



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

| Date | Time | Room | Location |
|-------------|------|--------------|--|
| May 9, 2019 | 7 PM | Media Center | Berlin Community School 215 South Franklin Avenue Berlin, NJ 08009 |

REGULAR MEETING MINUTES

I. PUBLIC SESSION

A. Meeting Called to Order – Jocelyn Lewis, Board President

Time: 7:00 p.m.

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 Central Record 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 | X | |
| 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. 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

| Grade | Student | Month |
|-------|--------------|----------|
| 7 | Regan Bewley | February |

| | | |
|---|---------------|-------|
| 5 | Logan Foxhill | March |
| 6 | James Embrey | March |
| 7 | Nnenna Ugorji | March |



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

| | | |
|----------------|-------------------|-------|
| 8 | Michael DiPascale | March |
| Superintendent | Tobenna Anusionwu | March |

| | | |
|----------------|-------------------------|-------|
| 5 | Joseph Tillman | April |
| 6 | Gianna Hernandez | April |
| 7 | Jailyn Rosario | April |
| 8 | Elena Romero | April |
| Superintendent | Carlie and Elena Bernal | April |

F. Presentations

- School Performance Report Card: Dr. Joseph Campisi

G. Approval of Minutes

Motion: Dennis Quinn seconded by Brandy Titus to approve the Minutes of the Regular Meeting on April 25, 2019.

Roll Call: 6-Yes; 3-Abstain – Motion Passed

| Member | Yes | No | Abstain |
|----------------------------------|-----|----|---------|
| Lisa Asare | | | X |
| 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 | | |

- April 25, 2019 Public Budget Hearing/Regular Meeting Minutes

H. Facilities

- Drills: Fire Drill - To be approved at June 20, 2019 Meeting
Emergency Drill - To be approved at June 20, 2019 Meeting

I. Finance: Business Administrator Report, Cande Kristoff

Motion: Francine Viscome seconded by Lisa Asare to approve Finance Items 1 through 9.

Roll Call: Unanimous Yes – Motion Passed

| Member | Yes | No | Abstain |
|----------------------------------|-----|----|---------|
| Lisa Asare | X | | |
| 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 | | |



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

1. Reconciliation Report.
Ratify and affirm Reconciliation Report for month ending
2. Report of the Board Secretary.
Ratify and affirm Board Secretary Report for
3. Monthly Budgetary Certification.
Motion to approve monthly budgetary certification.
 - a. **Certification of Board Secretary**
Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, the Board Secretary certifies that as of March 31, 2019 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Berlin Borough Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23A-16.10(a) 1. The Monthly Reconciliation Report is in accordance with 18A:17-36 and 18A:17-9 for the month(s) of March 31, 2019. The Reconciliation Report and Secretary’s Report are in agreement for the month of: March 31, 2019.
 - b. **Certification of Board of Education**
Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Berlin Borough Board of Education certifies that as of March 31, 2019, and after review of the Secretary’s Monthly Financial Report and the Monthly Reconciliation Report and upon consultation with the appropriate district officials, to the best of the Board’s knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a) 1 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
 - c. In accordance with N.J.A.C. 6A:23A-16.10(c) 2, it is certified that anticipated revenue has changed for the month ending March 31, 2019 as follows: Increased/Decreased state aid: (\$0.00)
4. Transfers.
Motion to approve transfers for the month of March 2019.
5. Cafeteria Report.
Ratify and affirm Cafeteria Report for period ending March 2019.
6. Approval of Bills.
Recommend bills to be paid as of May 9, 2019 in the amount of \$294,581.58
7. Student Activity Report.
Motion to approve Student Activity Report for the month ending March 2019.
8. Donations:

| Donation | Group Offering | Amount/Value |
|----------|----------------|--------------|
| | | |
9. Camden County Educational Services Commission. Motion to approve the 2019-2020 Professional Services Proposal-Media Specialist/Basic Skills Teacher in the amount of \$85,680.

II. SUPERINTENDENT’S OFFICE: Dr. Joseph Campisi

A. For Your Information

1. *Save the Date!*
 - Run for Sue: May 23
 - Senior Citizens Luncheon: May 17
 - Abilities Awareness Week: May 20-24
 - Berlin Police Week: May 13-17
2. Graduation Information:

| |
|---|
| June 17, 2019 - Eastern Regional High School |
| 5:00 PM - Students Report to Media Center @ERHS |
| 5:30 PM - Video Presentation |
| 6:00 PM - Ceremony |

B. Program Reports



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

1. Principal's Report: Dr. Ward Richards
2. Special Education Report: Mrs. Lindsay
3. Instruction, Achievement & Student Activities Report: Mrs. Beth Steinen
4. Health Office Report: May Report will be provided at June 20, 2019
5. NutriServe Food Service Update: May Report will be provided at June 20, 2019

C. Superintendent's Monthly Report

Motion: Dennis Quinn seconded by Brandy Titus to approve Superintendent's Monthly Report

Roll Call: Unanimous Yes – Motion Passed

| Member | Yes | No | Abstain |
|----------------------------------|-----|----|---------|
| Lisa Asare | X | | |
| 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 | | |

D. Policy

1. First Reading.
None

Policy Second Reading/Public Hearing

2. Second Reading/Public Hearing.

Motion: Jeffrey Greenberg seconded by Jenine Del Palazzo to approve Policies 1 through 4 Second Reading

Roll Call: Unanimous Yes – Motion Passed

| Member | Yes | No | Abstain |
|----------------------------------|-----|----|---------|
| Lisa Asare | X | | |
| 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 | | |

- P2422 Health and Physical Education
- P2622 Student Assessment
- P5111 Eligibility of Resident/Non-Resident Students
- R5111 Eligibility of Resident/Non-Resident Students

E. Administration

Motion: Francine Viscome seconded by Brandy Titus to approve Administration items 1 through 6

Roll Call: Unanimous Yes – Motion Passed

| Member | Yes | No | Abstain |
|--------------------|-----|----|---------|
| Lisa Asare | X | | |
| Jenine Del Palazzo | X | | |
| Jeffrey Greenberg | X | | |
| Lisa Kehoe | X | | |
| Dennis Quinn | X | | |



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

| | | | |
|----------------------------------|---|--|--|
| Brandy Titus | X | | |
| Francine Viscome | X | | |
| Rebecca Holland - Vice President | X | | |
| Jocelyn Lewis - President | X | | |

1. PALS Summer Schedule. Motion to approve PALS Summer 2019 Schedule
2. Camden County Elementary League. Motion to Approve Membership Resolution CCEL
3. Multiple Disabilities PCI Reading Program - Level One. Motion to approve Level One Curriculum.
4. Abilities Awareness Activities. Motion to approve Abilities Awareness Activities & Flyer
5. Harassment, Intimidation & Bullying Report. Motion to approve Monthly HIB Report
6. Comprehensive Equity Plan. Motion to approve the District Comprehensive Equity Plan (CEP)

F. Personnel

Motion: Francine Viscome seconded by Jenine Del Palazzo to approve Personnel item 1.

Unanimous Yes – Motion Passed

Roll Call:

| Member | Yes | No | Abstain |
|----------------------------------|-----|----|---------|
| Lisa Asare | X | | |
| 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 | | |

- 1 Motion to approve Kristin Groark as the Middle School Principal for the period July 1, 2019, through June 30, 2020, with a total annual salary of \$97,000.

Motion: Dennis Quinn seconded by Lisa Asare to approve Personnel item 2.

Roll Call: Unanimous Yes – Motion Passed

| Member | Yes | No | Abstain |
|----------------------------------|-----|----|---------|
| Lisa Asare | X | | |
| 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 | | |

- 2 Motion to approve Jean-Philippe C. Silva as the Elementary School Principal for the period July 1, 2019, through June 30, 2020, with a total annual salary of \$97,000.

Motion: Brandy Titus seconded by Francine Viscome to approve Personnel items 3 through 8.

Roll Call: Unanimous Yes – Motion Passed Items 3-4 and 6-8; 8-Yes 1-abstain Item 5 – Motion Passed



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

| Member | Yes | No | Abstain |
|----------------------------------|-----|----|---------|
| Lisa Asare | X | | |
| Jenine Del Palazzo | X | | |
| Jeffrey Greenberg | X | | |
| Lisa Kehoe | X | | |
| Dennis Quinn | X | | |
| Brandy Titus | X | | |
| Francine Viscome | X | | #5 |
| Rebecca Holland - Vice President | X | | |
| Jocelyn Lewis - President | X | | |

3. Personnel Report. Motion to approve the attached Personnel Report
4. Staff Renewal List. Motion to approve the 2018-2019 Staff Renewal List as attached*
5. ESY Employee Roster. Motion to approve the 2018 ESY Roster*
6. CER Employee Roster. Motion to approve the 2019-2020 Employee Roster
7. Revised Summer Hours. Motion to approve Revised Summer Hours 2019-2020 School Year
8. Approval of 2019-2020 Business Administrator/Board Secretary Contract Submission to County:

RESOLVED, that the Berlin Borough Board of Education authorizes its Acting Superintendent to submit the Business Administrator/Board Secretary, 2019-2020 contract for Cande Kristoff, on the attachment for Board members, to the Executive County Superintendent for approval prior to the Board’s action to approve the contract.

*Hourly and per diem rates are subject to current negotiation between the Berlin Borough Education Association and the Berlin Borough Board of Education.

G. Public Participation – All Issues – NONE

III. NONPUBLIC EXECUTIVE SESSION - NONE

IV. RETURN TO PUBLIC SESSION - NONE

V. NEW BUSINESS

1. Superintendent Search Update – Four candidates continuing to a second round. A community forum will be held Wednesday, May 29, 2019 in the Berlin Community School cafeteria at 6:30 p.m.

VI. OLD BUSINESS

1. National Teacher Appreciation Week

VII. MEETING ADJOURNED

Time: 7:45 p.m.

Motion: Jenine Del Palazzo seconded by Jeffery Greenberg to adjourn the meeting.

Call Vote: Unanimous Yes – Motion Passed

Next Meeting: June 20, 2019
 Time: 7:00 p.m.
 Location: Media Center
 Berlin Community School
 215 S. Franklin Avenue
 Berlin, NJ 08009