



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



**Regular Meeting of the Board of Education**

<b>Date</b>	<b>Time</b>	<b>Location</b>
March 24, 2021	7:00 PM	BCS Cafeteria
<b>Board of Education</b>		
Mrs. Jocelyn Lewis, President	Mrs. Jenine Del Palazzo	Mrs. Kristen Simone
Mrs. Rebecca Holland, Vice-President	Mr. Jeffrey Greenberg	Mrs. Brandy Titus
Mrs. Susan Embrey	Mrs. Lisa Kehoe	Mr. Joshua Zagorski
<b>Board Solicitor</b>	<b>Superintendent</b>	<b>Business Administrator</b>
Daniel Long, Esq	Dr. Joseph Campisi	Mr. Robert O'Brien

**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 learnings while achieving proficiency in the New Jersey Student Learning Standards and meet the challenges of an evolving global society.

**REGULAR MEETING AGENDA/MINUTES**

**I. PUBLIC SESSION**

- A. Meeting Called to Order at 7:00pm**
- B. Flag Salute**
- C. 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](http://www.bcsberlin.org).) Borough Hall.

**D. Roll Call**

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>	<b>If late, time of arrival</b>
Jenine Del Palazzo	<b>X</b>		
Susan Embrey		<b>X</b>	
Jeffrey Greenberg	<b>X</b>		
Lisa Kehoe	<b>X</b>		
Kristen Simone	<b>X</b>		
Brandy Titus	<b>X</b>		
Joshua Zagorski	<b>X</b>		
Rebecca Holland, VP	<b>X</b>		
Jocelyn Lewis, President	<b>X</b>		



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**E. STUDENT RECOGNITION**

1 Students of the Month:

5th Grade	6th Grade	7th Grade	8th Grade
Addison Parks	Olive Argo	Riddhi Patel	Jake Killeen

2 Superintendent’s Award: Adriana Marella

3 Student Government Report: Jack Bracchi - discussed the March 23rd Student Government meeting and graduation photos.

President	Vice President	Secretary	Treasurer
Tadgh Beale	Jack Bracchi	Ian Norris	Catie Krug

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

**F. PUBLIC PARTICIPATION (Action Items Only)**

Motion to open Public Participation				
Motion	Second	All in Favor	All Opposed	Result of Motion
Ms. Del Palazzo	Ms. Holland	8	0	Pass 8-0

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. All public participation is governed by [District Bylaw 0167](#).

Motion to close Public Participation				
Motion	Second	All in Favor	All Opposed	Result of Motion
Ms. Simone	Ms. Kehoe	8	0	Pass 8-0



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**II. 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.	February 24, 2021	Public Session	<a href="#">M-1</a>
2.	February 24, 2021	No Executive (Closed) Session	N/A
3.	March 17, 2021	Special Meeting (Preliminary Budget Approval)	<a href="#">M-2</a>
4.	March 18, 2021	Special Meeting (Strategic Planning)	<a href="#">M-3</a>

Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo	<b>X</b>		<b>X</b>		
Susan Embrey					
Jeffrey Greenberg			<b>X</b>		
Lisa Kehoe			<b>X</b>		
Kristen Simone			<b>X</b>		
Brandy Titus		<b>X</b>	<b>X</b>		
Joshua Zagorski			<b>X</b>		
Rebecca Holland			<b>X</b>		
Jocelyn Lewis			<b>X</b>		
Result of Motion			Pass 8-0		

**III. CORRESPONDENCE**

**IV. SUPERINTENDENT'S REPORT**

- A. Superintendent Report - Stay alert of state travel advisory. A survey will be released shortly regarding interest in a Summer Academy for ELA, Math, and STEAM. Advertisement for a Grade 5-8 Math tutor once approved.
- B. Motion to approve reports #1-10 upon the recommendation of the Superintendent:

#	Action Items	Attach
1	Enrollment Report	<a href="#">SR-1</a>
2	Student Attendance Report	<a href="#">SR-2</a>
3	Staff Attendance Report	<a href="#">SR-3</a>
4	Code of Conduct Report	<a href="#">SR-4</a>
5	Accept the monthly HIB Report	<a href="#">SR-5</a>
6	Elementary Principal's Report	<a href="#">SR-6</a>



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7	Middle School Principal's Report	<a href="#">SR-7</a>
8	Special Education Report	<a href="#">SR-8</a>
9	PALS/CER Report	<a href="#">SR-9</a>
10	Health Office Report	<a href="#">SR-10</a>

Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo			X		
Susan Embrey					
Jeffrey Greenberg			X		
Lisa Kehoe	X		X		
Kristen Simone		X	X		
Brandy Titus			X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Pass 8-0		

**V. FACILITIES**

- A. Facilities Report: Ms. Brandy Titus, Chair
- B. Motion to approve Facilities action items #1-2 upon the recommendation of the Superintendent:

Drills						
	Type	Date	Time	Duration	Temp	Police
1.	Fire Drill	3/23/21	10:10 am	3 mins	n/a	Yes
2.	Lockdown	3/23/21	10:13 am	8 mins	n/a	Yes

Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo			X		
Susan Embrey					
Jeffrey Greenberg			X		
Lisa Kehoe		X	X		
Kristen Simone			X		
Brandy Titus			X		
Joshua Zagorski			X		
Rebecca Holland	X		X		
Jocelyn Lewis			X		
Result of Motion			Pass 8-0		



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**VI. FINANCE**

- A. Finance Report: Ms. Lisa Kehoe, Chair
- B. Motion to approve Finance action items #1-11 upon the recommendation of the Superintendent:

#	Action Items	Attach
1.	Business Administrator’s Report	<a href="#">FI-1</a>
2.	Cash Reconciliation Report for February 2021	<a href="#">FI-2</a>
3.	Report of the Board Secretary for February 2021	<a href="#">FI-3</a>
4.	Monthly Certifications of the Board Secretary and Board of Education for February 2021	<a href="#">FI-4</a>
5.	Appropriation Transfers for February 2021	<a href="#">FI-5</a>
6.	Cafeteria Report for February 2021	<a href="#">FI-6</a>
7.	Approval of Bills for February 2021	<a href="#">FI-7</a>
8.	Student Activity Report for February 2021	<a href="#">FI-8</a>
9.	Approve lawn service agreement with A&F Lawncare in the amount of \$3,990 for the period of April 2021 - November 2021	<a href="#">FI-9</a>
10.	Approve lawn treatment agreement with TruGreen in the amount of \$645 for the 2021-2022 school year.	<a href="#">FI-10</a>
11.	Approve rental of two (2) tents from All In One Balloons & Party Rentals in the amount of \$5,600 for the period of April 2021 - June 2021	<a href="#">FI-11</a>

Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo	<b>X</b>		<b>X</b>		
Susan Embrey					
Jeffrey Greenberg			<b>X</b>		
Lisa Kehoe			<b>X</b>		
Kristen Simone			<b>X</b>		
Brandy Titus			<b>X</b>		
Joshua Zagorski			<b>X</b>		
Rebecca Holland		<b>X</b>	<b>X</b>		
Jocelyn Lewis			<b>X</b>		
Result of Motion			Pass 8-0		



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**VII. CURRICULUM**

- A. Curriculum Report: Mr. Joshua Zagorski, Chair
- B. Motion to approve Curriculum action items #1-4 upon the recommendation of the Superintendent:

Calendar		
1.	Revised S.Y. 2020-2021 School year Calendar (Due to early dismissal, 3/12/2021)	<a href="#">CI-1</a>
2.	S.Y. 2021-2022 School Year Calendar	<a href="#">CI-2</a>

Curriculum & Resources/Materials		
1.	Updated Mathematics Curriculum (K-8)	<a href="#">CI-3</a>
2.	Piloting of instructional materials in the area of mathematics (beginning March 2021)	N/A

Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo			X		
Susan Embrey					
Jeffrey Greenberg	X		X		
Lisa Kehoe		X	X		
Kristen Simone			X		
Brandy Titus			X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Pass 8-0		

**VIII. AD HOC COMMITTEE - CULTURAL PROFICIENCY & EQUITY STAKEHOLDER GROUP**

- A. Policy Report: Ms. Kristen Simone, Board of Education Representative - The group met on March 10th and had break out rooms for each level. Group plans to meet approximately twice a month.

**IX. POLICY**

- A. Policy Report: Mr. Jeffrey Greenberg, Chair
- B. Motion to approve Policy actions item #1-2 upon the recommendation of the Superintendent:

<a href="#">Summary of Policies &amp; Regulations</a>
<a href="#">Policies &amp; Regulations</a>
<a href="#">FAQ Regarding NJFLA Leave and FMLA Leave</a>



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#	No.	Title	Pol	Reg	1st	2nd	Rev
1.	1643	Family Leave (M) (New)	x			x	
2.	7425	Lead Testing of Water in Schools (M)		x		x	

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

Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo			<b>X</b>		
Susan Embrey					
Jeffrey Greenberg			<b>X</b>		
Lisa Kehoe	<b>X</b>		<b>X</b>		
Kristen Simone		<b>X</b>	<b>X</b>		
Brandy Titus			<b>X</b>		
Joshua Zagorski			<b>X</b>		
Rebecca Holland			<b>X</b>		
Jocelyn Lewis			<b>X</b>		
Result of Motion			Pass 8-0		

**X. PERSONNEL**

- A. Personnel Report: Mrs. Jenine Del Palazzo, Chair
- B. Motion to approve Personnel action items #1-5 upon the recommendation of the Superintendent:

Professional Development					
#	Program	Location	Date(s)	Attendee	Cost (Not to Exceed)
1.	Zones of Regulation	Virtual	4/21/21	Marissa Furnari	\$190.00
2.	What the WIAT Can Do 4 You	Webinar	4/16/21	Michelle Sabia	\$130.00

New Position - Funded via CARES Act			
#	Type	Reason	Duration/Effective Date
3.	5-8 Mathematics Teacher	Extra Support for Learning Acceleration	4/1/21-6/30/24

Internal Transfer					
#	Name	Current	New	Reason	Effective Date
4.	Erin Woods	ES Teacher (gr. 3)	ES-POR	Staffing	4/12/21-6/30/21

Substitute Services Report				
#	Service	Time Frame	Fill Rate	Attach



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5.	Kelly Educational Staffing	2/1/21-2/28/21	61.79%	<a href="#">PR-1</a>
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Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo		<b>X</b>	<b>X</b>		
Susan Embrey					
Jeffrey Greenberg	<b>X</b>		<b>X</b>		
Lisa Kehoe			<b>X</b>		
Kristen Simone			<b>X</b>		
Brandy Titus			<b>X</b>		
Joshua Zagorski			<b>X</b>		
Rebecca Holland			<b>X</b>		
Jocelyn Lewis			<b>X</b>		
Result of Motion			Pass 8-0		

**Ms. Lewis asked if there would be additional professional development for the rollout of a new math curriculum?  
 Dr. Campisi answered.**

**XI. PUBLIC PARTICIPATION**

Motion to open Public Participation - <b>There were no participants signed in for public comment.</b>				
Motion	Second	All in Favor	All Opposed	Result of Motion
N/A	N/A			

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

**XII. NEW BUSINESS**

Ms. Lewis provided details of Eastern Regional’s Vikings Band Camp which is a 4 week camp that will begin July 13th. Dr. Campisi also further elaborated on the purpose of the tent rentals.

**XIII. OLD BUSINESS**

**XIV. NON-PUBLIC EXECUTIVE SESSION**

Motion to enter Non-Public Executive Session - 7:26pm				
Motion	Second	All in Favor	All Opposed	Result of Motion
Ms. Simone	Ms. Titus	8	0	Pass 8-0

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 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:

- |              |   |                     |  |            |  |                                 |
|--------------|---|---------------------|--|------------|--|---------------------------------|
| Negotiations |   | Personnel           |  | Legal      |  | Individual Privacy              |
| Security     | X | Student Matters (1) |  | Litigation |  | 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. No action will be taken following the executive session.

Motion to close Non-Public Executive Session and return to Open Session - 7:55pm				
Motion	Second	All in Favor	All Opposed	Result of Motion
Ms. Del Palazzo	Ms. Holland	8	0	Pass 8-0

**XV. MEETING ADJOURNED**

Motion to adjourn at 7:59pm				
Motion	Second	All in Favor	All Opposed	Result of Motion
Ms. Simone	Ms. Holland	8	0	Pass 8-0



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BERLIN BOROUGH BOARD OF EDUCATION

*Robert O'Brien*

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Robert O'Brien, Board Secretary

**The next regular meeting is scheduled for April 28, 2021 at 7:00pm in the Berlin Community School cafeteria. Prior to the regular meeting, there will be a Public Budget Hearing at 6:30pm in the cafeteria.**