

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

This meeting is being recorded for purposes of accurate recordkeeping in light of the remote format of the meeting due to COVID-19. Please note however, attendees images and audio will not be captured in this recording. Only the images and audio of Board members, the Superintendent, the Board Solicitor, the School Business Administrator and select members of the administrative team will be captured in this recording.

1. Call Meeting to Order

I, Megan Stoddart, Business Administrator, call this meeting to order under the Open Public Meetings Act at 6:53pm. 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 10, 2020, 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 10, 2020 and the Central Record the week of January 12, 2020 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 / 2021
Mrs. Kimberly Reed	<u>present</u>	2015 / 2021
Mrs. Lisa Hill-Muff	<u>present</u>	2018 / 2021
Mr. Jeffrey Souza, Vice President	<u>present</u>	2014 / 2022
Mrs. Cynthia Mozee	<u>present</u>	2013 / 2022
Mr. Domonic Balducci	<u>present</u>	2019 / 2022
Mr. Gerard Petersen, President	<u>entered at 7:25</u>	2017 / 2020
Mr. Sol Cohen	<u>present</u>	2014 / 2020
Mrs. Holly Murrenburke	<u>present</u>	2020 / 2020
Dr. Edythe B. Austermuhl, Superintendent	<u>present</u>	
Mrs. Megan Stoddart, Business Administrator	<u>present</u>	
Charles Rizzi, Esq., Board Solicitor	<u> </u>	
Lauren Tedesco, Capehart & Scatchard	<u>present</u>	

4. Approval of Minutes

Motion by Brian Davis, seconded by Sol Cohen

RECOMMEND that the Board of Education approve the minutes of the April 30, 2020 and May 7, 2020 meetings as presented in duplicated form and dispense with the reading of the same. Motion carried, voice vote, all present voting “yes”.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

5. Executive Session – In

Motion by Cynthia Mozee, seconded by Kimberly Reed to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues. Time in: 6:56pm. 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.

6. Executive Session – Close

Motion by Kimberly Reed, seconded by Jeffrey Souza to come out of Executive Session. Time out: 7:11pm. Motion carried, voice vote, all present voting “yes”.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

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

***CERTIFICATES FOR THESE STUDENTS WILL BE DISTRIBUTED
AT A FUTURE MEETING***

You are invited to visit our school district website and view each school website for more news about these students.

**Presentations will be made for both
Teacher and Bus Driver Nominations 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.

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

*Braelyn Boos, Blake Tighe, Gaiveana LaClaire, Dylan Ford, Shabiha Tasnim,
MacKenzie Ketchum, Daisy Tellez-Sorcía, Kayla Toomer, Jack Kelly, Ryan Stoddart*

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

*Addison Gillis, Fernanda Tellez-Sorcía, Cameron Bayer, Finnley Pringle,
Genevieve Rastelli, Brandon Sebastian, Alexander Riley,
Gianna Worthington, Vanessa Hood, Hailey Peidl*

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

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

*Gregory Marshall, Christopher Bastian, Hasan Ahmed, Guneet Singh,
Evan Brummell, Jocelyn Tellez-Sorcía, MaKayla Santos,
Cassidy Rutter, Rosalyn Ramos Tirado, Julianna Bentivegna*

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

*Chris Herrera, Gianna Hardy, Ian Kirk, Carly McDonough, Grace Ludwick, Mark Oakes,
Wendy Olea-Blanco, Julian Worthington, Arianna Brown, Santiago Negron-Fayad*

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

N/A

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

N/A

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

8. 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.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

Motion by Brian Davis, seconded by Gerard Petersen to open the meeting to the public for the discussion of agenda items only. Time in: 7:34pm. Motion carried, voice vote, all present voting “yes”.

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

No comments received for agenda items

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.

9. Public Comments – Closed

Motion by Gerard Petersen, seconded by Lisa Hill Muff to close the meeting to the public. Time closed: 7:34pm. Motion carried, voice vote, all present voting “yes”.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

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.

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

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

B. Review District & Board of Education Goals

2019 - 2020 DISTRICT GOALS

- **DISTRICT GOAL #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.
- **DISTRICT GOAL #2:** **Continue to work** with the district administrative staff to implement the Future Ready School initiative indicators to increase the use of technology for instructional purposes.

2019 - 2020 BOARD GOALS

BOARD GOAL #1: Complete all phases of the CSA evaluation process for the 2019-2020 school year by the June 30, 2020 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.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

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

Date Reported to Superintendent	School	Case Number	Result	Action
March 11, 2020	DDE	7090	Not HIB	Parent contact, student schedule change

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

Motion by Jeffrey Souza, seconded by Kimberly Reed

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 #7090) reported on March 11, 2020.

Motion carried, roll call vote, all present voting as follows:

Voting “yes”: Mr. Balducci, Mr. Cohen, Mrs. Reed, Mrs. Murrenburke, Mr. Davis, Mrs. Mozee, Ms. Hill-Muff, Mr. Souza

Abstention: Mr. Petersen

E. Safety and Security – JFK – April, 2020 – N/A due to remote learning

Type of Drill Date and Time

- Fire
- Lockdown
- Bus Evacuation
- Bomb Threat

F. Safety and Security – DDE – April, 2020 – N/A due to remote learning

Type of Drill Date and Time

- Fire
- Lockdown
- Bus Evacuation
- Bomb Threat

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

G. Monthly Reports Uploaded to Portal for Review

- a. Coordinator of Special Services
- b. Supervisor of Buildings and Grounds
- c. Technology Coordinator
- d. Supervisor of Curriculum and Instruction
- e. JFK Principal
- f. DDE Principal

H. Motion by Brian Davis, seconded by Gerard Petersen

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the revised school district calendar as of May 28, 2020. *This document was uploaded to the board portal, May folder for board review.*

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

I. Motion by Gerard Petersen, seconded by Kimberly Reed

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the presented school district calendar for the 2020-2021 school year. *This document was uploaded to the board portal, May folder for board review.*

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

11. Personnel

a. Motion by Gerard Petersen, seconded by Holly Murrenburke

RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the Shared Services Agreement with Berlin Township for the 2020-2021 School Security Services as presented.

This document was uploaded to the board portal, May folder for board review

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

b. Motion by Brian Davis, seconded by Gerard Petersen

RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the Shared Services Agreement with Berlin Community School for the Supervisor of Special Services.

This document was uploaded to the board portal, May folder for board review

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

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

- c. Motion by Gerard Petersen, seconded by Kimberly Reed
RECOMMEND that the Board of Education, on the recommendation of the Superintendent to approve the Shared Services Agreement with Clementon School District for Technology Services.
This document was uploaded to the board portal, May folder for board review
Motion carried, roll call vote, all present voting “yes”.
- d. Motion by Kimberly Reed, seconded by Gerard Petersen
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the administrator contracts for the 2020-2021 school year.
Amy Berth - \$82,380.00
Dina Bottley - \$81,143.00
Kristin Braidwood - \$92,729.00
Marilyn Bright - \$134,765.00
Michael Murphy - \$97,136.00
Charles Pfluger - \$97,600.00
These documents were uploaded to the board portal, May folder for board review.
Motion carried, roll call vote, all present voting as follows:
Voting “yes”: Mr. Balducci, Mr. Cohen, Mrs. Reed, Ms. Hill-Muff,
Mrs. Murrenburke, Mr. Davis, Mr. Souza, Mr. Petersen
Abstention: Mrs. Mozee
- e. Motion by Gerard Petersen, seconded by Brian Davis
RECOMMEND that the Board of Education, on the recommendation of the Superintendent to submit the 2020-2021 contract for Megan Stoddart, School Business Administrator to the Camden County Executive Superintendent for review and approval.
This document was uploaded to the board portal, May folder for board review
Motion carried, roll call vote, all present voting “yes”.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

- f. Motion by Kimberly Reed, seconded by Gerard Petersen
 RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the following staff for Extended School Year Programs:

Extended School Year 2020
 PSD, MD - July 6-August 6, 2020, Mon-Thurs
 LD – July 7-July 29, 2020, Tues-Thurs
 9am-12pm

PSD

Teacher:	Jamie Friedman	\$38.23/hour
Teacher:	Gena Clark	\$38.23/hour

MD K-3

Teacher:	Lindsay Wanko	\$38.23/hour
----------	---------------	--------------

LD K-3

Teacher:	Jennifer Virelli	\$38.23/hour
Teacher:	Debra Wash	\$38.23/hour

LD 4-7

Teacher:	Bonnie Dasher	\$38.23/hour
Teacher:	Rachel Kivlen	\$38.23/hour
Teacher:	Kassidy DiTolla	\$38.23/hour

Occupational Therapist

Heartland Rehabilitation	Contracted rate: \$78.03/hour
--------------------------	-------------------------------

Physical Therapist:

Ed Services commission	Contracted rate: \$68/hour
------------------------	----------------------------

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

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

- g. Motion by Kimberly Reed, seconded by Gerard Petersen

RECOMMEND that the Board of Education, on the recommendation of the Superintendent to accept the letter of resignation, with regret, from staff member Samantha Capoferri as of the end of this school year. Ms. Capoferri has been on staff as an Instructional Assistant since January 7, 2019. She has resigned her position offer for the next school year.

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

12. Curriculum and Instruction

- a. Motion by Brian Davis, seconded by Gerard Petersen

RECOMMEND that the Board of Education, on the recommendation of the Superintendent to approve the Berlin Township School District School Health Related Closure Plan 5.22.2020 for submission to the county office of education.

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

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

13. Business and Finance

Financial Report – Period Ending March 2020

Motion by Brian Davis, seconded by Sol Cohen

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 March 2020. 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 March 2020. The Treasurer’s and Secretary’s report are in agreement for the month of March 2020.
- 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”.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

E. Motion Gerard Petersen, seconded by Jeffrey Souza to approve the following budget transfers:

FROM: 11-120-100-101-D Salaries, K-5 \$34,700.00
TO: 11-000-100-566-D Tuition, Private Sch for Disabled \$34,700.00
REASON: To cover unanticipated, unbudgeted out of district costs that occurred during the 2019/2020 school year.

FROM: 11-000-262-622-D Electricity \$18,350.00
TO: 11-000-100-566-D Tuition, Private Sch for Disabled \$18,350.00
REASON: To cover unanticipated, unbudgeted out of district costs that occurred during the 2019/2020 school year.

FROM: 11-000-262-621-D Gas \$6,520.75
TO: 11-000-291-250-D Unemployment \$6,520.75
REASON: Transfer funds to the Unemployment Account to cover quarterly assessments.

FROM: 11-190-100-320-D Source4Teachers/ESS \$25,000.00
TO: 11-000-230-331-D Legal Services \$25,000.00
REASON: Transfer funds to cover increase of legal costs. Measures are being taken by the board to reduce these costs moving forward. This transfer requires County Office Approval.

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

F. Motion by Gerard Petersen, seconded by Jeffrey Souza RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve payment of bills:

Batch number 60 Amount \$ 788,046.69

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

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

- G. Motion by Brian Davis, seconded by Kimberly Reed
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the May,2020 listing of substitutes from Source 4 Teachers as follows:

Full Day Substitute (Sub Cert, CE, CEAS, Standard)	\$122.40
Half Day Substitute (Sub Cert, CE, CEAS, Standard)	\$61.20
Full Day Paraprofessional	\$108.80
Half Day Paraprofessional	\$54.40

This list was uploaded to the May folder on the portal for the board review.

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

- H. Motion by Gerard Petersen, second by Jeffrey Souza
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to appoint the firm Capehart and Scatchard, as the Board of Education Solicitor under the terms of the professional contract for the 2020-2021 school year. Pursuant to 18:A:18A-5(a)1, award of contract shall be printed in an official newspaper.
Motion carried, roll call vote, all present voting “yes”.

- I. Motion by Jeffrey Souza, second by Gerard Petersen
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 for the 2020-2021 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”.

- J. Motion by Gerard Petersen, second by Jeffrey Souza
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to appoint the firm of Wilentz to provide bond counsel services, as needed for the 2020-2021 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”.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

- K. Motion by Kimberly Reed, seconded by Gerard Petersen
RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the following board resolution for the 2020 NJSIG Safety Grant:

Applicant District: Berlin Township Board of Education

WHEREAS, the New Jersey Schools Insurance Group (NJSIG) is a school board insurance group authorized by N.J.S.A. 18A:18B-1, eq 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 2020-2021 fiscal year in the amount of \$9,547.28 for the purposes set forth in their safety grant application; 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.

I certify that the foregoing is a true copy of a Resolution passed by the Educational Institution at the meeting duly held on this 28th day of May 2020.

Educational Institution: _____ (signature)

DATE: May 28, 2020

MOTION BY: Kimberly Reed

SECONDED BY: Gerard Petersen

VOTE: 9 in favor, zero abstention, zero no

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

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

L. Motion by Gerard Petersen, seconded by Brian Davis
RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the contract with the Burlington County Special Services School District Educational Services Unit for professional services, on an as needed basis, the 2020/2021 school year.
Motion carried, roll call vote, all present voting “yes”.

M. Motion by Kimberly Reed, seconded by Jeffrey Souza
RECOMMEND, that the Board of Education, on the recommendation of the School Business Administrator, approve the contract with Nutri-Serve Food Management, Inc for the 2020-2021 school year. The 2020-2021 fee is \$17,680.00.
Motion carried, roll call vote, all present voting “yes”.

N. Motion by Kimberly Reed, second by Gerard Petersen
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the 2020-2021 school lunch prices:

Student Breakfast	Full Price: \$1.10	Reduced Price: \$0.30
Student Lunch	Full Price: \$3.00	Reduced Price: \$0.40

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

O. Motion by Kimberly Reed, seconded by Gerard Petersen
RECOMMEND, that the Board of Education, on the recommendation of the School Business Administrator, approve the tuition contract with Pine Hill School District for the 2020-2021 school year for a total of \$3,027,083. The contract amounts are as follows:

Regular Education Program	\$2,808,083
Special Education Program: Resource Center Hours	\$100,000
Special Education Program: MD Program	\$86,000
Special Education Program: BD Program	\$33,000

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

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

P. Motion by Brian Davis, seconded by Gerard Petersen
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the 2020-2021 Contract for In School Nursing Services with Bayada Home Health Care, Inc. Rates are \$45/hour for LPN and \$55/hour for RN.
Motion carried, roll call vote, all present voting “yes”.

Q. Motion by Gerard Petersen, seconded by Cynthia Mozee
RECOMMEND, that the Board of Education, on the recommendation of the School Business Administrator, approve the 2020-2021 General Services Contract between the Camden County Educational Services Commission and the Berlin Township School District.
Motion carried, roll call vote, all present voting “yes”.

R. Motion by Gerard Petersen, seconded by Kimberly Reed
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>
K Braidwood	\$99	Virtual Conference on Dyslexia, 06/05/20 <i>Tools to help support students in the classroom Or remotely</i>	\$0.00

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

14. Old Business

Board Committees – review policy 9130

Discussion held on establishing a Finance Committee

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

15. New Business

Committee Updates

Negotiations

NJSBA

CCESC

Pine Hill Bd of Ed

CCSBA

CARES Entitlement Act

16. 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 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;

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

- 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 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 Jeffrey Souza, seconded by Gerard Petersen to open the meeting to the public for the discussion of subjects. Time in: 8:59pm.

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

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.

See Appendix 2

17. Public Comments – Closed

Motion by Kimberly Reed, seconded by Gerard Petersen to close the meeting to the public. Time closed: 9:16pm. Motion carried, voice vote, all present voting “yes”.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 28, 2020

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

18. **Adjournment**

Motion by Kimberly Reed seconded by Sol Cohen to adjourn the meeting.
Meeting adjourned: 9:17pm. Motion carried, voice vote, all present voting
“yes”.

Respectfully submitted,

Megan Stoddart, Business Administrator