



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



Regular Meeting of the Board of Education

Date	Time	Location
January 15, 2020	7:00 PM	Media Center, Berlin Community School

Board of Education

Mrs. Jocelyn Lewis, President	Mrs. Jenine Del Palazzo	Mrs. Kristen Simone
Mrs. Rebecca Holland, Vice-President	Mr. Jeffrey Greenberg	Mrs. Brandy Titus
Mrs. Lisa Asare	Mrs. Lisa Kehoe	Mrs. Francine Viscome

Board Solicitor	Superintendent	Business Administrator
Dan Long, Esq	Dr. Joseph Campisi	Patricia Palmieri

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 life-long learning while achieving proficiency in the New Jersey Student Learning Standards and meet the challenges of an evolving global society.

MINUTES

I. PUBLIC SESSION

- A. Meeting Called to Order by Jocelyn Lewis at 7pm**
- B. Flag Salute**
- C. 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.) Borough Hall.



D. Roll Call

Lisa Asare	Present	Jocelyn Lewis	Present
Jenine Del Palazzo	Present	Kristen Simone	Present
Jeffrey Greenberg	Present	Brandy Titus	Present
Rebecca Holland	Present	Francine Viscome	Absent
Lisa Kehoe	Present		

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
Logan Condell Chris Minerva (from September) Julian DeVray (from November)	Christiana Fulton	Melany Mosier	Javian Knowles

2 Superintendent's Award: Cielo Mai

3 Student Government Report: Allison Snock

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



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 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.

No One from the public wished to speak.

Open Public Session	
Motion	Second

Close Public Session	
Motion	Second



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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 2, 20020	Reorganization Meeting (open/public session)	<u>M-1</u>
2.	November 20, 2019	Regular Meeting (open/public session)	<u>M-2</u>
3.	November 20, 2019	Executive Session (closed session)	

Motion	J. Delpalazzo	Second	R Holland
Lisa Asare	Yes Abstain #1	Kristen Simone	Yes Abstain # 2,3
Jenine Del Palazzo	Yes	Brandy Titus	Yes
Jeffrey Greenberg	Yes	FrancineViscome	Absent
Rebecca Holland	Yes	Jocelyn Lewis	Yes
Lisa Kehoe	Yes		

H. CORRESPONDENCE

1. None at this time.



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IV. SUPERINTENDENT'S REPORT

A. Verbal Report: Dr. Joseph Campisi

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

#	Report	Attach
1	Enrollment Report	<u>SR-1</u>
2	Student Attendance Report	<u>SR-2</u>
3	Staff Attendance Report	<u>SR-3</u>
4	Code of Conduct Report	<u>SR-4</u>
5	Accept the monthly HIB Report	<u>SR-5</u>
6	Elementary Principal's Report	<u>SR-6</u>
7	Middle School Principal's Report	<u>SR-7</u>
8	Special Education Report	<u>SR-8</u>
9	PALS/CER Report	<u>SR-9</u>
10	Health Office Report	<u>SR-10</u>
11	NutriServe Food Service Report	<u>SR-11</u>

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



V. FACILITIES

A. Committee Report: Brandy Titus

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

		Attach
1.	Fire and Emergency Drill Report	<u>FA-1</u>
2.	Use of Facilities	<u>FA-2</u>

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



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VI. FINANCE

A. Committee Report: Brandy Titus

B. Motion to approve Finance action items #1-12 upon the recommendation of the Superintendent:

	Action Items	Attach
1.	Business Administrator's Report	<u>FI-1</u>
2.	Reconciliation Report	<u>FI-2</u>
3.	Report of the Board Secretary	<u>FI-3</u>
4.	Monthly Budgetary Certifications	
	a. Certification of Board Secretary	<u>FI-4</u>
	b. Certification of Board of Education	<u>FI-5</u>
	c. Certified of Anticipated Revenue	<u>FI-6</u>
5.	Transfers	<u>FI-7</u>
6.	Cafeteria Report	<u>FI-8</u>
7.	Approval of Bills	<u>FI-9</u>
8.	Student Activity Report	<u>FI-10</u>
9.	Donations	<u>FI-11</u>
10.	Accept and approve the 2020-2021 Budget Calendar.	<u>FI-12</u>
11.	Approve the shared services contract with Berlin Borough for School Resource Officers through June 30, 2021.	<u>FI-13</u>



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

#	Resolution #1-1-15-20	Attach
12.	BE IT RESOLVED , the Berlin Borough Board of Education appoints Patricia Palmieri as the School Alliance Fund Commissioner on behalf of the Berlin Borough School District.	<u>FI-14</u>

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



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VII. CURRICULUM

A. Committee Report: Lisa Asare

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

#		Attach
1.	Field Trips	<u>CI-1</u>

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

VIII. POLICY

A. Committee Report: Jeffrey Greenberg

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

#	No.	Title	Pol	Reg	1st	2nd*	Rev	Ab
1.	5112.1	<u>Lotteries for Student Entrance Into Programs</u>	x		x			

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

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



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IX. PERSONNEL

A. Committee Report: Fran Viscome

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	Junior Theatre Festival	Atlanta, GA	1/17,18,19, 2020	Anne Kessler	\$0.
2	Writing IEP's	CC College	1/24/2020	John Meo	\$149.
3	Writing IEP's	CC College	1/24/2020	Christina McMenamin	\$149.
4	Writing IEP's	CC College	1/24/2020	Stephanie Marshall	\$149.
5	Writing IEP's	CC College	1/24/2020	Alyssa Wortelman	\$149.
6	PowerSave Schools Training	SJ Gas Industry, AC	2/12/2020	Jen Parks	\$10.
7	PowereSave Schools Training	SJ Gas Industry, AC	2/12/2020	Trey Jaworski	\$10.

Resignations/Retirements/Leaves of Absence					
#	Name	Position	Salary	Reason	Effective Date
8.	Jennifer Robillard	PALS ~ Rescind Offer	\$11/hour	Declined Offer	N/A

New Hire						
#	Name	Position	Step	Salary	Reason	Effective Date
9.	Jennifer Parks	Spanish Teacher	MA-10	\$66,151	Termination	9/1/2019
10.	Julia Katz	Nurse Sub	N/A	\$125/day	N/A	9/1/2019



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11.	Roseann Perkins	Nurse Sub	N/A	\$125/day	N/A	9/1/2019
12.	Regina Kao	Nurse Sub	N/A	\$125/day	N/A	9/1/2019
13.	Caroline Volpe	Lunch Aide	N/A	\$11/hour	Resignation	1/15/2020*

*upon completion of all NJDOE requirements

Substitute Services Report			
#	Service	Time Frame	Fill Rate
14.	Kelly Educational Staffing	11/1/2019 - 11/30/2019	95.9%
15.	Kelly Educational Staffing	12/1/2019 - 12/31/2019	97.8%

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

X. BBEA-BOE LIAISON

- A. Committee Report: Jocelyn Lewis
The liaison meeting was held in early December.



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Open Public Session	7:53 pm
Motion	Second
J Del Palazzo	R Holland

Close Public Session	7:53 pm
Motion	Second
B Titus	L Asare



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XIII. NEW BUSINESS

- Board Ethics Workshop - March 18, 2020 at 6 PM

XIV. OLD BUSINESS

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 an approximately 60-75 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	<input type="checkbox"/> Legal	<input type="checkbox"/> Individual Privacy
<input type="checkbox"/> Security	<input type="checkbox"/> Student Matters	<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	7:54 pm
Motion	Second
J Del Palazzo	J Greenberg

Close Executive Session	10:55 pm
Motion	Second
R Holland	K Simone

XV. RETURN TO PUBLIC SESSION



XVI. MEETING ADJOURNED

Adjourn Meeting	10:55 pm
Motion	Second
L Kehoe	J Del Palazzo

BERLIN BOROUGH BOARD OF EDUCATION



Board Secretary

Next Regular Meeting of the Board of Education

Date	Time	Location
February 19, 2020	7:00 PM	Media Center, Berlin Community School