

**BERLIN TOWNSHIP PUBLIC SCHOOLS**

*West Berlin, New Jersey 08091*

April 26, 2018

Budget Hearing/Action Meeting Agenda

*“Educating Today for Tomorrow’s Success”*

**1. Call Meeting to Order**

I, \_\_\_\_\_, President, call this meeting to order under the Open Public Meetings Act at \_\_\_\_\_pm.

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 10, 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 January 16 , 2018 and the Central Record the week of January 15 , 2018 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. Sol Cohen	_____	2014 / 2020
Mr. Gerard Petersen	_____	2017 / 2020
Mrs. Mary Williams	_____	2002 / 2020
Mr. Brian Davis	_____	2012 / 2018
Mrs. Kimberly Reed	_____	2015 / 2018
Mrs. Joanne Young	_____	2015 / 2018
Mr. Jeffrey Souza, Vice President	_____	2014 / 2019
Mrs. Cynthia Mozee, President	_____	2013 / 2019
Mrs. Aida Figueroa-Epifanio	_____	2016 / 2019
Dr. Edythe B. Austermuhl, Superintendent	_____	
Mrs. Megan Stoddart, Business Administrator	_____	
Charles Rizzi, Esq., Board Solicitor	_____	

**4. Approval of Minutes**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

RECOMMEND that the Board of Education approve the action meeting minutes of the March 28, 2018 meeting as presented in duplicated form and dispense with the reading of the same.

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**5. Executive Session – In**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues. Time in: \_\_\_\_\_.

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 \_\_\_\_\_ seconded by \_\_\_\_\_ to come out of Executive Session. Time out: \_\_\_\_\_.

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

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.

**Presentations will be made for both  
Teacher and Bus Driver Nominations for Student Role Models of Positive Behavior**

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

*Dorian Warker, Melissa Olea-Vinalay, Lucien Natter, Dannielle Moreno,  
Benjamin Sullivan, Andrew Gattuso, Alexis Brennan, Oliver Gonzalez-Aparicio,  
Damiano Redrow, Jayden DeVan*

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

*Charlotte, Gall, Jana Hinkie, Nylecia Slough, Delia Carcamo, Harry Cieslak,  
Miguel Navedo-Sanchez, Mason McNally, Kayla Eanes, Brennan Daly*

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

*Rexx Bannan, Caeden Meacher, Jamie Barnes, Nil Trivedi, Vanessa Hood*

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

*Thomas Payne, Luis Rodriguez-Roman, Jaylan Hornsby, Haley Bricker, Al’Patrice Hollimon*

- a. Public Presentation of the 2018-2019 Budget by Mrs. Megan Stoddart, School Business Administrator.
- b. Motion by \_\_\_\_\_ second by \_\_\_\_\_  
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the adoption of the presented 2018-2019 Budget for the Berlin Township School District. The Berlin Township School District continues to have excess surplus funds which must be budgeted in the 2018/2019 budget. The district will use these funds for one-time

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spending projects which include technology additions, parking lot upgrades at JFK, roof replacement, field upgrades and gym floor re-coating projects. These funds are not guaranteed annually and may increase or decrease from year to year.

Be it further resolved, that Policy #6471 – School District Travel (Travel Policy) and NJAC 6A:23B-1.2(b) provides that the Board of Education shall establish a maximum expenditures that may be allotted for such travel and expense reimbursement including registration fees for professional development workshops and conferences and that for the 2017-2018 school year the **maximum** is \$38,773.

**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 and limited in length to 5 minutes.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to open the meeting to the public for the discussion of agenda items only. Time in: \_\_pm.

**9. Public Comments – Closed**

Motion by \_\_\_\_\_ seconded by \_\_\_ to close the meeting to the public. Time closed: \_\_\_\_\_pm.

**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:

- 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

### DISTRICT GOALS

2017-2018

1. 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
2. Work with the district administrative staff to investigate the Future Ready School initiative for ways to increase the use of technology for instructional purposes.

### BOARD GOALS

1. Complete all phases of the CSA evaluation process for the 2017-2018 school year by the June 30, 2018 deadline as described in NJ Administrative Code and Statute.
2. Develop and implement practices that will promote inter-district participation with the Pine Hill and Clementon School districts at the Board level.
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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C. Harassment, Intimidation and Bullying (HIB) Incident Report

Date Reported to Superintendent	School	Case Number	Result	Action
4/16/18	DDE	4608	HIB	Suspension & counseling
4/25/18	JFK	4658	HIB	Counseling & related activities

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

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

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) incidents (Case #4608 ) reported on April 16, 2018.

E. Field Trips:

Grade	Teacher	Place	Date	Cost to Student	Cost to District
3	Inman	Franklin Institute	06/12/2018 Rain date N/A	\$5	3 drivers, 3 buses, tolls
8	Kolaski	Morey’s Pier	06/14/2018 Rain date 06/15	\$55	2 drivers, 2 buses, tolls
5 - 8	Kelly	The Golf Farm	05/18/2018 Rain date 06/1	\$0	1 driver, 1 bus

***This trip was approved at the March board meeting – change of date is being submitted:***

Gr 1	Tideman, Jennison Smithen	Phila Zoo	05/16/18 Raindate 5/22	\$8	3 drivers, 3 buses, tolls, parking
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1. Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the field trips listed on the April 26, 2018 agenda.

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F. Safety and Security – JFK – March, 2018

Type of Drill      Date and Time

Fire - March 27 at 2:33pm

Lockdown – March 29 at 10:15am

Bus Evacuation

Bomb Threat

G. Safety and Security – DDE – March, 2018

Type of Drill      Date and Time

Fire

Lockdown

Bus Evacuation

Bomb Threat

H. Monthly Reports Uploaded to Portal for Review

- a. Coordinator of Special Services
- b. Supervisor of Buildings and Grounds  
Approve Use of Facilities – N/A

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the use of facilities as listed below:

Organization	Facility	Date and Time	Event

- c. Technology Coordinator
- d. Supervisor of Curriculum and Instruction
- e. JFK Principal
- f. DDE Principal

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I. Discussion Items:

<b>Policy</b>	<b>Name</b>	<b>Regulation</b>	<b>Name</b>
6114.1	Technology Related Incident Response	6114	Natural Disasters and Man-Made Catastrophes

1. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
 RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the Second Reading of Policy 6114.1 Technology Related Incident Response as well as Regulation 6114 – Natural Disasters and Man-Made Catastrophes. *These documents were uploaded to the board portal, March, 2018 folder for board review.*

J. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ RECOMMEND that the Board of Education, on the recommendation of the Superintendent, accept the donation of of the Donors Choose project for stools in the amount of \$425 for the JFK Music room.

**11. Personnel**

a. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
 RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the hiring of staff in accordance with receipt of emergency certification and criminal history requirements as noted below:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Start Date</u>
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N/A

b. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
 RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following ADVANCE volunteers:

*Brandon Kovacs, Lindsey Guerra, Bonnie Stinsman, April Chiarulli,  
 Brian Natter, Lisa Hill-Muff, Haley Odegaard*

c. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
 RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the notice of retirement, with regret, of Mrs. Patricia DiLeo effective July 1, 2018. Mrs. DiLeo has been on staff as a teacher since November, 1996.



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- d. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the staff listing and salaries for the 2018-2019 school year:

<b>EMPLOYEE NAME</b>	<b>CONTRACTED SALARY</b>
ALESSANDRINE, DANIELLE	\$74,234.00
ALOI, CARRIE	\$80,834.00
AMANTO, KELLY	\$15,851.00
AUSTERMUHL, EDYTHE	\$142,427.00
BEERS, KRISTIN	\$71,680.00
BERTH, AMY	\$80,371.00
BOGARDUS, ROBIN	\$71,234.00
BOTTLEY, DINA	\$79,163.00
BORGSTROM, RENAE	\$74,680.00
ZIMMERMAN, SARAH	\$53,095.00
BRAIDWOOD, KRISTIN	\$90,467.00
BREWSTER, MICHELE	\$55,195.00
BRIGHT, MARILYN	\$131,478.00
BROWN, MICHAEL	\$30,014.00
BURKE, LAURA	\$89,703.00
CARVER, CONSTANCE	\$36,658.00
CHILDS, STACEY	\$84,534.00
COHEN, CHARLOTTE	\$46,886.00
CONICELLA, CATHERINE	\$84,534.00
CORBETT, TARA	\$75,542.00
CUSICK-LOSS, JENNIFER	\$17,558.00
DASHER, BONNIE	\$61,195.00
DEANER, RACHEL	\$53,495.00
IACOVELLI, DANIELLE	\$62,680.00
DUTTON, BONNIE	\$16.81/hour
EDWARDS, JENNIFER	\$62,795.00
EDDIS, JEAN	\$13,422.00
ENGELBERT, BEVERLY	\$45,152.00
ERICKSON, LAUREL	\$51,495.00
FARLOW, HEIDI	\$16,260.00
FARLOW, MARGARET	\$87,980.00
FEATHERINGILL, DOROTHY	\$9.00/hour

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FIELDS, TARA	\$12.36/hour
FLEXON, MORGAN	\$15,450.00
FOLCHER, JOSEPH	\$28,431.00
FORSYTHE, KATHLEEN	\$3,962.00
FRASCARELLI, NINA	\$13,222.00
FRIEDMAN, JAIME	\$61,195.00
FRIEND, JOHN	\$20,580.00
GADZINSKI, KIMBERLY	\$87,980.00
GARTON, CHERI	\$77,680.00
GASCOT, JENNIFER	\$54,695.00
GERMAN, JESSICA	\$54,695.00
GILLESPIE, LISA	\$51,495.00
GRAY, KELLY	\$71,680.00
HOFF, EILEEN	\$68,234.00
HOLCOMB, BURTON	\$24,492.00
HUGHES, CHERYL	\$84,534.00
IANNUZZI, ROSEMARY	\$69,096.00
INMAN, DANIELLE	\$74,234.00
JENNISON, JANET	\$77,680.00
JOHNSON, CHERYL	\$18,479.00
JOSHI, MEENU	\$54,695.00
KELLY, JOHN	\$80,834.00
KLEIN, DAWN	\$21,543.00
KLINKE, ANA	\$51,495.00
KOLASKI, MARY JO	\$69,096.00
KWELTY, MOLLY	\$61,195.00
KRACHUN, JEFFREY	\$56,295.00
LAMONT, JAMES	\$51,495.00
LANG, LOIS	\$87,980.00
LAWLOR, JACKLYN	\$60,495.00
LAWLOR, MATTHEW	\$26,780.00
LEWIS, LEONARD	\$13,222.00
LIANO, JONATHAN	\$62,680.00
LINDNER, EVAN	\$61,195.00
MARSHALL, LORETTA	\$61,478.00
MARTINO, BRIAN	\$51,995.00
MASON, EMILY	\$68,680.00
MASTERSON, JANETT	\$34,905.00

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MAZZEO, THERESA	\$15,851.00
MCCOACH, ERIC	\$54,695.00
MCCUTCHEON, MARIA	\$56,695.00
MICALE, DOROTHY	\$84,534.00
MITCHELL, KELLY	\$59,234.00
MITCHELL, KRISTY	\$59,695.00
MURPHY, MICHAEL	\$94,767.00
NEGRON, ANGELIC	\$59,234.00
O'TOOLE, SARAH	\$16,260.00
PARISI, SHARON	\$12.36/hour
PEARSON, ANTONETTE	\$21,348.00
PEIDL, DENISE	\$24,492.00
PFLUGER, CHARLES	\$95,219.00
POULTON, AMANDA	\$54,695.00
PUPA, FRANK	\$58,295.00
RAROHA, DENISE	\$18,312.00
REILLY, BRIAN J	\$58,295.00
REYNOLDS, SCOTT	\$71,234.00
RICHARDS, TRACEY	\$20.98/hour
RIDLEY, JENNIFER	\$62,680.00
RIGGIO, MELISSA	\$56,495.00
ROLLINS, RYAN	\$56,295.00
ROTBURG, JESSICA	\$51,495.00
SAUNDERS, JOAN	\$18,013.00
SAHINA, VICTORIA	\$15,061.00
SAVIDGE, PATRICIA	\$25,992.00
	\$14.09/hr
SAVIDGE, PATRICIA	CUST
SCHAFFER, DAWN	\$74,234.00
SCHAFFER, ROBIN	\$39,291.00
	\$20.98/hr
SCHAFFER, ROBIN	CARE
SEBASTIANO, PATRICIA	\$61,195.00
SIMS, NANCY	\$61,195.00
SMITH-BISSIC, CARLA	\$74,234.00
SMITH, ROCHELLE	\$49,140.00
SMITHEN, DENISE	\$60,096.00
STEFANOWSKI, KRAIG	\$10.51/hour

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STRAUGHN, DANIELLE	\$55,195.00
TAYLOR-HEARN, POLLY	\$68,680.00
TIDEMAN, PATRICIA	\$60,096.00
TIGHE, BERNARD	\$10.30/hour
TOMASELLO, MARY	\$10.30/hour
TROENDLE, SHERIE	\$84,534.00
UHNIAT, JENNIFER	\$74,234.00
VAN CUREN, TIMOTHY	\$87,980.00
VANDEGRIFT, THERESA	\$25,992.00
VIRELLI, JENNIFER	\$61,195.00
WANKO, LINDSAY	\$62,795.00
WASH, DEBRA	\$84,280.00
PENSABENE, JACQUELYN	\$15,450.00
WHITE, JAMES	\$31,446.00
WILSON, ROBERT	\$68,234.00
WINTERS, LISA	\$13,222.00
WOOD, LISA	\$17,588.00
WRIGHT, JESSICA	\$74,680.00
PODWATS, NICOLE	\$14,547.00
SCHNEIDER, HAROLD	13.72/hour

e. Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following request for medical leave of unpaid absence for employee number 01534. The dates of the requested leave are April 9, 2018 until released by physician.

**12. Curriculum and Instruction**

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**13. Business and Finance**

Financial Report – Period Ending FEBRUARY 2018

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_

RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the following resolution:

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 February 2018. 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 February 2018. The Treasurer’s and Secretary’s report are in agreement for the month of February 2018.
- 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

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- E. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to 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>
M Ivancich	\$0	Camden County College 05/02/18 <i>Social, emotional learning &amp; positive behavior supports</i>	\$0.00
R Borgstrom	\$209	The Mansion at Voorhees 05/17/18 <i>Children’s books for curricular connectors and resource-based learning.</i>	\$0.00
B Dasher	\$214.96	Webinar – Heinemann Digital Campus Any day 6/11 to 15/2018 <i>To help improve writing instruction</i>	\$0.00

- F. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve payment of bills:

**Batch number 59      Amount \$ 432,255.20**

- G. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the March, 2018 listing of substitutes from Source 4 Teachers. The per diem substitute rate is \$105 for a full day and \$52.50 for a half day. *This list was uploaded to the portal for the board review. A list is on file with the Business Administrator.*

- H. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the 2017-2018 CARE disbursements for the month of March, 2018 in the amount of \$943.12. *This list was uploaded to the portal for the board review. A list is on file with the Business Administrator.*

- I. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the 2017-2018 Cafeteria disbursements for the month of March, 2018 in the amount of \$35,676.70. *This list was uploaded to the portal for the board review. A list is on file with the Business Administrator.*

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**14. Old Business**

15 -16 QSAC Interim Report (see handout)  
School Security

**15. New Business**

Committee Updates  
Negotiations  
NJSBA  
CCESC  
Pine Hill Bd of Ed  
CCSBA

**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 and limited in length to 5 minutes.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to open the meeting to the public for the discussion of subjects. Time in: \_\_\_\_\_pm.

**17. Public Comments – Closed**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to close the meeting to the public.  
Time closed: \_\_\_\_\_pm.

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**18. Executive Session – In**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues. Time in: \_\_\_\_\_pm.

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:
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  - 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 \_\_\_\_\_, seconded by \_\_\_\_\_ to come out of Executive Session. Time out: \_\_\_\_\_pm.

**20. Adjournment**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to adjourn the meeting.  
Meeting adjourned: \_\_\_\_\_pm.