

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

November 17, 2016

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 7:35pm. 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

Yr Began/Current Term Expires

Mr. Jeffrey Souza	<u>present</u>	2014 / 2016
Mrs. Cynthia Mozee	<u>absent</u>	2013 / 2016
Mr. Sol Cohen	<u>present</u>	2014 / 2017
Mr. Keith Jones	<u>present</u>	2011 / 2017
Mrs. Mary Williams	<u>present</u>	2002 / 2017
Mr. Brian Davis	<u>present</u>	2012 / 2018
Mrs. Kimberly Reed	<u>absent</u>	2015 / 2018
Mrs. Joanne Young	<u>absent</u>	2015 / 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 Jeffrey Souza seconded by Keith Jones
RECOMMEND that the Board of Education approve the minutes of the action meeting of October 20, 2016 as presented in duplicated form and dispense with the reading of the same. Motion carried, voice vote, all present voting “yes”.

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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 – unless otherwise stated, all presentations will be held during the Action Meeting

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:

*Max Gall, Kayla Alexander, Austin Cason, Natalina Warker, Leah Alexander,
Bryce Brown, Damiano Redrow, Te’Shan Bell, Jake Criollo, Charlotte Gall*

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

*Abigail Boyle, Anthony Gilbert, Valerie Chavez, Luka Natter, Isabella Boyle,
Colin Kirk, Daniella Peralta, Alberto Jimenez-Mendez, Sanjida Khatoon, Nick Maslin*

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

*Lamar Thabata, Lucylaine Bannan, Hailey Peidl, Maeve Lyons, Ashlie Shendock,
Evolet Hernandez-Guzman*

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

*Ryan Brummel, Drake Sierra, Thomas Payne, Anthony Gilbert, Marissa Stires-Barreto,
Farhan Chowdhury*

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8. 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 Jeffrey Souza seconded by Brian Davis to open the meeting to the public for the discussion of agenda items only. Time in: 7:51pm. Motion carried, voice vote, all present voting “yes”.

Public in Attendance as Follows:

Rachel Deaner, Kimberly Gadzinski, Eileen Hoff, Bonnie Dasher, Stacey Childs, Debbie Wash, Jonathan Liano, Melissa Riggio, Patricia Sebastiano, Kelly Mitchell, Dawn Schafer, Dorothy Micale, Denise Smithen, Patti Tideman, Laura Burke, Tricia Hockham, Jacklyn Lawlor, Jennifer Gascot, Meenu Joshi, Emily Mason, Jeanie Eddis, Dina Bottley, Ward Walker, Danielle Alessandrine, Sherie Troendle, Mary Jo Kolaski, Jeffrey Krachun, James Lamont, Danielle Inman, John Kelly, Jaime Friedman, Tara Corbett, Kristin Beers, Lois Lang, Robert Wilson

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9. Public Comments - Closed

Motion by Jeffrey Souza, seconded by Brian Davis, to go close the meeting to the public. Time closed: 7:51pm. Motion carried, voice vote, all present voting “yes”.

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).

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- Continue to work with the Board of Education to investigate ways to improve communication with district parents and community.

These become the basis for the evaluation of the Superintendent, Edythe Austermuhl

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.

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

Date Reported to Superintendent	School	Case Number	Result	Action
N/A				

D. Board Affirmation of Harassment, Intimidation and Bullying Investigation Decisions – N/A

Motion by _____ seconded by _____

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 # ____ to ____) reported on _____.

E. Field Trips:

Grade	Teacher	Place	Date	Cost to Student	Cost to District
Pre K	Virelli, German, DiLeo, Wanko	W Berlin Fire Station	11/8/16	\$0.00	One driver, one bus
Gr 7 & 8	Bright	Overbrook HS	11/30/16	\$0.00	Three drivers, three buses
Gr 5	McCoach	Sahara Sam’s	12/15/16	\$0.00	Two drivers, two buses

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- 1. Motion by Keith Jones seconded by Sol Cohen, RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the field trips listed on the November 17, 2016 agenda. Motion carried, roll call vote, all present voting “yes”.

F. Safety and Security – JFK – October, 2016

Type of Drill Date and Time

- Fire – 10/28/16 – 2:25pm
- Lockdown
- Bus Evacuation – 10/18/16
- Evacuation – 10/20/16 – 10am – received students from DDE
- Bomb Threat

G. Safety and Security – DDE - October

Type of Drill Date and Time

- Fire - 10/31/16 – 1:00pm
- Lockdown
- Evacuation to JFK – 10/20/16 – evacuation to JFK
- Bus Evacuation – October 13 and 14
- 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 Sol Cohen seconded by Brian Davis, 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
SJ Diamonds	Ball fields	May through August – <i>pending receipt of insurance paperwork and fire permit</i>	Ball games

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

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

I. Discussion Items:

Policy	Name	Regulation	Name
5141.8	Sports Related Concussion and Head Injury	5141.2 (R)	C.A.R.E. Program Approved Fee Schedule
5142.2	C.A.R.E. Program	5142 (R)	Student Supervision After School Dismissal Procedure
5142	Student Safety	5142 (R)	Missing Children
5142.1	Safety Patrols	5142 (R)	Sex Offender Registration and Notification
5145.5	Photographs of Students		
5145	Student Rights		

- a. Motion by Brian Davis, second by Jeffrey Souza, RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following policies and regulations for second reading:
 Policies 5141.8 – Sports Related Concussion and Head Injury, 5142.2 – C.A.R.E. Program, 5142 – Student Safety, 5142.1 Safety Patrols, 5145.5 – Photographs of Students, 5145 – Student Rights, and Regulations: 5141.2(R) – C.A.R.E. Program Approved Fee Schedule, 5142 (R) – Student Supervision After School Dismissal Procedure, 5142 (R) – Missing Children, 5142 (R) – Sex Offender Registration and Notification.
These items were uploaded to the portal, September board folder for review. Hard copy was included in the board packet for the September 22, 2016 action meeting.
 Motion carried, roll call vote, all present voting “yes”.

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Policy	Name	Policy	Name
2131	Superintendent of Schools	2224	Nondiscrimination, Affirmative Action
2240	Research, Evaluation and Planning	4111	Recruitment, Hiring, and Selection
4111.1/4211.1	Nondiscrimination, Affirmative Action	4113/4213	Assignment and Transfer
4131	Staff Development, Inservice	4211	Recruitment, Selection and Hiring
4231/4231.1	Staff Development, Inservice	5145.4	Equal Educational Opportunity
6121	Nondiscrimination, Affirmative Action	6142.2	English as a Second Language, Bilingual
6142.12	Career and Technical Education	6146.2	Promotion/ Retention
6147	Standards of Proficiency	6164.2	Guidance Services
6171.1	Remedial Instruction	6171/2	Gifted and Talented
6172	Alternative Educational Programs		

- b. Motion by Keith Jones, second by Sol Cohen, RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following policies updates as per NJSBA for second reading:

Policies 2131– Superintendent of Schools, 2224 – Nondiscrimination, Affirmative Action, 2240 – Research, Evaluation and Planning, 4111 Sa Recruitment, Hiring, and Selection, 4111.1/4211.1 – Nondiscrimination, Affirmative Action, 4113/4213 – Assignment and Transfer, 4131 – Staff Development, Inservice, 4211 – Recruitment, Selection and Hiring, 4231/4231.1– Staff Development, Inservice, 5145.4 – Equal Educational Opportunity, 6121- Nondiscrimination, Affirmative Action, 6142.2 - English as a Second Language, Bilingual, 6142.12- Career and Technical Education, 6146.2 - Promotion/ Retention, 6147 - Standards of Proficiency, 6164.2 - Guidance Services, 6171.1 - Remedial Instruction, 6171/2 - Gifted and Talented, 6172 - Alternative Educational Programs

These items were uploaded to the portal, September board folder for review. Hard copy was included in the board packet for the September 22, 2016 action meeting.

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

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Policy	Name	Regulation	Name
5145.12	Search and Seizure	5145.4	Equal Educational Opportunity Complaint Procedure
5145.4	Equal Educational Opportunity	5145.4	Hate Crimes and bias Related Acts
5145.6	Student Grievance Procedure	5145.4	Sexual Harassment of Students
5200	Nonpublic School Students		
5145.11	Questioning and Apprehension		
1120	Board of Education Meetings		
1330	Use of School Facilities		
2131	Superintendent of Schools		
2240	Research, Evaluation and Planning		
3100	Budget Planning, Preparation and Adoption		
3510	Operation and Maintenance of Plant		
3515	Smoking Prohibition		
3542.1	Local Wellness/Nutrition		
4112.2	Certification		
4112.4/4212.4	Employee Health		
4112.6/4212.6	Personnel Records		

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- c. Motion by Jeffrey Souza, second by Sol Cohen, RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following policies updates as per NJSBA for first reading: Policies 5145.12 – Search and Seizure, 5145.4 – Equal Educational Opportunity, 5145.6 – Student Grievance Procedure, 5200 – Nonpublic School Students, 5145.11 – Questioning and Apprehension, 1120 – Board of Education Meetings, 1330 – Use of School Facilities, 2131 – Superintendent of Schools, 2240 – Research, Evaluation and Planning, 3100 – Budget Planning, Preparation and Adoption, 3510 – Operation and Maintenance of Plant, 3515 – Smoking Prohibition, 3542.1 – Local Wellness/Nutrition, 4112.2 – Certification, 4112.4/4212.4 – Employee Health, 4112.6/4212.6 – Personnel Records.
These items were uploaded to the portal, October board folder for review. Hard copy was included in the board packet for the October 20, 2016 action meeting.
Motion carried, roll call vote, all present voting “yes”.

- d. Motion by Keith Jones, second by Jeffrey Souza, RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the grant application for Donor’sChoose.org through BJ’s for “Ukulele for All” created by Evan Lindner in the amount of \$480. Motion carried, roll call vote, all present voting “yes”.

Policy	Name	Regulation	Name
3280	Crowdfunding Procedures		

- e. Motion by Jeffrey Souza, second by Sol Cohen, RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following policy update for first reading: Policy 3280 – Crowdfunding Procedures. *This item was uploaded to the portal, November board folder for review. Hard copy is included in the board packet for the November 17, 2016 action meeting.*
Motion carried, roll call vote, all present voting “yes”.

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11. Personnel

- a. Motion by Jeffrey Souza, second by Keith Jones
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:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Start Date</u>
Angelic Negron	RTI Math Teacher	\$59,234, Step 9, BA – pro-rated	On or about 01/18/17

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

- b. Motion by Keith Jones, second by Sol Cohen,
RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve Lauren McCauley, Camden County College student to observe in JFK classrooms, as part of a college course requirement. She observed previously during the 15-16 school year as well. Mrs. Kristin Beers will be the cooperating teacher, no date has been determined at this time.
Motion carried, roll call vote, all present voting “yes”.

- c. Motion by Jeffrey Souza, second by Keith Jones
RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following staff for sports teams at Dwight D. Eisenhower Middle School:

<u>Sport</u>	<u>Staff</u>	<u>Stipend Amount</u>
Boys’ Basketball Coach	John Kelly	\$2,000.00
Girls’ Basketball Coach	Brian Reilly	\$1,750.00
Assistant Coach	Shane Doyle	\$ 900.00
Security:		
	Robin Schaffer	\$25/hour
	Heidi Farlow	\$25/hour

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

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- d. Motion by Jeffrey Souza, second by Sol Cohen
RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the attached revised 2016-2017 school district calendar.
Motion carried, roll call vote, all present voting “yes”.
- e. Motion by Keith Jones, second by Sol Cohen
RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the appointment of Mary Jo Kolaski as a mentor for special education teacher James Lamont.
Motion carried, roll call vote, all present voting “yes”.
- f. Motion by Jeffrey Souza, second by Keith Jones
RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following ADVANCE volunteers:

*Peter Horay, Valerie Horay, Kathleen Pease, Kyle Rodriguez,
Denise Mealey Gentile, Jennifer Holland,
Renee Smallwood-Brummel, Serena Franks, Brian Franks,
Robyn Mitros, LynnAnne Ludwick, Lisa Barnett, Jill Cranmer,
Samantha Daly, Joyce Jones, David Karabell,
Selena Robinson-Riley, Rick Stevenson, Misty Worthington,
Liz Souders, Rosalie Nicoletto, Regina Nicoletto*

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

- g. Motion by Keith Jones, second by Sol Cohen,
RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve, with regret, the letter of resignation from staff member Laura Carione, effective December 9, 2016. Ms. Carione has been employed as an instructional assistant since September 1, 2015.
Motion carried, roll call vote, all present voting “yes”.

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- h. Motion by Jeffrey Souza, second by Keith Jones, RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following Spring, 2017 Practicum Placements from Rutgers University in our Dwight D. Eisenhower Middle School:

<u>Student</u>	<u>Placement Requested</u>	<u>Cooperating Teacher</u>	<u>Practicum Dates</u>
Danielle Buonacuore – Grades K – 6		Laura Burke	30 hours 01/23 – 05/05
Kiersten Perks – Grades K – 6		Carla Bissic	30 hours 01/23 – 05/05

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

- i. Motion by Jeffrey Souza, second by Keith Jones, RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the request for leave from employee #01500. The anticipated dates of leave are on or about February 27, 2017 through the remainder of the 2016-2017 school year. Return is expected on September 1, 2017. A combination of sick days, NJFMLA and private disability plan will be used.

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

- j. Motion by Keith Jones, second by Brian Davis, RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the request for an extension of leave from employee #00232. The anticipated dates of this extension of leave are requested without pay from November 30, 2016 through January 5, 2017.

Motion carried, roll call vote, all present voting as follows:

Voting “yes”: Mr. Jones, Mr. Davis, Mr. Cohen, Mr. Souza

Voting “no”: Mrs. Williams

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- k. Motion by Jeffrey Souza, second by Keith Jones, RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following Spring, 2017 Clinical Practice Placements from Rowan University in our John F. Kennedy School:

<u>Student</u>	<u>Placement Requested</u>	<u>Cooperating Teacher</u>	<u>Practicum Dates</u>
Alicia Sloan – Grade 3		Peggy Farlow	560 hours 01/18 – 05/08
Molly Sanville – Grade 2		Tara Corbett	560 hours 01/18 – 05/08
Molly Sanville – Sp Ed		Debra Wash	210 hours 05/09 – 06/21

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

12. Curriculum and Instruction

N/A

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13. Business and Finance

Financial Report – Period Ending September 2016

Motion by Jeffrey Souza, seconded by Sol Cohen, 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 month of September 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 month of September 2016. The Treasurer’s and Secretary’s report are in agreement for the month of September 2016.
- 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

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

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E. Motion by Jeffrey Souza, seconded by Keith Jones, 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>
K Mitchell	\$0	Voorhees, NJ 10/24/16, approved by EBA <i>Resources for families</i>	\$0.00
H Farlow	\$0	Camden County College 11/01/16 <i>Assessing Challenging Behaviors in the Classroom</i>	\$0.00
H Farlow	\$199.99	The Westin, Mt. Laurel, NJ 12/13/16 <i>Managing disruptions, transitions, etc.</i>	\$0.00
R Rollins	\$110	NJASP Winter Conference, Monroe Twp, NJ 12/13/16 <i>Consult w/ teachers to help keep students organized</i>	\$0.00
P Sebastiano	\$209	Judy Freeman Workshops, Voorhees, NJ 05/09/16 <i>Collection, development, articulation of curriculum, networking</i>	\$0.00
C Pfluger	\$125	Turfgrass Assoc., Atlantic City, NJ 12/06/16 <i>NJ Green Expo – CORE Pesticide Credits</i>	\$0.00
J Wright	\$169	Webinar at Heinemann 11/28, 12/5, 12/15 2016 <i>4:30pm – 5:45pm – Differentiated Instruction, Growth Mindset, Inquiry –Based Teaching</i>	\$0.00

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

F. Motion by Jeffery Souza, second by Keith Jones, RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve payment of bills:

Batch 54 Amount \$543,414.47

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

G. Motion by Jeffrey Souza, second by Keith Jones, RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the November, 2016 CARE disbursements in the amount of \$725.75.

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

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- H. Motion by Jeffrey Souza, second by Brian Davis, RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the November, 2016 Cafeteria disbursements in the amount of \$32,124.00. Motion carried, roll call vote, all present voting “yes”.

- I. Motion by Keith Jones, seconded by Brian Davis, RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the November, 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”.

- J. Motion by Keith Jones, seconded by Sol Cohen, RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the total tuition reimbursement in the amount of \$4,000 for the following staff members*:

Tara Corbett, Lindsay Wanko, Jennifer Virelli, Laura Burke

**A chart of the detail of these reimbursements was uploaded to the portal for board review.*

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

- K. Motion by Keith Jones, seconded by Sol Cohen, RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the tuition contract with Black Horse Pike Regional for a 9th grade special education student. Annual tuition is \$23,910.00. Motion carried, roll call vote, all present voting “yes”.

14. Old Business

Superintendent Evaluation

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15. New Business

Committee Updates

Negotiations – next meeting 12/21/16

NJSBA

CCESC

Pine Hill Bd of Ed

CCSBA

16. 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 and limited in length to 5 minutes.

Motion by Jeffrey Souza, seconded by Brian Davis to open the meeting to the public for the discussion of subjects. Time in: 8:12pm. Motion carried, voice vote, all present voting “yes”.

Staff member Danielle Inman read a statement from the BTEA regarding negotiations.

17. Public Comments - Closed

Motion by Jeffrey Souza, seconded by Keith Jones, to go close the meeting to the public. Time closed: 8:16pm.

Motion carried, voice vote, all present voting “yes”.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

November 17, 2016

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

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.

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: 8:17pm. Motion carried, voice vote, all present voting “yes”.

Respectfully submitted,

Megan Stoddart, Business Administrator