



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



To ensure that the public retains the ability to attend this meeting and provide comments, the remote meeting will be streamed in realtime on Zoom. You can access the feed by clicking [here](#). The purpose of utilizing this method of meeting is to ensure the continuity of school district operations while maintaining the necessary social distance to avoid the spread of COVID-19. Anyone who wishes to comment during the public portion of the meeting should email the Superintendent, Dr. Joseph Campisi, via [campisij@bcsberlin.org](mailto:campisij@bcsberlin.org). As per [Bylaw 0167](#), anyone wishing to comment to the Board shall include their full name and address within the email or it will not be read.

Date	Time	Location
May 5, 2021	6:30 PM	Virtual/Remote
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. Susan Embrey	Mrs. Lisa Kehoe	Mr. Joshua Zagorski
Board Solicitor	Superintendent	Business Administrator
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.

**SPECIAL MEETING AGENDA/MINUTES**

**I. PUBLIC SESSION**

- A. Meeting Called to Order at 6:30 p.m.**
- 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**

Board Member	Present	Absent	If late, time of arrival
Jenine Del Palazzo			<b>6:40 p.m.</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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The sign-in sheet for participation in the public comment portion of the meeting will be checked and closed at this time.

**II. PERSONNEL**

- A. Personnel Report: Mrs. Jenine Del Palazzo, Chair
- B. Motion to approve Personnel action items #1-13 upon the recommendation of the Superintendent:

<b>Staff Renewal List</b>
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#	Job Category	Projected Position	Name	DOH	21-22 Step	FTE	21-22 Salary
1	Business Office	Assistant to the BA	Krowicki, Karen	1/14/2019	4	1.0	\$49,877.00
2	Business Office	Payroll/Benefits	Lang, Diane	10/1/2018	4	1.0	\$50,769.00
3	Business Office	Accounts Payable/Receivable	Squillace, Gina	10/1/2008	14	1.0	\$46,920.00
4	Central Office	Superintendent's Secretary	Cunningham, Kimberly	7/1/2019	3	1.0	\$41,616.00
5	Technology	Supervisor of Technology	Hemphill, Joseph	7/1/2003	19	1.0	\$111,779.00
6	Buildings & Grounds	Facilities Manager	Pratt, Thomas	4/26/2002	20	1.0	\$82,640.00
7	Buildings & Grounds	Custodial Supervisor	Duvall, Nicholas	8/26/2020	2	1.0	\$46,350.00
8	Administration	MS Principal	Mawson, Kellilyn	7/1/2019	3	1.0	\$98,172.00
9	Administration	Superintendent	Campisi, Joseph	7/1/2019	3	1.0	\$130,000.00
10	Buildings & Grounds	Custodian	Tran, Dung V.	4/17/2021	1	1.0	\$25,000.00

<b>New Hires</b>						
#	Name	Position	Step	Salary	Reason	Effective Date
11	Lora Condell	MS Math Teacher	MA, Step 3	\$59,301	Student Needs	9/1/2021

<b>Resignations/Retirements/Leaves of Absence</b>					
#	Name	Position	Salary	Reason	Effective Date
12	Jean-Philippe Silva	PreK-4 Principal	\$100,201	Resignation	6/30/2021

<b>Internal Transfer</b>						
#	Name	Current	New	Salary	Reason	Effective Date
13	Kellilyn Mawson	5-8 Principal	PreK-4 Principal	\$98,172	Resignation	7/1/2021



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Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo					
Susan Embrey	<b>X</b>		<b>X</b>		
Jeffrey Greenberg			<b>X</b>		
Lisa Kehoe		<b>X</b>	<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		

<b>Resolution 5-5-2021-1</b>		<b>Attach</b>
<b>BE IT RESOLVED</b> , the Berlin Borough Board of Education appoints Mr. John Scavelli as the Interim Business Administrator/Board Secretary of the Berlin Borough School District beginning 7/1/2021 through 6/30/2022 at a per diem rate of \$550 for a maximum of 220 days, pending the approval of the Executive County Superintendent.		<a href="#">PR-1</a>

Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo					
Susan Embrey	<b>X</b>		<b>X</b>		
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. FINANCE**

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

<b>Field Trip</b>							
#	Name	Date	Time	Destination	Grade	Point of Contact	Cost to District (not to exceed)
1	8th Grade Trip	6/4/2021	8 am - 9:30 pm	Hershey Park	8	Mrs. Mawson	\$8,000



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Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo					
Susan Embrey					<b>X</b>
Jeffrey Greenberg			<b>X</b>		
Lisa Kehoe	<b>X</b>		<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 7-0		

**IV. STRATEGIC PLANNING**

**1. District Stakeholder Group Work - Presenters: Jesse Adams & Terri Lewis, NJSBA Representatives**

- a. Mr. Adams briefly overviewed last meeting’s accomplishments and went over the agenda for tonight’s meeting.
- b. All 5 groups presented their focus area along with objectives and potential strategies to achieve those objectives. The 5 focus areas presented were:
  - i. Whole Child
  - ii. Communication/Community Engagement
  - iii. Staff Support
  - iv. Operations/Resources/Infrastructure
  - v. Programs/Activities/Curriculum
- c. The final strategic plan will presented to the BOE/public at the June 23rd regular board meeting

**V. 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			

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



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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.

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

**VI. NEW BUSINESS** - None at this time.

**VII. OLD BUSINESS** - None at this time.

**VII. NON-PUBLIC EXECUTIVE SESSION**

Motion to enter Non-Public Executive Session - <b>No motion for executive session.</b>				
Motion	Second	All in Favor	All Opposed	Result of Motion
N/A				

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     | Student Matters | 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				
Motion	Second	All in Favor	All Opposed	Result of Motion
N/A	N/A			



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**IX. MEETING ADJOURNED**

Motion to adjourn at 7:21 p.m.				
<b>Motion</b>	<b>Second</b>	<b>All in Favor</b>	<b>All Opposed</b>	<b>Result of Motion</b>
Mrs. Simone	Mrs. Holland	9	0	Passed 9-0

BERLIN BOROUGH BOARD OF EDUCATION

*Robert O'Brien*

Robert O'Brien, Board Secretary

**The next regular meeting is scheduled for May 26, 2021 at 7:00pm in the Berlin Community School cafeteria.**