

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

October 26, 2023

Action Meeting Meetings

“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 6:32pm.

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
Mrs. Stacey Juliano	<u>Present</u>	2020 / 2023
Mr. Keith Jones	<u>Present</u>	2023 / 2025
Mrs. Michele Williams-Oriente	<u>Present</u>	2023 / 2025
Dr. Anthony Petruzzelli, Interim Superintendent	<u>Present</u>	
Mrs. Megan Stoddart, Business Administrator	<u>Present</u>	
Lauren Tedesco, Board Solicitor	<u>Present</u>	

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

October 26, 2023

Action Meeting Meetings

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4. Approval of Minutes

Motion by Brian Davis, seconded by Stacey Juliano

RECOMMEND that the Board of Education approve the action meeting minutes of the September 28, 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 Kayla Hanna to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues. Time in: 6:33pm.

- Contractual Discussion – Attorney-Client Privilege
- Student Special Education Agreement – Attorney-Client Privilege
- BTEA MOA – Attorney-Client Privilege

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 Rebecca Allen to come out of Executive Session. Time out: 7:28pm.

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.

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October 26, 2023

Action Meeting Meetings

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- 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 September to be acknowledged from the

John F. Kennedy Elementary School:

Nelson Alonso, Sadie Mohan, Shae Degregorio, Liam Simpson, Ella Cummings, Savannah Heintz, Hayley Hall, Angela Azuma, Paige Chiarulli, Ariella Lacovone, Gracelois Adamaley, Charlotte Wilson, Matthew “Tobias” Smith, Desiree Peluyera, David Plaza, Connor Manning, Mehtab Sadaf, Isabella Alvarez

Students of the Month of September to be acknowledged from the

Dwight D. Eisenhower Middle School:

Samuel Church, Peyton Chiarulli, Nathan Negron, Audra Heintz, Jaden Marshall, Janae Taylor, Sophia Sterling, Nick Adams

Presentation by Dina Bottley Colbert, Supervisor of Curriculum & Instruction: Assessment Results

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:

- 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;
- 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;
- Each statement made by a participant shall be limited to five minutes’ duration;
- No participant may speak more than once on the same topic;
- All statements shall be directed to the presiding officer; no participant may address or question board members individually;
- The presiding officer may:
 - Interrupt, warn, or terminate a participant’s statement when the statement is too lengthy, personally directed, abusive, obscene, or not an agenda item;
 - Request any individual to leave the meeting when that person does not observe reasonable decorum;
 - 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;
 - 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
 - Waive these rules when necessary for the protection of privacy or the efficient administration of the board’s business.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

October 26, 2023

Action Meeting Meetings

“Educating Today for Tomorrow’s Success”

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 Michele Williams-Oriente, seconded by Scott Golden to open the meeting to the public for the discussion of agenda items only. Time in: 8:22pm.

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

9. Public Comments – Closed

Motion by Brian Davis, seconded by Kimberly Reed to close the meeting to the public. Time closed: 8:22pm.

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:

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.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

October 26, 2023

Action Meeting Meetings

“Educating Today for Tomorrow’s Success”

- **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	9/12/23 @ 10:05am
Safety (Lockdown)	9/19/23 @ 10:00am
Bus Evacuation	10/11/23

D. Safety and Security – DDE –

<u>Type of Drill</u>	<u>Date and Time</u>
Fire	9/12/23 @ 8:50am
Safety (Shelter in Place)	9/8/23 @ 9:39am
Bus Evacuation	9/27/23 (5 th & 8 th grades) & 9/28/23 (6 th & 7 th grades)

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

School	Reports	Confirmed HIB	Not HIB
JFK	0	0	0
DDE	2	0	2

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

October 26, 2023

Action Meeting Meetings

“Educating Today for Tomorrow’s Success”

G. Discussion Items

- 1. Motion by Scott Golden, seconded by Michele Williams-Oriente
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	File Code
Personal Illness and Injury/Health and Hardship (Policy)	4151.1/4251.1
Harassment, Intimidation and Bullying (Policy)	5131.1
Harassment, Intimidation and Bullying (Regulation)	5131.1
Vandalism/Violence (Policy)	5131.5
English as a Second Language: Bilingual Programs (Policy)	6142.2

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

- 2. Motion by Stacey Juliano, seconded by Kayla Hanna
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
PlayMore Sport & Social Club	DDE Gym	10/17-11/15/23 @ 6:45pm-9:45pm (2x a week)	Basketball

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

- 3. Motion by Kimberly Reed, seconded by Scott Golden
RECOMMEND that the Board of Education, on the recommendation of the Superintendent, to acknowledge the following names that were certified as school volunteers in September and October, 2023:

Lisa Patti, Winmag Velez Diaz, Olivia Harding, Amy Muccigrosso, Wendy Osorio, Krystal Volpe, Allison Adams, Jeffrey Adams, Michael Adams, Noelle Albertson, Pat Anderson, Rob Anderson, Shalonda Archibald, Evan Arocho, Nick Balsama, Jennifer Barbogiovanni, Brittney Basquez, Amardeep Bassi, Harmeet Bassi, Tyler Bell, Allegra Bingham, Michael Bozakis, Sean Brown, Kayla Buerklin, jamie Burzynski, Jason Burzynski, Danielle Callan, John Colella, Maria Colella, Brandy Crane, Brian Crane, Bobbielee DeBoard, Jeremy DiDino, Rebecca DiDino, Margaret Edwards, Lauren Efkautz, Beatriz Estrada, Kimberly Evernham, Ariana Ferrara, Natalie Fillmore, Dominique Fowler, MaryAnne Franchetti, Lucille Franchetti, Jeffrey Fraska, Megan Fryer, Amanda Galloway, Tiffany Geib, Jaclyn Geiger, Devin Haines, Clint Hale, Brandi Harber, Alecia Harding, Marie Hazlett, Amanda Heintz, Joseph Heintz, Edluleska Hernandez, Shanjida Hossain, Brittney Hutto, Isabella Isايا, Eileen Isايا, Denise Jiampetti, Chloey Jabkowski, Kayla Jabkowski, Jeffrey Jones, Samantha Kerns, Harry Lamplugh, Dorothy Law, Karen Law, Mary Leitenberger, Jason Liberti, Lindsey Liberti, Brittany Mcilhenny, Steven Marting, Charmetta Massey, Nichole Maultz, Gail McErlain, Maria Milano, Joseph Mohan, Jennifer Morrow, Serajul Mowla, Matthew Mullin, Jennifer McKelvey, Michele Mohan, Amy Muccigrosso, Mario Nunez, Tamina Nunnenkamp, Florence Oliver, Amy Ortiz, Jade Pinto, Alma Popoca, Diane Pottinger, Joel Pottinger, Cristin Pucci, Valerie Regan, Nicole Rodriguez, Evelyn Rosado, Cinthia Rosario, Harry Rowe, Sarah Rowe, Gabrielle Sacks, Javier Santos, Madison Sarwar, Frank Scavetta, Juliann Scavelli, Charles Schaeffer, Jason Skerritt, Whitney Skerritt, Angelina Smarra, Kim Speck, Grace Sweeney, Devin Thompson, Laura Torres, Joseph Townsend, Lois Townsend, Melissa Townsend, Winmag Velez Diaz, Joelle Vento, Krystal Volpe, Rita Willis, Ron Willis, Amber Young, Julio Zapata-Frias, Michele Balsama, Maureen McCarthy

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

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West Berlin, New Jersey 08091

October 26, 2023

Action Meeting Meetings

“Educating Today for Tomorrow’s Success”

H. Field Trips

Motion by Scott Golden, seconded by Keith Jones

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

Grade	Teacher	Place	Date	Cost to Student	Cost to District
8 th	Matt Trost	NJ State Museum & Planetarium	12/5/23	\$10.00	\$0

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

11. Personnel

a. Motion by Kimberly Reed, seconded by Scott Golden

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

Name	Position	Salary	Date
Matthew Trost	Student Government Association Advisor	TBD*	10/27/23
Carla Bissic	Student Government Association Asst. Advisor	TBD*	10/27/23

*BTEA negotiated agreement is close to approval, rates will be approved upon ratification.

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

b. Motion by Kimberly Reed, seconded by Stacey Juliano

RECOMMEND that the Board of Education, on the recommendation of the Superintendent to approve the following paid sick leave for the following staff member:

- Employee# 1305, from January 16, 2024 – April 16, 2024

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

12. Curriculum and Instruction

13. Business and Finance

Financial Report – Period Ending August & September 2023

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 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 months of August & September 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.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

October 26, 2023

Action Meeting Meetings

“Educating Today for Tomorrow’s Success”

- B. Treasurer’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the months of August & September 2023. The Treasurer’s and Secretary’s report are in agreement for the months August & September 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 Scott Golden, seconded by Stacey Juliano
RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve payment of bills:

Batch number 53 Amount \$882,241.48

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

- F. Motion by Kayla Hanna, seconded by Brian Davis
RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the **September, 2023** listing of substitutes from Source 4 Teachers as follows:

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, voice vote, all present voting “yes”.

- G. Motion by Scott Golden, seconded by Brian Davis
RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the 2023-2024 Cafeteria disbursements for the month of September, 2023 in the amount of \$ 0.00. *This list was uploaded for the board review. A list is on file with the Business Administrator.*

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

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

October 26, 2023

Action Meeting Meetings

“Educating Today for Tomorrow’s Success”

- H. Motion by Kimberly Reed, seconded by Stacey Juliano
RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the 2023-2024 CARE disbursements for the month of September, 2023 in the amount of \$19,928.46. *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 Stacey Juliano, 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:

Name	Cost	Location/Date of Travel	Expense Amount
Rena Borgstrom	\$250.00	NJASL Fall Conference – 12/3-5/23	\$250.00
Chuck Pfluger	\$235.00	NJ Turf Grass Association/Atlantic City – 12/5-6/23	\$235.00
Lisa Gillespie	\$375.00	Healthcare Training Academy – 2/7-8/23	\$375.00

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

- J. Motion by Kimberly Reed, seconded by Rebecca Allen
RECOMMEND, that the Board of Education on the recommendation of the School Business Administrator, approve the following out-of-district tuition contracts for the 2023-2024 school year:

Marie H. Katzenbach School of the Deaf

Special Education Student, grade 11, SID# 8443789688, at a tuition charge of \$58,461.00 and a School Personal Assistant at the rate of \$36,000.00 for the school year.

Haddon Heights School District

Special Education Student, grade 12+, SID# 9977409506, at a tuition charge of \$3,500.00 and ESY at a rate of \$16,750.00 for the school year.

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

- K. Motion by Scott Golden, seconded by Brian Davis
RECOMMEND, that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the Memorandum of Agreement between the Berlin Township Education Association and the Berlin Township Board of Education for the negotiated agreement for the period of July 1, 2023 through June 30, 2026.
Motion carried, roll call vote, all present voting “yes”.

- L. Motion by Kimberly Reed, seconded by Stacey Juliano
RECOMMEND, that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve the Settlement Agreement for SID# 5613597671, subject to obtaining Naples Act approval of the placement.
Motion carried, roll call vote, all present voting “yes”.

14. Old Business

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

October 26, 2023

Action Meeting Meetings

“Educating Today for Tomorrow’s Success”

15. New Business

Committee Updates

Negotiations

BTEA

BTPSA

Finance

NJSBA

CCESC

Pine Hill Bd of Ed – interviewed new board members for 2 vacancies; HIB self-assessment review; NJSLA assessment presentation; weekly newsletter by principal, Mr. Lee.

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. 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;
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- 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.

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.

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

October 26, 2023

Action Meeting Meetings

“Educating Today for Tomorrow’s Success”

Motion by Kimberly Reed, seconded by Michele Williams-Oriente to open the meeting to the public for the discussion of subjects. Time in: 8:43pm.

17. Public Comments – Closed

Motion by Brian Davis, seconded by Michele Williams-Oriente to close the meeting to the public. Time closed: 8:43pm.

18. Executive Session – In

Motion by Stacey Juliano, seconded by Keith Jones to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues. Time in: 8:46pm.

- Contractual Discussion – Attorney-Client Privilege

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 Scott Golden, seconded by Rebecca Allen to come out of Executive Session. Time out: 9:40pm.

20 A. Motion by Scott Golden, seconded by Brian Davis

RECOMMEND that the Board of Education rescind the submission of the Berlin Township Superintendent of Schools Contract to the Executive County Superintendent of Schools for county office review and approval.

Motion carried, roll call vote, all present voting “yes”, Kimberly Reed voting “no”.

21. Adjournment

Motion by Michele Williams-Oriente, seconded by Stacey Juliano to adjourn the meeting. Meeting adjourned: 9:42pm.

Megan Stoddart, Business Administrator

Date