

**BURLINGTON TOWNSHIP BOARD OF EDUCATION
PUBLIC (PERSONNEL) MEETING AND WORK SESSION
May 14, 2025**

I. Call to order by the President

The May 14, 2025, Public Board Meeting of the Burlington Township Board of Education was called to order by Mrs. Dunham, President, at 7:06 P.M. in the Board Conference Room in the Hopkins Building located at 710 Jacksonville Road, Burlington, NJ.

II. Statement of Conformance to the Open Public Meetings Act

Notice is hereby given that this meeting is being conducted in accordance with the Open Public Meetings Act, and that adequate notice has been provided as follows:

On January 14, 2025, the Secretary gave notice of this executive meeting to be held at 7:00 PM in the Hopkins Building in the following manner:

- (a) Posted notice on the entranceway Door #18 of the BTHS Hopkins Building.
- (b) Notices sent to the Township Clerk; the Burlington County Times; and the Trenton Times.

III. Flag Salute

IV. Roll Call

	<u>ARRIVAL</u>	<u>DEPARTURE</u>
Mrs. Lisa Hodnett	7:06 P.M.	9:23 P.M.
Mrs. Carlye Lamarca	7:06 P.M.	9:23 P.M.
Mr. Melvin Moore	7:06 P.M.	9:23 P.M.
Mr. Minesh Patel	7:06 P.M.	9:23 P.M.
Mrs. Velina Marie Riggi	7:06 P.M.	9:23 P.M.
Mrs. Marguerite Romilus	7:06 P.M.	9:23 P.M.
Mr. James Shedaker	7:06 P.M.	9:23 P.M.
Mrs. Kimberly Smith	7:06 P.M.	7:46 P.M.
Mrs. Marilyn Dunham	7:06 P.M.	9:23 P.M.
Dr. Mary Ann Bell, Superintendent	7:06 P.M.	9:23 P.M.
Mr. Nicholas Bice, BA/Board Secretary	7:06 P.M.	9:23 P.M.
Mrs. Sherry Knight, Int. Asst. Supt. for C&I	Absent	---
Mr. Christopher Giannotti, Asst. Supt. for Sp. Ed.	Absent	---
Mr. David Serlin, Solicitor	Absent	---

V. Executive Session - none

VI. Open to the Public (Agenda Items Only)

Members of the public are invited to submit comments pertaining only to the Board agenda during this public comment portion of the meeting. General comments, not necessarily pertaining to the agenda, are invited to be submitted during the public

comment portion at the end of this meeting. The Board, pursuant to the Open Public Meetings Act, will not publicly discuss personnel matters. This portion of the meeting is not a question and answer session. The Board will not respond to comments made by members of the public during this portion of the meeting; however, the Board will give all comments appropriate consideration and will refer all individual complaints to the Superintendent of Schools or Administration for resolution. In accordance with Board of Education Bylaw # 9322, each statement made by a participant may be limited to three minutes' duration. Please be polite when making your comments. Disruptive conduct such as shouting, interrupting a speaker, use of profanity, or similar behavior, is not permitted in a school setting. Any person engaging in such behavior will be asked to cease by the President, and if the conduct continues, the person will be asked to leave the meeting. - none

VII. Dr. Bell's report for Board Action

A. PERSONNEL

- R.C.V. 1.** On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend approval of the following substitutes for the 2024/25 school year, pending meeting employment requirements, as listed:

SUBSTITUTES

Sub Teachers

Jeffrey Cole, Christina Moriello, Tonya Uibel

Sub Secretaries - none

Sub PAC - none

Sub Maintenance - none

Sub Nurses - none

Sub Bus Drivers - none

Sub Bus Aides - none

Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

- R.C.V. 2.** Recommend accepting the following list of Emergent Hires, as listed: none

- R.C.V. 3.** On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend accepting, with regret, the **retirement/resignation** of:

- a. Retirement/resignation of **Robert Carson**, Business Education Teacher at Burlington Township High School, effective July 1, 2025, last day of work

being June 19, 2025. Mr. Carson is also requesting payment of all accumulated sick and personal days. Mr. Carson will have served the district for 20 years.

Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

R.C.V. 4. On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend approval of the following **leaves of absence**:

- a. *(Adjustment to end date originally approved April 30, 2025)*
Unpaid administrative leave of absence for employee #80371412, effective January 3, 2025 through May 2, 2025 returning to work on May 5, 2025.
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

R.C.V. 5. On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend approval of the following **positions**:

- a. [Personnel Listing for 2025-2026 as of May 14, 2025.](#)
- b. [Employment contract](#) for **Nicholas Bice**, Business Administrator, effective July 1, 2025 to June 30, 2026, as approved by the county.
- c. [Employment contract](#) for **Christopher Giannotti**, Assistant Superintendent for Special Education and Early Childhood Development, effective July 1, 2025 to June 30, 2026, as approved by the county.
- d. [Employment contract](#) for **Elizabeth Scott**, Director of Human Resources and Community Relations, effective July 1, 2025 to June 30, 2026.
- e. [Employment contract](#) for **Sherry Knight**, Interim Assistant Superintendent for Curriculum and Instruction, effective July 1, 2025 to June 30, 2026, as approved by the county.
- f. **Jasmine Jones** as Elementary Teacher at B. Bernice Young School, effective August 27, 2025 through June 30, 2026, at the MA level, Step A, salary as negotiated, pending meeting employment requirements. Submission has been made to the County.
- g. **Jazzrein Robinson** as Elementary Teacher at Fountain Woods School, effective August 27, 2025 through June 30, 2026, at the BA level, Step A, salary as negotiated, pending meeting employment requirements. Submission has been made to the County.
- h. **Peter Robinson** as Technology Education Teacher at Burlington Township High School, effective August 27, 2025 through June 30, 2026, at the BA level, Step A, salary as negotiated, pending meeting employment requirements. Submission has been made to the County.

- i. **Vasty Rodriguez** as Preschool Expansion Teacher - PEA FUNDED at B. Bernice Young School, effective August 27, 2025 through June 30, 2026, at the BA level, Step A, salary as negotiated, pending meeting employment requirements. Submission has been made to the County.
- j. **Julianna Ashley** as Special Education Teacher at Fountain Woods School, effective August 27, 2025 through June 30, 2026, at the MA level, Step A, salary as negotiated, pending meeting employment requirements. Submission has been made to the County.
- k. **Mandi Dorrell** as part-time District Media, effective August 27, 2025 through June 30, 2026, at the MA + 15 level, Step M, salary as negotiated, pending meeting employment requirements. Submission has been made to the County.
- l. **Denise King** as Interim Administrator, effective May 15, 2025 through June 30, 2025, at a rate of \$450.00 per day, pending meeting employment requirements.
Roll Call Vote: 8 Ayes, 0 Nays, 1 Abstention (Mrs. Smith), motion carried.

R.C.V. 6. On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend approval of the following **transfers**:

- a. **Jennifer Lusardi** from Physical Education Teacher/Health Teacher at Fountain Woods School to Physical Education Teacher/Health Teacher at B. Bernice Young School/Fountain Woods School, effective August 27, 2025.
- b. **Stephanie Williams** from Guidance Counselor at Burlington Township Middle School @ SS to Guidance Counselor at Fountain Woods School, effective August 27, 2025.
- c. **David Dajnowicz** from Special Education Teacher at Burlington Township Middle School @ SS to Special Education Teacher at Burlington Township High School, effective August 27, 2025.
- d. **Christie Brown** from Physical Education Teacher/Health Teacher at B. Bernice Young School/Fountain Woods School to Physical Education Teacher/Health Teacher at Fountain Woods School, effective August 27, 2025.
- e. **Jaclyn Flores** from Curriculum Office 12 mo. Secretary .2 PEA FUNDED to Registration/CST Office 12 mo. Admin. Secretary .2 PEA FUNDED, effective July 1, 2025.
- f. **Emilie Jacquiel** from French Teacher at Burlington Township Middle School @ SS to French Teacher at Burlington Township High School, effective August 27, 2025.

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- g. **Michelle Klinger** from part-time Academic Achievement Teacher - ESEA GRANT FUNDED at B. Bernice Young School to full-time Academic Achievement Teacher at B. Bernice Young School, effective August 27, 2025.
 - h. **Jacqueline Ballard** from Elementary Teacher at B. Bernice Young School to full-time Academic Achievement Teacher at B. Bernice Young School, effective August 27, 2025
 - i. **Julie Schulin** from District Reading Specialist/Special Education Teacher to Special Education Teacher at Burlington Township High School, effective August 27, 2025.
 - j. **Kelsey Rohm** from Special Education Teacher at Burlington Township Middle School @ SS to Guidance Counselor at Burlington Township Middle School @ SS, effective August 27, 2025.
 - k. **Joseph Stutzenburg** from Physical Education Teacher/Health Teacher at Burlington Township High School to Athletic Trainer at Burlington Township High School, effective August 27, 2025.
 - l. **Timothy Marshall** from Technology Education Teacher at Burlington Township High School to Broadcast Technology Teacher at Burlington Township High School, effective August 27, 2025.
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
- R.C.V.** 7. Recommend approval for the following staff members to move on the salary guide, effective as listed, due to the completion of additional college credits, as listed: none
- R.C.V.** 8. Recommend approval of the following individuals for extra-curricular, co-curricular, coaching positions as listed: none
- R.C.V.** 9. Recommend approval of additional teaching time for the following staff members for the 2024-2025 school year, as listed: none
- R.C.V.** 10. On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend approval of summer days for the following staff members, as listed:
- a. [2025-2026 Summer Extra Duties as of May 14, 2025](#)
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
- R.C.V.** 11. On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend approval of the following rates of pay for the 2025-2026 school year, as listed:
- a. Paint Team Manager - \$38.50/hour
Paint Team Sub Manager - \$36.50/hour

Paint Team Student Lead - \$17.00/hour
 Paint Team Student with Experience - \$16.00/hour
 Paint Team Student without Experience - \$15.50/hour
 PAC Manager - \$42.25/hour
 PAC Usher - \$17.00/hour
 PAC Assistant - \$17.00/hour
 PAC Assistant Sub - \$17.00/hour
 Substitute Certificated School Nurse - \$350.00/day
 Substitute Registered Nurse (RN) - \$250.00/day
 Substitute Licensed Practical Nurse (LPN) - \$150.00/day
 Substitute Teachers (Substitute Certificate) - \$130.00/day
 Substitute Teachers (Teaching Certificate) - \$150.00/day
 Substitute Secretary - \$17.00/hour
 Substitute Bus Driver - \$28.00/hour
 Substitute Bus Aide - \$17.00/hour
 Substitute Maintenance - \$17.00/hour
 Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

B. STUDENTS

- a. **none**

C. MISCELLANEOUS

- R.C.V. 1.** Recommend acceptance of the monthly Harassment, Intimidation and Bullying Report of Incidents per Board of Education Policy #S5512.01 and the New Jersey Anti-Bullying Bill of Rights Act of 2011. (Report is considered privileged in nature.)


- a. RESOLVED, upon the recommendation of the School Superintendent that the Board of Education affirm, modify or reject the following H.I.B. Incident Reports.

Case Numbers

none			
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- R.C.V. 2.** On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend acceptance of the following items required by NJDOE.


- a. Harassment, Intimidation and Bullying Grades for 2023-2024.

 HIB grades 2023-2024 final.pdf

- b. Payroll verification certification for 2024-2025.

 payroll verification certification.pdf

Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

- R.C.V.** 3. On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend approval of 2025-2026 Calendar  2025-2026 Community District Calendar
Change to HS delayed opening for state testing
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

D. BUSINESS

1. On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend approval to terminate the contract for School/Team Physician Services with **Family Physicians of Burlington** effective April 30, 2025 (*Note: Contract originally approved April 24, 2024 for the period July 1, 2024 to June 30, 2025*).
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
2. On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend approval to award an emergency contract for School/Team Physician Services with **South Jersey School Doctors, LLC** for the period May 1, 2025 to June 30, 2025 in the amount of \$7,750.00.
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
3. On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend rescinding approval of the extension to the contract for School/Team Physician Services with **Family Physicians of Burlington** for the period July 1, 2025 to June 30, 2026 (*Note: Contract extension originally approved February 26, 2025*).
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
4. On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend approval to authorize the Qualified Purchasing Agent to solicit proposals for **School/Team Physician Services**.
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

VIII. Open to the Public for Comments

Members of the public are invited to submit any general comments during this public comment portion of the meeting. The Board, pursuant to the Open Public Meetings Act, will not publicly discuss personnel matters. This portion of the

meeting is not a question and answer session. The Board will not respond to comments made by members of the public during this portion of the meeting; however, the Board will give all comments appropriate consideration and will refer all individual complaints to the Superintendent of Schools or Administration for resolution. In accordance with Board of Education Bylaw # 9322, each statement made by a participant may be limited to three minutes' duration. Please be polite when making your comments. Disruptive conduct such as shouting, interrupting a speaker, use of profanity, or similar behavior, is not permitted in a school setting. Any person engaging in such behavior will be asked to cease by the President, and if the conduct continues, the person will be asked to leave the meeting. - none

IX. New Business

- Mrs. Dunham congratulated Mrs. Riggi on obtaining her Certified Board Leader certification from NJSBA.
- Committee Reports
 - Legislative Report - [see report](#)
 - Policy Committee - [see report](#)
 - Negotiations Committee - Mr. Moore reported that the committee met on April 30th and discussed nonaligned vacation which was referred to in the Policy Committee report.
 - Communications Committee - [see report](#)
 - Planning Board Liaison - Mrs. Hodnett reported that the Planning Board met and there has been a one year postponement on the apartments near the Middle School. The Planning Board will be discussing a Tractor Supply next to the former Lidl at next month's meeting.

X. Executive Session

On the motion of Mrs. Riggi, seconded by Mr. Moore, to recommend to adopt a resolution to move into Executive Session at 7:45 P.M.
9 Ayes, 0 Nays, motion carried.

RESOLUTION

RESOLVED, THAT PURSUANT to Section 8 of the Open Public Meetings Act, the public shall be excluded from this portion of the meeting involving the discussion of:

1. Matter Relating to Employment Relationship:
 - a. Superintendent Evaluation

Mrs. Smith left the meeting at 7:46 P.M.

Dr. Bell left the meeting at 7:46 P.M. and returned at 9:20 P.M.

Mrs. Romilus left the meeting at 8:51 P.M. and returned at 8:52 P.M.

Mrs. Dunham left the meeting at 8:53 P.M. and returned at 8:55 P.M.

Mrs. Hodnett left the meeting at 9:06 P.M. and returned at 9:08 P.M.

FURTHER RESOLVED, that discussion of such subjects in Executive Session will be disclosed to the public at some later time.

On the motion of Mrs. Lamarca, seconded by Mrs. Riggi, to approve the return to regular session at 9:19 P.M.

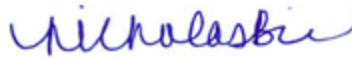
8 Ayes, 0 Nays, motion carried.

XI. Adjourn Meeting

On the motion of Mrs. Riggi, seconded by Mrs. Hodnett, to recommend approval to adjourn the meeting at 9:23 P.M.

Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

Respectfully submitted,



Nicholas Bice
Business Administrator/Board Secretary