



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



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

E. STUDENT RECOGNITION

A Student of the Month is an active listener and member of the community who continually strives for personal excellence and respects all staff, students, and community members by supporting the Six Pillars of Character. Students of the Month contribute to an overall positive school environment. Grade level teachers work together to nominate just one student from grades five through eight each month throughout the academic school year. Those selected as Student of the Month serve as role models to their peers and should be extremely proud of their efforts and recognition!

1 Students of the Month:

5th Grade	6th Grade	7th Grade	8th Grade
Addisynn Archer	Kaitlyn Entrekin	Jack Bracchi Addison Foster	Elijah Kelly Carina Marella

2 Superintendent's Award: Alexis Marella, Shane Smith

3 Student Government Report:

President	Vice President	Secretary	Treasurer
Jeremiah Robles Blackwell	Eli Kelly	Allison Snock	Ariel Schwartz

Jeremiah made the following report:

- * Student Council hosted a dance on Ja 31 and brought in just shy of \$1,000
- * 5th graders are now permitted to attend the dances
- * Student Council continues to meet monthly with Dr. Campisi and, broadcast the daily announcements

F. PRESENTATIONS

1. none

The Sign-In sheet for participation in the public comment portion of the meeting will be collected at this time.

II. PUBLIC PARTICIPATION (Action Items Only)

This meeting will now be open to the public. If your questions or comments pertain 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



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public.

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No one from the public spoke.

Open Public Session	
Motion	Second

Close Public Session	
Motion	Second

G. APPROVAL OF MINUTES

Motion for the Berlin Borough Board of Education to approve the minutes of the following meeting(s):

#	Meeting Date	Type of Minutes	Attach
1.	January 15, 2020	Public	M-1
2.	January 15, 2020	Executive Session (closed session)	

Motion	J Del Palazzo	Second	L Kehoe
Lisa Asare	Absent	Kristen Simone	Yes
Jenine Del Palazzo	Yes	Brandy Titus	Yes
Jeffrey Greenberg	Yes	Francine Viscome	Abstain
Rebecca Holland	Yes	Jocelyn Lewis	Yes
Lisa Kehoe	Yes		



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



H. CORRESPONDENCE

1. None at this time.

III. SUPERINTENDENT'S REPORT

A. Verbal Report: Dr. Joseph Campisi, Superintendent

- The School Green Team has been meeting about recycling and other green-friendly initiatives.
- Our Student Government held a very successful Dance on January 31, 2020. This marked the beginning of 5th grade students being included in all Middle School Dances.
- The girls and boys basketball teams' both have made the play-offs. The girls team is playing tonight. The boys play tomorrow night.
- Our wrestling team had many individual victories throughout their season including Nikita Alcoba who won his weight class at the Cherry Hill tournament last weekend.
- Our Student Equity Committee met and will be meeting again soon.
- We had our initial transition meeting with our OnCourse rep to begin the transition to the system on July 1.
- We had an in-service on the 14th with training on Equity and Implicit Bias.
- Candy Bar Bingo is coming up on Friday the 21st sponsored by HSA.
- The Little Lions PreK Open House is also on the 21st @ 9 AM.
- Kindergarten registration is on February 24 & 25 from 9 AM - 2:30 PM.
- Eastern Course selection for our 8th grades will be on the 25th & 26th.

B. Motion to approve the following reports upon the recommendation of the Superintendent:

#	Report	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



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



9	PALS/CER Report	SR-9
10	Health Office Report	SR-10

Motion	L Kehoe	Second	B Titus
Lisa Asare	Absent	Kristen Simone	Yes
Jenine Del Palazzo	Yes	Brandy Titus	Yes
Jeffrey Greenberg	Yes	FrancineViscome	Yes
Rebecca Holland	Yes	Jocelyn Lewis	Yes
Lisa Kehoe	Yes		

IV. NON-PUBLIC EXECUTIVE SESSION

In accordance with the NJ Open Public Meetings Act, the Berlin Borough School District desires to discuss certain matters in closed session described in the aforementioned law, pertaining to student matters. The Berlin Borough School District Board of Education will disclose the discussion topic of the closed session at a public meeting as soon as possible. The Berlin Borough School District shall now enter a closed session for approximately 30 minutes.

WHEREAS; Matters pertaining to sensitive personnel issues, negotiations, student discipline issues and litigation are proper topics for closed sessions under the Public Meetings Act, therefore, be it

RESOLVED: to hold a Closed Meeting of the Berlin Borough Board of Education for said purposes pertaining to:

<input type="checkbox"/> Negotiations	<input checked="" type="checkbox"/> Personnel (2)	<input type="checkbox"/> Legal	<input type="checkbox"/> Individual Privacy
<input type="checkbox"/> Security	<input checked="" type="checkbox"/> Student Matters (1)	<input type="checkbox"/> Litigation	<input type="checkbox"/> Investment/Property Acquisition

BE IT FURTHER RESOLVED; to make available the results of the Closed Meeting in the minutes of this meeting or in subsequent actions of the Board.

Open Executive Session	7:23 pm
Motion	Second
J Greenberg	F Viscome

Close Executive Session	9:07 pm
Motion	Second
F Viscome	B Titus



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



Open Public Session	9:07 pm
Motion	Second
B Titus	R Holland

V. FACILITIES

A. Committee Report: Mrs. Brandy Titus

The Facilities Committee met on February 10, 2020 and discussed the following items:

- the monthly drills and use of facilities reports;
- the status of the new district truck;
- working in collaboration with Berlin AA & the Borough to install extra fencing on the baseball field due to the manhole covers in left field;
- the planned panic button drill (in compliance with Alyssa's Law);
- installing blue lights in the music and vocal rooms; and,
- updating the "Do not enter sign" on the elementary side of the building.

B. Motion to approve Facilities actions items #1-2 upon the recommendation of the Superintendent:

	Action Items	Attach
1.	Fire and Emergency Drill Report	FA-1
2.	Use of Facilities	FA-2

Motion	F Visome	Second	L Kehoe
Lisa Asare	Absent	Kristen Simone	Yes
Jenine Del Palazzo	Yes	Brandy Titus	Yes
Jeffrey Greenberg	Yes	Francine Viscome	Yes
Rebecca Holland	Yes	Jocelyn Lewis	Yes
Lisa Kehoe	Yes		



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



VI. FINANCE

A. Committee Report: Mrs. Lisa Kehoe

The Finance Committee met on February 5, 2020 and February 10, 2020.

The February 5th meeting was from 4 PM - 7:15 PM and was to discuss the preliminary 20-21 fiscal year budget.

- The Finance Committee will be meeting again shortly regarding the 20-21 fiscal year budget.

The February 10th meeting was the regular monthly Finance Meeting and the committee discussed:

- the status of the 20-21 fiscal year budget;
- the RFP for a new insurance broker; and,
- a request regarding a transportation matter.

B. Motion to approve Finance action items #1-14 upon the recommendation of the Superintendent:

	Action Items	Attach
1.	Business Administrator's Report	FI-1
2.	Reconciliation Report	FI-2
3.	Report of the Board Secretary	FI-3
4.	Monthly Budgetary Certifications	
	a. Certification of Board Secretary	FI-4
	b. Certification of Board of Education	FI-5
	c. Certified of Anticipated Revenue	FI-6
5.	Transfers	FI-7
6.	Cafeteria Report	FI-8
7.	Approval of Bills	FI-9
8.	Student Activity Report	FI-10
9.	School Health Insurance Fund - Accept the 2019-2020 health insurance fund dividend in the amount of \$125,567 for a one time reduction on the February 2020 invoice.	FI-11
10.	Kelly Services Exhibit A - pricing structure for Educational Staffing to reflect the addition of Custodial Staff and Paraprofessional Extended Day PALS.	FI-12
11.	Contract with A&F Lawn Care LLC, for the period of April 1 through November 1, 2020 at a	FI-13



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



	cost of \$570.00 per month.	
12.	Contract with Med-Flex for the rental of medical waste boxes serviced twice per year in Dec and June.	FI-14
13.	Tuition contract Hampton Academy for the period of January 21, 2020 through June 30, 2020 for a period of 98 days in the amount of \$280.50 per diem. ESY for 15 days in the amount of \$1,950 and any extraordinary services per the contract.	FI-15
14.	Agreement for educational services with Regional Enrichment and Learning Center for homebound instruction for the period of February 1, 2020 through June 30, 2020 at a rate of \$65.00 per hour and \$10.00 per day for teacher travel.	FI-16

Motion to table Item # 14 made by J DelPalazzo and seconded by B Titus. Motion passed by a unanimous voice vote.

Items #1 through 13

Motion	L Kehoe	Second	R Holland
Lisa Asare	Absent	Kristen Simone	Yes
Jenine Del Palazzo	Yes	Brandy Titus	Yes
Jeffrey Greenberg	Yes	FrancineViscome	Yes
Rebecca Holland	Yes	Jocelyn Lewis	Yes
Lisa Kehoe	Yes		

#	Resolution #1-2-19-20	Attach
15.	BE IT RESOLVED , the Berlin Borough Board of Education approves the 2019-2020 Waiver Request for the Special Education Medicaid Initiative, due to less than forty (40) Medicaid eligible students.	FI-17

Motion	L Kehoe	Second	R Holland
Lisa Asare	Absent	Kristen Simone	Yes
Jenine Del Palazzo	Yes	Brandy Titus	Yes
Jeffrey Greenberg	Yes	FrancineViscome	Yes
Rebecca Holland	Yes	Jocelyn Lewis	Yes
Lisa Kehoe	Yes		



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



#	Resolution #2-2-19-20	Attach
16.	BE IT RESOLVED , the Berlin Borough Board of Education approves the amendment to the 403 (b) plan documents in a good faith effort to meet the requirements of law, regulations or other issuances regarding eligibility requirements and hardship distributions as per Resolution attached.	FI-18

Motion	R Holland	Second	L Kehoe
Lisa Asare	Absent	Kristen Simone	Yes
Jenine Del Palazzo	Yes	Brandy Titus	Yes
Jeffrey Greenberg	Yes	Francine Viscome	Yes
Rebecca Holland	Yes	Jocelyn Lewis	Yes
Lisa Kehoe	Yes		

VII. CURRICULUM

A. Committee Report: Mrs. Lisa Asare

The Curriculum Committee met on February 10, 2020 and discussed the following items:

- field trips for Board approval;
- the direction of the Equity work the district will move towards regarding different consultants;
- the February 14th in-service day;
- the Extended School Year calendar/dates;
- the LGBTQ inclusive curriculum for SY 2020-2021;
- the NJSLA schedule, Berlin Borough has been designated a field test district for ELA - there will be an extra unit of ELA at each grade level that is tested; and, the 20-21 schedule with regard to potential departmentalization of 5th grade.

B. Motion to approve Curriculum action item #1-4 upon the recommendation of the Superintendent:

#	Action Items	Attach
1.	Field Trips	CI-1
2.	Implicit Bias Training (onsite)	CI-3
3.	Extended School Year (ESY) Dates/Calendar	CI-4
4.	2019-2020 Nursing Services Plan	CI-5



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



Motion	R Holland	Second	K Simone
Lisa Asare	Absent	Kristen Simone	Yes
Jenine Del Palazzo	Yes	Brandy Titus	Yes
Jeffrey Greenberg	Yes	Francine Viscome	Yes
Rebecca Holland	Yes	Jocelyn Lewis	Yes
Lisa Kehoe	Yes		

VIII. POLICY

A. Committee Report: Mr. Jeffrey Greenberg, Chair

The Policy Committee met on February 10, 2020 and discussed the following items:

- the adoption reading of the new Lotteries for Student Entrance Into Programs policy;
- revisions to the Athletic Competition policy regarding academic and behavior standards for eligibility; and,
- an upcoming policy that will be mandated by “Paul’s Law” regarding individual health care plans for students with epilepsy or seizure disorders.

B. Motion to approve Policy action item #1-2 upon the recommendation of the Superintendent:

#	No.	Title	Pol	Reg	1st	2nd*	Rev	Ab
1.	2431	Athletic Competition as amended	x				x	
2.	5112.1	Lotteries for Student Entrance Into Programs	x		x			

**2nd reading is the official adoption of the policy/regulation*

Motion	B Titus	Second	L Kehoe
Lisa Asare	Absent	Kristen Simone	Yes
Jenine Del Palazzo	Yes	Brandy Titus	Yes
Jeffrey Greenberg	Yes	Francine Viscome	Yes
Rebecca Holland	Yes	Jocelyn Lewis	Yes
Lisa Kehoe	Yes		



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IX. PERSONNEL

A. Committee Report: Mrs. Fran Viscome

The Personnel Committee met on February 10, 2020 at 5pm and discussed the following items:

- preliminary staffing needs for the 2020-2021 school year;
- finalizing the staff/student calendar as well as the maintenance calendar;
- professional developments requests;
- upcoming leaves of absences;
- the substitute fill rate; and,
- accepting student teacher this Spring.

B. Motion to approve Personnel action items #1-15 upon the recommendation of the Superintendent:

Professional Development					
#	Program	Location	Dates	Attendee	Cost (Not to Exceed)
1.	Peer Shadow Visit	Pleasant Valley School, Harrison Twp.	February 25, 2020	Mike Ford	\$0.
2.	NJ Building and Grounds Association	Harrah's, Atlantic City, NJ	March 22,23,24,25 2020	Thomas Pratt	\$0.
3.	STEAM Leadership Conference 2020	Georgia Tech University, GA	April 20,21 2020	Michael Ford	\$250.
4.	Understanding Texts & Readers	Philadelphia, PA	April 29, 2020	Marie Majuri	\$249.
5.	Understanding Texts & Readers	Philadelphia, PA	April 29, 2020	Andrea Scordo	\$249.

Resignations/Retirements/Leaves of Absence					
#	Name	Position	Salary	Reason	Effective Date
6.	Sara Durmala	Elementary Teacher	\$64,282.00	Maternity Leave	9/1/20202 - 11/1/ 2020
7.	Erin Woods	Elementary Teacher	\$67,908.00	Maternity Leave	9/1/2020 - 1/2/2021



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



8.	37413630	Middle School Teacher	\$60,975	Administrative Leave	11/15/2020 - 5/31/2020
9.	37413630	Middle School Teacher	\$60,975	Unpaid Leave	6/1/2020 - 6/30/2020

Substitute Hire						
#	Name	Position	Hours	Salary	Reason	Effective Date
10.	Charles Mauger*	Custodian	25 hours/week	\$12.00/hour	Leave of Absence	2/19/2020

*Pending successful completion of NJDOE requirements

Student Teaching					
#	Student Teacher	Subject	Cooperating Teacher	Institution	Dates
11.	Luke Militch	Instrumental Music	Skip Spratt	University of the Arts, Philadelphia, PA	3/19/2020 - 5/8/2020

Calendars		
12.	Teacher and Staff SY 2020-2021 School Calendar	PR-2
13.	Maintenance/Custodial SY 2020-2021 School Calendar	PR-3

Substitute Services Report				
#	Service	Time Frame	Fill Rate	Attach
14.	Kelly Educational Staffing	1/1/2020 - 1/31/2020	99.40%	PR-1

Motion	B Titus	Second	R Holland
Lisa Asare	Absent	Kristen Simone	Yes
Jenine Del Palazzo	Yes	Brandy Titus	Yes
Jeffrey Greenberg	Yes	Francine Viscome	Yes
Rebecca Holland	Yes	Jocelyn Lewis	Yes
Lisa Kehoe	Yes		



**Berlin Borough School District
215 South Franklin Ave
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#	Resolution #3-2-19-20
15.	<p>WHEREAS, the Berlin Borough Board of Education has received a recommendation from Dr. Joseph Campisi, relating to employee #37413630, ; and</p> <p>WHEREAS, the Superintendent has recommended that the salary and other compensation of such employee be maintained at the same amount for the 2019-2020 school year; and</p> <p>WHEREAS, the specific grounds for the recommendation were submitted to the Board and considered by it in connection with this action.</p> <p>NOW, THEREFORE, BE IT RESOLVED by the Berlin Borough Board of Education in accordance with the requirements of N.J.S.A. 18A:29-14, as follows:</p> <p>1. Any employment and adjustment increments to which employee employee #37413630 might be entitled for the 2020-2021 school year shall be withheld, so that the salary and other compensation to be received by employee #37413630 for the 2020-2021 school year shall be the same as that received by such employee during the 2019-2020 school year.</p> <p>2. This action is taken by the Board pursuant to the authority vested in it under N.J.S.A. 18A:29-14.</p> <p>3. The Superintendent is hereby directed to provide #37413630 with written notice of this increment withholding and the reasons therefore by not later than ten (10) days from the date of this resolution.</p>

Motion	R Holland	Second	J Del Palazzo
Lisa Asare	Absent	Kristen Simone	Yes
Jenine Del Palazzo	Yes	Brandy Titus	Yes
Jeffrey Greenberg	Yes	FrancineViscome	Yes
Rebecca Holland	Yes	Jocelyn Lewis	Yes
Lisa Kehoe	Yes		

X. BBEA-BOE LIAISON

A. Committee Report: Mrs. Brandy Titus
The committee met on Feb 10th.

XI. PUBLIC PARTICIPATION

This meeting will now be open to the public. If your questions or comments pertain 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.



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No one from the public spoke.

Open Executive Session	
Motion	Second
Close Executive Session	
Motion	Second

XII. NEW BUSINESS

- Board Ethics Workshop - March 18, 2020 at 6 PM
- Mr. Ford informed the Board via letter that 4 Middle School GT students have been selected for the NJSBA Regional STEAM competition.

XIII. OLD BUSINESS

- Aerial Schwartz has been selected for the 8th Grade Dialogus to be held on Marh 19th at Lindenwold.



XIV. MEETING ADJOURNED

Adjourn Meeting	10:08 pm
Motion	Second
J Del Palazzo	L Kehoe

BERLIN BOROUGH BOARD OF EDUCATION

Board Secretary

Next Regular Meeting of the Board of Education

Date	Time	Location
March 18, 2020 (Board Ethics Workshop)	6:00 PM	Media Center, Berlin Community School
March 18, 2020 (Regular Meeting)	7:00 PM	Media Center, Berlin Community School