

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

June 22, 2017

Action Meeting Agenda

“Educating Today for Tomorrow’s Success”

1. Call Meeting to Order

I, _____, President, call this meeting to order under the Open Public Meetings Act at _____.

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 5, 2017, 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 11, 2017 and the Central Record the week of January 15, 2017 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. Sol Cohen	_____	2014 / 2017
Mr. Keith Jones, Vice President	_____	2011 / 2017
Mrs. Mary Williams	_____	2002 / 2017
Mr. Brian Davis	_____	2012 / 2018
Mrs. Kimberly Reed	_____	2015 / 2018
Mrs. Joanne Young	_____	2015 / 2018
Mr. Jeffrey Souza	_____	2014 / 2019
Mrs. Cynthia Mozee, President	_____	2013 / 2019
Mrs. Aida Figueroa-Epifanio	_____	2016 / 2019
Dr. Edythe B. Austeruhl, Superintendent	_____	
Mrs. Megan Stoddart, Business Administrator	_____	
Charles Rizzi, Esq., Board Solicitor	_____	

4. Approval of Minutes

Motion by _____ seconded by _____

RECOMMEND that the Board of Education approve the action meeting minutes of the May 25, 2017 meeting as presented in duplicated form and dispense with the reading of the same.

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5. 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.

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 of May to be acknowledged from the
John F. Kennedy Elementary School:***

*Morgan Burhart, Leah Gattuso, Isaiah Pease, Jaden Marshall, Jared Virelli,
Gianna Hardy, Emily Whalen, Leah Barbera, Jayden Branch, Carmen Olea*

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

*Haley Hulse, Rawley Glezman, Alexander Sobrado, Mary Holland, Logan Balducci, MaKayla
Knowlden, Connor Kustera, Keaira Williams, Sophia Peticari, Shamiyah Pruitt*

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

*Angelica Segura, Preslee Parker, Cailyn Belisky, Steven Scott,
Taylor Bastian, Xavier Figueroa, Dominic Wall, Drake Sierra, John Hinkie,
Andi Mendez-Matteo*

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

*Sydney Murphy, Samihah Chowdhury, Yasmine Rodio, Mya Wood, Brandon Jones,
Javier Aparicio, Luis Rodriguez-Roman, Emma Reed, Raina Boykin, Brennan Roark*

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

Oliver Aparicio, Olivia Fiordaliso, Ashton Kubat, Alexander Riley, Nicola Cusato

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

Eddie Warren, Jesus Chila, Joshua Cason, Troy Dietrich, Samir Riley, Frank Quinn

CARE Awards for the 2016-2017

Jeremiah Stump, Dylan Ives

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

9. Public Comments - Closed

Motion by _____seconded by _____ to 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
2016-2017

- Supervise the revision and implementation of all district curricula, focusing on Science, World Language and Technology as per the 2016 QSAC findings in order to continue to improve student growth and achievement.
- Work with the district administrative staff to investigate ways to increase the use of technology for instructional purposes.

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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
N/A				

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

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: N/A

Grade	Teacher	Place	Date	Cost to Student	Cost to District
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1. Motion by _____ seconded by _____

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

F. Safety and Security – JFK

Type of Drill Date and Time

Fire – May 31, 2017 at 2:30pm

Lockdown – May 22, 2017 at 9:40am

Bus Evacuation

Bomb Threat

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G. Safety and Security – DDE

Type of Drill Date and Time

Fire – May 17, 2017 at 1:18pm

Lockdown – May 22, 2017 at 10:10am

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 - **N/A**

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

- 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
5118	Nonresidents		
5141.4	Missing, Abused and Neglected Children		
5142	Student Safety Uber Update	5142 (R)	Dismissal Procedure

- a. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following policies for first reading: Policy 5118 – Nonresidents, Policy 5141.4 – Missing, Abused and Neglected Children, Policy 5142 – Student Safety Uber Update, and Regulation 5142 – Dismissal Procedure.

11. Personnel

- a. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the letter of resignation, with regret, from Judith Elias, effective June 30, 2017. Mrs. Elias has been on staff in the district since September 4, 2014.
- b. 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:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Start Date</u>
Jamie Otis	LTS/DDE	BA, Step 1, \$51,495, pro-rated	09/05/17 – 12/22/17
Laurel Erickson	Gr 5 LA	BA, Step 2, \$51,495	09/05/17
Patricia DiMaria	Summer Maintenance Painter/Cleaner	\$10.20/hr	on or about 06/26/17
Kelly Gray	RTI Language Arts	MA, Step 12, \$71,680	09/05/17

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- c. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following ADVANCE volunteers:

*DeWayne Marshall, Joe Buscemi, Tammy Ruggiero, Danielle Warner,
Justin Thompson, Aliana Zamora, Talisa Sanchez, Sara Gugel,
Scott Manning, Janice Enders, Kristen Riess, Linda Schindler,
Darshna Patel, Pamela Becker, Laura Elliot, Denise Tillson,
Deandre Dredde*

- d. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the letter of resignation, with regret, from staff member Chloe Smith, effective June 21, 2017. Ms. Smith has been on staff since September 6, 2016.

- e. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the following staff for summer Child Study Team evaluations and meetings:

	Evaluations	Meetings
Kristy Mitchell – LDT/C	\$298.48/eval	\$41.69/hour
Ryan Rollins – School Psychologist	\$281.48/eval	\$39.31/hour
Michele Ivanchich – Social Worker	\$275.98/eval	\$38.54/hour
Ilana Gorelik – Speech Therapist	\$273.48/eval	\$38.20/hour
Kimberly Gadzinski – Speech Therapist	\$439.90/eval	\$61.44/hour

- f. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the letter of from staff member Harold Schneider, part time custodian. Mr. Schneider is requesting to move to substitute custodian effective 06/15/17. Salary will remain the same at \$13.99 per hour.

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- g. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the following stipend positions for the 2017-2018 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend Per Current Contracted Rate</u>
John Kelly	Athletic Coordinator	\$2100.00 (Year 3+)
Brian Martino	Boys Soccer Coach	\$1400.00 (Year 1)
Brian Reilly	Assistant Boys Soccer Coach	\$ 900.00 (Year 1)
Jennifer Edwards	SGA Advisor	\$1900.00 (Year 3)
Eileen Hoff	SGA Assistant Advisor	\$ 900.00 (Year 3)
Frank Pupa	NJHS Advisor	\$ 875.00 (Year 2)
Mary Jo Kolaski	8 th Gr Activities Coordinator (Shared)	\$1050.00 (Year 3+)
Frank Pupa	8 th Gr Activities Coordinator (Shared)	\$ 925.00 (Year 2)
Mary Jo Kolaski	Yearbook Advisor (Shared)	\$ 750.00 (Year 3+)
Jacklyn Lawlor	Yearbook Advisor (Shared)	\$ 650.00 (Year 1)

- h. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the superintendent to hire staff as needed during the summer months. The board will re-affirm appointments at the following regularly scheduled board meeting.
- i. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the requested leave of absence for employee number 01271. Dates of leave are from approximately September 5, 2017 using accumulated sick days through October 18, 2017. From October 19, 2017 through January 1, 2018, NJ Family Leave will be used. Return to work is anticipated for January 2, 2018.
- j. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the employment contract for Megan Stoddart, Business Administrator/Board Secretary for the period commencing July 1, 2017 through June 30, 2018, based on the letter of approval from the Interim Executive County Superintendent in the Camden County Office of Education.

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12. Curriculum and Instruction

- a. Motion by _____, seconded by _____
RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the curriculum listed below which has been revised to meet the 2016 New Jersey Student Learning Standards to be implemented in September, 2017:

Pre K – 8 Music
K – 8 Social Studies
Pre K – 8 Health and PE
Pre K – 3 and 4 – 8 Guidance
K – 8 Math
Pre K – 8 Art
District ESL

**these documents were uploaded to the board portal for review*

- b. Motion by _____, seconded by _____
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the acceptance of the following donations for the following Funding Projects:

2nd grade – Ms. Riggio – A Love of Learning with Reading and History
JFK Technology – Ms. Mitchell – Kids Coding: Mr Robotic
JFK Music – Ms. Mason – Let’s Make Music; Drumming to a Great Workout

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13. Business and Finance

Financial Report – Period Ending April 2017

Motion by _____, seconded by _____

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 April 2017. 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 April 2017. The Treasurer’s and Secretary’s report are in agreement for the month of April 2017.
- 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

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- E. Motion by _____ seconded by _____ 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>
D Bottley	\$350	NJPSA, Monroe Twp – 08/21. 08/24 – 2017 <i>Teach 4 Results</i>	\$0.00
K Braidwood	\$75	NJPSA, Monroe Twp – 07/31/ 2017 <i>Struggling Student vs Disabled Student</i>	\$0.00
B Reilly	\$0	Washington Twp HS – 08/08/ 2017 <i>School Safety Information</i>	\$0.00

- F. Motion by _____ second by _____
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve payment of bills:

Batch number 61

Amount \$681,685.42

- G. Motion by _____, seconded by _____
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the June, 2017 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.*
- H. Motion by _____ second by _____
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the 2016-2017 CARE disbursements for the month in the amount of \$1,192.08.
- I. Motion by _____ second by _____
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the 2016-2017 Cafeteria disbursements for the month in the amount of \$45,535.86.

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- J. Motion by _____ second by _____
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the following ordinance:

REFUNDING BOND ORDINANCE OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF BERLIN IN THE COUNTY OF CAMDEN, NEW JERSEY, PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE OUTSTANDING CALLABLE SCHOOL BONDS OF THE SCHOOL DISTRICT, DATED APRIL 28, 2010, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$3,334,000, APPROPRIATING NOT TO EXCEED \$3,200,000 THEREFORE AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$3,200,000 REFUNDING BONDS TO PROVIDE FOR SUCH REFUNDING.

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF BERLIN IN THE COUNTY OF CAMDEN, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The Board of Education of the Township of Berlin in the County of Camden, New Jersey (the "School District") is hereby authorized to refund all or a portion of the outstanding callable School Bonds of the School District issued in the original principal amount of \$3,334,000 and dated April 28, 2010 (the "2010 Bonds"). The 2010 Bonds maturing on or after April 1, 2020 (the "2010 Refunded Bonds") may be redeemed at the option of the School District in whole or in part on any date on or after April 1, 2019 (the "Redemption Date") at a redemption price equal to 100% of such Refunded Bonds.

Section 2. In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be

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issued in the aggregate principal amount not to exceed \$3,200,000 pursuant to N.J.S.A. 18A:24-61 et seq.

Section 3. An aggregate amount not exceeding \$110,000 for items of expense listed in and permitted under N.J.S.A. 18A:24-61.4 has been included in the aggregate principal amount of Refunding Bonds authorized herein.

Section 4. The purpose of the refunding is to incur an interest cost savings for the School District.

Section 5. A supplemental debt statement has been prepared and filed in the offices of the Township Clerk and the Business Administrator/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Township as defined in the Local Bond Law and the school debt of the School District is increased by the amount the Refunding Bond authorization exceeds the amount of the proposed refunded bonds.

Section 6. No Local Finance Board approval is required as the issuance of the Refunding Bonds will comply with the requirements of N.J.A.C. 5:30-2.5.

Section 7. The Board President, the Superintendent, the Business Administrator/Board Secretary and other appropriate representatives of the School District are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the School District to

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prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the 2010 Bonds referred to in Section 1 hereof.

Section 8. This bond ordinance shall take effect immediately after final adoption.

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**CERTIFICATION OF BUSINESS ADMINISTRATOR/BOARD SECRETARY
REGARDING INTRODUCTION OF REFUNDING BOND ORDINANCE**

I, Megan Stoddart, Business Administrator/Board Secretary of The Board of Education of the Township of Berlin in the County of Camden, State of New Jersey (the “Board”), HEREBY CERTIFY that the foregoing refunding bond ordinance entitled, “Refunding Bond Ordinance of The Board of Education of the Township of Berlin in the County of Camden, New Jersey, Providing for the Refunding of All or a Portion of the Outstanding Callable School Bonds of the School District, Dated April 28, 2010, Issued in the Original Principal Amount of \$3,334,000, Appropriating Not to Exceed \$3,200,000 Therefor and Authorizing the Issuance of Not to Exceed \$3,200,000 Refunding Bonds to Provide for Such Refunding,” was introduced on June 22, 2017 and approved on first reading by a vote of _____, and that the foregoing refunding bond ordinance has been compared by me with the original minutes as officially recorded in my office in the minute book of the Board and is a true, complete and correct copy of the refunding bond ordinance as introduced.

IN WITNESS WHEREOF, I have hereunto set my hand
and affixed the corporate seal of the Board of Education
this _____ day of _____, 2017.

Megan Stoddart
Business Administrator/Board Secretary

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14. Old Business

15. New Business

Committee Updates

Negotiations

NJSBA

CCESC

Pine Hill Bd of Ed

CCSBA

- a. Motion by _____ second by _____ RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to reschedule or cancel the July 27, 2017 board meeting.

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 _____ 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 close the meeting to the public. Time closed: ____.

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18. 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.

19. Executive Session – Close

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

20. Adjournment

Motion by _____ seconded by _____ to adjourn the meeting. Meeting adjourned: _____ pm.