



Public Budget Hearing
Regular Board of Education Meeting Immediately Following the Public Budget Hearing

Date	Time	Location
April 26, 2023	Immediately Following the Public Hearing for the 2023-2024 Budget	Media Center, Berlin Community School

Board of Education		
Mrs. Jocelyn Lewis, President	Mrs. Jeannine Foster	Dr. Jeremy Cohen
Mrs. Rebecca Holland, Vice-President	Mrs. Lisa Kehoe	Ms. Brandy Titus
Mrs. Susan Embrey	Mrs. Alison Moyer	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.

Public Budget Hearing And Regular Meeting Minutes

I. PUBLIC HEARING ON BUDGET

A. The meeting was called to order by Mrs. Rebecca Holland, Vice-President, at 6:30 p.m.

B. Statement of Open Meeting Compliance

The New Jersey Open Public Meetings Act was enacted to ensure 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.) Borough Hall.

C. **Flag Salute**

D. **Roll Call**



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Board Member	Present	Absent
Dr. Jeremy Cohen		✓ (A-6:45 p.m.)
Mrs. Susan Embrey	✓	
Mrs. Jeannine Foster		✓
Mrs. Lisa Kehoe	✓	
Mrs. Alison Moyer	✓	
Ms. Brandy Titus	✓	
Mr. Joshua Zagorski	✓	
VP: Mrs. Rebecca Holland	✓	
Pres: Mrs. Jocelyn Lewis	✓	

E. Mrs. Donna DiLapo, Business Administrator/Board Secretary presented the 2023-2024 Budget and Public Hearing

BUDGET RESOLUTION 4-26-2022-1 (Final 2023-24 Budget)

WHEREAS the Berlin Borough Board of Education (Board), in the County of Camden, State of New Jersey, adopted a Tentative budget on March 15, 2023, and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS the Tentative budget was approved by the Executive County Superintendent of Schools on April 4, 2023, and,

WHEREAS, the Tentative budget was advertised in the legal section of the Courier Post on April 21, 2023, and

WHEREAS, the Final Budget was presented to the public during a public hearing held in the Berlin Community School Media Center, Berlin Borough, NJ, on Wednesday, April 26, 2023.

NOW, THEREFORE BE IT RESOLVED, that the Board hereby adopts the 2023-2024 school district final budget as follows:

Fund 10	\$14,688,442	Operating Budget (General Fund)
Fund 20	\$ 437,266	Grants and Entitlements (Special Revenue Fund)
Fund 40	<u>\$ 720,031</u>	Repayment of Debt (Debt Service Fund)
Total	\$15,845,739	

BE IT FURTHER RESOLVED to acknowledge that the 2023-2024 budget, as described above, results in a General Fund tax levy of \$7,980,397 and a Debt Service Fund tax levy of \$720,031; and

BE IT FURTHER RESOLVED to acknowledge that the 2023-2024 budget, as described above, does not include the use of Banked Cap which comprises \$69,473 from the prior year and adds \$411,566 for a total of \$481,039 which will be available for the 24-25 school year; and

BE IT FURTHER RESOLVED to acknowledge that the 2023-2024 budget, as described above, includes the transfer of \$75,000 from Maintenance Reserve to the General Fund to support Required Maintenance activities; and

BE IT FURTHER RESOLVED that the Board establish a maximum of \$30,000 in the overall 2023-2024 budget for travel and travel related expenditures supported by local, state, and federal funds (prior budget year maximum is \$23,300, the amount spent to date is \$7,729); and



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BE IT FURTHER RESOLVED that the Board establish a maximum of \$967,419 in the general fund 2022-23 budget for professional services expenditures

NOW THEREFORE, BE IT RESOLVED that the Board of Education authorizes the Superintendent and Business Administrator to implement the 2023-2024 budget pursuant to local and state policies and regulations and that the school district budget and tax levy for the 2023-2024 school year is hereby established.

Motion to approve Budget Resolution 4-26-2023-1 (Final 2023-24 Budget) as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Absent
Dr. Jeremy Cohen					✓
Mrs. Susan Embrey		✓	✓		
Mrs. Jeannine Foster					✓
Mrs. Lisa Kehoe			✓		
Mrs. Alison Moyer			✓		
Mrs. Brandy Titus	✓		✓		
Mr. Joshua Zagorski			✓		
VP: Mrs. Rebecca Holland			✓		
Pres: Mrs. Jocelyn Lewis			✓		
Result of Motion			Passed 7-0-2		

Anyone who wished to speak during the public comment portion of the meeting was reminded to sign in at the podium.

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 Budget Hearing.**

Motion	Second	All in Favor	All Opposed	Result of Motion
Ms. Titus	Mrs. Embry	7	0	Passed

F. PUBLIC PARTICIPATION (Action Items Only)

This meeting was open to the public. For questions or comments pertaining to litigation, students, personnel, or negotiations, we asked 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



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section of the meeting and will be recognized by the presiding officer when it is 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](#).

Motion to close Public Participation				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs.Kehoe	Ms. Embry	7	0	Passed



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Date	Time	Location
April 26, 2023	Immediately Following the Public Hearing for the 2023-2024 Budget	Cafeteria, Berlin Community School

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

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 Budget Hearing.**

Motion	Second	All in Favor	All Opposed	Result of Motion
Ms. Titus	Mrs. Kehoe	7	0	Passed

A.. PUBLIC PARTICIPATION (Action Items Only)

This meeting will now be open to the public. If you have 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 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](#).

Motion to close Public Participation

Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs.Kehoe	Ms. Embry	7	0	Passed

II. APPROVAL OF MINUTES

#	Meeting Date	Type of Minutes	Attach
1.	March 15, 2023	Public	M-1



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Motion to approve the board meeting minutes #1					
Board Member	Motion	Second	Yes	No	Absent
Dr. Jeremy Cohen					✓
Mrs. Susan Embrey			✓		
Mrs. Jeannine Foster					✓
Mrs. Lisa Kehoe		✓	✓		
Mrs. Alison Moyer			✓		
Mrs. Brandy Titus	✓		✓		
Mr. Joshua Zagorski			✓		
VP: Mrs. Rebecca Holland			✓		
Pres: Mrs. Jocelyn Lewis			✓		
Result of Motion			Passed 7-0-2		

III. PRESENTATION(S)-None

IV. CORRESPONDENCE-None

V. SUPERINTENDENT'S REPORT presented by Dr. Joseph Campisi

#	Action Items	Attach
1.	Enrollment Report	SR-1
2.	Student Attendance Report	SR-2
3.	Staff Attendance Report	SR-3
4.	Code of Conduct Report	SR-4
5.	Accept the monthly HIB Report	SR-5
6.	Elementary Principal's Report	SR-6
7.	Middle School Principal's Report	SR-7
8.	Special Education Report	SR-8
9.	PALS/CER Report	SR-9
10.	Health Office Report	SR-10



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Motion to approve the Superintendent's Report					
Board Member	Motion	Second	Yes	No	Absent
Dr. Jeremy Cohen					✓
Mrs. Susan Embrey	✓		✓		
Mrs. Jeannine Foster					✓
Mrs. Lisa Kehoe			✓		
Mrs. Alison Moyer			✓		
Mrs. Brandy Titus		✓	✓		
Mr. Joshua Zagorski			✓		
VP: Mrs. Rebecca Holland			✓		
Pres: Mrs. Jocelyn Lewis			✓		
Result of Motion			Passed 7-0-2		

VI. FACILITIES- report presented by Chairperson - Lisa Kehoe

Drills						
#	Type	Date	Time	Duration	Temp	Police
1.	Fire Drill	3/10/2023	10:00 am	7 mins	54	Yes
2.	Evacuation Drill	3/22/2023	1:35 pm	6 mins	63	Yes
3.	Fire Drill	4/4/2023	1:45 pm	4 mins	68	Yes
4.	Shelter-in-Place	4/17/2023	1:40 pm	9 mins	n/a	Yes

#	Action Items					
5.	Use of Facilities					FA-1 FA-2
6.	Berlin AA Facilities Use					FA-3

Motion to approve Facilities Drills and Action Items # 1-6 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Absent
Dr. Jeremy Cohen			✓		
Mrs. Susan Embrey		✓	✓		
Mrs. Jeannine Foster					✓
Mrs. Lisa Kehoe			✓		



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Motion to approve Facilities Drills and Action Items # 1-6 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Absent
Mrs. Alison Moyer			✓		
Mrs. Brandy Titus	✓		✓		
Mr. Joshua Zagorski			✓		
VP: Mrs. Rebecca Holland			✓		
Pres: Mrs. Jocelyn Lewis			✓		
Result of Motion			Passed 8-0-1		

VII. FINANCE- report presented by Chairperson, Lisa Kehoe

#	Action Items	Attach
1.	Business Administrator's Report	FI-1
2.	Cash Reconciliation Report for March 2023	FI-2
3.	Report of the Board Secretary for March 2023 In accordance with 18A:17-9 the cash reconciliation report and Secretary's reports are in agreement for the month of March 2023.	FI-3
4.	Monthly Certifications of the Board Secretary and Board of Education for March 2023	FI-4
5.	Appropriation Transfers for March 2023	FI-5.a FI-5.b
6.	Cafeteria Report for March 2023	FI-6
7.	Approval of Bills for April 2023	FI-7
8.	Student Activity Report for March 2023	FI-8
9.	2023-24 Agreement for Transportation, Nonpublic, and other Professional Services, to be used as needed, with the Camden County Educational Services Commission	FI-9
10.	2023-24 Tuition Rates (for students received)	FI-10
11.	Submission of the New Jersey Schools Insurance Group 2023 Safety Grant Program Application in the amount of <u>\$2,884.00</u>	FI-11
12.	Motion to approve the payroll schedule for the 2023-2024 School Year:	FI-12
13.	Authorize purchases of textbooks, online textbooks, and associated software in accordance with N.J.S.A. 18A:18A-5 in amounts not to exceed \$180,000 for the 22-23 school year and \$200,000 for the 2023-24 school year.	FI-13 FI-13A



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	<p><u>Houghton Mifflin Harcourt</u> - Reading, Social Studies, and Science textbooks, software, and licenses Not to exceed: \$70,000 for the 2022-23 term; Not to exceed \$94,000 for the 2023-24 term.</p> <p><u>McGraw Hill</u> - Math, Health, Social Studies, and Civics textbooks, software, and licenses Not to exceed \$100,000 for the 2022-23 term; Not to exceed \$106,000 for the 2023-24 term.</p>	
14.	<p>Authorizing contracts with certain approved state contract vendors for boards of education pursuant to N.J.S.A. 18A:18A-10A for the 2022-23 and 2023-24 school years.</p> <p><u>Educate-Me-Net</u>- Classroom Interactive Panels (Clear Touch) T-0114 not to exceed \$75,240 <u>Multi-Temp Mechanical</u> - HVAC Equip, cleaning and repairs T-1372 not to exceed \$85,000 (66% ARP ESSER III Federal Grant in 22-23SY)</p>	FI-14
15.	<p>Authorizing the use of Cooperative Purchasing in accordance with 6A:23A-2.3C for the 2022-23 and 2023-24 School Years.</p> <ul style="list-style-type: none">• Educational Services Commission of New Jersey (Co-Op# 65MCESCCPS)• Monmouth Ocean County Educational Services Commission (MOESC)• Camden County Educational Services Commission (Co-Op # 66CCEPS)• Berlin Borough• Berlin Township BOE• Burlington County Educational Services Unit• Burlington County Special Services School District• Southern NJ HIF• Gloucester County Special Services School District• Hunterdon County ESC (Co-Op# 34HUNCCP)• Educational Data Bidding Service(Co-Op #26EDCPS)• Alliance for Cooperative Energy, ACES• Alliance for Cooperative Telecommunications, ACT	FI-15
16.	<p>Authorize the use of National Cooperative Purchasing Agreements in compliance with P.L. 2011. C.139 for the 2022-23 and 2023-24 school years.</p> <ul style="list-style-type: none">• PEPPM Technology Bidding & Purchasing Cooperative• National Cooperative Purchasing Alliance, NCPA• OMNIA, US Communities Government Purchasing Alliance• Sourcewell, formerly NJPA, Cooperative• TIPS, The Interlocal Purchasing System• NASPO ValuePoint Cooperative Purchasing Program	FI-16
17.	<p>Motion to adopt a resolution approving the following 2022-23 contracts: These contracts are awarded in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2 CFR Part 200.317 et. Seq:</p> <p>All Risk Disaster Recovery Services Not to exceed: \$99,850 Term: 2022-23</p>	FI-17



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	<p>Cooperative bid ESCNJ 22/23-23</p> <p>Apple, Inc. iPads and accessories Not to exceed \$50,000 Term: 2022-23 Cooperative bid ESCNJ 18/19-67 83% ARP ESSER III funds</p> <p>Corepoint Firewall and WiFi installation, support, and licenses Not to exceed \$50,000 Term: 2022-23, E-Rate bid</p> <p>Wells Fargo Financial Services Apple iPad lease Not to exceed \$45,000 Term: 2022-23 PEPPM National Cooperative #467368 100% ARP ESSER III funds</p>	
18.	Motion to approve the Corrective Action Plan (CAP) from the June 30, 2022 Audit.	FI-18
19.	<p>Motion to award the following RFP contracts in accordance with 18A:18A-37.</p> <p>A. RFP 23-03 Substitute Services to Kelly Education at a mark-up of 25% on district pay rates for an amount not to exceed \$390,000 for the 2022-2023 school year and an amount not to exceed \$350,000 for the 2023-2024 school year.</p> <p>B. RFP 23-04 Registered Behavioral Aides/Technician Services to Positive Behavior Supports Corp. for an amount not to exceed \$18,360 for the period May 1, 2023, thru June 30, 2023. Funded 100% by ARP ESSER grant account 20-487-100-300-00-00.</p> <p>C. RFP 23-05 Architectural Services to Garrison Architects for an amount not to exceed \$750,000 at a rate not to exceed \$150/hr or 8%-12% of construction costs for the periods April 26, 2023, thru April 26, 2024, funds are available in account 30-000-400-334-00-00.</p>	<p>FI-19A FI-19A-1</p> <p>FI-19B</p> <p>FI-19C</p>
20.	Authorize the School Business Administrator to issue an Invitation for Bid (IFB) for a Home to School Student Transportation Contract.	
21.	Renewal of the Sport & Activity Transportation Contract (renewal # 1) for the 2023-24 SY with Hillman Bus Service, Inc. for \$140.79/hr. Not to exceed \$50,000 which is within the allowable CPI increase of 5.86% (11-00-270-511-00-10)	FI-21



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22.	Motion to award a bid for the 2023 Summer Roof Renovation project to A. & M Contracting in the total lump sum of <u>\$859,000.00</u> . The Business Administrator certifies funds are available in account 30-000-400-450-00-00.	FI-22 FI-22A
23.	Motion to adopt the Standard Operating Procedures (SOP) for the Business Office	
24.	Motion to adopt and implement legal cost reduction procedures per N.J.A.C. 6A:23A-5.2 as required based on question 8 of the audit program from the 6/30/22 and 6/30/21 audit reports.	FI-24
25.	Motion to approve submission of the schedule of tax payments to the Borough of Berlin for the purposes of collecting Ad Valorem Taxes for the 2023-24 school year:	FI-25
26.	Motion to approve all existing Tax-Sheltered Annuity Programs, offered to employees at their own expense, currently in place, and their respective agents, to be continued for the 2023-24 school year. A list is available in the office of the Board Secretary	
27.	Motion to authorize a Medical Services Agreement with Insite Health, Inc. to provide mental health and wellness services billed to student's insurance. The district maximum is \$500 per 120 minutes for risk evaluation and \$200 per 60-minute psych evaluation. The amount not to exceed for the 22-23 school year is \$2,000. The amount not to exceed for the 23-24 school year is \$5,000.	FI-27

Motion approved Finance Action Items # 1-27 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Absent
Dr. Jeremy Cohen			✓		
Mrs. Susan Embrey			✓		
Mrs. Jeannine Foster					✓
Mrs. Lisa Kehoe	✓		✓		
Mrs. Alison Moyer		✓	✓		
Ms. Brandy Titus			✓		
Mr. Joshua Zagorski			✓		
VP : Mrs. Rebecca Holland			✓		
Pres: Mrs. Jocelyn Lewis			✓		
Result of Motion			Passed 8-0-1		

VIII. CURRICULUM report presented by Chairperson, Jason Zagorski

Field Trips/Learning Experience					
#	Grade/Group	Date	Time	Destination	Cost to District



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1.	Battle of the Books 3-4	6/7/2023	9:00 am - 2:00 pm	Bingham School, Runnemede NJ	\$90
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Motion to approve Curriculum Item # 1 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Absent
Dr. Jeremy Cohen			✓		
Mrs. Susan Embrey		✓	✓		
Mrs. Jeannine Foster					✓
Mrs. Lisa Kehoe			✓		
Mrs. Alison Moyer			✓		
Ms. Brandy Titus	✓		✓		
Mr. Joshua Zagorski			✓		
VP : Mrs. Rebecca Holland			✓		
Pres: Mrs. Jocelyn Lewis			✓		
Result of Motion			Passed 8-0-1		

IX. POLICY report presented by Chairperson, Jason Zagorski

<u>Summary of Policies & Regulations</u>								
<u>Policies & Regulations</u>								
#	No.	Title	Pol	Reg	1st	2nd	Rev	Ab
1	2520	Instructional Supplies (M)	x				x	
2	2520	Instructional Supplies (M)		x			x	
3	3217	Use of Corporal Punishment	x				x	
4	4217	Use of Corporal Punishment (New)			x			
5	5305	Health Services Personnel (M)	x				x	
6	5380	Student Health Records (M)	x				x	
7	5380	Student Health Records (M)		x			x	
8	5310	Health Services (M)	x				x	
9	5310	Health Services (M)		x			x	
10	6112	Reimbursement of Federal and Other Grant Expenditures (M)	x				x	



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11	6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs (M)		x	x			
12	6115.04	Federal Funds – Duplication of Benefits (M)	x		x			
13	6311	Contracts for Goods or Services Funded by Federal Grants (M)	x				x	
14	7440	School District Security (M)	x				x	
15	9100	Public Relations	x					x
16	9140	Citizens Advisory Committees	x				x	
17	9140	Citizens Advisory Committee (M)		x				x

Motion to approve Policy Action Items # 1-17 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Absent
Dr. Jeremy Cohen			✓		
Mrs. Susan Embrey			✓		
Mrs. Jeannine Foster					✓
Mrs. Lisa Kehoe	✓		✓		
Mrs. Alison Moyer		✓	✓		
Ms. Brandy Titus			✓		
Mr. Joshua Zagorski			✓		
VP : Mrs. Rebecca Holland			✓		
Pres: Mrs. Jocelyn Lewis			✓		
Result of Motion			Passed 8-0-1		

X. AD HOC COMMITTEE - CULTURAL PROFICIENCY & EQUITY STAKEHOLDER GROUP report presented by Chairperson, Jason Zagorski

- A. CP&E Report - Mr. Zagorski commented on the presentation of the Anti Defamation League and the resources available for the public including BOE members

XI. PERSONNEL- presented by Chairperson, Brandy Titus

New Position/Job Description		
1.	Director of Curriculum Job Description	PR-1
2.	Elementary School Principal/Director of Special Education Job Description	PR-2

New Hires



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#	Name	Position	Salary	Hourly	Reason for Vacancy	Effective Date*
3.	*Jacquelyn Evangelista	Classroom Instructional Aide	\$19,134	\$21.26	Resignation	4/4/2023
4.	Eloise Keller	Substitute Nurse	\$250 per diem	n/a	n/a	4/27/2023

*Ratify & Affirm

Resignation(s)				
#	Name	Position	Salary	Effective Date
5.	Stephanie Jacobson (Way)	Special Education Teacher	\$67,341	5/27/2023

Kindergarten Orientation					
All Staff Salaries Are Subject to the 2023-2027 Collective Bargaining Agreement (after ratification)					
#	Name	Position	Hours	Hourly Rate	Date
6.	Kaitlyn O'Toole	K Teacher	Not to exceed 3	\$49	August 31, 2023
7.	Eleanore Carrara	K Teacher	Not to exceed 3	\$49	August 31, 2023
8.	Lori Benchoff	K Teacher	Not to exceed 3	\$49	August 31, 2023
9.	Amber Snyder	K Teacher	Not to exceed 3	\$49	August 31, 2023
10.	Bevin Guinto	K Teacher	Not to exceed 3	\$49	August 31, 2023
11.	Marissa Furnari	Elem Counselor	Not to exceed 3	\$49	August 31, 2023

Schedule "B"				
#	Name	Position	Stipend	School Year
12.	Daria Fiorentino	Dances/Plays Certified Staff - Chaperone	\$160	2022 - 2023
13.	Kelly Stroemel (Suarez)	Dances/Plays Certified Staff - Chaperone	\$160	2022 - 2023

Leave(s) of Absence					
#	Staff	Position	Salary	Type	Effective Dates
14.	Stephanie Stiles	Teacher	\$60,734	FMLA	May 16, 2023 - January 2, 2024



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15.	Michelle Sojdak	CER Secretary	\$42,947	Intermittent FMLA	May 8, 2023 - June 18, 2023
16.	Milissa Oltman	PSD Teacher	\$69,341	Paid	March 31, 2023 - May 8, 2023
17.	Marisa Schuenemann	ELA MS Teacher	\$57,234	Paid	April 17, 2023 - June 16, 2023

Substitute Services Report

#	Service	Time Frame	Fill Rate	Attach
18.	Kelly Educational Staffing	3/1/2023 - 3/31/2023	96.06%	PR-2

Staff Renewal List for S.Y. 2023-2024

All Staff Salaries Are Subject to the 2023-2027 Collective Bargaining Agreement (after ratification)

#	Position	Last Name	First Name	DOH	FTE	23-24 Column	23-24 Step	23-24 Salary
19.	Speech Language Specialist	Becker	Kathryn	09/01/10	1	MA	11A	70,967
20.	School Psychologist	Bolognese	Alexa	01/02/21	1	MA +30	3-4	63,777
21.	Social Worker	Cuffari	MaryBeth	09/26/16	1	MA	7	63,060
22.	School Counselor - ES	Furnari	Marissa	09/01/19	1	MA +30	3-4	63,777
23.	School Counselor - MS	Caruso (Clark)	Allison	09/01/22	1	MA	1	60,860
24.	School Psychologist	Gauntt	Amanda	09/01/10	1	MA +30	11	71,384
25.	School Nurse	Gibson	Margaret	02/01/22	1	BA	13	75,177
26.	BCBA	Gordon	Gabrielle	01/01/23	1	MA	8	64,360
27.	Occupational Therapist	Mulcahy	Kristina	09/01/16	1	MA	7	63,060
28.	Speech Language Specialist	Neptune	Lisa	09/01/09	1	MA	12	72,967
29.	School Nurse	Pach	Heather	02/01/22	1	BA	13	75,177
30.	Teacher	Amendolia	Peter	03/05/21	1	MA	1-2	60,860
31.	Teacher	Baldino	Ranell	09/01/04	1	BA	14	88,802



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Staff Renewal List for S.Y. 2023-2024 <i>All Staff Salaries Are Subject to the 2023-2027 Collective Bargaining Agreement (after ratification)</i>								
#	Position	Last Name	First Name	DOH	FTE	23-24 Column	23-24 Step	23-24 Salary
32.	Teacher	Banister	Leslie	09/01/02	1	BA +30	13A	83,545
33.	Teacher	Barry	Lia	09/01/17	1	MA	5-6	61,860
34.	Teacher	Barry/Domin	Brigid	09/01/14	1	MA	9	65,660
35.	Teacher	Basner	Jennifer	09/01/06	1	MA	14	92,428
36.	Teacher	Behnke	Laura	09/01/07	1	MA	13A	84,753
37.	Teacher	Benchoff	Lori	09/01/04	1	BA	14	88,802
38.	Teacher	Bierly	Stephen	10/27/22	1	BA	1-2	57,234
39.	Teacher	Califano	Emma	01/02/21	1	BA	3-4	57,734
40.	Teacher	Carrara	Eleanore	09/01/04	1	BA +15	14	90,011
41.	Teacher	Chisholm	Jessica	09/01/11	1	BA	11A	67,341
42.	Teacher	Ciala	Debra	02/15/06	1	MA +15	14	93,636
43.	Teacher	Conca	Julie	09/01/14	1	BA +15	9	63,243
44.	Teacher	Condell	Lora	09/01/21	1	MA	3-4	61,360
45.	Teacher	Coolick	Rachel	09/01/09	1	MA	12	72,967
46.	Teacher	Davies	Danielle	09/01/14	1	MA	9	65,660
47.	Teacher	Dorris	Lisa	09/01/04	1	BA	14	88,802
48.	Teacher	Durmala	Sara	09/01/08	1	BA	12A	72,259
49.	Teacher	Fiorentino	Daria	02/25/21	1	BA	1-2	57,234
50.	Teacher	Ford	Michael	09/01/04	1	MA +15	14	93,636
51.	Teacher	Franchetti	Michelle	09/01/12	1	MA	11	68,967



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#	Position	Last Name	First Name	DOH	FTE	23-24 Column	23-24 Step	23-24 Salary
52.	Teacher	Goodman	Edward	09/01/13	1	MA	10	67,210
53.	Teacher	Guinto (Todd)	Bevin	09/01/13	1	BA	10	63,584
54.	Teacher	Jacobi	Patricia	09/01/08	1	BA	11A	67,341
55.	Teacher	Jacobs	Rylee	09/01/22	1	BA	1(50%)	28,617
56.	Teacher	Jaworski	Trey	09/01/19	1	BA	3-4	57,734
57.	Teacher	Kaiser	Allison	09/01/18	1	MA	5-6	61,860
58.	Teacher	Kessler	Anne	09/01/98	1	BA	14	88,802
59.	Teacher	Kilpatrick	Dali	09/17/96	1	MA	14	92,428
60.	Teacher	Lambersky	Ross	09/01/22	1	MA	5-6	61,860
61.	Teacher	Law	Elizabeth	01/01/23	1	BA +15	3-4	58,943
62.	Teacher	Liedtka	Marilou	09/01/18	1	BA +15	5-6	59,443
63.	Teacher	Lipnitz	Nicholas	09/01/18	1	BA	5-6	58,234
64.	Teacher	Macaluso	Brielle	09/01/20	1	MA	3-4	61,360
65.	Teacher	Madden	David	09/01/04	1	BA +15	14	90,011
66.	Teacher	Majuri	Marie	12/21/01	1	BA	14	88,802
67.	Teacher	Martino	Carolyn	09/01/13	1	BA +15	10	64,793
68.	Teacher	McClain	Stephanie	09/01/13	1	BA	10	63,584
69.	Teacher	McMenamin	Christina	09/01/12	1	MA	11	68,967
70.	Teacher	Meo	John	09/01/14	1	BA	9	62,034
71.	Teacher	Murphy	Courtney	01/18/23	1	BA	1-2	57,234



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#	Position	Last Name	First Name	DOH	FTE	23-24 Column	23-24 Step	23-24 Salary
72.	Teacher	Murphy	Renee	09/01/18	1	BA	5-6	58,234
73.	Teacher	Nalick	Scott	09/01/21	1	MA	7	63,060
74.	Teacher	O'Brien	Kellie	09/01/15	1	MA	8	64,360
75.	Teacher	O'Toole	Kaitlin	09/01/16	1	BA	7	59,434
76.	Teacher	Oltman	Milissa	09/01/09	1	BA	12	69,341
77.	Teacher	Opizzi	Sydney	09/01/22	1	BA	1-2	57,234
78.	Teacher	Parks	Jennifer	09/01/19	1	MA	12	72,967
79.	Teacher	Polimeni	Taylor	09/01/12	1	BA	11	65,341
80.	Teacher	Rodriquez	Erin	09/01/18	1	BA	5-6	58,234
81.	Teacher	Ruhf	Susanne	09/01/06	1	MA	14	92,428
82.	Teacher	Russo	Taylor	02/25/21	1	BA	1-2	57,234
83.	Teacher	Schuenemann	Roseanne	09/01/98	1	BA +15	14	90,011
84.	Teacher	Schuenemann	Marissa	09/01/21	1	BA	1-2	57,234
85.	Teacher	Scordo	Andrea	09/01/05	1	BA	13A	81,127
86.	Teacher	Shannon	Jennifer	09/01/98	1	MA	14	92,428
87.	Teacher	Shelton-Caruso	Barbara	09/01/07	1	BA	14	88,802
88.	Teacher	Snyder	Amber	09/01/14	1	BA	9	62,034
89.	Teacher	Snyder	Beth	09/01/02	1	BA +15	14	90,011
90.	Teacher	Snyder	Andrew	09/01/06	1	BA	14	88,802
91.	Teacher	Stagliano	Donna	09/01/02	1	MA	14	92,428



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#	Position	Last Name	First Name	DOH	FTE	23-24 Column	23-24 Step	23-24 Salary
92.	Teacher	Stiles	Stephanie	09/01/15	1	BA	8	60,734
93.	Teacher	Suarez-Stroemel	Kelly	09/01/15	1	MA +30	8	66,777
94.	Teacher	Thomas	Nicole	09/01/11	1	BA	11A	67,341
95.	Teacher	Trout	Timothy	09/01/21	1	MA +30	1-2	63,277
96.	Teacher	Viereck	Andrew	01/02/18	1	MA	5-6	61,860
97.	Teacher	Vitale	Tracie	09/01/00	1	BA	14	88,802
98.	Teacher	Walker	Amelia	09/01/13	1	BA +15	10	64,793
99.	Teacher	Weichmann	Luke	09/01/07	1	BA	13A	81,127
100.	Teacher	Wheeler	Wendy	03/08/23	1	BA	1-2	57,234
101.	Teacher	Winkelspecht	Christine	09/01/00	1	BA	14	88,802
102.	Teacher	Wolf	Lindsay	09/01/17	1	MA	5-6	61,860
103.	Teacher	Woods	Erin	09/01/08	1	MA	12	72,967
104.	Teacher	Woods	Brent	09/01/11	1	BA	11A	67,341
105.	Teacher	Zingaro	Jennifer	01/05/04	1	BA +30	14	91,220

#	Position	Last Name	First Name	DOH	FTE	23-24 Step	23-24 Hourly Rate	23-24 Salary
106.	Instructional Aide	Bain	Deborah	10/26/99	6.25	15	21.26	23,917.50
107.	Instructional Aide	Evangelista	Jacquelyn	4/4/23	5	1	21.26	22,004.10
108.	Instructional Aide	Harris	Michelle	01/30/17	5.75	7	17.29	17,895.15



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#	Position	Last Name	First Name	DOH	FTE	23-24 Step	23-24 Hourly Rate	23-24 Salary
109.	Instructional Aide	Jurski	Linda	09/01/05	5.75	15	21.26	22,004.10
110.	Instructional Aide	Kalberer	Therese	09/30/10	5.75	13	19.56	20,244.60
111.	Instructional Aide	Keller	Amy	09/01/14	5.75	9	18.13	18,764.55
112.	Instructional Aide	Leps	Zina	03/21/16	5.75	5	16.44	17,015.40
113.	Instructional Aide	Martin	Janice	02/05/18	5.75	5	16.44	17,015.40
114.	Instructional Aide	McGettigan	Barbara	09/01/14	5.75	9	18.13	18,764.55
115.	Instructional Aide	Sama-Miller	Sandra	09/01/11	5.75	12	19.21	19,882.35
116.	Instructional Aide	Squillace	Gianna	09/01/19	5.75	4	15.94	16,497.90
117.	Instructional Aide	Stepler	Joann	09/01/10	5.75	12	19.21	19,882.35
118.	Instructional Aide	Viereck	Coleen	09/19/11	5.75	12	19.21	19,882.35
119.	Instructional Aide	Wahl	Kathleen	09/01/10	6.25	15	21.26	23,917.50
120.	Instructional Aide	Weiner	Jill	9/13/22	5.75	1	14.78	15,297.30

#	Position	Last Name	First Name	DOH	23-24 Step	23-24 Hourly Rate	23-24 Salary
121.	Custodian (full-time)	Maloney	Patricia	09/01/09	9	17.61	36,636
122.	Custodian (full-time)	Melcher	Jason	09/21/18	2	15.88	33,024
123.	Custodian (full-time)	Velardi	Joe	03/24/22	1	15.63	32,512

#	Position	Last Name	First Name	DOH	Hours/day	23-24 Hourly Rate	23-24 Salary
124.	Lunchroom Aide	Fabiano	Carol	09/10/12	3.25	14.13	8,190
125.	Lunchroom Aide	Gabriel	Heather	12/09/16	3.25	14.13	8,190
126.	Lunchroom Aide	Harrison	Lorraine	09/01/21	3.25	14.13	8,190



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127.	Lunchroom Aide	Klienback	Kim	09/09/13	3.25	14.13	8,190
128.	Lunchroom Aide	Sauer	Franque	10/19/17	3.25	14.13	8,190
129.	Lunchroom Aide	Volpe	Caroline	01/01/20	3.25	14.13	8,190

#	Position	Last Name	First Name	DOH	Hours/week est.	23-24 Hourly Rate	23-24 Salary est.
130.	Custodian (part-time)	Allesbrook	John	9/1/21	12	14.13	8,736
131.	Custodian (part-time)	Weber	Joseph	5/26/22	20	14.13	10,920

#	Position	Last Name	First Name	DOH	23-24 Salary
132.	CER Preschool Teacher	Nissley	Denise	09/01/21	25,554
133.	Secretary - Elem	Yoder	Amber	11/01/22	40,000
134.	Secretary - MS	Elliott	Rochelle	04/04/23	40,000
135.	Secretary - CST	Behnke	Laura	09/01/04	44,544
136.	Secretary - CER	Soj dak	Michelle	11/09/15	42,947
137.	Secretary - Supt.	Weber	Christina	04/01/22	42,105
138.	Assistant to the BA	Krowicki	Karen	01/14/19	51,473
139.	Payroll/Benefits	Lang	Diane	10/01/18	52,393
140.	AP/AR	Squillace	Gina	10/01/08	48,421
141.	Maintenance	Duvall	Nicholas	08/26/20	47,833
142.	Director of Facilities	Pratt	Thomas	01/16/15	85,284
143.	Comp/Network Technician	McSorley	William	09/19/22	40,000
144.	Director of Technology	Hemphill	Joseph	07/01/03	115,355
145.	Principal	Bonmati	Therese	07/01/21	113,520
146.	Board Administrator	DiLapo	Donna	01/01/23	105,000
147.	Superintendent	Campisi	Joseph	07/01/19	150,858

#	Position	Last Name	First Name	DOH	Hours/week	23-24 Hourly Rate
148.	CER Preschool Aide	Albertson	Mary	09/16/21	As needed	14.43
149.	CER Preschool Aide	Celkos	Tracy	10/30/00	As needed	16.08



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#	Position	Last Name	First Name	DOH	Hours/week	23-24 Hourly Rate
150.	CER PALS Aide	Davis	Christian	9/29/22	As Needed	14.13
151.	CER PALS Aide	Fabiano	Carol	9/10/12	As needed	14.13
152.	CER PALS Manager	Fabiano	Carol	9/10/12	As needed	16
153.	CER PALS Aide	Gabriel	Heather	12/9/16	As needed	14.13
154.	CER PALS Aide	Harrison	Lorraine	09/01/21	As needed	15.67
155.	CER PALS Sub	Kleinback	Kimberly	10/27/22	As needed	14.13
156.	CER PALS Aide	Martin	Janice	12/2/15	As needed	14.13
157.	CER PALS Manager	Martin	Janice	9/1/20	As needed	16
158.	CER PALS Aide	McGettigan	Barbara	9/1/14	As needed	14.13
159.	CER PALS Aide	Peak	Judith	10/3/22	As Needed	14.13
160.	CER PALS Aide	Santiago	Kayla	2/22/21	As needed	14.13
161.	CER PALS Aide	Shannon	Kayla	12/10/19	As needed	14.13

Motion to approve Personnel Action Items # 1-161 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Dr. Jeremy Cohen			✓		
Mrs. Susan Embrey			✓		
Mrs. Jeannine Foster					(absent)
Mrs. Lisa Kehoe	✓		✓		
Mrs. Alison Moyer		✓	✓		#50, 145 & 147
Ms. Brandy Titus			✓		
Mr. Joshua Zagorski			✓		
VP: Mrs. Rebecca Holland			✓		
Pres: Mrs. Jocelyn Lewis			✓		
Result of Motion			Passed 8-0-1		

B.	STUDENT RECOGNITION - Ms. Bonmati presented the students of the month			
	1. Students of the Month:			
	5th Grade	6th Grade	7th Grade	8th Grade
	Christian Morais	Braelyn Sandelier	Bianca Bird	Trisha Weisman



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	2.	Superintendent's Award: Austin Cason			
	3.	Student Government Report: Mr. Kit Hildebrand presented the report.			
		President	Vice President	Secretary	Treasurer
		Samantha Haughey	Kit Hildebrand	Joseph Field	Julian Dubray

Motion to open Public Participation - no participation requested				
Motion	Second	All in Favor	All Opposed	Result of Motion
N/A				

XII. PUBLIC PARTICIPATION

This meeting will now be open to the public. If you have 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 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](#).

Motion to close Public Participation				
Motion	Second	All in Favor	All Opposed	Result of Motion
N/A				

XIII. NEW BUSINESS

Mrs. Lewis informed the board that the New Jersey School Board Workshop registration is open.

XIV. OLD BUSINESS

Mrs. Lewis stated that Ethics Training will be held May 4, 2023 - Jesse Adams, NJSBA, (Special Board Meeting)

XV. NON-PUBLIC EXECUTIVE SESSION

WHEREAS, in accordance with the NJ Open Public Meetings Act, the Berlin Borough School District Board of Education desires



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to discuss certain matters which are exempted from the public; and

WHEREAS, the Berlin Borough School District Board of Education will disclose the discussion topic of the closed session at a public meeting as soon as permissible; and

NOW THEREFORE BE IT RESOLVED that the Berlin Borough School District Board of Education will enter into closed session for approximately 45 minutes for said purposes pertaining to:

	Negotiations	x	Personnel (1)		Legal		Individual Privacy
	Security		Student Matters		Litigation		Investment/Property Acquisition

Motion to close Public Participation and enter Executive Session was made at 7:07 p.m.				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Embry	Mrs. Kehoe	✓	0	Passed

Discussion was held regarding the date of the next regular meeting. The meeting will be rescheduled from May 24th to May 23, 2023.

XVI. MEETING ADJOURNED

Motion to adjourn the meeting				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mr. Cohen	Ms. Titus	✓	0	Passed

BERLIN BOROUGH BOARD OF EDUCATION

Donna DiLapo

Donna DiLapo, Board Secretary

The next Board of Education Meeting is scheduled for May 4, 2023 (Special Meeting for Board Ethics Training) at 7:00 p.m. in the Media Center of the Berlin Community School

The next Board of Education Meeting is scheduled for May 23, 2023, at 7:00 p.m. in the Media Center of the Berlin Community School