

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

Wednesday, March 19, 2014

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 7:04pm. 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 2, 2014, 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 10, 2014 and the Central Record the week of January 13, 2014 a meeting notice setting forth the time, date and location of this meeting.

2. Pledge of Allegiance

3. Roll Call

Mr. Jeffrey Souza	<u>absent</u>
Mrs. Cynthia Mozee	<u>present</u>
Mrs. Jocelyn Lewis	<u>present</u>
Mrs. Melanie Middleman	<u>present</u>
Mr. Keith Jones	<u>present</u>
Mr. Cecil Rodrigues	<u>present</u>
Mr. Brian Davis	<u>present</u>
Mrs. Deanna Reilly, Vice President	<u>present</u>
Mrs. Mary Williams, President	<u>present</u>
Dr. Edythe B. Austermuhl, Superintendent	<u>present</u>
Mrs. Megan Stoddart, Business Administrator	<u>present</u>
Charles Rizzi, Esq., Board Solicitor	<u>absent</u>

4. Executive Session – In

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:

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

Wednesday, March 19, 2014

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

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.

5. Executive Session – Close

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

6. Presentations

7. Public Comments – Open

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: _____.

8. Public Comments - Closed

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

9. 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

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

Wednesday, March 19, 2014

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

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

2013-2014

1. Supervise the revision and implementation of all district curricula, over the next 3 years (2013-2016) as per 2013 QSAC findings in order to improve student growth and achievement.
2. Review and revise all district policies and procedures in order to maintain and improve district programs, curricula, and the teaching and learning process.
3. Supervise the implementation of Achieve NJ requirements in order to improve teacher performance resulting in increased student growth and academic achievement.

BOARD GOALS

1. Complete the Superintendent Evaluation and Board of Education Self-Evaluation by July 1, 2014.
2. Plan a Board of Education retreat.
3. Review and revise, as needed, the Board of By Laws as found in the 9000 Section of the District Policy Manual.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

Wednesday, March 19, 2014

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

10. Personnel

- a. Motion by Cynthia Mozee second by Deanna Reilly and adopted by all members present voting “yes” in a roll call to approve certification hiring of staff in accordance with criminal history requirements as noted below:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Start Date</u>
Cynthia Rivas	LTS – JFK	MA, Step 2 \$50,146 – pro-rated	03/20/14
Amy Frymire	P/T Sp Ed JFK	BA, step 1 \$30,385 – pro-rated	03/24/14 to 06/30/14

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

11. Business and Finance

A. BUDGET ADOPTION

Motion by Keith Jones second by Brian Davis to approve the 2014-15 Budget Adoption listed below:

Be it resolved, to approve the 2014-15 school district budget for submission to the Camden County Superintendent of Schools as follows for review:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$ 14,997,624	\$ 8,025,126
Special Revenue	\$ 327,166	\$ -0-
Debt Service	\$ 482,674	\$ 394,407
 Total Base Budget	 \$15,807,464	 \$ 8,419,533

Total amount budgeted for travel related expenses in the 14-15 school district budget is \$46,147.00. This includes professional development and travel.

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

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

Wednesday, March 19, 2014

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

- B. Motion by Brian Davis seconded by Cynthia Mozee to approve the travel/professional development for the following staff members:

<u>Name</u>	<u>Cost</u>	<u>Location</u>	<u>Date of Travel</u>	<u>Expense Amount</u>
Ilana Gorelik	\$45	Piscataway, NJ NJ DEAF	03/22/14	\$0
Carrie Aloï	\$139	EIRC – Mullica Hill Smart Bd Training	03/26/14	\$0
Kris Beers	\$139	EIRC – Mullica Hill Smart Bd Training	03/26/14	\$0
Stacy Childs	\$139	EIRC – Mullica Hill Smart Bd Training	03/26/14	\$0
Brian Reilly	\$0	BCC Ctr – Mt. Laurel – NJ ASK Training	03/26/14 ½ pm	\$0
Maria McCutcheon	\$0	BCC Ctr – Mt. Laurel – NJ ASK Training	03/26/14 ½ pm	\$0
Jeff Patterson	\$0	BCC Ctr – Mt. Laurel – NJ ASK Training	03/26/14 ½ pm	\$0

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

12. **Old Business**

13. **New Business**

14. **Public Comments – Open**

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 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: _____.

15. **Public Comments - Closed**

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

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

Wednesday, March 19, 2014

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

16. Executive Session – In

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.

17. Executive Session – Close

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

18. Adjournment

Motion by Brian Davis seconded by Cecil Rodrigues to adjourn the meeting. Meeting adjourned: 7:25pm. Motion carried, voice vote, all present voting “yes”.

Respectfully submitted,

Megan Stoddart, Business Administrator