



Berlin Borough School District
215 South Franklin Ave.
Berlin, NJ 08009



Reorganization Meeting of the Board of Education

Date	Time	Location
January 4, 2023	6:30 PM	Media Center, Berlin Community School
Board of Education		
Mrs. Susan Embrey	Mrs. Alison Moyer	
Mrs. Jeannine Foster	Mrs. Brandy Titus	
Mrs. Jocelyn Lewis	Mr. Joshua Zagorski	
Board Solicitor	Superintendent	Business Administrator/Board Secretary
Dan Long, Esq.	Dr. Joseph Campisi	Mrs. Donna DiLapo
Mission Statement		

The mission of the Berlin Community School, in an active partnership between school and community, is to provide effective and comprehensive educational opportunities in a nurturing environment designed to challenge all students to strive for personal excellence and responsible citizenship. This will foster the pursuit of lifelong learning while achieving proficiency in the New Jersey Student Learning Standards and meet the challenges of an evolving global society.

REORGANIZATION MEETING MINUTES

I. PUBLIC SESSION

A. Meeting Called to Order by Donna DiLapo, Business Administrator/Board Secretary

B. Statement of Open Meeting Compliance

The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of and to attend the meeting of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Berlin Borough Board of Education has caused notice of this meeting to be published by having the date, time, and place published in the Courier-Post and posted in the Berlin Community School, the Berlin Community School Website (www.bcsberlin.org), and Borough Hall.

C. Flag Salute



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D. Election Results - Three Year Term

<u>Candidate</u>	<u># of Votes</u>	<u>Term</u>
Rebecca Holland	1,418	2023-2025
Lisa Kehoe	1,320	2023-2025
Jeremy Cohen	1,111	2023-2025
Kristen Simone	1,073	
Jeff Greenberg	971	
Write-in	21	
Ballots Cast	2,876	
Registered Voters	6,308	
Turnout (%)	45.6%	

E. Administration of Oath of Office to Newly Elected Board of Education Members by the Board Secretary, Donna DiLapo - Rebecca Holland, Lisa Kehoe, and Dr. Jeremy Cohen

F. Roll Call

Board Member	Present	Absent
Jeremy Cohen	X	
Susan Embrey		X
Jeannine Foster	X	
Rebecca Holland	X	
Lisa Kehoe	X	
Jocelyn Lewis	X	
Alison Moyer	X	
Brandy Titus	X	
Joshua Zagorski	X	

Anyone who wishes to speak during the public comment portion of the meeting is reminded to sign in at the podium at this time.



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- II. Mrs. DiLapo opened the floor for nominations for Board President - Rebecca Holland nominated Jocelyn Lewis and there were no other nominations.

Approve Jocelyn Lewis as President of the Berlin Borough Board of Education for 2023			
Board Member	Yes	No	Absent
Jeremy Cohen	X		
Susan Embrey			X
Jeannine Foster	X		
Rebecca Holland	X		
Lisa Kehoe	X		
Jocelyn Lewis	X		
Alison Moyer	X		
Brandy Titus	X		
Joshua Zagorski	X		
Result of Motion	Passed 8-0-1		

- III. Mrs. Lewis assumed the Chair as President of the Berlin Borough Board of Education
- IV. Mrs. Lewis opened the floor for nominations for Board Vice President - Jocelyn Lewis nominated Rebecca Holland and there were no other nominations.

Approve Rebecca Holland as Vice-President of the Berlin Borough Board of Education for 2023			
Board Member	Yes	No	Absent
Jeremy Cohen	X		
Susan Embrey			X
Jeannine Foster	X		
Rebecca Holland	X		
Lisa Kehoe	X		
Jocelyn Lewis	X		
Alison Moyer	X		
Brandy Titus	X		
Joshua Zagorski	X		
Result of Motion	Passed 8-0-1		

- V. Mrs. Holland assumed the Chair as Vice President of the Berlin Borough Board of Education.
- VI. Mrs. Lewis recommended members interested in Board Committees submit their request by email to be appointed and confirmed at the next meeting.



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Motion to open Public Participation - The sign-in sheet for participation in the public comment portion was collected and there were none listed for the action items.

Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Kehoe	Mrs. Titus	8	0	Passed

VII. PUBLIC PARTICIPATION (Action Items Only)

This meeting will now be open to the public. If your questions or comments pertaining to litigation, students, personnel, or negotiations, we would ask that you establish a time to meet with the Superintendent after the meeting since the board will not discuss these items in public.

Complaints stated or actions requested by the public will be taken under advisement by the Board and referred to the Superintendent for investigation, discussion, action, or disposition at a later date or time. Please keep in mind that the public comment session is an opportunity for you to share your opinions and remarks with the Board, and it is not a question and answer session.

Please be aware that all district employees retain the right of privacy. Please also be reminded that any individuals who may be the subject of public comments, including district employees, shall retain all rights against defamation and slander according to the laws of New Jersey. The Board will not be held liable for comments made by members of the public. Any person wishing to participate in the public Board meeting must register prior to the conclusion of the presentations section of the meeting and will be recognized by the presiding officer when it is their time to speak. Please state your name and address for the record. Comments will be limited to 3 minutes per person. All statements shall be directed to the presiding officer; no participant may address or question Board members individually. If personal or discourteous statements are made, the presiding officer may require the speaker to stop; the presiding officer reserves the right to request a recess. The total comment period will be 30 minutes unless extended by a vote of the majority of the Board members present at the meeting.

All public participation is governed by [District Bylaw 0167](#).

A student representative presented an update and welcomed the new board members.

Motion to close Public Participation

Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Titus	Mrs. Kehoe	8	0	Passed

VIII. ANNUAL REORGANIZATION MOTIONS AND DESIGNATIONS

A. Motion to approve items #1 - 6 in accordance with Bylaw 0154:

1. Designate the following depositories for school funds:
 - TD Bank North
 - New Jersey ARM
 - New Jersey Cash Management
2. Designate those persons authorized to sign school warrants:
 - Board President
 - Superintendent
 - Business Administrator/Board Secretary



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3. Designate the official newspaper to be used for the advertisement of meetings and legal ads and all other necessary public notifications:
- The Courier Post (primary)
 - The Central Record (secondary)
 - The Newark Star Ledger (for participation in the ESCNJ Cooperative Purchasing System)

4. Designation of regular meeting dates as the fourth Wednesday of the month unless otherwise noted:
- January 25, 2023
 - February 22, 2023
 - March 15, 2023 (third Wednesday)
 - April 26, 2023 (includes budget hearing at 6:30 p.m.)
 - May 24, 2023
 - June 28, 2023
 - July 26, 2023
 - August 23, 2023
 - September 27, 2023
 - October 25, 2023
 - November 15, 2023 (third Wednesday)
 - December 20, 2023 (third Wednesday)
 - January 3, 2024 (reorganization, first Wednesday, 6:30 p.m.)

All meetings will be held in the Berlin Community School, 215 S. Franklin Ave., Berlin, NJ 08009, in either the Media Center or the Cafeteria and will begin at 7:00 p.m. unless otherwise indicated.

5. Approve the curriculum for all grades: Art, Computer, Family Life, Life Skills, Physical Education, Language Arts, Library, Mathematics, Music, Science, Social Studies, Health, Guidance Services, Child Study Team Services, and all other programs and curriculum presently in use.
6. Readopt existing bylaws, policies, and regulations for the Board's operation and the operation of the school system.

Motion to approve the Annual Reorganization Items #1-6					
Board Member	Motion	Second	Yes	No	Absent
Susan Embrey					X
Jeremy Cohen			X		
Jeannine Foster			X		
Lisa Kehoe		X	X		
Alison Moyer			X		
Brandy Titus	X		X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 8-0-1		



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IX. Code of Ethics (All Board Members must sign a copy of the Code of Ethics and return to the Board Secretary)

In accordance with N.J.S.A 18A:12-24.1 every Board member will abide by the following Code of Ethics. The Board member will:

- Uphold and enforce all laws, rules and regulations of the State Board of Education and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- Make decisions in terms of the educational welfare of children and seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- Confine his/her Board action to policy making, planning and appraisal, and help to frame policies and plans only after the Board has consulted those who will be affected by them.
- Carry out his/her responsibility not to administer the schools, but together with fellow Board members, ensure they are well run.
- Recognize that authority rests with the Board of Education and make no personal promises nor take any private action that may compromise the Board.
- Refuse to surrender his/her independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- Hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals, or the schools. In all other matters, he/she will provide accurate information and, in concert with fellow Board members, interpret to the staff the aspirations of the community for its school.
- Vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
- Support and protect school personnel in proper performance of their duties.
- Refer all complaints to the chief administrative officer and act on the complaints at public meetings only after failure of an administrative solution.

Motion to open Public Participation				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Kehoe	Mrs. Titus	8	0	Passed

X. PUBLIC PARTICIPATION

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question and answer session.

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Motion to close Public Participation				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Titus	Mrs. Kehoe	8	0	Passed

XI. MEETING ADJOURNED at 6:58 P.M.

Motion to adjourn the meeting				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Titus	Dr. Cohen	8	0	Passed

BERLIN BOROUGH BOARD OF EDUCATION

Donna DiLapo

Donna DiLapo, Board Secretary

The next Board of Education Meeting is scheduled for January 25, 2023