

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

January 3, 2019

Reorganization Meeting Minutes

“Educating Today for Tomorrow’s Success”

1. Call Meeting to Order

I, Megan Stoddart, Business Administrator, call this meeting to order under the Open Public Meetings Act at 7:30pm. Motion carried, voice vote, all present voting “yes”.

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 2, 2018, 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 27, 2018 a meeting notice setting forth the time, date and location of this meeting.

The oath of office will be given by Charles Rizzi, Board Solicitor, to the following elected/appointed Board of Education members:

Lisa Hill-Muff
Brian Davis
Kimberly Reed

2. Pledge of Allegiance

3. Roll Call

	<i>Yr Began/Current Term Expires</i>	
Mr. Brian Davis	<u>present</u>	2012 / 2021
Mrs. Kimberly Reed	<u>present</u>	2015 / 2021
Mrs. Lisa Hill-Muff	<u>present</u>	2018 / 2021
Mr. Jeffrey Souza	<u>present</u>	2014 / 2019
Mrs. Cynthia Mozee	<u>present</u>	2013 / 2019
Mrs. Aida Figueroa-Epifanio	<u>present</u>	2016 / 2019
Mr. Gerard Petersen	<u>present</u>	2017 / 2020
Mr. Sol Cohen	<u>present</u>	2014 / 2020
Mrs. Mary Williams	<u>present</u>	2002 / 2020
Dr. Edythe B. Austermuhl, Superintendent	<u>present</u>	
Mrs. Megan Stoddart, Business Administrator	<u>present</u>	
Charles Rizzi, Esq., Board Solicitor	<u>present</u>	
Lauren Tedesco, Capehart & Scatchard	<u>absent</u>	

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A. Review District & Board of Education Goals

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.

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:

- Establishing high standards of excellence for both staff and students
- Communicating openly and frequently within the district and with the community to foster a trusting relationship
- Ensuring a safe and orderly environment for staff and students
- 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

2018 - 2019 BOARD GOALS

BOARD GOAL #1: Complete all phases of the CSA evaluation process for the 2018-2019 school year by the June 30, 2019 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 with district parents and the community.

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District Goals for 2018-2019

- 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.
- Work with the district administrative staff to implement the Future Ready School initiative indicators to increase the use of technology for instructional purposes.

4. OFFICER AND DELEGATE NOMINATIONS

- a. Motion by Jeffrey Souza, second by Sol Cohen to nominate Cynthia Mozee for school board president. Motion carried, roll call vote, all present voting “yes”.
- b. Motion by Jeffrey Souza, second by Kimberly Reed to appoint Cynthia Mozee for school board president. Motion carried, roll call vote, all present voting “yes”.
- c. Motion by Kimberly Reed second by Sol Cohen to nominate Jeffrey Souza and Brian Davis for school board vice president. Motion carried, roll call vote, all present voting “yes”.
- d. Motion by Kimberly Reed second by Brian Davis to appoint Jeffrey Souza for school board vice president. Motion carried, secure vote conducted, all present voting. Jeffrey Souza secured the vote for board vice president.
- e. Motion by Aida Figueroa-Epifanio second by Jeffrey Souza to appoint Gerard Petersen as the delegate to the New Jersey Schools Boards Association. Motion carried, roll call vote, all present voting “yes”.
- f. Motion by Aida Figueroa-Epifanio second by Gerard Petersen to appoint Mary Williams as the alternate delegate to the New Jersey Schools Boards Association. Motion carried, roll call vote, all present voting “yes”.

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- g. Motion by Gerard Petersen second by Lisa Hill-Muff to appoint Aida Figueroa-Epifanio as the delegate to the Camden County Schools Boards Association. Motion carried, roll call vote, all present voting “yes”.
- h. Motion by Gerard Petersen second by Aida Figueroa-Epifanio to appoint Brian Davis as the alternate delegate to the Camden County Schools Boards Association. Motion carried, roll call vote, all present voting “yes”.
- i. Motion by Aida Figueroa-Epifanio second by Gerard Petersen to appoint Brian Davis as the representative to the Camden County Educational Services Commission. Motion carried, roll call vote, all present voting “yes”.
- j. Motion by Aida Figueroa-Epifanio second by Jeffrey Souza 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 2019. Motion carried, roll call vote, all present voting “yes”.
- k. Motion by Aida Figueroa-Epifanio second by Gerard Petersen to appoint the following members to, or advisors of the Board’s negotiations committee:

Jeffrey Souza (member)

Brian Davis (member)

Mary Williams (member)

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

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5. ESTABLISHMENT OF BOARD PROCEDURES AND POLICIES

- a. Motion by Mary Williams second by Brian Davis 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
2019

January 24, 2019/Action Meeting	July 25, 2019/Action Meeting
February 21, 2019/Action Meeting*	August 22, 2019/Action Meeting
March 14, 2019/Action Meeting/ Budget Submission* <i>Due to County March 20</i>	September 26, 2019/Action Meeting
May 2, 2019/Budget Hearing/Action Meeting	October 17, 2019/Action Meeting*
May 23, 2019/Action Meeting	November 21, 2019/Action Meeting*
June 20, 2019/Action Meeting*	December 19, 2019/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. PERSONNEL

- a. Motion by Mary Williams seconded by Jeffrey Souza
RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the hiring of staff pending receipt of appropriate certificates and sexual misconduct disclosure forms and criminal history background requirements as noted below:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Start Date</u>
Samantha Capoferri	FT/Inst Asst – JFK	Step 6, \$17,496 – pro-rated	on or about 01/07/2019
Lisa Shrader	FT/Inst Asst – JFK	Step 1, \$15,443 – pro-rated	on or about 01/07/2019

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

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7. NEW BUSINESS

- a. Information sheets to be completed by the board and returned to Dr. Austermuhl
- b. Distribute Code of Ethics for School Board Members (NJSA 18A: 12-24.1) as prepared by NJSBA
- c. Reminder to review the 9000 series of Board Policies for discussion at January and February board meetings

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8. EXECUTIVE SESSION:

a. Executive Session – In

Motion by Jeffrey Souza seconded by Brian Davis to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues. Time in: 7:57pm. Motion carried, voice vote, all present voting “yes”.

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.

b. Executive Session – Close

- I. Motion by Gerard Petersen seconded by Kimberly Reed to come out of Executive Session. Time out: 8:21pm. Motion carried, voice vote, all present voting “yes”.

9. ADJOURNMENT

- a. Motion by Gerard Petersen second by Brian Davis to adjourn the meeting. Time meeting adjourned 8:21pm. Motion carried, voice vote, all present voting “yes”.

Respectfully submitted,

Megan Stoddart, Business Administrator

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