



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



Regular Board of Education Meeting

Date	Time	Location
October 26, 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.

AGENDA		
I.	PUBLIC SESSION	
	A.	Meeting Called to Order: Jocelyn Lewis, President
	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



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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				
	1.	Students of the Month:			
		5th Grade	6th Grade	7th Grade	8th Grade
		Michael Sauer	Avani Hatten	Jasmeen Multani	Brayden Mitchell
	2.	Superintendent’s Award: Sean Somers			
	3.	Student Government Report: Joseph Field			
		President	Vice President	Secretary	Treasurer
		Samantha Haughey	Kit Hildebrand	Joseph Field	Julian Dubray

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

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 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.
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II.	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.	September 28, 2022	Public	M-1
	2.	N/A	Executive (Closed) Session	N/A

III.	PRESENTATION(S)		
	NJSLA 2022 Results	Dr. Joseph Campisi, Superintendent	
	October In-Service Debrief	Mrs. Therese Bonmati & Mrs. Kellilyn Mawson	

IV.	CORRESPONDENCE		
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V.	SUPERINTENDENT’S REPORT			
	A.	Superintendent Report		
	B.	Motion to approve reports #1-10 upon the recommendation of the Superintendent:		
		#	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		SR-9
	10.	Health Office Report		SR-10



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VI.	FACILITIES	
	A.	Facilities Report: Brandy Titus, Chair
	B.	Motion to approve Facilities drills and action items #1-3 upon recommendation of the Superintendent:

Drills						
#	Type	Date	Time	Duration	Temp	Police
1.	Fire Drill	10/13/2022	1:40 pm	3 minutes	70	Yes
2.	Evacuation	10/19/2022	9:35 am	5 minutes	47	Yes

#	Action Items	
3.	Use of Facilities	FA-3

Resolution 10-26-2022-1
Resolution to approve the submission of the 2021-24 Comprehensive Maintenance Plan to the Camden County Office of Education and the New Jersey Department of Education

Resolution 10-26-2022-2
Resolution authorizing the submission of a Bond Proposal Question to the school district voters at a Special School District Election to be held on December 13, 2022



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VII.	FINANCE
A.	Finance Report: Lisa Kehoe, Chair
B.	Motion to approve Finance action items #1-14 upon recommendation of the Superintendent:

#	Action Items	Attach
1.	Business Administrator's Report	FI-1
2.	Cash Reconciliation Report for September 2022	FI-2
3.	Report of the Board Secretary for September 2022	FI-3
4.	Monthly Certifications of the Board Secretary and Board of Education for September 2022	FI-4
5.	Appropriation Transfers for September 2022	FI-5.a FI-5.b
6.	Cafeteria Report for September 2022	FI-6
7.	Approval of Bills for October 2022	FI-7
8.	Student Activity Report for September 2022	FI-8
9.	Tobey Education Group, LLC to provide on-site mathematics training for the Berlin Community School staff from February 22-24, 2023 in the amount of \$7,500.00 (20-270-200-320-01-00)	N/A
10.	Acceptance of a donation from Balfour Yearbooks in the amount of \$575 for yearbook supplies	N/A
11.	Funding amendments for federal grants: • FY23 ESEA and IDEA federal entitlement grants to include carryover funds from FY22 • FY22 ARP ESSER Mandatory Subgrant • FY22 ARP ESSER Accelerated Learning Coach and Educator Support Grant • FY22 ARP ESSER NJTSS Mental Health Support Staffing Grant • FY21 CRRSA ESSER II Grant	FI-11.a FI-11.b FI-11.c FI-11.d FI-11.e
12.	2022-23 Shared Services Agreement for BCBA (Board Certified Behavior Analyst) Services with the Berlin Township Board of Education (11-000-216-100-00-00) Note: The BCBA will be the employee of the Berlin Borough Board of Education and costs will be shared with the Berlin Township Board of Education on a 60/40% basis	FI-12
13.	2022-23 BCS Cheerleader Fundraising Events	FI-13
14.	2022-23 special education tuition contract agreement with Archway Programs (Upper School) for one student sent in the amount of \$45,641.68 which includes 149 days @ \$306.32/day, effective October 24, 2022 (11-000-100-566-00-30)	N/A



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VIII.	CURRICULUM
A.	Policy Report: Joshua Zagorski, Chair
B.	Motion to approve Curriculum action items #1-2 upon recommendation of the Superintendent:

#	Action Items	Attach
1.	Learning FIRST Center for Instructional Coaching (Embedded/Onsite Professional Development) at a cost not to exceed \$90,000 (20-270-200-320-01-00, 20-484-200-300-00-00, 20-488-200-300-00-00, 11-000-221-320-00-10)	CI-1
2.	Nursing Plan 2022-2023	CI-2

IX.	POLICY
A.	Policy Report: Sue Embrey, Chair
B.	Motion to approve Policy action item #1 upon recommendation of the Superintendent:

Summary of Policies & Regulations									
Policies & Regulations									
#	No.	Title	Pol	Reg	1st	2nd	Rev	Ab	
1.	5512	Harassment, Intimidation, or Bullying (M)	x				x		

X.	AD HOC COMMITTEE - CULTURAL PROFICIENCY & EQUITY STAKEHOLDER GROUP
A.	CP&E Report: Kristen Simone, Board of Education Representative



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XI.	PERSONNEL	
	A.	Personnel Report: Kristen Simone, Chair
	B.	Motion to approve Personnel action items #1-33 upon recommendation of the Superintendent:

New Hires						
#	Name	Position	Step	Salary	Reason for Vacancy	Effective Date
1.	*Victoria Conway	Substitute Nurse	N/A	\$250 per diem	N/A	10/27/2022
2.	*Stephen Bierly	MS Special Education Teacher	1-2, BA	\$57,234	Resignation	10/27/2022
3.	*Gabrielle Gordon	BCBA (shared)	8, MA	\$64,360	Student Needs	1/1/2023
4.	*Elizabeth Law	ES Special Education Teacher	4, BA +15	\$57,384	Resignation	1/1/2023

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

Professional Development					
#	Program	Location	Date(s)	Attendee	Cost (Not to Exceed)
5.	Best Practices for Students w/ Autism in Spec Ed & ICR	Camden County College	October 25, 2022	Erin Rodriguez	\$149
6.	Handle w/ Care Instructor-Recertification	Double Tree Cherry Hill	March 2, 2023	Kellilyn Mawson	\$475

Resignations/Retirements/Leaves of Absence					
#	Name	Position	Salary	Reason	Effective Date
7.	Kristen Eckert	Special Education Teacher	\$59,434	Resignation	12/2/2022
8.	Amber Yoder	Softball Assistant	Stipend - \$2,348	Resignation	Spring 2023



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Additional Position			
#	Position	Reason	Effective Date
9.	Special Education Teacher	Student Needs	2022-2023

2022 - 2023 Staff In-Service Days					
#	Name	Position	Hours	Hourly Rate	Dates
10.	Deborah Bain	Instructional Aide	Not to exceed 15 Hours	\$21.26	10/7/22, 1/13/23, 2/17/23
11.	Michelle Harris	Instructional Aide	Not to exceed 15 Hours	\$17.29	10/7/22, 1/13/23, 2/17/23
12.	Teresa Hess	Instructional Aide	Not to exceed 15 Hours	\$15.94	10/7/22, 1/13/23, 2/17/23
13.	Linda Jurski	Instructional Aide	Not to exceed 15 Hours	\$21.26	10/7/22, 1/13/23, 2/17/23
14.	Therese Kalberer	Instructional Aide	Not to exceed 15 Hours	\$19.56	10/7/22, 1/13/23, 2/17/23
15.	Amy Keller	Instructional Aide	Not to exceed 15 Hours	\$18.13	10/7/22, 1/13/23, 2/17/23
16.	Zina Leps	Instructional Aide	Not to exceed 15 Hours	\$16.44	10/7/22, 1/13/23, 2/17/23
17.	Janice Mardikian	Instructional Aide	Not to exceed 15 Hours	\$19.99	10/7/22, 1/13/23, 2/17/23
18.	Janice Martin	Instructional Aide	Not to exceed 15 Hours	\$16.44	10/7/22, 1/13/23, 2/17/23
19.	Barbara McGettigan	Instructional Aide	Not to exceed 15 Hours	\$18.13	10/7/22, 1/13/23, 2/17/23
20.	Courtney Murphy	Instructional Aide	Not to exceed 15 Hours	\$15.94	10/7/22, 1/13/23, 2/17/23
21.	Sandra Sama-Miller	Instructional Aide	Not to exceed 15 Hours	\$19.21	10/7/22, 1/13/23, 2/17/23
22.	Stephanie Slater Dawson	Instructional Aide	Not to exceed 15 Hours	\$17.71	10/7/22, 1/13/23, 2/17/23
23.	Gianna Squillace	Instructional Aide	Not to exceed 15 Hours	\$15.94	10/7/22, 1/13/23, 2/17/23
24.	Joann Stepler	Instructional Aide	Not to exceed 15 Hours	\$19.21	10/7/22, 1/13/23, 2/17/23
25.	Coleen Viereck	Instructional Aide	Not to exceed 15 Hours	\$19.21	10/7/22, 1/13/23, 2/17/23
26.	Kathleen Wahl	Instructional Aide	Not to exceed 15 Hours	\$21.26	10/7/22, 1/13/23, 2/17/23
27.	Jill Weiner	Instructional Aide	Not to exceed 15 Hours	\$14.78	10/7/22, 1/13/23, 2/17/23
28.	Christine Jewel	Instructional Aide	Not to exceed 15 Hours	\$14.78	10/7/22, 1/13/23, 2/17/23



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Schedule "B" Position				
#	Name	Position	Stipend	School Year
29.	Margaret Gibson	Dances/Plays Certified Staff - Chaperone	\$160	2022 - 2023
30.	Heather Pach	Dances/Plays Certified Staff - Chaperone	\$160	2022 - 2023
31.	Andrew Snyder	Softball Assistant	\$2,348	2022 - 2023

Volunteers			
#	Name	Reason	Effective Date
32.	Maddy Specht	Cheerleading	October 27, 2022

Substitute Services Report				
#	Service	Time Frame	Fill Rate	Attach
33.	Kelly Educational Staffing	9/1/2022 - 9/30/2022	60.61%	PR-1

Resolution 10-26-2022-3	
BE IT RESOLVED , the Berlin Borough Board of Education appoints Mrs. Donna DiLapo as the Business Administrator/Board Secretary of the Berlin Borough School District beginning on or before 1/1/2023 through 6/30/2023 with an annual salary of \$105,000, prorated, pending the approval of the Executive County Superintendent.	PR-2

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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XIII.	NEW BUSINESS	
#	Items	Attach

XIV.	OLD BUSINESS	
#	Items	Attach

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 10 minutes for said purposes pertaining to:

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

No action will be taken.

XVI.	MEETING ADJOURNED
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BERLIN BOROUGH BOARD OF EDUCATION

 John Scavelli, Board Secretary

Next Regular Board of Education Meeting

Date	Time	Location
November 16, 2022	7:00 PM	Media Center, Berlin Community School