

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

May 1, 2025

Public Hearing 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 7:02pm.

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 April 20, 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>Present</u>	2015 / 2027
Mrs. Lisa Hill-Muff	<u>Absent</u>	2018 / 2027
Ms. Rebecca Allen	<u>Absent</u>	2021 / 2026
Mr. Matt Phillips	<u>Present</u>	2025 / 2026
Mr. Scott Golden	<u>Absent</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>	
Joe Betley, Board Solicitor	<u>Absent</u>	

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IV. Public Hearing on the 2025-2026 Budget

2025-2026 Public Budget Hearing Presentation by Megan Stoddart, Berlin Township Business Administrator

V. Public Comments – Open

Motion by Brian Davis, seconded by Kimberly Reed to open the meeting to the public for the discussion of agenda items only. Voice Vote. Time in: 7:17pm

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.

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VI. Public Comments – Closed

Motion by Kimberly Reed, seconded by Stacey Juliano to close the public portion of the meeting. Voice Vote. Time closed: 7:17pm.

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

VII. Approval of Budget

On a Motion by Stacey Juliano, and seconded by Kimberly Reed to approve **Approval of Budget** Item VI. Roll Call Vote.

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

RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator to approve the Adoption of the Final Budget as approved by the Executive County Superintendent of Schools. Roll Call Vote.

Whereas, the Berlin Township Board of Education adopted a tentative budget on Monday, March 17, 2025, and submitted it to the Executive County Superintendent of Schools for approval, and

Whereas, the tentative budget was approved by the Executive County Superintendent of Schools on Tuesday, April 15, 2025, and

Whereas, the tentative budget was advertised in the legal section of the Courier Post on April 20, 2025, and

Whereas, the final budget was presented to the public during a public hearing held in the Huster Administration Building, 225 Grove Avenue, West Berlin, NJ 08091 on Thursday, May 1, 2025.

Now, therefore, be it resolved that in consideration of the above, the Board of Education, hereby adopts the following final budget for SY2025-2026:

	General Fund	Special Revenue	Debt Service	TOTAL
2025-26 Total Expenditures	\$18,967,164	\$1,587,188	\$303,000	\$20,857,352
Less: Anticipated Revenues	\$18,967,164	\$1,587,188	\$303,000	\$20,857,352
Taxes to be Raised	\$10,712,144	\$0	\$303,000	\$11,015,144

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VIII. Business & Finance

On a Motion by Kimberly Reed, and seconded by Stacey Juliano to approve **Business & Finance** Item XII.

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

A. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, ratify and affirm the renewal of the Nutri Serve Food Management food service for the 2025 - 2026 school year (3rd year of a 5-year agreement) with a cent per meal fee of \$0.00, Management Fee of \$20,800.00 with a projected annual loss/gain of \$12,000.00 and no Guarantee. The cost of the agreement is \$291,407.77 for the fiscal year.

IX. Adjournment

Motion by Brian Davis, seconded by Kimberly Reed to adjourn the meeting. Voice Vote. Meeting adjourned: 7:20pm.

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

Megan Stoddart, Business Administrator

Date