



Regular Board of Education Meeting

Date	Time	Location
January 26, 2022	7:00 PM	Media Center, Berlin Community School

Board of Education

Mrs. Jocelyn Lewis, President	Ms. Jeannine Foster	Mrs. Kristen Simone
Mrs. Rebecca Holland, Vice-President	Mrs. Lisa Kehoe	Mrs. Brandy Titus
Mrs. Susan Embrey	Mrs. Alison Moyer	Mr. Joshua Zagorski

Board Solicitor	Superintendent	Interim Business Administrator
Dan Long, Esq	Dr. Joseph Campisi	Mr. John Scavelli

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.

REGULAR MEETING MINUTES

I. PUBLIC SESSION

- A. **Meeting Called to Order by Board President Jocelyn Lewis at 7:00 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**

Board Member	Present	Absent
Susan Embrey	X	
Jeannine Foster	X	



Rebecca Holland	X	
Lisa Kehoe	X	
Jocelyn Lewis	X	
Alison Moyer	X	
Kristen Simone	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.

E. STUDENT RECOGNITION

- Students of the Month: Presented by Mrs. Therese Bonmati, Middle School Principal

5th Grade	6th Grade	7th Grade	8th Grade
Ryan Piccoli	Sophia Schumin	Juliana Marini	Vincent Milillo

- Superintendent's Award: **Lucas Zagorski**

- Student Government Report: **Tommy Caruso**

President	Vice President	Secretary	Treasurer
Tommy Caruso	Kaitlyn Bunting	Cienna Bright	Dylan McMullen

Motion to open Public Participation - The sign-in sheet for participation in the public comment portion was collected and there were none listed for action items.				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Simone	Mrs. Kehoe	9	0	Passed

F 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



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



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. Embrey	Mrs. Kehoe	9	0	Passed

II. APPROVAL OF MINUTES

#	Meeting Date	Type of Minutes	Attach
1.	December 22, 2021	Public Session	M-1
2.	December 22, 2021	Executive (Closed) Session	emailed to board members
3.	January 5, 2022	Reorganization Meeting	M-3

Motion to approve the board meeting minutes #1-3 of December 22, 2021 and January 5, 2022					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey			X		
Jeannine Foster			#3		#1-2
Lisa Kehoe	X		X		
Alison Moyer					X
Kristen Simone			#3		#1-2
Brandy Titus		X	X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 6-0-3 or 8-0-1		

III. PRESENTATION(S)

Title	Presenters
January Professional Day Debrief	Mrs. Therese Bonmati and Mrs. Kellilyn Mawson



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



IV. CORRESPONDENCE - None

V. SUPERINTENDENT'S REPORT 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

Motion to approve reports #1-10 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey			X		
Jeannine Foster			X		
Lisa Kehoe	X		X		
Alison Moyer			X		
Kristen Simone		X	X		
Brandy Titus			X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		



VI. FACILITIES - report presented by Chairperson, Brandy Titus

Drills						
#	Type	Date	Time	Duration	Temp	Police
1.	Fire Drill	1/13/2022	9:45 am	9 minutes	42 degrees	yes
2.	Shelter-in-Place	1/18/20202	10 am	10 minutes	n/a	yes

#	Action Items	Attach
3.	Use of Facilities	EA-1
4.	2021-22 Architect of Record Agreement and authorize/affirm Garrison Architects to complete an HVAC Mechanical Equipment Evaluation in the amount \$5,000 (20-487-200-300-00-00)	EA-2

Motion to affirm Drills #1-2 and approve Facilities Action Items #3-4 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey			X		
Jeannine Foster			X		
Lisa Kehoe		X	X		
Alison Moyer			X		
Kristen Simone	X		X		
Brandy Titus			X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		

VII. FINANCE - report presented by Chairperson, Lisa Kehoe

#	Action Items	Attach
1.	Business Administrator's Report	FI-1
2.	Cash Reconciliation Report for December 2021	FI-2
3.	Report of the Board Secretary for December 2021	FI-3
4.	Monthly Certifications of the Board Secretary and Board of Education for December 2021	FI-4



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



5.	Appropriation Transfers for December 2021	FI-5.a FI-5.b
6.	Cafeteria Report for December 2021	FI-6
7.	Approval of Bills for January 2022	FI-7
8.	Student Activity Report for December 2021	FI-8
9.	Payment in the amount of \$58,940.77 to Duga Construction, LLC as certified by Garrison Architects according to Payment Application #4 (30-000-400-450-00-00)	FI-9
10.	Change order for the Partial Roof Replacement Project in the amount of (\$1,237.08) reducing the overall cost from \$761,000.00 to \$759,762.92	FI-10
11.	Affirm Cooperative Pricing System purchases that exceed the non-QPA bid threshold of \$32,000	FI-11
12.	Waiver request to the New Jersey Department of Education seeking exemption from the 2022-23 Special Education Medicaid Initiative Program since the district has less than forty (40) Medicaid eligible students	FI-12

Motion to approve Finance Action Items #1-12 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey	X		X		
Jeannine Foster			X		
Lisa Kehoe		X	X		
Alison Moyer			X		
Kristen Simone			X		
Brandy Titus			X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		

VIII. CURRICULUM - report presented by Chairperson, Joshua Zagorski

Action Items - Field Trips						
#	Name	Date	Time	Destination	Grade	Cost to District
1.	Philadelphia Sightseeing Tours	6/9/2022	8:30 am - 2:10 pm	Philadelphia, PA	5	\$0
2.	Dark Waters Camp	5/13/2022	8:30 am - 2:10 pm	Medford, NJ	6	\$0



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



3.	Dark Waters Camp	5/12/2022	8:30 am - 2:10pm	Medford, NJ	7	\$0
4.	Hershey Park	6/10/2022	6:30 am - 8:00 pm	Hershey, PA	8	\$0

Motion to approve Curriculum Action Items #1-4 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey		X	X		
Jeannine Foster			X		
Lisa Kehoe	X		X		
Alison Moyer			X		
Kristen Simone			X		
Brandy Titus			X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		

- IX. **AD HOC COMMITTEE - CULTURAL PROFICIENCY & EQUITY STAKEHOLDER GROUP** - report presented by Chairperson, Kristen Simone. There are no action items.

- X. **POLICY** - report presented by Chairperson, Susan Embrey. There are no action items.

- XI. **PERSONNEL** - report presented by Chairperson, Kristen Simone

Action Items

New Hires					
#	Name	Position	Salary	Reason for Vacancy	Effective Date/Start Date
1.	Christina Weber	Superintendent's Administrative Assistant	\$40,800	Resignation	TBD

Professional Development						
#	Staff Member	Program	Date	Time	Location	Cost (Not to Exceed)



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



2.	Lisa Neptune	Speech Language Therapy: Promoting Rapid Change for Change with Severe Phonological Disorders (Grades PreK-6)	2/14/2022	8:00 am - 3:15 pm	Aloft Hotel, Mt. Laurel, NJ	\$279
3.	Emma Califano	Trauma Informed Strategies to Support Student Success	1/27/2022	8:00 am - 3:15 pm	Westin, Mr. Laurel, NJ	\$279

Substitute Services Report				
#	Service	Time Frame	Fill Rate	Attach
4.	Kelly Educational Staffing	12/1/2021 - 12/31/2021	76.77%	PR-1

Job Description Approval						
#	Position	Pay Rate	Hours Per Week	Term	Affiliated	Attach
5.	Contact Tracer (COVID-19)	\$15-\$20 per hour	Not to exceed 29.5 hours per week	Temporary	No	PR-2

Motion to approve Personnel Action Items #1-5 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey			X		
Jeannine Foster			X		
Lisa Kehoe	X		X		
Alison Moyer			X		
Kristen Simone			X		
Brandy Titus		X	X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		

Motion to open Public Participation - There were none listed on the sign-in sheet for participation in the public comment portion.				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Titus	Mrs. Embrey	9	0	Passed



XII. PUBLIC PARTICIPATION

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.

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Mrs. Titus	Mrs. Embrey	9	0	Passed

XIII. NEW BUSINESS - Mrs. Lewis noted traffic concerns near the school. The SRO indicated that he will notify his superiors at the police department.

XIV. OLD BUSINESS - None

Motion to enter into executive session at 7:30 p.m. (it was noted that action will not be taken afterwards)				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Titus	Mrs. Embrey	9	0	Passed

XV. NON-PUBLIC EXECUTIVE SESSION

WHEREAS, in accordance with the NJ Open Public Meetings Act, the Berlin Borough School District Board of Education desires 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 30 minutes for said purposes pertaining to:



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



X	Negotiations		Personnel		Legal		Individual Privacy
	Security		Student Matters		Litigation		Investment/Property Acquisition

Motion to return to open session at 8:33 p.m. - it is noted that Mrs. Moyer was excused from the executive session and was not in attendance when the board returned to open session.

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

XVI. MEETING ADJOURNED at 8:34 p.m.

Motion to adjourn the meeting

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

BERLIN BOROUGH BOARD OF EDUCATION

John Scavelli

John Scavelli, Board Secretary

The next Board of Education Meeting is scheduled for February 23, 2022