



Regular Meeting of the Board of Education

Date	Time	Location
November 20, 2019	7:00 PM	Media Center, Berlin Community School
Board of Education		
Mrs. Jocelyn Lewis, President	Mrs. Jenine Del Palazzo	Mr. Dennis Quinn
Mrs. Rebecca Holland, Vice-President	Mr. Jeffrey Greenberg	Mrs. Brandy Titus
Mrs. Lisa Asare	Mrs. Lisa Kehoe	Mrs. Francine Viscome
Board Solicitor	Superintendent	Business Administrator
Dan Long, Esq	Dr. Joseph Campisi	Patricia Palmieri
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 life-long learning while achieving proficiency in the New Jersey Student Learning Standards and meet the challenges of an evolving global society.

MINUTES

I. PUBLIC SESSION

- A. Meeting Called to Order** – Mrs. Lewis called the meeting to order at 7:00 pm
- B. Flag Salute**
- C. 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.

D. Roll Call

Lisa Asare	Arrive 7:10 pm	Brandy Titus	Present
Jenine Del Palazzo	Present	Francine Viscome	Present
Jeffrey Greenberg	Present	Rebecca Holland	Present
Lisa Kehoe	Present	Jocelyn Lewis	Present
Dennis Quinn	Present		

Anyone who wishes to speak during the public comment portion of the meeting is reminded to sign in at the podium at this time. The sign in sheet will be collected at the end of the finance portion of the meeting.



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Mrs. Lewis and the Board acknowledged and expressed gratitude to Mr. Quinn for his 15 years of service.

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!

Dr. Campisi and Mrs. Mawson presented the following awards:

1 Students of the Month:

5th Grade	6th Grade	7th Grade	8th Grade
Jaxon Piccoli	Natalie Mejia Valle	Patrick McNally	Jason Entrekin

2 Superintendent's Award: Miguel Rea

3 Student Government Report: Allison Snock

President	Vice President	Secretary	Treasurer
Jeremiah Robles Blackwell	Eli Kelly	Allison Snock	Ariel Schwartz

II. NON-PUBLIC EXECUTIVE SESSION 7:08 pm

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 20 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:

<input checked="" type="checkbox"/> Negotiations	<input type="checkbox"/> Personnel	<input type="checkbox"/> Legal	<input type="checkbox"/> Individual Privacy
<input type="checkbox"/> Security	<input checked="" type="checkbox"/> Student Matters	<input type="checkbox"/> Litigation	<input type="checkbox"/> 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.

To enter Executive Session:

Motion	D Quinn	Second	R Holland
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Motion passed by unanimous voice vote.

To close Executive Session:

Motion	F Viscome	Second	B Titus
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Motion passed by unanimous voice vote.



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III. RETURN TO PUBLIC SESSION 8:00 pm

Motion	J Del Palazzo	Second	R Holland
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Motion passed by unanimous voice vote.

F. PRESENTATIONS

- 1 2018-2019 Audit Presentation Rob Inverso, Auditor

G. 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	10/16/2019	Regular Meeting (open/public session)	M-1
2	10/16/2019	Executive Session (closed session)	

Motion	J Greenberg	Second	B Titus
Lisa Asare	Abstain	Brandy Titus	Yes
Jenine Del Palazzo	Yes	Francine Viscome	Yes
Jeffrey Greenberg	Yes	Rebecca Holland	Yes
Lisa Kehoe	Yes	Jocelyn Lewis	Yes
Dennis Quinn	Yes		

H. CORRESPONDENCE

- 1. None at this time.

IV. SUPERINTENDENT'S REPORT

- A. Verbal Report: Dr. Joseph Campisi
 Booster thon raised over 18k – thank you to all who participated
 Conferences are coming up in the next week.
 No Shave November is in full swing
 Breakfast with Santa and Santa Shop are coming up

- B. Motion to approve the following reports upon the recommendation of the Superintendent:

#	Report	Attach
1	Enrollment Report	<u>SR-1</u>
2	Student Attendance Report	<u>SR-2</u>



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3	Staff Attendance Report	<u>SR-3</u>
4	Code of Conduct Report	<u>SR-4</u>
5	Affirm, Modify, or Reject the monthly HIB Report	<u>SR-5</u>
6	Elementary Principal's Report	<u>SR-6</u>
7	Middle School Principal's Report	<u>SR-6</u>
8	Special Education Report	<u>SR-7</u>
9	PALS/CER Report	<u>SR-8</u>
10	Health Office Report	<u>SR-9</u>
11	NutriServe Food Service Report	<u>SR-10</u>

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

Motion	F Viscome	Second	J Del Palazzo
Lisa Asare	Yes	Brandy Titus	Yes
Jenine Del Palazzo	Yes	Francine Viscome	Yes
Jeffrey Greenberg	Yes	Rebecca Holland	Yes
Lisa Kehoe	Yes	Jocelyn Lewis	Yes Abstain #5
Dennis Quinn	Yes		

V. FACILITIES

- A. Committee Report: Mrs. Brandy Titus (Chair)
- B. Motion to approve the following Facilities actions items upon the recommendation of the Superintendent:

		Attach
1.	Fire and Emergency Drill Report	<u>FA-1</u>
2.	Use of Facilities	<u>FA-2</u>



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Motion	L Kehoe	Second	R Holland
Lisa Asare	Yes	Brandy Titus	Yes
Jenine Del Palazzo	Yes	Francine Viscome	Yes
Jeffrey Greenberg	Yes	Rebecca Holland	Yes
Lisa Kehoe	Yes	Jocelyn Lewis	Yes
Dennis Quinn	Yes		

VI. FINANCE

A. Committee Report: Mr. Dennis Quinn (Chair)

B. Motion to approve the following Finance action items upon the recommendation of the Superintendent:

	Action Items	Attach
1.	Business Administrator's Report	<u>FI-1</u>
2.	Reconciliation Report	<u>FI-2</u>
3.	Report of the Board Secretary	<u>FI-3</u>
4.	Monthly Budgetary Certifications	
	a. Certification of Board Secretary	<u>FI-4</u>
	b. Certification of Board of Education	<u>FI-5</u>
	c. Certified of Anticipated Revenue	<u>FI-6</u>
5.	Transfers	<u>FI-7</u>
6.	Cafeteria Report	<u>FI-8</u>
7.	Approval of Bills	<u>FI-9</u>
8.	Student Activity Report	<u>FI-10</u>
9.	Donations	<u>FI-11</u>
10.	2019-2020 contract with Camden County Educational Services Commission IDEA service contract. The services and related costs are as follows:	



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	Our Lady of Mount Carmel IDEA Instructional Assistant	\$ 19,800	
	Our Lady of Mount Carmel IDEASchool Counselor	\$ 15,912	
11.	2019-2020 Agreement for the Provision of Instruction with the Brookfield Educational Services Program for student #9043972828		
12.	Tuition and related services for students to attend the Extended School Year Program at GCSSSD/ESY:		
	1:1 aide in the amount of \$3,550.00.		
	This is in addition to the original tuition approved on August 14, 2019.		
13.	2019-2020 tuition contract with Winslow Township Board of Education for students #9342406978 and #1373214767 to attend Berlin Borough School District in the amount of \$22,366.00.		

Motion	J Del Palazzo	Second	L Kehoe
Lisa Asare	Yes	Brandy Titus	Yes
Jenine Del Palazzo	Yes	Francine Viscome	Yes
Jeffrey Greenberg	Yes	Rebecca Holland	Yes Abstain #10
Lisa Kehoe	Yes	Jocelyn Lewis	Yes
Dennis Quinn	Yes		

#	Resolution Resolution #1-19-20-10-16
14.	BE IT RESOLVED , the Berlin Borough Board of Education approves the withdraw from Capital Reserve in the amount of \$38,320.00 for the purchase of the Berlin District 2020 Ford F250 truck to include snow removal equipment.

Motion	J Del Palazzo	Second	J Greenberg
Lisa Asare	Yes	Brandy Titus	Yes
Jenine Del Palazzo	Yes	Francine Viscome	Yes
Jeffrey Greenberg	Yes	Rebecca Holland	Yes
Lisa Kehoe	Yes	Jocelyn Lewis	Yes
Dennis Quinn	Yes		

#	Resolution Resolution #2-19-20-10-16
15.	BE IT RESOLVED , the Berlin Borough Board of Education approves and accepts the Berlin Borough School District 2018-2019 Comprehensive Annual Financial Report and Auditor's Management Report submitted by Inverso & Stewart LLC pending the update of GASB 75 and its' immaterial impact on the current findings.



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Motion	J Greenberg	Second	D Quinn
Lisa Asare	Yes	Brandy Titus	Yes
Jenine Del Palazzo	Yes	Francine Viscome	Yes
Jeffrey Greenberg	Yes	Rebecca Holland	Yes
Lisa Kehoe	Yes	Jocelyn Lewis	Yes
Dennis Quinn	Yes		

VII. CURRICULUM

A. Committee Report: Mrs. Lisa Asare (Chair)

B. Motion to approve the following Curriculum action items upon the recommendation of the Superintendent:

#		Attach
1.	Field Trips	<u>CI-1</u>
2.	Staff Handbook (Changes)	<u>CI-2</u>

Motion	B Titus	Second	R Holland
Lisa Asare	Yes	Brandy Titus	Yes
Jenine Del Palazzo	Yes	Francine Viscome	Yes
Jeffrey Greenberg	Yes	Rebecca Holland	Yes
Lisa Kehoe	Yes	Jocelyn Lewis	Yes
Dennis Quinn	Yes		

VIII. POLICY - Policies & Regulations recommended for Board Approval

A. Committee Report: Mr. Jeffrey Greenberg (Chair)

B. Motion to approve the following Policy action items upon the recommendation of the Superintendent:

No policies or regulations for approval at this time.

IX. PERSONNEL

A. Committee Report: Mrs. Fran Viscome (Chair)

B. Motion to approve the following Personnel action items upon the recommendation of the Superintendent*:

*All salary, hourly, and per diem wages all reflect the current Agreement between the Berlin Borough Board of Education and the Berlin Borough Education Association. All final salaries are subject to the negotiated terms of the successor agreement between both parties.

Professional Development



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#	Program	Location	Dates	Attendee	Cost (Not to Exceed)
1	Sustainable Practices Working Session	Rutherford Hall Hackettstown, NJ	11/21/2019	Sonia Francisco	\$0
2	Strengthen Your Special Needs Students' Executive Function Skills	Westin Inn - Mt. Laurel	1/12/2020	Patricia Jacobi	\$279
3	2020 CCTS Music Teacher Professional Development Workshop	Sicklerville Campus	1/07/2020	Norman Spratt	\$0
4	NJASA TECHSPO '20	Harrah's Resort Atlantic City	1/30 & 1/31/2020	Joe Hemphill	\$0

Resignations/Retirements/Leaves of Absence					
#	Name	Position	Salary	Reason	Effective Date
5	Sara Snuffin	Middle School ELA Teacher	\$54,170	Resignation	1/2/2020
6	Sara Snuffin	Assistant Cheerleading Coach	\$2,400	Resignation	11/20/2019
7	Josh Vasquez	Classroom Assistant	\$13.65/hr	Resignation	11/27/2019

New Hire						
#	Name	Position	Step	Salary	Reason	Effective Date
8	Kelly Gray	MS ELA Teacher	MA - 13	\$77,743	Resignation	On or about 1/21/2020

Extra-Curricular/Co-Curricular/Schedule "B"					
#	Name	Sport/Club	Position	Stipend	Effective Date
9	Terry Myers	Basketball - Boys	Assistant Coach	\$2,400	11/21/2019
10	Celeste Buchinsky	Cheerleading	Assistant Coach	\$2,400	11/21/2019



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PAL/CER Staff New Hire					
#	Name	Position	Salary	Reason	Effective Date
11	Haley Allesbrook	PALS Counselor	\$11.00	Increased student Participation	11/21/2019
12	Jennifer Robillard	PALS Counselor	\$11.00	Increased Student Participation	11/21/2019
13	Kayla Shannon	PALS Counselor	\$11.00	Increased Student Participation	11/21/2019

Substitute Services Report			
#	Service	Time Frame	Fill Rate
14	Kelly Educational Staffing	10/1/2019 - 10/31/2019	90.65%

Interim Hiring Authorization				
#	Staff Member	Action	Reason	Formal Affirmation of Hire
15	Superintendent	Authorize hiring in conjunction with the Personnel Committee	No Board Meeting in December	January 2020

Motion	F Viscome	Second	J Del Palazzo
Lisa Asare	Yes	Brandy Titus	Yes
Jenine Del Palazzo	Yes	Francine Viscome	Yes
Jeffrey Greenberg	Yes	Rebecca Holland	Yes
Lisa Kehoe	Yes	Jocelyn Lewis	Yes
Dennis Quinn	Yes		

Resolution Resolution #3-19-20-10-16

BE IT RESOLVED, the Berlin Borough Board of Education approves the hire of the firm of Capehart Scatchard to provide legal services not to exceed \$17,500 when the District Solicitor of Record must



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recuse due to conflicts of interest.

Motion	D Quinn	Second	R Holland
Lisa Asare	Yes	Brandy Titus	Yes
Jenine Del Palazzo	Yes	Francine Viscome	Yes
Jeffrey Greenberg	Yes	Rebecca Holland	Yes
Lisa Kehoe	Yes	Jocelyn Lewis	Yes
Dennis Quinn	Yes		

X. BBEA-BOE LIAISON

A. Committee Report: Mrs. Jocelyn Lewis (Chair) Next meeting December 6, 2019

XI. PUBLIC PARTICIPATION

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.

Dali Kilpatrick stated that the BBEA ratified the 2019-2023 contract. Mrs. Kilpatrick thanked the team for the effort to complete this process. Mrs. Kilpatrick also expressed her thanks for to Mr. Quinn for his years of service.

Linda Welt expressed her appreciation to the BOE for all their work and especially to Mr. Quinn for his years of service.

COLLECTIVE BARGAINING AGREEMENT ADOPTION AND RATIFICATION

XII.

Resolution Resolution #4-19-20-10-16



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BE IT RESOLVED, the Berlin Borough Board of Education desires to adopt and ratify the terms of agreement as set forth in a Memorandum of Agreement between the Board and the Berlin Borough Education Association, which would, after such adoption and ratification by the parties, form the basis of the Collective Bargaining Agreement covering the period from July 1, 2019 through June 30, 2023.

Motion	J Del Palazzo	Second	R Holland
Lisa Asare	Yes	Brandy Titus	Yes
Jenine Del Palazzo	Yes	Francine Viscome	Yes
Jeffrey Greenberg	Yes	Rebecca Holland	Yes
Lisa Kehoe	Yes	Jocelyn Lewis	Yes
Dennis Quinn	Yes		

XIII. NEW BUSINESS

Mrs. Lewis expressed her gratitude to the BBEA, the committee and team headed by Dr. Campisi for all the hard work and dedication it took to complete this process. We are better together.

XIV. OLD BUSINESS

Mrs. Lewis is waiting to hear from Jesses Adams for the BOE goals and the ethics training in Feb.

XVI. MEETING ADJOURNED 8:24 pm

Motion	J Del Palazzo	Second	F Viscome

Motion

BERLIN BOROUGH BOARD OF EDUCATION

Board Secretary

Next Regular Meeting of the Board of Education

Date	Time	Location
January 2, 2020 Reorganization Meeting	6:30 PM	Media Center, Berlin Community School