

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 25, 2023

Action 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, Scott Golden, President, call this meeting to order under the Open Public Meetings Act at 6:33pm.

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 on January 4, 2022, 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 January 11, 2023 and the Central Record for a week starting January 11, 2023 a meeting notice setting forth the time, date and location of this meeting.

2. Pledge of Allegiance

3. Roll Call

Yr Began/Current Term Expires

Mr. Brian Davis	<u>Present</u>	2012 / 2024
Mrs. Kimberly Reed, Vice President	<u>Present</u>	2015 / 2024
Mrs. Lisa Hill-Muff	<u>Present</u>	2018 / 2024
Ms. Rebecca Allen	<u>Present</u>	2021 / 2023
Mrs. Kayla Hanna	<u>Present</u>	2021 / 2023
Mr. Scott Golden, President	<u>Present</u>	2021 / 2025
Vacancy	<u>Present</u>	2020 / 2023
Mr. Keith Jones	<u>Present</u>	2023 / 2025
Mrs. Michele Williams-Oriente	<u>Present</u>	2023 / 2025
Dr. Edythe B. Austermuhl, Superintendent	<u>Present</u>	
Mrs. Megan Stoddart, Business Administrator	<u>Present</u>	
Lauren Tedesco, Board Solicitor	<u>Present</u>	

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4. Approval of Minutes

Motion by Scott Golden, seconded by Brian Davis

RECOMMEND that the Board of Education approve the minutes of the April 27, 2023 and May 18, 2023 meeting as presented in duplicated form and dispense with the reading of the same.

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

5. Executive Session – In

Motion by Scott Golden, seconded by Kimberly Reed to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues.

- Donaldson Hearing employee # 01613
- Staff Discipline employee # 01674
- HIB reports

Time in: 6:34pm.

Resolution for Executive Session:

Whereas Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and whereas this public body is of the opinion that such circumstances presently exist. Now, therefore, be it resolved by the Berlin Township Board of Education, County of Camden, State of New Jersey, as follows:

1. The public shall be excluded from discussion and action upon hereafter specified subject matters. They are:
 - a. Any matter which by express provision of federal law or state statute or rule of court shall be rendered confidential.
 - b. Matters dealing with Federal Funding.
 - c. Discussion of any materials, the disclosure of which would constitute an unwarranted invasion of individual privacy.
 - d. Matters dealing with collective bargaining.
 - e. Matters dealing with the sale or purchase of public land.
 - f. Discussion of any pending or anticipated litigation or contract negotiation.

6. Executive Session – Close

Motion by Scott Golden, seconded by Michele Williams-Oriente to come out of Executive Session. Time out: 7:41pm.

7. Presentations – unless otherwise stated, all presentations will be held during the Action Meeting

Presentations will be made for Student Role Models of Positive Behavior

Positive Behavioral Supports is a school-wide systematic approach to discipline and behavioral support in our schools. It is an evidence-based framework for providing a broad range of systematic and individualized strategies for achieving academic and behavioral outcomes while preventing problem behavior. PBS focuses on teaching then reinforcing positive behaviors as well as, changing the environment such that using positive behaviors becomes more effective than using negative behaviors. Schools utilizing PBS have the following in place:

- More than 80% of students can tell you what is expected of them & can give behavioral examples because they have been taught, actively supervised, practiced, & acknowledged.
- Positive adult-to-student interactions exceed negative.
- Administrators are active participants.
- Data & team-based action planning & implementation.
- Function based behavior support is a foundation for addressing problem behavior.
- Full continuum of behavior support is available to all students.

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***Students of the Month of April to be acknowledged from the
John F. Kennedy Elementary School:***

*Christiaan Jax Starrenburg, Noah McErlain, Lorina Nagy, Zara Sarwar, Sofia Jimenez Mendez,
Giovanna Shellenberger, Mackenzie Strasser, Sabit Chowdhury, Daisy Tellez Sorcia,
Muhammad Arham, Melissa Olea Vinalay, Daniel Nunez Nova*

***Students of the Month of April to be acknowledged from the
Dwight D. Eisenhower Middle School:***

*Marian Zelaya Mendez, Lailah Laurent, Leigha Muff, Kayleigh Bakey,
Greg Marshall, Bryce Brown, Rouku Moni, Emtiyas Sabbir*

A. Motion by Scott Golden, and seconded by Kayla Hanna to acknowledge the ADVANCE volunteers who participated in training, as listed below:

5/2/23:

Valerie Regan, Miriah Chern, Nicole Caterina, Maria Colella, Veronica Arocho, Karen Payne, Jillian Moskow and Stacey Juliano.

5/15/23:

Gualberto Chalchi, Hilda Popoca, Myrna Robinson, Rhonda Ravoni, Nicole Ravoni, Tai Santos, Ricardo Santos, Mchael Horan, Jr., Diana Horan, Ncole Golden, Kristen Grass, Joseph Goodwin, Mark Singleton, Ashlea Singleton, Dennis DiMarino, Randee DiMarino, Dennis DiMarino, Jr., Rosemarie Di Marino, George Speck, Chrismely Marte, Samantha Mitchell (Hill), Richard Hall, Christopher Gugliotta, Stephanie Harty, Kathleen Pease, David Iaccarino, Damaris Seguinot, Kenny Savage, Meghan Folcher, Christine Mason, Thomas Mason, Beatriz Estrada, Robert Swartz, Stephanie Godbold, Temico Godbold, DeWayne Marshall, Christine Aguilar, Brad Graham, Jared Fillmore, Francisco Garcia, Axel Negron, Hannah Walbert, Colette Mikulski, Jonathan Mikulski, Usman Sarwar and Sarah Walbert.

5/23/23:

Maurita Griffin, Michael Guthier, Rene Acevedo, Daniel Wyatt, Amy Ortiz, Audi Brunson, Catherine Taylor, Julia Haran, Adele Spurio, and Shannon Toomer.

5/24/23:

Anthony Gates-Mafra, Tanya Crus, Karla Ramos, Ketki Patel, Juan Rodriguez

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

8. Public Comments – Open

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:

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- 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 Kimberly Reed, seconded by Keith Jones to open the meeting to the public for the discussion of agenda items only. Time in: 7:52pm.

9. Public Comments – Closed

Motion by Scott Golden, seconded by Rebecca Allen to close the meeting to the public. Time closed: 7:53pm.

10. Superintendent’s Report

- A. Review District Mission Statement

DISTRICT MISSION STATEMENT

The slogan of the Berlin Township School District of “Educating Today for Tomorrow’s Success” is meant to focus the educational community on the broad goal of giving ALL of our children the necessary skills to be successful in all future endeavors. Student achievement is the major priority; the district prides itself on its creative approach to learning and its emphasis upon helping each student to discover his or her potential. Teachers use a variety of teaching methods to reach students with a wide range of abilities. Student engagement as volunteers in the learning process is our primary focus. It is our responsibility to create structures and systems where students are totally engaged in the instruction, which will then leads to deeper learning and understanding.

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The Berlin Township School District commits itself to all children by creating a standards-based school district in which all students receive the very best educational opportunities possible. Each and every student will surpass the New Jersey Core Curriculum Content Standards. To achieve this, the members of the district will focus on:

1. Establishing high standards of excellence for both staff and students
2. Communicating openly and frequently within the district and with the community to foster a trusting relationship
3. Ensuring a safe and orderly environment for staff and students
4. Recognizing that a school district serves as a role model and has the responsibility to encourage high quality character behavior

B. Review District & Board of Education Goals

2022 - 2023 DISTRICT GOALS

- **DISTRICT GOAL #1:** Continue to supervise the organization and implementation of articulation meetings with Administrative Teams from Pine Hill, Clementon and Berlin Township for curriculum articulation and sharing of best practices and services. when applicable.
- **DISTRICT GOAL #2:** Continue to supervise the implementation of the district PreK – 8 district curricula and programs to include the creation of classroom for special education students, the move of 4th grade to JFK beginning Sept. 2022 and continue the implantation of Pre School expansion as per the NJ Dept. of Education requirements.

2022 - 2023 BOARD GOALS

- **BOARD GOAL #1:** Complete all phases of the CSA evaluation process and the Board Self-Evaluation of the for the 2022-2023 school year by the June 30, 2023 deadline as described in NJ Administrative Code and Statute.
- **BOARD GOAL #2:** Develop and implement practices that will promote inter-district participation with the Pine Hill and Clementon School districts at the Board level.
- **BOARD GOAL #3:** Continue to work as a Board of Education to investigate ways to improve communication and interaction with district parents and the community.

C. Safety and Security – JFK –

<u>Type of Drill</u>	<u>Date and Time</u>
Fire	
Safety (Lockdown)	4/24/23 @ 9:45am
Bus Evacuation	

D. Safety and Security – DDE –

<u>Type of Drill</u>	<u>Date and Time</u>
Fire	4/20/23 @ 1:15pm
Safety (Lockdown)	4/24/23 @ 10:30am
Bus Evacuation	

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E. Monthly Reports Uploaded to Portal for Review

- Coordinator of Special Services
- Supervisor of Buildings and Grounds
- Technology Coordinator
- Supervisor of Curriculum and Instruction
- JFK Principal
- DDE Principal

F. Harassment, Intimidation and Bullying (HIB) Incident Report

Reported to the Superintendent	School	Case Number	Result	Action
April 28, 2023	DDE	9966	HIB	AA made comments to AV afterschool at a baseball game. Comments were made about the AV’s weight. AV said he went home crying and that he is uncomfortable around the AA because he feels this will happen again. Parent of AV was spoken to by the Principal, case manager and guidance counselor about these behavior concerns. In the future, if the behavior does not stop, AA would only be permitted to attend after school events with a parent or guardian.
May 12, 2023	DDE	10144	Not HIB	AA threatened a fight with the AV, and someone shared this via text with another. This was after school hours while at a softball game. At least 1 parent was notified while this was occurring and Police were called and involved. There was no physical fight. Principal called AV and AA parents, ABS/counselor spoke to witnesses, AV and AA. There was no educational impact. AV is not fearful to be in school.

G. Board Affirmation of Harassment, Intimidation and Bullying Investigation Decisions

Motion by Scott Golden, seconded by Michele Williams-Oriente

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to affirm the Superintendent’s decisions associated with the harassment, intimidation and bully (HIB):

Reported to the Superintendent	School	Case Number	Result	Action
March 31, 2023	DDE	9757	Not HIB	AAs made comments to AV related to physical appearance. AV did not express substantial disruption to operation of the school or AV’s rights. Students were moved away from each other, staff were alerted to potential student clashes, and the principal has spoken to parents of AAs.

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April 5, 2023	DDE	9863	HIB	AA took a picture of AV in class and then posted on social media motivated by gender and attire worn. AV was mortified about the picture, which was taken during class with other students as witnesses and it being posted on line. AA violated the code of conduct and had consequences related to that. Police were notified as this was a possible bias related issue. Principal spoke to parents of students involved.
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Motion carried, roll call vote, all present voting “yes”, Brian Davis & Kayla Hanna voting “abstain”, Kim Reed voting “no” for Case 9757.

H. Discussion Items

- Motion by Brian Davis, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following Bylaws/Policy second reading. *This document was uploaded to the board portal for board review.*

Policy/Regulation Number	Policy/Regulation Description
3327	Relations with Vendors
3542.2	School Meal Program Arrears
3542.31	Free or Reduced Price Lunches
5131.5	Violence and Vandalism
6145.3	Publications
6164.1	Intervention and Referral Services
2224.1	Title IX Policy
2224.1	Title IX Regulation
2224.1	Reporting form – Exhibit
6161.2	Process for Examination of Instructional Materials Being Challenged
6161.2	Reconsideration Form

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

I. Field Trips

- Motion by Kimberly Reed, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the following field trips:

Grade	Teacher	Place	Date	Cost to Student	Cost to District
5-8	Kelly	The Big Event Bowling Alley	6/12/23	\$0	\$0
4	Murphy	Big Kahuna from PEACE	6/15/23	\$0	\$0

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

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11. Personnel

- a. Motion by Kimberly Reed, seconded by Keith Jones

RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the hiring of staff in accordance pending receipt of sexual misconduct disclosure forms and criminal history background requirements as noted below:

Name	Position	Salary	Date
Jennifer Virelli	Homebound Teacher	\$40.64/hr	5/22/23-6/20/23

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

- b. Motion by Scott Golden, seconded by Rebecca Allen

RECOMMEND that the Board of Education, on the recommendation of the Superintendent to approve the following ESY Staff for the 2023-2024 school year:

ESY STAFF: 2023-2024 SCHOOL YEAR		
EMPLOYEE NAME	POSITION	SALARY
MARENNA BONANNI	ESY AIDE	\$14.13/HOUR
NICOLE DIMITRI	ESY TEACHER	\$40.64/HOUR
HEIDI FARLOW	ESY AIDE	\$14.13/HOUR
KELLY FINGER	ESY NURSE	\$40.64/HOUR
MAUREEN GARDNER	ESY NURSE	\$40.64/HOUR
CHERI GARTON	ESY SUBSTITUTE TEACHER	\$40.64/HOUR
CHRISTINE HAMMETT	ESY TEACHER	\$40.64/HOUR
MARY JO KOLASKI	ESY TEACHER	\$40.64/HOUR
RHONDA LEADBEATER	ESY AIDE	\$14.13/HOUR
MOLLY OLCESE	ESY AIDE	\$14.13/HOUR
JENNIFER PERITO	ESY TEACHER	\$40.64/HOUR
SOPHIE ROLLINS	ESY AIDE	\$14.13/HOUR
NANCY SCOTT	ESY TEACHER	\$40.64/HOUR
MATTHEW TROST	ESY TEACHER	\$40.64/HOUR
JENNIFER VIRELLI	ESY TEACHER	\$40.64/HOUR

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

- c. Motion by Kimberly Reed, seconded by Scott Golden

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, to accept the FMLA and 14 sick days for employee # 01628 for September 5, 2023 – January 1, 2024.

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

- d. Motion by Kayla Hanna, seconded by Michele Williams-Oriente

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following staff for summer Child Study Team evaluations and meetings:

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EMPLOYEE NAME	EVALUTATONS	MEETINGS
Melissa Quattrone – LDT/C	\$428.36/eval	\$59.83/hour
Ryan Rollins – School Psychologist	\$332.78/eval	\$46.48/hour
Danielle McKelvey – Social Worker	\$448.00/eval	\$62.57/hour
Amanda Poulton – Speech Therapist	\$314.21/eval	\$43.88/hour
Kim Gadzinski – Speech Therapist	\$469.25/eval	\$65.54/hour

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

- e. Motion by Kimberly Reed, seconded by Michele Williams-Oriente
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and the Business Administrator, approve the shared services contracts for PreK Master Teacher/Instruction Coach services with Pine Hill and Clementon school districts. *This document was uploaded to the board portal for board review.*
Motion carried, roll call vote, all present voting “yes”.

- f. Motion by Lisa Hill-Muff, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and the Business Administrator, approve the SRO shared services agreement with Berlin Township for the 2023-2024 school year. *This document was uploaded to the board portal for board review.*
Motion carried, roll call vote, all present voting “yes”.

- g. Motion by Kimberly Reed, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the Superintendent to approve to extend the Administrative leave with pay for employee # 01674 through June 30, 2023.
Motion carried, roll call vote, all present voting “yes”.

12. Curriculum and Instruction

- 1. Motion by Kimberly Reed, seconded by Michele Williams-Oriente
RECOMMEND that the Board of Education, on the recommendation of the Superintendent approve the use of following evaluation tools for the 2023-2024 school year:
 - McRel for Certified Teachers
 - NJPEPL Observation Tool for the Principals and Supervisors
 - District created tools for:
 - Other Certified Staff (Nurse, CST, BA)
 - District non certified staff (Secretaries, Confidential Secretaries, Bus Drivers, Custodians, CARE Staff)
 Motion carried, roll call vote, all present voting “yes”.

13. Business and Finance

Financial Report – Period Ending April 2023

Motion by Kimberly Reed, seconded by Keith Jones
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the following resolution:

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Board Secretary Financial, Revenue and Treasurer’s Reports

- A. Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2023. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A-16.10 (c) 3 and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.
- B. Treasurer’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 2023. The Treasurer’s and Secretary’s report are in agreement for the months April 2023.
- C. Board Secretary in accordance with N.J.A.C. 6A:23A -16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
- D. Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10(c) 4, we certify that after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate District officials, that to the best of our knowledge no major accounts or funds have been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

Megan Stoddart, Business Administrator

Date

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

- E. Motion by Kimberly Reed, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the following budget transfers:

FROM:	11-120-100-101-D	Salaries, Grades 1-5	-\$90,000
FROM:	11-000-291-270-D	Benefits	-\$60,000
TO:	11-000-230-331-D	Legal Services	+\$50,000
TO:	11-000-270-518-D	Transportation, Contracted ESC	+100,000

REASON: Legal costs and contracted costs are higher due to increase in litigation/negotiations as well as difficulty securing contracted bus routes and increasing costs associated with such.

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

- F. Motion by Kimberly Reed, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve payment of bills:

Batch number 59 Amount \$975,835.14

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

- G. Motion by Kimberly Reed, seconded by Rebecca Allen
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the April, 2023 listing of substitutes from Source 4 Teachers as follows:

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Full Day Substitute (Sub Cert, CE, CEAS, Standard)	\$139.65
Half Day Substitute (Sub Cert, CE, CEAS, Standard)	\$69.82
Full Day Building Based Substitute Teacher	\$159.60
Half Day Building Based Substitute Teacher	\$79.80
Full Day Paraprofessional	\$126.35
Half Day Paraprofessional	\$56.53

This list was uploaded for the board review.

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

H. Motion by Scott Golden, seconded by Keith Jones

RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the 2022-2023 Cafeteria disbursements for the month of April, 2023 in the amount of \$ 27,967.95. *This list was uploaded for the board review. A list is on file with the Business Administrator*

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

I. Motion by Kimberly Reed, seconded by Scott Golden

RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the 2022-2023 CARE disbursements for the month of April, 2023 in the amount of \$ 8,631.51. *This list was uploaded for the board review. A list is on file with the Business Administrator.*

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

J. Motion by Brian Davis, seconded by Michele Williams-Oriente

RECOMMEND, that the Board of Education on the recommendation of the Superintendent and the School Business Administrator, approve the travel/professional development for the following staff members:

<u>Name</u>	<u>Cost</u>	<u>Location/Date of Travel</u>	<u>Expense Amount</u>
Jessica Wright	\$279.00	How to Use Young Adult Books in your Program/5-9-23	\$279.00
Ashley Surman	\$0	Functional Contextual Thinking & It’s Application for School Mental Health/6-1-23	\$0
Elizabeth Tully	\$0	Functional Contextual Thinking & It’s Application for School Mental Health/6-1-23	\$0
Tara Corbett	\$279.00	Helping your Readers Become More Successful/7-25-23	\$279.00

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

K. Motion by Brian Davis, seconded by Kimberly Reed

RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the award of the food service management bid to Nutri-Serve Food Management, Inc for the 2023-2024 school year. The management fee will be \$20,000 and the vendor estimates a profit of \$167.65 to the district for the school year.

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

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- L. Motion by Scott Golden, seconded by Michele Williams-Oriente
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the 2023-2024 General Services Contract with Camden County Educational Services Commission. *A copy of the general services contract has been uploaded to the portal for review.*

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

- M. Motion by Kimberly Reed, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the following resolution:

WHEREAS, the New Jersey Schools Insurance Group (NJSIG) is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq to provide insurance coverage and risk management services for its members;

WHEREAS, the Berlin Township School District, hereinafter referred to as the “Educational Institution” is a member of NJSIG; and,

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

NOW, THEREFORE, BE IT RESOLVED, that:

- 1) The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2022-2023 fiscal year in the amount of \$3,635.00 for the purposes set forth in their safety grant application, which is attached hereto; and,
- 2) The Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

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

- N. Motion by Keith Jones, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to appoint the firm of Capehart and Scatchard, as the Board of Education Solicitor under the terms of the professional contract for the 2023-2024 school year. Pursuant to 18A:18A-5(a), award of contract shall be printed in an official newspaper.

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

- O. Motion by Kimberly Reed, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to appoint Bowman and Company as the district’s auditing firm under the terms of the professional contract for the 2023-2024 school year. Pursuant to 18A:18A-5(a), award of contract shall be printed in an official newspaper.

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

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- P. Motion by Kimberly Reed, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to appoint Concord Engineering as the district’s engineering firm for the 2023-2024 school year. Pursuant to 18A:18A-5(a), award of contract shall be printed in an official newspaper.

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

- Q. Motion by Kimberly Reed, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the addendum to the Agreement with ESS Northeast, LLC to include the following position:

Homebound Hourly Substitute Bill Rate \$55.86

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

- R. Motion by Brian Davis, seconded by Kimberly Reed
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the shared services agreement between Berlin Township School District and Berlin Borough School District for the month to month services of the Supervisor of Special Services. The Borough shall pay the Township a sum not to exceed a total sum of \$48,694 (\$4057.83 per month for months utilized). This contract is on a month to month basis for the 2023-2024 school year and can be terminated at any time, by either party, once the Borough secures their own staff member to fulfill these duties. *This document has been uploaded to the portal for review.*

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

- S. Motion by Brian Davis, seconded by Kayla Hanna
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the amendment to the contract of employment for the Supervisor of Special Services. Additional salary compensation of \$20,196.00 (\$1,683.00/month for months utilized) for the additional duties as Supervisor of Special Services for the Borough. This contract amendment is on a month to month basis for the 2023-2024 school year and can be terminated at any time, by either party, once the Borough secures their own staff member to fulfill these duties. *This document has been uploaded to the portal for review.*

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

14. Old Business

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15. New Business

Committee Updates

Negotiations

BTEA

BTPSA

Finance

NJSBA - Board Member Candidates 2023

CCESC – reorg in June

Pine Hill Bd of Ed – 6/13/23 is the Sports Awards; 6/14/23 is Graduation

CCSBA

1. Motion by Kimberly Reed, seconded by Scott Golden

Accept the resignation of Holly Murrenburke from the Berlin Township Public Schools Board of Education, effective May 19, 2023.

Motion carried, roll call vote, all present voting “yes”, Brian Davis voting “no”.

16. Public Comments – Open

Recognition of Citizens – for subjects not appearing on agenda

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. 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 irrelevant;

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 interfere 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.

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The portion of the meeting during which the participation of the public is invited shall be limited to 30 minutes which can be extended due to exceptional circumstances at the discretion of the presiding officer, and will be concluded by 10:00 pm.

Motion by Kimberly Reed, seconded by Keith Jones to open the meeting to the public for the discussion of subjects. Time in: 8:23pm.

Public in Attendance

Tammy Phillips, Michele Muff, James Nagy, Kimberly Evernhan, Gail McErlain

Tammy Phillips – 177 Haddon Avenue, West Berlin – PEACE President, would like to acknowledge that PEACE is sponsoring the Big Kahuna Trip.

17. Public Comments – Closed

Motion by Brian Davis, seconded by Kimberly Reed to close the meeting to the public. Time closed: 8:25pm.

18. Executive Session – In

Motion by Brian Davis, seconded by Michele Williams-Oriente to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues. Time in: 8:25pm.

Resolution for Executive Session:

Whereas Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and whereas this public body is of the opinion that such circumstances presently exist. Now, therefore, be it resolved by the Berlin Township Board of Education, County of Camden, State of New Jersey, as follows:

1. The public shall be excluded from discussion and action upon hereafter specified subject matters. They are:
 - a. Any matter which by express provision of federal law or state statute or rule of court shall be rendered confidential.
 - b. Matters dealing with Federal Funding.
 - c. Discussion of any materials, the disclosure of which would constitute an unwarranted invasion of individual privacy.
 - d. Matters dealing with collective bargaining.
 - e. Matters dealing with the sale or purchase of public land.
 - f. Discussion of any pending or anticipated litigation or contract negotiation.

19. Executive Session – Close

Motion by Kimberly Reed, seconded by Scott Golden to come out of Executive Session. Time out: 9:13pm.

20. Executive Session – In

Motion by Brian Davis, seconded by Michele Williams-Oriente to go into a 3rd Executive Session to discuss: superintendent search. Time in: 9:17pm.

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21. Executive Session – Close

Motion by Keith Jones, seconded by Brian Davis to come out of Executive Session. Time out: 9:47pm.

22. Adjournment

Motion by Michele Williams-Oriente, seconded by Brian Davis to adjourn the meeting. Meeting adjourned: 9:47pm.

Megan Stoddart, Business Administrator

Date