



Regular Board of Education Meeting

Date	Time	Location
September 28, 2022	7:00 PM	Media Center, Berlin Community School

Board of Education		
Mrs. Jocelyn Lewis, President	Mrs. Jeannine Foster	Mrs. Kristen Simone
Mrs. Rebecca Holland, Vice-President	Mrs. Lisa Kehoe	Mrs. Brandy Titus
Mrs. Susan Embrey	Mrs. Alison Moyer	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 President Jocelyn Lewis at 7:00 p.m.**
- B. **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) Borough Hall.

- C. **Flag Salute**
- D. **Roll Call**

Board Member	Present	Absent
Susan Embrey	X	
Jeannine Foster	X	



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



Rebecca Holland	X	
Lisa Kehoe	X	
Jocelyn Lewis	X	
Alison Moyer	X	
Kristen Simone	X	
Brandy Titus	X	
Joshua Zagorski	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 presented by Middle School Principal, Therese Bonmati

- Students of the Month:

5th Grade	6th Grade	7th Grade	8th Grade
Erin Somers	Olivia Shannon	Brayden McGowan	Poppy Agro

- Superintendent's Award: Sophie Catano

- Student Government Report: *Will resume after 2022-2023 Student Government Elections*

President	Vice President	Secretary	Treasurer
<i>Will resume after 2022-2023 Student Government Elections</i>			

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

Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Simone	Mrs. Embrey	9	0	Passed

F. PUBLIC PARTICIPATION (Action Items Only) - None

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



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



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
Mrs. Titus	Mrs. Embrey	9	0	Passed

II. APPROVAL OF MINUTES

#	Meeting Date	Type of Minutes	Attach
1.	August 24, 2022	Public	M-1
2.	N/A	Executive (Closed) Session	N/A

Motion to approve the board meeting minutes #1 of August 24, 2022					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey			X		
Jeannine Foster		X	X		
Lisa Kehoe	X		X		
Alison Moyer			X		
Kristen Simone			X		
Brandy Titus			X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		

III. PRESENTATION(S)

[SDSS \(Reporting Period #2\)](#)

Dr. Joseph Campisi, Superintendent

Opening Day In-Service Debrief

Mrs. Therese Bonmati, Middle School Principal

IV. CORRESPONDENCE - None



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



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

#	Action Items	Attach
1.	Enrollment Report	SR-1
2.	Student Attendance Report <i>(will resume in October 2022)</i>	N/A
3.	Staff Attendance Report	SR-3
4.	Code of Conduct Report <i>(will resume in October 2022)</i>	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	SR-9
10.	Health Office Report <i>(will resume in October of 2022)</i>	N/A

Motion to approve reports #1-10 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey			X		
Jeannine Foster			X		
Lisa Kehoe		X	X		
Alison Moyer			X		
Kristen Simone			X		
Brandy Titus	X		X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		



VI. FACILITIES - report presented by Chairperson, Brandy Titus

Drills						
#	Type	Date	Time	Duration	Temp	Police
1.	Fire Drill	9/9/2022	9:40am	4 minutes	71	Yes
2.	Active Shooter	9/13/2022	1:40pm	7 minutes	n/a	Yes

#	Action Items	
3.	Use of Facilities	FA-3
4.	2022-23 PALS Calendar and Staff Handbook	FA-4.a FA-4.b

Motion to approve Facilities Drills and Action Items #1-4 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey		X	X		
Jeannine Foster	X		X		
Lisa Kehoe			X		
Alison Moyer			X		
Kristen Simone			X		
Brandy Titus			X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		

VII. FINANCE - report presented by Chairperson, Lisa Kehoe

#	Action Items	Attach
1.	Business Administrator's Report	FI-1
2.	Cash Reconciliation Report for August 2022	FI-2
3.	Report of the Board Secretary for August 2022	FI-3
4.	Monthly Certifications of the Board Secretary and Board of Education for August 2022	FI-4



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



5.	Appropriation Transfers for August 2022	FI-5.a FI-5.b
6.	Cafeteria Report for August 2022 - none	N/A
7.	Approval of Bills for September 2022	FI-7
8.	Student Activity Report for August 2022	FI-8
9.	Base salaries paid from federal funds during the 2022-23 school year	FI-9
10.	2022-23 Shared Services Agreement for Special Education LDT/C Services with the Gibbsboro Board of Education in the revised amount of \$73,829 (11-000-219-320-00-30) Note: originally approved on 5/25/22 pending Gibbsboro CBA negotiations	FI-10
11.	2021-22 special education tuition contract agreement with Lindenwold Board of Education for one student received in the prorated amount of \$35,176.67 effective September 2021 - February 2022 (10-1320-000)	N/A
12.	2023-24 Budget Development Calendar	FI-12
13.	Hillman's Bus Service, Inc. to provide additional transportation services for Routes 1A and 1B in the amount of \$200/day effective September 15, 2022 (11-000-270-511-00-10)	N/A
14.	2022-23 IDEA Service Contract with the Camden County Educational Services Commission for nonpublic services in the amount of \$54,089 (20-250-200-300-02-00)	FI-14

Motion to approve Finance Action Items #1-14 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey		X	X		
Jeannine Foster			X		
Lisa Kehoe			X		
Alison Moyer			X		
Kristen Simone	X		X		
Brandy Titus			X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		

[RESOLUTION 9-28-2022-1](#)

BE IT RESOLVED, the Berlin Borough Board of Education approves the Resolution for the award of the sale of surplus property through an online auction.



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



Motion to approve Finance Resolution #1 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey			X		
Jeannine Foster			X		
Lisa Kehoe			X		
Alison Moyer			X		
Kristen Simone		X	X		
Brandy Titus	X		X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		

VIII. CURRICULUM - report presented by Board Member, Kristen Simone

#	Action Items	Attach
1.	Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2022-2023 School Year Mandatory in accordance with (P.L.2020, c.27, or “Chapter 27”)	CI-1
2.	SSDS	CI-2

Motion to approve Curriculum Action Items #1-2 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey			X		
Jeannine Foster			X		
Lisa Kehoe	X		X		
Alison Moyer			X		
Kristen Simone			X		
Brandy Titus		X	X		
Joshua Zagorski			X		
Rebecca Holland			X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		

IX. POLICY - report presented by Chairperson, Sue Embrey. There are no action items.



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



X. **AD HOC COMMITTEE - CULTURAL PROFICIENCY & EQUITY STAKEHOLDER GROUP** - report presented by Board Member, Kristen Simone. The committee met on September 27, 2022 and discussed plans for the 2022-23 school year.

XI. **PERSONNEL** - report presented by Chairperson, Kristen Simone

Step/Column Increase				
#	Name	Position	Current Step & Salary	New Step & Salary
1.	Allison Kaiser	Teacher	Step 5-6, BA - \$58,234	Step 5-6, MA - \$61,860

Professional Development					
#	Program	Location	Date(s)	Attendee	Cost (Not to Exceed)
2.	Autism NJ Conference	Virtual	October 20 & 21, 2022	Kellilyn Mawson	\$500
3.	Catching up Students in Math Grades 3-6	Virtual	Recorded Event	Jennifer Basner	\$279
4.	Esports 101: Getting Started w/ Esports in Education	Virtual	October 5, 12, 19, 26 & November 2	Trey Jaworski	\$290
5.	Orton-Gillingham Training	Virtual	October 5 & 6	Sydney Opizzi	\$1,015
6.	ASHA Convention 2022	New Orleans, Louisiana	November 17-19	Lisa Neptune	\$440
7.	Best Practices for Students w/ Autism in Spec Ed & ICR	Camden County College	October 25, 2022	Stephanie Stiles	\$149

New Hires						
#	Name	Position	Step	Salary	Reason for Vacancy	Effective Date
8.	**Jill Weiner	Instructional Aide	1	\$15,297.30	Student Needs	9/13/2022
9.	**Christine Jewel-Justice	Instructional Aide	1	\$15,297.30	Student Needs	9/21/2022



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



10.	*Christian Davis	CER PALS Aide	N/A	\$14/hour	Resignation	9/29/2022
11.	*Judith Peak	CER PALS Aide	N/A	\$14/hour	Program Needs	9/29/2022
12.	Amber Yoder	Elementary School Secretary	N/A	\$40,000 (prorated)	Retirement	11/1/2022

***Ratify and Affirm*

**Pending completion of all requirements mandated by the NJDOE*

Staff In-Service					
#	Name	Position	Hours	Hourly Rate	Dates
13.	Linda Jurski	Instructional Aide	Up to 7	\$21.26	9/1/2022 & 9/2/2022
14.	Michelle Harris	Instructional Aide	Up to 7	\$17.29	9/1/2022 & 9/2/2022
15.	Kathy Wahl	Instructional Aide	Up to 7	\$21.26	9/1/2022 & 9/2/2022
16.	Janice Mardikian	Instructional Aide	Up to 7	\$19.99	9/1/2022 & 9/2/2022
17.	Stephanie Slater- Dawson	Instructional Aide	Up to 7	\$17.71	9/1/2022 & 9/2/2022
18.	Janice Martin	Instructional Aide	Up to 7	\$16.44	9/1/2022 & 9/2/2022
19.	Theresa Hess	Instructional Aide	Up to 7	\$15.94	9/1/2022 & 9/2/2022
20.	Gianna Squillace	Instructional Aide	Up to 7	\$15.94	9/1/2022 & 9/2/2022
21.	Therese Kalberer	Instructional Aide	Up to 7	\$19.56	9/1/2022 & 9/2/2022
22.	Barbara McGettigan	Instructional Aide	Up to 7	\$18.13	9/1/2022 & 9/2/2022
23.	Sandy Sama-Miller	Instructional Aide	Up to 7	\$19.21	9/1/2022 & 9/2/2022
24.	Joann Stepler	Instructional Aide	Up to 7	\$19.21	9/1/2022 & 9/2/2022
25.	Coleen Viereck	Instructional Aide	Up to 7	\$19.21	9/1/2022 & 9/2/2022
26.	Zena Leps	Instructional Aide	Up to 7	\$16.44	9/1/2022 & 9/2/2022
27.	Amy Keller	Instructional Aide	Up to 7	\$18.13	9/1/2022 & 9/2/2022
28.	Debbie Bain	Instructional Aide	Up to 7	\$21.26	9/1/2022 & 9/2/2022



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



Orientation & Open House					
#	Name	Position	Hours	Hourly Rate	Dates
29.	Kaitlin O'Toole	Teacher	Up to 3	\$49	8/30/2022
30.	Amber Snyder	Teacher	Up to 3	\$49	8/30/2022
31.	Lori Benchoff	Teacher	Up to 3	\$49	8/30/2022
32.	Eleanore Carrara	Teacher	Up to 3	\$49	8/30/2022
33.	Marissa Furnari	Elementary Counselor	Up to 5	\$49	8/30/2022
34.	Allison Caruso	MS Counselor	Up to 5	\$49	8/23/2022

Schedule "B" Position				
#	Name	Position	Stipend	School Year
35.	Brent Woods	Dances/Plays Certified Staff - Chaperone	\$160	2022 -2023

Resignations/Retirements/Leaves of Absence					
#	Name	Position	Salary	Reason	Effective Date
36.	Erin Rodriguez	ES Special EducationTeacher	\$58,234	Maternity Leave	12/29/2022
37.	Brielle Macaluso	MS Special Education Teacher	\$61,360	Maternity Leave	12/2/2022
38.	Laura Behnke	MS BSI Teacher	\$84,753	Maternity Leave	12/20/2022
39.	Alyssa Wortelman	Special Education Teacher	\$65,660	Resignation	10/28/2022
40.	Kimberly Kleinback	Custodian (Part Time)	\$10,920(est.)	Resignation	10/5/2022

Substitute Services Report				
#	Service	Time Frame	Fill Rate	Attach
41.	Kelly Educational Staffing	<i>Report resumes in October 2022</i>		



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



Motion to approve Personnel Action Items #1-41 as recommended by the Superintendent					
Board Member	Motion	Second	Yes	No	Abstain
Susan Embrey			X		
Jeannine Foster			X		
Lisa Kehoe	X		X		
Alison Moyer			X		
Kristen Simone			X		
Brandy Titus			X		
Joshua Zagorski			X		
Rebecca Holland		X	X		
Jocelyn Lewis			X		
Result of Motion			Passed 9-0		

Motion to open Public Participation				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Embrey	Mrs. Titus	9	0	Passed

XII. PUBLIC PARTICIPATION - None

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.

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

Motion to close Public Participation				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Embrey	Mrs. Kehoe	9	0	Passed



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



XIII. NEW BUSINESS - Mrs. Lewis provided comments regarding the items but no action was taken.

#	Items	Attach
1.	Board Goals	NB-1
2.	Superintendent Goals	NB-2

XIV. OLD BUSINESS - Mr. Scavelli informed the board that the Preliminary Eligible Cost (PEC) Approval was received earlier today from the Office of School Facilities regarding the Referendum projects. The board will need to accept the PEC as the Final Eligible Cost at the October 26, 2022 meeting.

Mrs. Lewis reminded the board members of the upcoming NJSBA Convention on October 24-26, 2022.

XV. NON-PUBLIC EXECUTIVE SESSION - None

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 0 minutes for said purposes pertaining to:

	Negotiations		Personnel		Legal		Individual Privacy
	Security		Student Matters		Litigation		Investment/Property Acquisition

XVI. MEETING ADJOURNED at 7:32 p.m.

Motion to adjourn the meeting				
Motion	Second	All in Favor	All Opposed	Result of Motion
Mrs. Titus	Mrs. Embrey	9	0	Passed

BERLIN BOROUGH BOARD OF EDUCATION

John Scavelli

John Scavelli, Board Secretary

The next Board of Education Meeting is scheduled for October 26, 2022 at 7:00 p.m.