

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

January 4, 2022

Reorganization Meeting Minutes

“Educating Today for Tomorrow’s Success”

***This meeting is being recorded and livestreamed through YouTube.
Anyone not wishing to appear on camera during the meeting may be excused.***

1. Call Meeting to Order

I, Megan Stoddart, Business Administrator, call this meeting to order under the Open Public Meetings Act at 7:05pm. This is to advise the general public and to instruct that it be recorded in the Minutes, that in compliance with Chapter 231 of the Public Laws of 1975, entitled the “Open Public Meetings Act,” the Berlin Township Board of Education, caused to be posted at the Business Office of the Board of Education located at 225 Grove Avenue, West Berlin, New Jersey and advertised in the Courier Post on December 23, 2020 and the Central Record for the week starting December 24, 2020 a meeting notice setting forth the time, date and location of this meeting.

The oath of office will be given by the board solicitor or the school business administrator, to the following elected/appointed Board of Education members:

- Rebecca Allen***
- Brian Davis***
- Scott Golden***
- Lisa Hill-Muff***
- Kimberly Reed***

2. Pledge of Allegiance

3. Roll Call

Yr Began/Current Term Expires

Mr. Brian Davis	<u>Present – via phone</u>	2012 / 2024
Mrs. Kimberly Reed	<u>Present</u>	2015 / 2024
Mrs. Lisa Hill-Muff	<u>Present</u>	2018 / 2024
Mr. Jeffrey Souza	<u>Present</u>	2014 / 2022
Mrs. Rebecca Allen	<u>Present</u>	2021 / 2023
Mr. Domonic Balducci	<u>Present</u>	2019 / 2022
Mr. Scott Golden	<u>Present – left @7:17pm</u>	2021 / 2022
Mrs. Holly Murrenburke	<u>Present</u>	2020 / 2023
Mrs. Kayla Hanna	<u>Present</u>	2021/2022
Dr. Edythe B. Austermuhl, Superintendent	<u>Present</u>	
Mrs. Megan Stoddart, Business Administrator	<u>Present</u>	
Lauren Tedesco, Board Solicitor	<u>Absent</u>	

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4. OFFICER AND DELEGATE NOMINATIONS

- a. Motion by Kimberly Reed, second by Lisa Hill-Muff to nominate Jeffrey Souza for school board president.

Motion by Scott Golden, second by Jeffrey Souza to nominate Kimberly Reed for school board president. Kimberly Reed declined.

Motion by Holly Murrenburke, second by Rebecca Allen to nominate Domonic Balducci for school board president. Motion carried. Roll call vote, all present voting “yes”.

- b. Motion Kimberly Reed, by second by Rebecca Allen to appoint Jeffrey Souza for school board president. Motion carried. Roll call vote, 5 yes for Jeffrey Souza, 4 yes for Domonic Balducci. Jeffrey Souza appointed.

- c. Motion by Jeffrey Souza, second by Lisa Hill-Muff to nominate Kimberly Reed for school board vice president.

Motion by Rebecca Allen, second by Domonic Balducci to nominate Holly Murrenburke for school board vice president. Motion carried. Roll call vote, all present voting “yes”.

- d. Motion by Jeffrey Souza, second by Domonic Balducci to appoint Kimberly Reed for school board vice president. Motion carried. Roll call vote, 3 yes for Holly Murrenburke, 5 yes for Kimberly Reed. Kimberly Reed appointed.

- e. Motion by Kimberly Reed, second by Domonic Balducci to appoint Lisa Hill-Muff as the delegate to the New Jersey Schools Boards Association. Motion carried. Roll call vote, all present voting “yes”.

- f. Motion by Kimberly Reed, second by Jeffrey Souza to appoint Kayla Hanna as the alternate delegate to the New Jersey Schools Boards Association. Motion carried. Roll call vote, all present voting “yes”.

- g. Motion by Kimberly Reed, second by Rebecca Allen to appoint Brian Davis as the delegate to the Camden County Schools Boards Association. Motion carried. Roll call vote, all present voting “yes”.

- h. Motion by Jeffrey Souza, second by Kimberly Reed to appoint Holly Murrenburke as the alternate delegate to the Camden County Schools Boards Association. Motion carried. Roll call vote, all present voting “yes”.

- i. Motion by Jeffrey Souza, second by Kimberly Reed to appoint Scott Golden as the representative to the Camden County Educational Services Commission. Motion carried. Roll call vote, all present voting “yes”.

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- j. Motion by Jeffrey Souza, second by Holly Murrenburke to appoint Kimberly Reed as the representative to the Pine Hill Board of Education from this date to the date of the next reorganization meeting in 2023. Motion carried. Roll call vote, all present voting “yes”.

- k. Motion by Kimberly Reed, second by Domonic Balducci to appoint the following members to, or advisors of the Board’s negotiations committee for BTEA:

Brian Davis (chairperson)

Jeffrey Souza (member)

Motion carried. Roll call vote, all present voting “yes”.

- l. Motion by Jeffrey Souza, second by Lisa Hill-Muff to appoint the following members to, or advisors of the Board’s negotiations committee for BTPSA:

Lisa Hill-Muff (chairperson)

Brian Davis (member)

Kimberly Reed (member)

Motion carried. Roll call vote, all present voting “yes”.

- m. Motion by Kimberly Reed, second by Brian Davis to appoint the following members to, or advisors of the Board’s Finance Committee:

Holly Murrenburke (chairperson)

Rebecca Allen (member)

Domonic Balducci (member)

Kimberly Reed (member)

Motion carried. Roll call vote, all present voting “yes”.

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5. ESTABLISHMENT OF BOARD PROCEDURES AND POLICIES

- a. Motion by Kimberly Reed, second by Lisa Hill-Muff to resolve that the Berlin Township Board of Education establish the time and date of their regularly scheduled meetings as the 4th Thursday of each month as listed below:

**BERLIN TOWNSHIP BOARD OF EDUCATION
MEETING CALENDAR
2022**

January 27, 2022/Action Meeting	July 2022/No Meeting
February 24, 2022/Action Meeting	August 18, 2022/Action Meeting
March 17, 2022/Action Meeting/ Budget Submission	September 22, 2022/Action Meeting
April 28, 2022/Budget Hearing/Action Mtg	October 27, 2022/Action Meeting
May 26, 2022/Action Meeting	November 17, 2022/Action Meeting
June 23, 2022/Action Meeting	December 22, 2022/Action Meeting

*All meetings are scheduled on the 4th Thursday of the month unless otherwise noted.

Motion carried. Roll call vote, all present voting “yes”.

6. NEW BUSINESS

- a. Information sheets to be completed by the board and returned to Dr. Austermuhl

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7. Public Comments – Open

Comments have been submitted electronically due to the remote meeting set-up based on guideline from Governor Murphy’s executive orders. Mrs. Stoddart will read the comments to the Board members. Copies will become part of the meeting minutes.

Recognition of Citizens – for agenda items only

The Public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member or members involved therein and the Chief School Administrator prior to petitioning the Board of Education. Complaints should only be brought to the Board after the appropriate school staff have had a reasonable opportunity to resolve the problem at the employee level. Statements should be limited to topics to be addressed on the published agenda.

Public participation shall be governed by the following rules as per Regulation 9322:

- A. All persons wishing to participate in a public board meeting shall register their intent by signing in with the board secretary in advance of the meeting;
- B. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
- C. Each statement made by a participant shall be limited to five minutes’ duration;
- D. No participant may speak more than once on the same topic;
- E. All statements shall be directed to the presiding officer; no participant may address or question board members individually;
- F. The presiding officer may:
 - A. Interrupt, warn, or terminate a participant’s statement when the statement is too lengthy, personally directed, abusive, obscene, or not an agenda item ;
 - B. Request any individual to leave the meeting when that person does not observe reasonable decorum;
 - C. Request the assistance of law enforcement officers in the removal of a disorderly person when that person’s conduct interferes with the orderly progress of the meeting;
 - D. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
 - E. Waive these rules when necessary for the protection of privacy or the efficient administration of the board’s business.

The portion of the meeting during which the participation of the public to speak on agenda items only shall be limited to 30 minutes which can be extended due to exceptional circumstances at the discretion of the presiding officer.

Motion by Jeffrey Souza, seconded by Kimberly Reed to open the meeting to the public for the discussion of agenda items only. Time in: 7:39pm

Motion carried. Voice vote, all present voting “yes”.

Public in Attendance – List of Audience Members Who Spoke During Meeting

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8. Public Comments – Closed

Motion by Kimberly Reed, second by Jeffrey Souza to close the meeting to the public. Time closed: 7:39pm.
Motion carried. Voice vote, all present voting “yes”.

9. ADJOURNMENT

Motion by Rebecca Allen, second by Kimberly Reed to adjourn the meeting. Time meeting adjourned: 7:39pm.
Motion carried. Voice vote, all present voting “yes”.

Megan Stoddart, Business Administrator

Date