



Berlin Borough School District Regular Meeting of the Board of Education

Date: July 18, 2019
Time: 12:00 p.m. Special Meeting
Location: Media Center
 Berlin Community School
 215 South Franklin Avenue
 Berlin, NJ 08009

SPECIAL MEETING MINUTES

I. PUBLIC SESSION

A. Meeting Called to Order – Jocelyn Lewis, President

Time: 12:01pm

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), Borough Hall.

C. Flag Salute

D. Roll Call

Member	Present	Absent
Lisa Asare	12:10 via phone	
Jenine Del Palazzo		X
Jeffrey Greenberg	X	
Lisa Kehoe		X
Dennis Quinn	X	
Brandy Titus	X	
Francine Viscome	X	
Rebecca Holland - Vice President	X	
Jocelyn Lewis - President	X	

E. Personnel

Motion: Dennis Quinn seconded by Francine Viscome to approve personnel item 1

Roll Call: Unanimous Yes - Approved

Member	Yes	No	Abstain
Lisa Asare			
Jenine Del Palazzo			
Jeffrey Greenberg	X		
Lisa Kehoe			
Dennis Quinn	X		
Brandy Titus	X		
Francine Viscome	X		
Rebecca Holland - Vice President	X		
Jocelyn Lewis - President	X		

1. Motion to ratify and affirm Christina Weber as the CER/PALS Director for the period July 15, 2019, through June 30, 2020, with a total annual salary of \$36,000 (prorated).



Berlin Borough School District Regular Meeting of the Board of Education

F. Finance: Cande Kristoff

Motion: Dennis Quinn seconded by Rebecca Holland to approve finance items 1 through 4.

Roll Call: Unanimous Yes - Approved

Member	Yes	No	Abstain
Lisa Asare	X		
Jenine Del Palazzo			
Jeffrey Greenberg	X		
Lisa Kehoe			
Dennis Quinn	X		
Brandy Titus	X		
Francine Viscome	X		
Rebecca Holland - Vice President	X		
Jocelyn Lewis - President	X		

- Student transportation Contract. Motion to approve the TO AND FROM SCHOOL TRANSPORTATION contract with HILLMAN'S BUS SERVICE for annual BUS and AIDE COST of \$369,000 Less 10% bulk bid contract award discount (\$36,900.00) for an annual cost of \$332,100 for the 2019-2020 year.

Route 1A & 1B	BUS \$55,800.00	Route 1A & 1B	AIDE \$18,000.00
Route 2A & 2B	BUS \$55,800.00	Route 2A & 2B	AIDE \$18,000.00
Route 3A & 3B	BUS \$55,800.00	Route 3A & 3B	AIDE \$18,000.00
Route 4A & 4B	BUS \$55,800.00	Route 4A & 4B	AIDE \$18,000.00
Route 5A & 5B	BUS \$55,800.00	Route 5A & 5B	AIDE \$18,000.00
- Student transportation Contract. Motion to approve the SCHOOL RELATED ACTIVITIES TRANSPORTATION contract with HILLMAN'S BUS SERVICE for SPORTS and TRIPS/ACTIVITIES at a rate of \$93.50 per hour 4 hour minimum SPORTS; \$73.00 per hour TRIPS/ACTIVITIES for the 2019-2020 year.
- Substitute Services. Motion to approve substitute service with KELLY EDUCATIONAL STAFFING as per attached contract for the 2019-2020 year.
- Resolution #1 7-19 - Corporate Certificate (TD Bank).** Motion to approve Bank Signatures for the Berlin Borough Board of Education - Community Education Fund checking account.

Superintendent	Joseph Campisi
Business Administrator	Cande Kristoff
PALS/CER Manager	Christina Weber

Motion: Dennis Quinn seconded by Francine Viscome to approve finance item #5.

Roll Call: Unanimous Yes - Approved

Member	Yes	No	Abstain
Lisa Asare	X		
Jenine Del Palazzo			
Jeffrey Greenberg	X		
Lisa Kehoe			
Dennis Quinn	X		
Brandy Titus	X		
Francine Viscome	X		
Rebecca Holland - Vice President	X		
Jocelyn Lewis - President	X		

- Resolution #2 7-19 - Authorization to Apply for Emergency State Aid.** Motion to authorize the Superintendent to submit an application for Emergency Aid. This motion is approved based on the impending financial stress the district will experience due to an 8.5% - 12.5% increase in student



Berlin Borough School District Regular Meeting of the Board of Education

enrollment. The increase in student enrollment is based on the completion of a new apartment complex. The expected influx of students is estimated to begin in September.

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

F. Public Participation – All Issues – NONE

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 finance 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.

III. NONPUBLIC EXECUTIVE SESSION - NONE

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 approximate time limit of __ 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 personnel issues, student discipline, and litigation

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.

BERLIN BOROUGH BOARD OF EDUCATION

Secretary

IV. RETURN TO PUBLIC SESSION – NOT NEEDED

V. NEW BUSINESS

VI. OLD BUSINESS

VII. MEETING ADJOURNED

Time: 12:25 pm

Motion: Dennis Quinn seconded by Brandy Titus to adjourn the meeting.

Call Vote: Unanimous Yes

Next Meeting: August 14, 2019



**Berlin Borough School District
Regular Meeting of the Board of Education**

Location: Media Center
Time: 7:00 p.m.