



Regular Board of Education Meeting

Date	Time	Location
November 17, 2021	7:00 PM	Cafeteria, Berlin Community School

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	Interim Business Administrator
Dan Long, Esq.	Dr. Joseph Campisi	Mr. John Scavelli

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

REGULAR MEETING MINUTES

I. PUBLIC SESSION

- A. **Meeting Called to Order by Board Vice President Rebecca Holland at 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 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**

Board Member	Present	Absent
Jenine Del Palazzo	X	
Susan Embrey	X	



Jeffrey Greenberg	X	
Lisa Kehoe	X	
Kristen Simone	X	
Brandy Titus		X
Joshua Zagorski	X	
Rebecca Holland, VP	X	
Jocelyn Lewis, President		X

Anyone who wishes to speak during the public comment portion of the meeting is reminded to sign in at the podium at this time.

E. STUDENT RECOGNITION

- Students of the Month: Presented by Mrs. Therese Bonmati, Middle School Principal

5th Grade	6th Grade	7th Grade	8th Grade
Soyoon Ahn	Madison Cole	Brodie Nakovich	Cienna Bright

- Superintendent's Award: **Edore Pela**

- Student Government Report: **Cienna Bright**

President	Vice President	Secretary	Treasurer
Tommy Caruso	Kaitlyn Bunting	Cienna Bright	Dylan McMullen

Motion to open Public Participation - **The sign-in sheet for participation in the public comment portion was collected and there were none.**

Motion	Second	All in Favor	All Opposed	Result of Motion
N/A	N/A	N/A	N/A	N/A

F. PUBLIC PARTICIPATION (Action Items Only)

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.

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

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

II. APPROVAL OF MINUTES

#	Meeting Date	Type of Minutes	Attach
1.	October 27, 2021	Public Session	M-1
2.	October 27, 2021	Executive (Closed) Session	N/A

Motion to approve the board meeting minutes #1-2 of October 27, 2021					
Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo	X		X		
Susan Embrey			X		
Jeffrey Greenberg		X	X		
Lisa Kehoe			X		
Kristen Simone			X		
Brandy Titus					
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis					
Result of Motion			Passed 7-0		

III. PRESENTATION(S) - None

IV. CORRESPONDENCE - None

V. [SUPERINTENDENT'S REPORT](#) by Dr. Joseph Campisi



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#	Action Items	Attach
1.	Enrollment Report	SR-1
2.	Student Attendance Report	SR-2
3.	Staff Attendance Report	SR-3
4.	Code of Conduct Report	SR-4
5.	Accept the monthly HIB Report	SR-5
6.	Elementary Principal's Report	SR-6
7.	Middle School Principal's Report	SR-7
8.	Special Education Report	SR-8
9.	PALS/CER Report & Winter Brochure of Programs	SR-9
10.	Health Office Report	SR-10

Motion to approve reports #1-10 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo			X		
Susan Embrey			X		
Jeffrey Greenberg	X		X		
Lisa Kehoe		X	X		
Kristen Simone			X		
Brandy Titus					
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis					
Result of Motion			Passed 7-0		

VI. FACILITIES - report presented by Vice President, Rebecca Holland

Drills						
#	Type	Date	Time	Duration	Temp	Police
1.	Fire Drill	11/11/2021	1:45 pm	7 minutes	63 degrees	yes



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2.	Bomb Threat	11/17/2021	9:38 am	8 minutes	56 degrees	yes
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#	Action Items	Attach
3.	Facilities Use Requests	FA-1
4.	Affirm the Alliance for Competitive Energy Services (ACES) award of natural gas supply services to UGI Energy Services commencing December 2021 through December 2024 (11-000-262-621-00-00)	FA-2
5.	Purchase/Installation of new telephone equipment in the amount of \$15,500 and hosted telecommunications cloud service in the amount of \$649.50/month for 60 months from Xtel Communications, Inc. (ECNJ Coop #65MCESCCPS - Bid Number 19/20-30, Voice, Unified Communications and Collaboration Solutions) (12-000-230-730-00-00 and 11-000-230-530-00-00).	N/A

Motion to affirm the Drills #1-2 and Facilities Action Items #3-5 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo			X		
Susan Embrey			X		
Jeffrey Greenberg			X		
Lisa Kehoe		X	X		
Kristen Simone	X		X		
Brandy Titus					
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis					
Result of Motion			Passed 7-0		

VII. FINANCE - report presented by Chairperson, Lisa Kehoe

#	Action Items	Attach
1.	Business Administrator's Report	FI-1
2.	Cash Reconciliation Report for October 2021	FI-2
3.	Report of the Board Secretary for October 2021	FI-3
4.	Monthly Certifications of the Board Secretary and Board of Education for October 2021	FI-4
5.	Appropriation Transfers for October 2021	FI-5.a FI-5.b



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6.	Cafeteria Report for October 2021	FI-6
7.	Approval of Bills for November 2021	FI-7
8.	Student Activity Report for October 2021	FI-8
9.	Affirm the funding amendment for FY22 ESEA and IDEA federal entitlement grants to include carryover funds from FY21	FI-9
10.	2021-22 special education tuition contract agreement with Berlin Township Board of Education for one student received in the annual amount of \$14,661 (prorated), effective November 11, 2021 (10-1320-000) NOTE: In addition to the tuition, this student will require a 1:1 aide which will be employed by Berlin Borough School District with all associated costs invoiced and paid by Berlin Township School District	N/A
11.	2021-22 agreement with Waterford Township Board of Education to provide 1:1 Aide Services for one student sent in the amount of \$24,500 (\$175/diem), effective November 10, 2021 (11-000-217-320-00-00)	N/A
12.	Character Education Committee Fundraiser (12/10/21)	FI-12

Motion to approve Finance Action Items #1-12 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo	X		X		
Susan Embrey			X		
Jeffrey Greenberg		X	X		
Lisa Kehoe			X		
Kristen Simone			X		
Brandy Titus					
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis					
Result of Motion			Passed 7-0		

VIII. CURRICULUM - report presented by Chairperson, Joshua Zagorski

Action Items		
Curriculum & Resources/Materials		
1.	Technology	CI-1
2.	Standards Based Report Cards (K-4)	CI-2



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Calendar Adjustment	
3.	December 23, 2021 full day to an early dismissal day for staff and students
	CI-3

Motion to approve Curriculum Action Items #1-3 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo			X		
Susan Embrey			X		
Jeffrey Greenberg			X		
Lisa Kehoe	X		X		
Kristen Simone		X	X		
Brandy Titus					
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis					
Result of Motion			Passed 7-0		

- IX. **AD HOC COMMITTEE - CULTURAL PROFICIENCY & EQUITY STAKEHOLDER GROUP** - Kristen Simone reported that this group attended an Equity/Inclusion meeting held at Rowan University on November 16, 2021.

- X. **POLICY** - report presented by Chairperson, Jeff Greenberg

Action Items									
Summary of Policies & Regulations									
Policies & Regulations									
#	No.	Title	Pol	Reg	1st	2nd	Rev	Ab	
1.	1648.14	Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M)	x			x			
2.	2425	Emergency Virtual or Remote Instruction Program (M)	x			x			

Motion to approve Policy Action Items #1-2 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo	X		X		
Susan Embrey			X		
Jeffrey Greenberg			X		



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Lisa Kehoe		X	X		
Kristen Simone			X		
Brandy Titus					
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis					
Result of Motion			Passed 7-0		

XI. PERSONNEL - report presented by Chairperson, Jenine Del Palazzo

Action Items

Professional Development					
#	Program	Location	Date(s)	Attendee	Cost (Not to Exceed)
1.	I & RS Team Training	Via Zoom, 9-12	12/1/2021	Jennifer Parks	\$106.00
2.	Restorative Discipline Conference	Holiday Inn, Cherry Hill	12/7/2021	Julie Conca	\$289.00

Schedule B				
#	Name	Position	Stipend	Effective Date
3.	Scott Nalick	Assistant Wrestling Coach/Acting Head Coach Wrestling	\$2,482	11/18/2021

Volunteer			
#	Name	Reason	Effective Date
4.	Julian Fuller	Wrestling	11/18/2021

Substitute Services Report				
#	Service	Time Frame	Fill Rate	Attach
5.	Kelly Educational Staffing	10/1/2021 - 10/31/2021	71.79%	PR-1

Motion to approve Personnel Action Items #1-5 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain



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Jenine Del Palazzo			X		
Susan Embrey			X		
Jeffrey Greenberg	X		X		
Lisa Kehoe		X	X		
Kristen Simone			X		
Brandy Titus					
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis					
Result of Motion			Passed 7-0		

Motion to open Public Participation - None				
Motion	Second	All in Favor	All Opposed	Result of Motion
N/A	N/A	N/A	N/A	N/A

XII. PUBLIC PARTICIPATION

This meeting will now be open to the public. If your questions or comments pertaining 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.

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

XIII. NEW BUSINESS

Resolution 11-17-2021-1



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BE IT RESOLVED, the Berlin Borough Board of Education approves the Resolution expressing opposition to a proposal by the New Jersey Department of Transportation (NJDOT) to close the McClellan Avenue At-Grade Railroad Crossing.

Motion to approve New Business Resolution(s) as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Jenine Del Palazzo			X		
Susan Embrey			X		
Jeffrey Greenberg	X		X		
Lisa Kehoe		X	X		
Kristen Simone			X		
Brandy Titus					
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis					
Result of Motion			Passed 7-0		

XIV. OLD BUSINESS - None

Motion to enter into executive session at 8:07 p.m. (it was noted that no action would be taken afterwards)				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Simone	Mrs. Embrey	7	0	Passed

XV. NON-PUBLIC EXECUTIVE SESSION

WHEREAS, in accordance with the NJ Open Public Meetings Act, the Berlin Borough School District Board of Education desires to discuss certain matters which are exempted from the public; and

WHEREAS, the Berlin Borough School District Board of Education will disclose the discussion topic of the closed session at a public meeting as soon as permissible; and

NOW THEREFORE BE IT RESOLVED that the Berlin Borough School District Board of Education will enter into closed session for approximately 30 minutes for said purposes pertaining to:

	Negotiations		Personnel		Legal		Individual Privacy
	Security	x	Student Matters (2)	x	Litigation (1)		Investment/Property Acquisition

Motion to return to open session at 7:49 p.m.				
Motion	Second	All in Favor	All Opposed	Result of Motion



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Mrs. Simone	Mrs. Embrey	7	0	Passed
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XVI. MEETING ADJOURNED at 7:50 p.m.

Motion to adjourn the meeting				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Del Palazzo	Mrs. Embrey	7	0	Passed

BERLIN BOROUGH BOARD OF EDUCATION

John Scavelli

John Scavelli, Board Secretary

The next Board of Education Meeting is scheduled for December 22, 2021