

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

April 17, 2025

Action Meeting Minutes

“Educating Today for Tomorrow’s Success”

***This meeting is being recorded and livestreamed through YouTube.
Anyone not wishing to appear on camera during the meeting may be excused.***

I. Call Meeting to Order

I, Brian Davis, President, call this meeting to order under the Open Public Meetings Act at 7:00pm.

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 6, 2025, 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 15, 2025 a meeting notice setting forth the time, date and location of this meeting.

II. Pledge of Allegiance

III. Roll Call

Yr Began/Current Term Expires

Mr. Brian Davis, President	<u>Present</u>	2012 / 2027
Mrs. Kimberly Reed, Vice President	<u>Absent</u>	2015 / 2027
Mrs. Lisa Hill-Muff	<u>Present</u>	2018 / 2027
Ms. Rebecca Allen	<u>Present</u>	2021 / 2026
Mr. Matt Phillips	<u>Present</u>	2025 / 2026
Mr. Scott Golden	<u>Present</u>	2021 / 2025
Mrs. Stacey Juliano	<u>Present</u>	2020 / 2026
Vacancy	_____	2023 / 2025
Mrs. Michele Williams-Oriente	<u>Present</u>	2023 / 2025
Mr. Adam Lee, Superintendent	<u>Present</u>	
Mrs. Megan Stoddart, Business Administrator	<u>Present</u>	
Stacey Gorin, Board Solicitor	<u>Present</u>	

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IV. Approval of Minutes

Motion by Scott Golden, seconded by Stacey Juliano

RECOMMEND that the Board of Education approve the minutes from the following meetings as presented in duplicated form and dispense with the reading of the same:

- March 17, 2025

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

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

Presentations will be made for Student Role Models of Positive Behavior

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

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

Students of the Month of March to be acknowledged from the

John F. Kennedy Elementary School:

Gracen Townsend, Leonel Reyes, Abigail Pucci, Jemma Nunnenkamp, Antonia Worthington, Liam Roberts

Students of the Month of March to be acknowledged from the

Dwight D. Eisenhower Middle School:

Jack Sabin, Nylah Calli, Eva Torres, Zachary Bright

VI. Review District Mission Statement

DISTRICT MISSION STATEMENT

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

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

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

VII. Review District and Board of Education Goals

2024-2025 District Goals

District Goals

District Goal #1: We will continue to improve communication between the school district and the community. Specifically, we will facilitate a strategic planning process that includes parents, community members, board members, administrators, and teachers. The feedback provided by our various stakeholders in the district will be used to build our strategic plan that guides us for the next three years.

District Goal #2: We will monitor and review our district curriculum and instruction to ensure that we are using the current best practices for teaching and learning. The district will place a high priority on our youngest students in grades pre-k through 1st grade and those students who were most affected by virtual learning during the pandemic. We will continue to implement the preschool expansion program as per the guidelines given to us by the NJ Department of Education.

2024-2025 Board Goals

Board Goals

Board Goal #1: Complete all phases of the CSA evaluation process and the Board Self-Evaluation for the 2024-2025 school year by the June 30, 2025 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 continue to improve communication and interaction with district parents and the community.

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VIII. Public Comments – Open

Motion by Scott Golden, seconded by Brian Davis to open the meeting to the public for the discussion of agenda items only. Voice Vote. Time in: 7:08pm

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

Recognition of Citizens – for subjects appearing on the 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 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, 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.

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.

IX. Public Comments – Closed

Motion by Stacey Juliano, seconded by Michele Williams-Oriente to close the public portion of the meeting. Voice Vote. Time closed: 7:08pm.

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

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X. Superintendent’s Report

Motion by Rebecca Allen, seconded by Stacey Juliano to approve Superintendent’s Items XA. – XH. Roll Call Vote.

Mr. Golden	Yes, Abstain – XE	Mrs. Reed	Yes
Mr. Davis	Yes	Mrs. Hill-Muff	Yes
Ms. Allen	Yes	Mrs. Juliano	Yes
Mr. Phillips	Yes	Mrs. Williams-Oriente	Yes

A. Safety and Security – JFK

<u>Type of Drill</u>	<u>Date and Time</u>
Fire	3/12/25 @ 10:00am
Safety (Bomb Threat)	3/27/25 @ 1:28pm
Bus Evacuation	N/A

B. Safety and Security – DDE

<u>Type of Drill</u>	<u>Date and Time</u>
Fire	3/3/25 @ 1:21pm
Safety (Shelter in Place)	3/28/25 @ 12:47pm
Bus Evacuation	N/A

C. 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

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

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

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

- 1. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and having no appeals to date, affirm the Superintendent’s decisions associated with the harassment, intimidation and bully (HIB) from last month:

Reported to the Superintendent	School	Case Number	Result
March 7, 2025	DDE	289120_DDE_03072025	HIB

F. Discussion

- 1. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, to acknowledge the following names that were certified as school volunteers in April, 2025:
Mara Weiss, Abdul Sabur, Sara Palilero, Geraldine Marrone, Anthony Marrone, Elizabeth Mullin, Rose Yanke, Joseph Phillips, Harold Mitchell Sr, Carol Mitchell, Evelin DeLos Santos Palilero, Virginia Schaffer, Marianne Bielec, Joanne Petit, Kim Thompson, Irene Ayala, Rosemary Barbagiovanni, Audrey Bey, Serafin Castillo, Susan Collela, Donna Challender, Robert Challender, Ann Marie Coyle, TaTanisha Hason, Jeffrey Isaia, Stacey Kavanaugh, David Kurth, Lois Marshall, Kathleen McHugh, Lorie McKelvey, Michael McKelvey, Isisell Seguinot, Cheryl Steiner, Christine Wagner, Annette White, William White III, Joseph Cullen, Johanna Scavelli, Saima Cheema
- 2. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, to accept the donation of school supplies for the “Beyond the Whiteboard” project from Telecomm Pioneers.
- 3. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, to approve the following fundraiser:
 - Spring Fling Tickets for \$10 to be used for SGA events.
 - Donate \$7 for a Rastelli hoagie to support 8th grade activities on Saturday, May 17, 2025. Hoagies will be sold at Walker & Veteran Ave by students & parents.
- 4. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following guest speakers:
 - Joe Vespe, DJ – playing music for the Autism Acceptance Bubble Parade on 4/14/25.
 - BTWP Police Dept. Volunteers – walking at the Autism Acceptance Bubble Parade on 4/14/25.
 - BTWP Fire Dept. Volunteers - walking at the Autism Acceptance Bubble Parade on 4/14/25.
 - PEACE advanced approved volunteers – assisting at the Autism Acceptance Bubble Parade on 4/14/25.
 - Jenny Muir & Xandy (therapy dog) – walking at the Autism Acceptance Bubble Parade on 4/14/25.
 - Eagles Cheerleaders Representatives (2) - walking at the Autism Acceptance Bubble Parade on 4/14/25.
 - Olivia Runyon - Animal Welfare Association hosting a Pet unit and PEP event on 5/6/25.
 - Linda Fox – Voorhees Animal Orphanage hosting a Pet unit and PEP event on 5/28/25.
 - Caring Canines Seeing Club hosting a Pet unit and PEP event on 5/29/25.

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5. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the sidebar Agreement between BTEA and the Berlin Twp. BOE. *This document was uploaded for the board review.*

G. Field Trips

1. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following field trip:

<u>Grade</u>	<u>Teacher</u>	<u>Place</u>	<u>Date</u>	<u>Student Cost</u>	<u>District Cost</u>
8 th	Schaffer	Morey’s Pier, Wildwood	6/16/25	TBD	TBD
2 nd	Riggio	Camden Aquarium	DATE CHANGE to 6/10/2025		

H. Personnel

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Date</u>
Lauren Jessen	BCBA	\$66, 491.00, MA/Step 6	9/2/25
Audrey Trader Barbera	Teacher	\$59,831.00, BA/Step 1	4/30/25
Kelly Smith	Teacher	\$62,041.00, BA/Step 1	9/2/25

2. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve Kacie Gadzinski a student at Montclair State University, to observe Ryan Rollins, School Psychologist, on an ongoing basis from May, 2025 – August, 2025.

3. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and the Business Administrator, to approve the staff renewals as listed below for the 2025-2026 school year:

2025-2026 STAFF RENEWALS

EMPLOYEE NAME	STEP	SALARY	HOURLY
ALESSANDRINE, DANIELLE	BA, 16	\$93,390.00	
AMANTO, KELLY		\$33,007.00	
ASHLEY, WANDA	2, P/T	\$17,655.00	
ASPINALL, JODI		\$54,588.00	
BLOOD, SUSAN	MA15, 12	\$81,541.00	
BONANNI, MARENA	15, P/T	\$22,547.00	
BONANNI, MARENA; CARE		\$16.50/HR	
BORGSTROM, RENAE	MA30, 16	\$98,190.00	
BOTTLEY-COLBERT, DINA		\$96,877.00	
BRADY, TAMMY		\$36,300.00	\$30.25/HR
BRAIDWOOD, KRISTIN		\$108,463.00	
BRIGHT, MARILYN		\$151,049.00	
BROWN, CHRISTINA		\$36,058.00	\$18.78/HR
BROWN, MICHAEL		\$38,285.00	\$19.94/HR

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CAREY, MELISSA		\$105,303.00	
CIESLAK, MORGAN	BA, 4	\$62,641.00	
CIPOLETTI, OLIVIA	3, P/T	\$17,753.00	
CIPOLETTI, OLIVIA; CARE		\$16.00/HR	
CONNELLY, JAMES		\$97,390.00	
CORBETT, TARA	MA15, 16	\$97,390.00	
CORMA, NICOLETTE	BA, 3	\$62,441.00	
CUEVAS, MICHELLE	6	\$45,299.00	
CUNNINGHAM, THOMAS		\$97,919.00	
DALY, ELIZABETH	MA, 7	\$67,191.00	
DASHER, BONNIE	MA15, 16	\$97,390.00	
DAVENPORT, STEPHANIE		\$29,262.00	
DEANGELIS, MICHELLE	BA15, 12	\$78,341.00	
DEVLIN, ALYSSA	BA, 4	\$62,641.00	
DIMARIA, RAMONA	MA, 13	\$84,441.00	
DIMITRI, NICHOLE	BA, 16	\$93,390.00	
DIMODICA, MARYANNE	4, P/T	\$17,851.00	
DUTTON, BONNIE		\$31,740.00	\$26.45/HR
EDDIS, JEANNIE	12, P/T	\$20,194.00	
EDWARDS, CYNTHIA		\$16.18/HR	
EGNER, GEORGE		\$36,058.00	\$18.78/HR
ESPENSCHIED, ASHLEY	4, F/T	\$22,101.00	
FARLEY, SHANNON	BA, 14	\$85,141.00	
FARLOW, HEIDI	14, F/T	\$25,668.00	
FIELDS, TARA		\$42,207.00	
FIORDALISO, MICHELLE (SUB BUS AIDE)		\$16.50/HR	
FOGEL, SHEBA		\$98,632.00	
FOLCHER, JOSEPH		\$36,346.00	\$18.93/HR
FORSYTHE, KATHLEEN		\$4,762.00	
FRIEDMAN, JAIME	MA, 16	\$96,590.00	
GADZINSKI, KIMBERLY	MA, 16	\$96,590.00	
GARDNER, MAUREEN	BA30, 4	\$64,291.00	
GARTON, CHERI	MA15, 16	\$97,390.00	
GAUNTT, DANIELLE	BA, 13	\$81,241.00	
GILLESPIE, LISA	BA, 11	\$74,141.00	
GREENE, COURTNEY	10, F/T	\$23,627.00	
HAMMETT, CHRISTINE	BA, 10	\$70,941.00	
HOFF, EILEEN	BA, 16	\$93,390.00	
HUGHES, MICHAEL		\$35,700.00	\$29.75/HR
IACOVELLI, DANIELLE	MA, 16	\$96,590.00	
IANNUZZI-GATTUSO, ROSEMARY	BA15, 16	\$94,190.00	
INMAN, DANIELLE	BA, 16	\$93,390.00	
JESSEN, LAUREN	MA, 6	\$66,491.00	
JOHNSON, CHERYL	15, F/T	\$26,528.00	
JOSHI, MEENU	MA30, 11	\$78,991.00	

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JOY, MARGARET	2, P/T	\$17,655.00	
KEHOE, CHRISTINA, INST ASST	2, P/T	\$17,655.00	
KEHOE, CHRISTINA, P/T CUSTODIAN		\$16.18/HR	
KEITH, DAWN	5, F/T	\$22,222.00	
KELLY, JOHN	BA, 16	\$93,390.00	
KLINKE, ANA	MA, 11	\$77,391.00	
KOLASKI, MARY JO	BA15, 16	\$94,190.00	
KWELTY, MOLLY	MA, 16	\$96,590.00	
LANG, LOIS	MA, 16	\$96,590.00	
LAWLOR, JACKLYN	MA15, 15	\$93,141.00	
LAWRENCE, MEREDITH	MA, 7	\$67,191.00	
LAYTON, RACHEL	BA, 7	\$63,941.00	
LEADBEATER, RHONDA	15, P/T	\$22,547.00	
LEE, ADAM		\$159,135.00	
LINDNER, EVAN	MA, 16	\$96,590.00	
MAJURI, ELAINE	6, P/T	\$18,046.00	
MANERING, CARA		\$25,380.00	\$21.15/HR
MANOU, ALLISYN	BA, 2	\$62,241.00	
MARSHALL, LORETTA		\$16.18/HR	
MARTINO, BRIAN	BA, 12	\$77,541.00	
MASTERSON, JANETT	10	\$52,303.00	
MATURE, THOMAS	BA, 3	\$62,441.00	
MCCOACH, ERIC	MA, 11	\$80,741.00	
MCKELVEY-TETI, DANIELLE	MA, 16	\$96,590.00	
MCNAMEE, RICHARD		\$35,400.00	\$29.50/HR
MITCHELL, KELLY	BA, 16	\$93,390.00	
MOULTRIE, CYNTHIA	MA, 11	\$77,391.00	
NICOLETTO, REGINA		\$33,732.00	\$28.11/HR
PALMER, HOLLY	8, F/T	\$22,682.00	
PEARSON, ANTONETTE		\$33,732.00	\$28.11/HR
PEARSON, SERENA	MA, 6	\$66,491.00	
PEIDL, DENISE		\$37,848.00	\$31.54HR
PERITO, JENNIFER	MA, 11	\$77,391.00	
PFLUGER, CHARLES		\$114,847.00	
QUATTRONE, MELISSA	MA30, 16	\$98,190.00	
RANDOLPH, ANDREW	BA, 2	\$62,241.00	
RIDLEY, JENNIFER	MA, 16	\$96,590.00	
RIEDEL, ALEXANDRA	4, P/T	\$17,851.00	
RIGGIO, MELISSA	BA, 15	\$89,141.00	
ROCKELMANN, VIKTORIA	BA, 3	\$62,441.00	
ROLLINS, RYAN	MA30, 11	\$78,991.00	
ROSA, ERICA	5, F/T	\$22,222.00	
RYAN, JULIETTE	12, F/T	\$24,621.00	
SANDERS, JEFFREY	MA, 8	\$68,191.00	
SANDS, LOUISE		\$17.50/HR	

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SAVIDGE, PATRICIA		\$39,912.00	\$33.26/HR
SCHAFFER, ROBIN	10	\$52,303.00	
SCHELLENGER, HALEY	BA15, 5	\$63,691.00	
SCOTT, NANCY	BA, 8	\$64,941.00	
SEBASTIANO, PATRICIA	MA, 16	\$96,590.00	
SESSIONS, CHRISTINE	MA, 14	\$88,341.00	
SHOBER, ERIN	MA, 2	\$65,491.00	
SILVERMAN, JESSICA	MA, 11	\$77,391.00	
SIMS, NANCY	MA, 16	\$96,590.00	
SMITH, ROCHELLE		\$60,469.00	
SMITH-BISSIC, CARLA	BA, 16	\$93,390.00	
SMITHEN, DENISE	BA30, 16	\$94,990.00	
STEFANOWSKI, KRAIG		\$34,368.00	\$17.90/HR
SURMAN, ASHLEY	MA, 8	\$68,191.00	
SWAN, COREY	BA, 6	\$63,241.00	
TAYLOR-HEARN, POLLY	MA, 16	\$96,590.00	
TOMASELLO, MARY (BUS AIDE)		\$17.44/HR	
TROST, MATTHEW	MA, 5	\$66,091.00	
UHNIAT, JENNIFER	BA, 16	\$93,390.00	
VANDEGRIFT, THERESA		\$39,912.00	\$33.26/HR
VITRANO, MOLLY	BA, 10	\$70,941.00	
WANKO, LINDSAY	MA15, 16	\$96,440.00	
WAY, JENNIFER	MA30, 16	\$98,190.00	
WHITBY, MARY ANN (SUB NURSE)		\$175.00/DAY	
WHITE, JAMES		\$40,166.00	\$20.92/HR
WILSON, ROBERT	BA, 16	\$93,390.00	
WINTERS, LISA	10, P/T	\$19,344.00	
WORTHINGTON, JACOB		\$38,246.00	
WRIGHT, JESSICA	MA15, 16	\$97,390.00	

4. RECOMMEND that the Board of Education, on the recommendation of the Superintendent to approve the 2025-2026 contract of Megan Stoddart, School Business Administrator, to the County Office of Education for approval. *The contract was uploaded for Board review on the shared drive.*

5. RECOMMEND that the Board of Education, on the recommendation of the Superintendent to approve the resignation of the following staff member:
 - Ciara Zitter, PreK teacher, effective 6/19/25.

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XI. Business and Finance

On a Motion by Scott Golden, and seconded by Michele Williams-Oriente to approve **Business and Finance** Items XIA. to XII. Roll Call Vote.

Mr. Golden	Yes	Mrs. Reed	Yes
Mr. Davis	Yes	Mrs. Hill-Muff	Yes
Ms. Allen	Yes	Mrs. Juliano	Yes
Mr. Phillips	Yes	Mrs. Williams-Oriente	Yes

Financial Report – Period Ending March, 2025

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, 2025. 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, 2025. The Treasurer’s and Secretary’s report are in agreement for the month of March, 2025.
- 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.
- E. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve payment of bills:

Batch number 59 Amount \$1,413,572.39

- F. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the **March, 2025** listing of substitutes from Source 4 Teachers as follows:

	Pay Rate	Bill Rate
Full Day Substitute Paraprofessional	\$109.00	\$144.97
Half Day Substitute Paraprofessional	\$54.50	\$72.49
Full Day Substitute Nurse	\$275.00	\$365.75

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Half Day Substitute Nurse	\$137.50	\$182.87
Full Day Substitute Teacher Placement	\$115.00	\$152.95
Half Day Substitute Teacher Placement	\$57.50	\$76.48
Full Day Building Based Substitute Teacher	\$120.00	\$159.60
Half Day Building Based Substitute Teacher	\$60.00	\$79.80

This list was uploaded for the board review.

- G. RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the 2024-2025 Cafeteria disbursements for the month of March, 2025 in the amount of \$ 25,409.64. *This list was uploaded for the board review.*
- H. RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the 2024-2025 CARE disbursements for the month of March, 2025 in the amount of \$10,105.07. *This list was uploaded for the board review.*
- I. 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
Kristin Braidwood	\$150.00	NJ Special Education Annual Summit/5-2-25, NJPSA/FEA
Dina Bottley	\$106.00	Structuring your I&RS Team for a Successful Year/7-22-25, virtual

- J. RECOMMEND, that the Board of Education on the recommendation of the School Business Administrator, approve the following contracts for the 2024-2025 school year:

Hewitt Psychiatric, PC: \$700 per Neuropsychiatric/Neurodevelopment evaluation
- K. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the addendum to extend the agreement between ESS Northeast, LLC and Berlin Township School District for the 2025-2026 school year. *Agreement has been uploaded to portal for review.*
- L. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the agreement for professional services between Burlington County Special Services School District and Berlin Township School District for the 2025-2026 school year. *Agreement has been uploaded to portal for review.*
- M. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the Software License Agreement with Systems3000 for the 2025-2026 school year. *Agreement has been uploaded to portal for review.*

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- N. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the tuition agreement with Pine Hill School District for the 2025-2026 school year. Details as follows: *Agreement has been uploaded to portal for review.*

Regular Education: \$2,915,724.00

Special Education: \$325,308.00

- O. RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the following resolution authorizing the completion of an application and receipt of a safety grant award:

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

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

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

NOW THEREFORE, BE IT RESOLVED that, the Educational Institution applies for a safety grant through NJSIG safety grant program for the 2025 fiscal year in the amount of \$2,456.00 for the purposes set forth in their safety grant application, which is attached hereto; and, the Business Administrator or their designee is hereby authorized to take all action necessary to apply for and receive a safety grant award.

- P. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the agreement for professional services between Gloucester County Special Services School District and Berlin Township School District for the 2025-2026 school year. *Agreement has been uploaded to portal for review.*

- Q. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the following budget transfers:

FROM: 11-120-100-101-D Grades 1-5, Salaries \$25,000.00

TO: 11-190-100-320-D Source4Teachers \$25,000.00

REASON: Transfer to cover remaining sub needs for the 24/25 school year.

FROM: 11-190-100-640-K Textbooks, JFK \$1,207.00

TO: 11-150-100-320-D Home Instruction, Purch Serv \$1,207.00

REASON: Transfer to cover Homebound Instruction for General Education Students

XII. **Old Business**

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XIII. New Business

Committee Updates

Negotiations

BTEA

BTPSA

Finance

NJSBA

CCESC

Pine Hill Bd of Ed

CCSBA

XIV. Public Comments – Open

Motion by Scott Golden, seconded by Stacey Juliano to open the meeting to the public for the discussion of non-agenda items only. Voice Vote. Time in: 7:19pm

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

Recognition of Citizens – for subjects not appearing on the 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 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, 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.

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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.

XV. Public Comments – Closed

Motion by Scott Golden, seconded by Michele Williams-Oriente to close the public portion of the meeting. Voice Vote. Time closed: 7:19pm.

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

XVI. Executive Session – In

Motion by Stacey Juliano, seconded by Brian Davis to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues. Voice Vote. Time in: 7:21pm.

- To discuss conduct policy and procedure

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.

XVII. Executive Session – Close

Motion by Scott Golden, seconded by Michele Williams-Oriente to come out of Executive Session. Voice Vote. Time out: 7:39pm.

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

XVIII. Adjournment

Motion by Stacey Juliano, seconded by Michele Williams-Oriente to adjourn the meeting. Voice Vote. Meeting adjourned: 7:40pm.

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

Megan Stoddart, Business Administrator

Date