14. Old Business

- Pre School – see handout included in board packet
- Joint Board Meeting with Pine Hill and Clementon—March 30
“Role of the Board Member” – see handout included in board packet

15. New Business

- Committee Updates
 - Negotiations
 - NJSBA
 - CCESC
 - Pine Hill Bd of Ed
 - CCSBA—Dinner at Villari’s on May 3 at 6:00 –last one for the year

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16. Public Comments – Open – N/A

Recognition of Citizens – for subjects not appearing on agenda

The Public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member or members involved therein and the Chief School Administrator prior to petitioning the Board of Education. Complaints should only be brought to the Board after the appropriate school staff have had a reasonable opportunity to resolve the problem at the employee level. Statements should be limited to topics to be addressed and limited in length to 5 minutes.

Motion by _____ seconded by _____ to open the meeting to the public for the discussion of subjects. Time in: _____.

17. Public Comments - Closed

Motion by _____ seconded by _____ to go close the meeting to the public. Time closed: _.

18. Executive Session – In – N/A

Motion by _____ seconded by _____ to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues. Time in: _____.

Resolution for Executive Session:

Whereas Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and whereas this public body is of the opinion that such circumstances presently exist. Now, therefore, be it resolved by the Berlin Township Board of Education, County of Camden, State of New Jersey, as follows:

1. The public shall be excluded from discussion and action upon hereafter specified subject matters. They are:
 - a. Any matter which by express provision of federal law or state statute or rule of court shall be rendered confidential.
 - b. Matters dealing with Federal Funding.
 - c. Discussion of any materials, the disclosure of which would constitute an unwarranted invasion of individual privacy.
 - d. Matters dealing with collective bargaining.
 - e. Matters dealing with the sale or purchase of public land.
 - f. Discussion of any pending or anticipated litigation or contract negotiation.

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19. Executive Session – Close

Motion by _____ seconded by _____ to come out of Executive Session. Time out: ____.

20. Adjournment

Motion by Jeffrey Souza seconded by Keith Jones to adjourn the meeting. Meeting adjourned: 9:06pm. Motion carried, voice vote, all present voting “yes”.

Respectfully submitted,

Megan Stoddart, Business Administrator