

BERLIN TOWNSHIP PUBLIC SCHOOLS

West Berlin, New Jersey 08091

June 26, 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 7:00 pm.

This is to advise the general public and to instruct that it be recorded in the Minutes, that in compliance with Chapter 231 of the Public Laws of 1975, entitled the “Open Public Meetings Act,” the Berlin Township Board of Education on January 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>Present</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>Absent</u>	2020 / 2026
Mrs. Sarah Rowe	<u>Present</u>	2025 / 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>	
Lindsay Romeo, Board Solicitor	<u>Present</u>	

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IV. Approval of Minutes

Motion by Kimberly Reed, seconded by Brian Davis

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:

- May 22, 2025

Motion carried, voice vote, all present voting “yes”. Michele Williams-Oriente voting “abstain”.

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 May to be acknowledged from the
John F. Kennedy Elementary School:***

Xila Anderson, Travis Thompson, Liam Simpson, Riley Hastings, Jude Mikulski, Arden Cudrak

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

Zoey Grass, Christian Villanueva, Audra Heintz, Samantha Noel

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 Kimberly Reed to open the meeting to the public for the discussion of agenda items only. Voice Vote. Time in: 7:09pm

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 Brian Davis, seconded by Scott Golden to close the public portion of the meeting. Voice Vote. Time closed: 7:09pm.

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

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X. Superintendent’s Report

Motion by Michele Williams-Oriente, seconded by Scott Golden to approve Superintendent’s Items XA. – XH. Roll Call Vote.

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

A. Safety and Security – JFK

<u>Type of Drill</u>	<u>Date and Time</u>
Fire	6/17/25 @ 10:18am
Safety (Lockdown)	6/5/25 @ 10:30am
Bus Evacuation	N/A

B. Safety and Security – DDE

<u>Type of Drill</u>	<u>Date and Time</u>
Fire	6/9/25 @ 1:33pm
Safety (Active Shooter)	6/5/25 @ 9:50am
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	1	0	1
DDE	2	0	2

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
5/6/25	JFK	292922_JFK_05072025	HIB

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F. Discussion

- 1. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following Bylaws/Policy first reading. *This document was uploaded to the board portal for board review.*

Policy	File Code
Use of Artificial Intelligence – AI	6142.11
Conduct/Discipline	5131

- 2. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following fundraiser:
 - Preschool teachers will sell smencils and other scented items throughout the 25-26 school year.
- 3. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, to acknowledge the following names that were certified as school volunteers in June, 2025:
Sarah Walbert, Hannah Walbert (Francks), Henry Birkenheuer, Chelsea Cardone, Gary Spinelli

G. 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:

Name	Position	Salary	Date
Lily Nichols	Substitute Custodian	\$16.18/hour	on or about 6/23/25
Amanda Chopel	Part time Instructional Aide	\$17,948, Step 5	8/28/25
Maryanne DiModica	Full time Instructional Aide	\$22,222, Step 5	9/2/25
Heidi Farlow	Sub Bus Aide/ESY Bus Aide	\$17.75/hour	7/1/25
Emily Rosa	Full Time Instructional Aide	\$23,148, Step 9	9/2/25

- 2. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, to accept the resignation, with regret, the staff members listed below
 - George Egner, Custodian, effective 6/13/25
 - Kevin Hassall, Substitute Custodian, effective 6/30/25
- 3. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following Clinical Practice Placements from Rowan University for the 25-26 school year:
 - Sabrina D’Angelo at John F. Kennedy in Preschool with Michele DeAngelis
 - Caden Scussa at John F. Kennedy in 4th grade with Jennifer Uhniat
 - Summer Niceta at John K. Kennedy in Counseling with Elizabeth Daly
 - Logan Koester at Dwight D. Eisenhower in HPE with John Kelly
- 4. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the use of McREL evaluation tool for teachers and to use the NJPEPL evaluation for administrators for the 25-26 school year.

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- 5. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the 2025-2026 Remote/Virtual Learning Plan. *This document was uploaded to the board portal for board review.*
- 6. 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
SCHAFFER, ROBIN	10	\$52,203 (adjustment from 4/17/25 agenda)
MASTERON, JANETT	10	\$52,203 (adjustment from 4/17/25 agenda)
SANDS, LOUISE	N/A	\$20,000 (adjustment from 4/17/25 agenda)
PEARSON, ANTONETTE	N/A	\$35,750 (adjustment from 4/17/25 agenda)
NICOLETTO, REGINA	N/A	\$35,750 (adjustment from 4/17/25 agenda)
DUTTON, BONNIE	N/A	\$35,750 (adjustment from 4/17/25 agenda)

- 7. RECOMMEND that the Board of Education, on the recommendation of the Superintendent to approve the following ESY Staff for the 2025-2026 school year:

ESY STAFF: 2025-2026 SCHOOL YEAR		
EMPLOYEE NAME	POSITION	SALARY
ASPINALL, LAUREN	Sub Aide	\$16.25/hour

- 8. RECOMMEND that the Board of Education, on the recommendation of the Superintendent to approve the following stipend positions for the 2025-2026 school year:

STIPEND POSITIONS: 2025-2026 SCHOOL YEAR		
EMPLOYEE NAME	POSITION	STIPEND
KELLY, JOHN	SOCCER COACH GIRLS	\$2,285
MARTINO, BRIAN	SOCCER COACH BOYS	\$2,285
MATURE, TOM	ASSISTANT COACH BOYS & GIRLS	\$1,523
KELLY, JOHN	ATHLETICS COORDINATOR	\$2,665
DIMITRI, NICHOLE	STUDENT GOVERNMENT ADVISOR	\$2,406
BORGSTROM, RENAE	YEARBOOK ADVISOR	\$1,904

H. Curriculum and Instruction

- 1. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following Evaluation Rubrics:
 BCBA, CST Member, Educational Specialist (RTI/Media), Instructional Aide, School Counselor, School Nurse, Secretary, Speech Therapist, Teacher’s Evidence Document.
These documents were uploaded to the board portal for board review.
- 2. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the acceptance of the award for the Funding for Optimal Comprehensive Universal Screeners (FOCUS) grant.

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XI. Business and Finance

On a Motion by Kimberly Reed, and seconded by Scott Golden to approve **Business and Finance** Items XIA. to XIAR. Roll Call Vote.

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

Financial Report – Period Ending May, 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 months of May, 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 months of May, 2025. The Treasurer’s and Secretary’s report are in agreement for the months May, 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 61	Amount \$1,196,388.86
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- F. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and Business Administrator, approve the **May, 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

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Full Day Substitute Nurse	\$275.00	\$365.75
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 May, 2025 in the amount of \$ 54,512.45. *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 May, 2025 in the amount of \$9,920.88. *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:

<u>Name</u>	<u>Cost</u>	<u>Location/Date of Travel</u>
Lauren Jessen	\$397.00	ESY Intensive: Summer Mentorship for School Based BCBA’s/6-18-7-23, virtual
Allisyn Manou	\$1350.00	Orton-Gillingham Plus Course/July 28 – Sept 11, 2025, asynchronous
Serena Pearson	\$220.00	Comprehensive Training on Zones of Regulation/7-28-25, virtual
Ryan Rollins	\$220.00	Comprehensive Training on Zones of Regulation/7-28-25, virtual
Dina Bottley	\$200.00	AI in EDU Summit/Aug. 12-13, 2025, Gateway Regional High School

- J. RECOMMEND, that the Board of Education on the recommendation of the Superintendent and the School Business Administrator, approve the contract between the Berlin Twp. School District and Stop It for the 25-26 School year.
- K. Motion to approve the settlement agreement with “R. T.” and to authorize the Superintendent to execute the agreement on behalf of the Board.
- L. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to establish the following financial institution for deposit of school funds: **Fulton Bank and Citizens Bank.**
- M. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to appoint the following designees as authorized check signers for each respective account:

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<u>Account Name</u>	<u>Required Signatures</u>	<u>Authorized Signers</u>
General Account	any 3 of the 4	Pres., V. Pres., Treasurer, Board Secretary
Payroll, Agency, Latchkey, Unemployment Community Ed.	any 1 of the 4	Pres., V. Pres., Treasurer, Board Secretary
Cafeteria and Student Acct.	any 2 of the 3	Board Sec., Supt, Principal

- N. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to authorize the business administrator to purchase CD’s and bank notes for investment purposes.
- O. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to authorize the business administrator to transfer/wire funds by telephone or internet.
- P. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to appoint the business administrator as district purchasing agent and set the district’s bid threshold at \$32,000 for the 2025-2026 school year and the district’s quotation threshold at \$4,800 for the 2025-2026 school year.
- Q. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to authorize the business administrator to promptly handle business affairs including the payment of invoices that the board has contracted with or what are public utilities and to have these payments subsequently approved at the next action meeting.
- R. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, to approve Omni Group as the third party administrator of the district’s 403(b) plan (Tax shelter) for the 2025-2026 school year.
- S. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, to approve the following Tax Shelter Annuity companies for the 2025-2026 school year:
 - Equitable, MetLife (Travelers), The Legend Group, Metropolitan Life, Lincoln Financial Planning, VanGuard

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- T. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, to approve T.C. Irons/Haines and Haines as the district’s risk management broker of record for the 2025-2026 school year.
- U. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, to approve Brown and Brown Benefit Advisors as the district’s health insurance broker of record for the 2025-2026 school year.
- V. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to Virtua Medical Group (Tatem Brown Family Physicians) under the terms of the professional contract to provide medical services for the board of education including, but not limited to:
- physical examinations (staff and sports physicals)
 - tests
 - other services deemed appropriate by the board of education for the school year 2025-2026
- Pursuant to 18:A:18:A-5(a)1, award of this contract shall be printed in an official newspaper.
- W. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to appoint Megan Stoddart, Business Administrator and Charles Pfluger, Supervisor of Buildings and Grounds as the district Right to Know Coordinators.
- X. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to appoint Charles Pfluger, Supervisor of Buildings and Grounds, as the district Asbestos Compliance Officer for the 2025-2026 school year.
- Y. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to appoint Megan Stoddart, Business Administrator, as the district Public Agency Compliance Officer for the 2025-2026 school year.
- Z. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to appoint Megan Stoddart, Business Administrator and Charles Pfluger, Supervisor of Buildings and Grounds, as the district PEOSHA Officers.
- AA. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to appoint Megan Stoddart, Business Administrator, as the district Custodian of Records.
- AB. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to appoint Charles Pfluger, Supervisor of Buildings and Grounds, as the District Safety Coordinator.

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- AC. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to appoint Kristin Braidwood, Supervisor of Child Study Team, as the district Homeless Liaison.
- AD. RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to appoint Megan Stoddart, Business Administrator, and Ms. Ashley Surman, Dwight D. Eisenhower Middle School Guidance Counselor as the district Issuing Officers of Working Papers.
- AE. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to appoint Charles Pfluger, Supervisor of Buildings and Grounds as the district IPM Coordinator.
- AF. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to designate the following locally circulated newspapers as official publications of advertising purposes: The Central Record and The Courier Post.
- AG. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to resolve that the Berlin Township Board of Education adopt the established policies, rules and regulations of the Berlin Township Board of Education.
- AH. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve to allow the school business administrator to maintain a petty cash fund in the amount of \$200. These funds are to be used for tolls associated with field trips as well as unexpected costs. Amounts are to be re-deposited in June 2026.
- AI. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator to approve the agreement between Berlin Township School District and The Interlocal Purchasing System (TIPS) Program for the purpose of providing competitively bid cooperative purchasing opportunities.
- AJ. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator to approve the contract with Berlin Township School District and NW Financial Group, LLC to provide continuing disclosure services.
- AK. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the 2025/2026 School Lunch and Breakfast prices:

Student Lunch	\$3.60
Student Breakfast	\$1.60
- AL. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve Mrs. Marilyn Bright as the District Affirmative Action Officer.

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- AM. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve Mr. Adam Lee as the School Safety Specialist.

- AN. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve Capehart & Scatchard under the terms of the professional contract to provide legal services for the board of education for the school year 2025-2026. *Pursuant to 18:A:18:A-5(a)1, award of this contract shall be printed in an official newspaper.*

- AO. RECOMMEND that the Board of Education, on the recommendation of the Superintendent and School Business Administrator, approve Bowman & Company under the terms of the professional contract to provide auditing services for the board of education for the school year 2025-2026. *Pursuant to 18:A:18:A-5(a)1, award of this contract shall be printed in an official newspaper.*

- AP. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the 2025-2026 Brookfield Schools Homebound service agreement.

- AQ. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the following contracted/outside consultants for the 2025-2026 school year:

SCHOOL YEAR 2025-2026

List of Contracted/Outside Consultants

Psychiatrists

Dr. James & Joseph Hewitt

\$600/ Psychiatric
evaluation
\$700/ Neuropsychiatric
or
Neurodevelopmental
Evaluation

Ayala Child, Adolescent & Adult Psychiatry

\$400/hour

Neurologists

Cooper Pediatrics

\$450/evaluation

NeurAbilities

\$830/Neurological and
Developmental
Pediatric Evaluation

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Audiological Services

Hearing Life/REM Audiology Associates

Varies by service

Autism/Behavior Support Services

Interactive Kids

Varies by service

Amazing Transformations

\$115/hr Behavior

Consultation

\$195/hour Prof

Development

\$52/hour Full Time 1:1

ABA

\$60/hour Part Time 1:1

ABA

Invo Healthcare

\$93.47/hour for
Occupational
Therapy
\$51.00/hour for ABA

PBS Behavioral Services

\$110/hour for BCBA
\$45/hour for RBT

Bilingual Services

Learning Tree – bilingual CST evaluations

Cost varies w/ language

ParaPlus Translations – Interpreting services

Cost varies w/ language
and service

Elevate Health (formerly Speech Language Associates)

Cost varies by service

Let’s Talk Speech

\$450 for Monolingual
Speech
Language Evaluation
\$700 for Specialized
Speech
Language Evaluation

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Support Services

Delta-T – staffing services	Cost varies based on position
Bayada Nursing Services	1:1 nursing services: \$75/hr for both RN & LPN,
Star Pediatrics	\$65/hour RN services \$55/hour LPN services
Brett Dinovi & Associates, LLC	Clinical Associates: \$57.50/hour Behavior Consultation: \$135/hour Behavior Support: \$75/hour
Burlington County Special Services District/ESU	Varies by service
Gloucester County Special Services/ CRESS	Varies by service
Commission of the Blind & Visually Impaired	Cost Varies based on Level of Services

AR. RECOMMEND that the Board of Education, on the recommendation of the School Business Administrator, approve the following out-of-district tuition contracts for the 2025-2026 school year:

Grade 4 Special Education student, SID #5621973786 to attend Durand, Inc. at a tentative tuition charge of \$88,096.72 (July to June), and a tentative charge of \$226.00 per diem rate for extraordinary services. (The estimated cost of extraordinary services is \$47,686.00 for July- June.)

Grade 7 Special Education student, SID #8351785893 to attend Durand, Inc. at a tentative tuition charge of \$88,096.72 (July to June), and a tentative charge of \$226.00 per diem rate for extraordinary services. (The estimated cost of extraordinary services is \$47,686.00 for July- June.)

Grade 1 Special Education student, SID #2956628728 to attend Archway Programs at a tentative tuition charge of \$63,300.30 (July to June).

Grade 12+ Special Education student, SID #7780981708 to attend HollyDELL School at a tentative tuition charge of \$109,871.79 (July to June).

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XII. Old Business

XIII. New Business

Committee Updates

Negotiations

BTEA

BTPSA

Finance

NJSBA

CCESC

Pine Hill Bd of Ed – Interim BA approved; reviewed CSA evaluation; sports awards; graduation.

CCSBA

XIV. Public Comments – Open

Motion by Scott Golden, seconded by Kimberly Reed to open the meeting to the public for the discussion of non-agenda items only. Voice Vote. Time in: 7:27pm

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

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- 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.

XV. Public Comments – Closed

Motion by Kimberly Reed, seconded by Rebecca Allen to close the public portion of the meeting. Voice Vote. Time closed: 7:28pm.

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

XVI. Executive Session – In

Motion by Brian Davis, seconded by Scott Golden to go into Executive Session to discuss: personnel, legal, contractual and negotiation issues. Voice Vote. Time in: 7:28pm.

- Superintendent Evaluation
- Residency Discussion
- Student Conduct Hearing

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 Kimberly Reed to come out of Executive Session. Voice Vote. Time out: 8:06pm.

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

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1. On a Motion by Scott Golden, and seconded by Kimberly Reed to affirm the Superintendent’s recommendation of the disciplinary finding. Roll Call Vote.

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

2. On a Motion by Brian Davis, and seconded by Scott Golden to approve the settlement agreement as discussed in Executive Session. Roll Call Vote.

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

XVIII. **Adjournment**

Motion by Kimberly Reed, seconded by Brian Davis to adjourn the meeting. Voice Vote. Meeting adjourned: 8:09pm.
Motion carried, voice vote, all present voting “yes”.

Megan Stoddart, Business Administrator

Date