

**BURLINGTON TOWNSHIP BOARD OF EDUCATION**  
**PUBLIC BUDGET HEARING AND BOARD MEETING**  
**April 26, 2023**

**I. CALL TO ORDER**

The April 26, 2023, Public Budget Hearing and Board Meeting of the Burlington Township Board of Education was called to order by Ms. Minors, President at 7:06PM in the Cafeteria in the Hopkins Building located at 710 Jacksonville Road, Burlington, NJ. This meeting was also available to the public as a [Virtual Meeting](#).

**II. STATEMENT OF CONFORMANCE**

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 10, 2023, the Secretary gave notice of this public meeting to be held at 7:00 PM in the Cafeteria of 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 - Layla Orapello**

**IV. ROLL CALL**

	<b><u>Arrival</u></b>	<b><u>Departure</u></b>
Mrs. Lisa Bungarden	7:06 PM	10:43 PM
Mrs. Donna Custard	7:06 PM	10:43 PM
Mrs. Marilyn Dunham	7:06 PM	10:43 PM
Mrs. Lisa Hodnett	7:06 PM	10:43 PM
Mrs. Carlye Lamarca	7:06 PM	10:43 PM
Mr. Edward Leak	7:06 PM	10:43 PM
Mr. Melvin Moore	7:06 PM	10:43 PM
Mrs. Velina Marie Riggi	7:06 PM	10:43 PM
Ms. Antoinette Minors	7:06 PM	10:43 PM
Mr. Nicholas Mascio	Absent	---
Mrs. Mary Ann Bell, Superintendent	7:06 PM	10:43 PM
Mr. Nicholas Bice, BA/Board Secretary	7:06 PM	10:43 PM
Ms. Ann Britt, Asst. Supt. for Curr. & Inst.	7:06 PM	7:45 PM
Mr. Christopher Giannotti, Asst. Supt. for Sp. Ed.	7:06 PM	7:45 PM
Ms. David Serlin, Solicitor	7:06 PM	10:43 PM

**V. EXECUTIVE SESSION**

**VI. APPROVAL OF THE MINUTES**

On the motion by Mr. Leak, seconded by Mrs. Riggi, to recommend approval of the minutes from the following meetings:

[March 1, 2023 Budget Work Session](#)

[March 8, 2023 Executive Budget Meeting](#)

[March 8, 2023 Public Budget Meeting](#)

[March 15, 2023 Executive Budget Meeting](#)

[March 15, 2023 Public Budget Meeting](#)

[March 22, 2023 Work Session](#)

[March 29, 2023 Executive Meeting](#) (Abstention Mr. Moore)

[March 29, 2023 Public Board Meeting](#) (Abstention Mr. Moore)

Roll Call Vote: 9 Ayes, 0 Nays, (Abstentions as noted) motion carried.

**VII. STUDENT LIAISON REPORT**

The [Student Liaison Report](#) was presented by Mr. Bice.

**VIII. STUDENT AND STAFF RECOGNITIONS**

- Pride Students of the Month - [see list](#)

**IX. COMMUNICATIONS****X. PRESENTATION****XI. RECESS - The Board took a recess from 7:21PM to 7:26PM.****XII. PUBLIC HEARING TO ADOPT BUDGET FOR 2023-2024****A. OPEN TO THE PUBLIC (Budget Only)**

*Members of the public are invited to submit comments pertaining only to the budget during this public comment portion of the meeting. Comments pertaining to the Board agenda are invited to be submitted during the public comment portion later in 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.*

The Board President will seek comments from members of the public present in the meeting room and ask the Board Secretary if any members of the public submitted comments via [the form](#) (form available until 5:00pm on Wednesday, April 26, 2023 per [meeting instructions](#)).

**PUBLIC HEARING TO ADOPT BUDGET FOR 2023-2024 (Continued)**

- B. On the motion by Mrs. Dunham, seconded by Mrs. Bungarden, to recommend approval of the adoption of the [2023-2024 Budget](#) as presented.

2023-2024	TOTAL	ANTICIPATED REVENUES	LEVY
<b>General Fund</b>	\$73,887,688.00	\$28,758,504.00	\$45,129,184.00
<b>Special Revenue Fund</b>	4,718,742.00	4,718,742.00	0.00
<b>Debt Service Fund</b>	2,894,130.00	470,997.00	2,423,133.00
<b>TOTAL</b>	81,500,560.00	33,948,243.00	47,552,317.00

No waivers to be taken. No banked cap to be used. The 2023-2024 budget includes revenue in the amount of \$475,000.00 to be withdrawn from Maintenance Reserve for the purpose of required maintenance of the school district's facilities. The 2023-2024 budget also includes a transfer of \$653,130.00 from the General Fund to the Special Revenue Fund to cover the cost of preschool students with disabilities in general education classrooms.

[Letter regarding the 2023-2024 Budget](#)

[Presentation of the 2023-2024 Budget](#)

[Budget Changes from Public Hearing 2023-2024 Budget](#)

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

**XIII.****COMMITTEE REPORTS**

Strategic Planning Committee - no report

Buildings & Grounds Committee - [see report](#)

Finance Committee - [see report](#)

Communications Committee - [see report](#)

Curriculum Committee - [see report](#)

Legislative Report - no report

Policy Committee - [see report](#)

Special Education Advisory Committee - [see report](#)

Scholarship Committee Report - no report

Township Liaison Report - no report

Emergency Preparedness Report - no report

Burlington Township Foundation Liaison - no report

**XIV.****SUPERINTENDENT'S MONTHLY REPORT - APRIL 2023**

- A. Personal Update -

Mrs. Bell submitted Invent2Prevent to the State Board of Education for recognition, but they unfortunately were not chosen.

- B. [Superintendent's Monthly Report - April 2023](#)

**XV. 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.*

The Board President will seek comments from members of the public present in the meeting room and ask the Board Secretary if any members of the public submitted comments via [the form](#) (form available until 5:00pm on Wednesday, April 26, 2023 per [meeting instructions](#)).

**XVI. SUPERINTENDENT BELL'S REPORT FOR BOARD ACTION**

*PLEASE UNDERSTAND THAT THE BOARD OF EDUCATION MEETS IN WORK SESSION PRIOR TO TONIGHT'S MEETING AND DISCUSSES THE AGENDA ITEMS IN DETAIL DURING THAT MEETING.*

**A. PERSONNEL**

1. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the following substitutes for the 2022/23 school year, pending meeting employment requirements, as listed:

**SUBSTITUTES**

**Sub-Teachers - Patrice Mathes**

**Sub Secretaries - Bria Martin**

**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.

**A. PERSONNEL (Continued)**

2. Recommend accepting the following list of Emergent Hires, as listed: **none**
3. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of accepting, with regret, the **retirement/resignation** of:
  - a. **Martin Moke**, Math Teacher at Burlington Township High School, effective July 1, 2023. Mr. Moke is also requesting payment of all accumulated sick, personal, and family illness days. Payment will be based on contract eligibility. Mr. Moke will have served the district for 22 years.
  - b. **Joshua Muscella**, Math Teacher at Burlington Township High School, effective June 23, 2023. Mr. Muscella will have served the district for 2 years.
  - c. **Peter Teifer**, Athletic Director and District Supervisor, effective July 1, 2023. Mr. Teifer is also requesting payment of all accumulated sick, personal, family illness and vacation days. Payment will be based on contract eligibility. Mr. Teifer will have served the district for 31 years.
  - d. **Deborah Gross**, Music Teacher at Burlington Township High School, effective July 1, 2023. Mrs. Gross is also requesting payment of all accumulated sick, personal and family illness days. Payment will be based on contract eligibility. Mrs. Gross will have served the district for 13 years.
  - e. **Jane Tum Suden**, School Nurse at Fountain Woods School, effective July 1, 2023. Mrs. Tum Suden is also requesting payment of all accumulated sick, personal and family illness days. Payment will be based on contract eligibility. Mrs. Tum Suden will have served the district for 18 years.
  - f. **Alfred Howell**, Physical Education/Health Teacher at Burlington Township High School, effective July 1, 2023. Mr. Howell is also requesting payment of all accumulated sick, personal, and family illness days. Payment will be based on contract eligibility. Mr. Howell has served the district for 25 years.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
4. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the following **leaves of absence**:
  - a. maternity/child-rearing leave of absence for employee #34982181, utilizing sick days, effective August 30, 2023 through January 30, 2024, returning to work on January 31, 2024.
  - b. medical leave of absence for employee #18619015, utilizing sick days, effective April 4, 2023 through April 28, 2023, returning to work on May 1, 2023.

**A. PERSONNEL (Continued)**

- c. maternity/child-rearing leave of absence for employee #19248848, effective August 30, 2023 through January 1, 2024, returning to work on January 2, 2024. (*Adjustment to return to work date originally approved on January 25, 2023 agenda.*)
  - d. medical leave of absence for employee #18953083, utilizing sick days, effective October 27, 2022 through November 1, 2022, returning to work on November 2, 2022.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
5. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the following **positions**:
- a. [Personnel Listing for 2022-2023 as of April 26, 2023](#)
  - b. **Donna Coakley** as Registered Nurse at Fountain Woods School, effective August 30, 2023 through June 30, 2024, step "A" of the BTEA RN Guide, salary as negotiated, pending meeting employment requirements.
  - c. **Alexandra Birbilis** as Language Arts Teacher at Burlington Township Middle School @ SS, effective August 30, 2023 through June 30, 2024, at the BA level, Step C, salary as negotiated, pending meeting employment requirements.
  - d. **Erica Crowley** as Social Studies Teacher at Burlington Township High School, effective August 30, 2023 through June 30, 2024, at the BA level, Step H-I, salary as negotiated, pending meeting employment requirements.
  - e. **Nicole Dallas** as Elementary Teacher at B. Bernice Young School, effective August 30, 2023 through June 30, 2024, at the BA + 15 level, Step A, salary as negotiated, pending meeting employment requirements.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
6. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the following **transfers**:
- a. **Nicole Profetto** from Preschool Expansion Teacher - PEA Funded at B. Bernice Young School to Preschool Instructional Coach - PEA Funded at B. Bernice Young School, effective August 30, 2023.
  - b. **Diane Dewey** from part-time Gifted and Talented Teacher (Elem. Ed.) at B. Bernice Young School to full-time Elementary Teacher at Fountain Woods School, effective August 30, 2023.  
Roll Call Vote: 9 Ayes. 0 Nays, motion carried.

**A. PERSONNEL (Continued)**

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**
8. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the following individuals for extra-curricular, co-curricular, coaching positions as listed:
  - a. [Extra/Co-Curricular & Coaching Stipends for 2022-2023 as of April 26, 2023](#)  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
9. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of additional teaching time for the following staff members for the 2022-2023 school year, as listed:
  - a. [2022-2023 Extra Duties as of April 26, 2023](#) *(Changes only)*  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
10. Recommend approval of summer days for the following staff members, as listed: **none**
  - a. [2022-2023 Summer Extra Duties as of April 26, 2023](#) *(No changes)*
11. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of deduct days for the following staff members, as listed:
  - a. #54138847 - ¼ day, 4/3/2023
  - b. #18643114 - ½ day, 3/24/2023
  - c. #34569665 - 1 day, 3/27/2023
  - d. #18743047 - 3 days, 3/27/2023, 3/30/2023 & 4/17/2023
  - e. #66569930 - ½ day, 4/19/2023
  - f. #24927253 - 1 day, 4/19/2023

Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
12. Recommend approval of the following student teacher placement, pending meeting student teacher requirements, as listed: **none**
13. Recommend approval of the following individuals for Contact Tracing, CPI, CPR/Code Blue & Team Guardian positions as listed:

**A. PERSONNEL (Continued)**

- a. [2022-2023 Contact Tracing, CPI, CPR/Code Blue & Team Guardian Teams as of April 26, 2023](#) *(No changes)*  
Roll Call Vote: 9 Ayes. 0 Nay, motion carried.
- 14. a. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the transfer of up to 10 donated sick days to employee #34655282, per agreement between the Superintendent and the BTEA.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

**B. STUDENTS**

- 1. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of home instruction for the following students, as listed:
  - a. **Student 5017410826**; effective 3/13/2023 to 6/22/2023.  
**Student 5058045833**; effective 4/24/2023 to 6/22/2023.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
- 2. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the special education or alternative placement, as listed:
  - a. **Student 8577416263** to attend Mercer County Special Services per IEP.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
- 3. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the following students to be permitted to complete their school year, no tuition, as per Board of Education Policy, for the 2022-2023 year.
  - a. **Student 1715700221** at Fountain Woods School.  
**Student 8474724084** at B. Bernice Young School.  
**Student 9513652260** at Burlington Township Middle School.  
**Student 3319935345** at B. Bernice Young School.  
**Student 1365499084** at Fountain Woods School.  
  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

**C. MISCELLANEOUS**

- 1. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the following reports as submitted to the Board Secretary for inclusion in the minutes pursuant to Board Policy:



C. **MISCELLANEOUS (Continued)**

- a. **District Facilities Report - March 2023**
  - b. **Field Trips - March 2023**
  - c. **Student Demographics - March 2023**
  - d. **Suspension Report - March 2023**  
(Report is considered privileged in nature.)
  - e. **Residency Flash Report - March 2023**
  - f. **Presenter Approval Forms - March 2023 - None**  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
2. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the following Job Descriptions, Policies and Regulations, as listed:
- a. **First Reading** (*Revised First Reading where noted*) **none**
  - b. **Final Adoption:**
    - [9111 - Qualifications and Requirements of Board Members](#)
  - c. **Job Descriptions - First Reading:**
    - [B-2 Athletic Director](#)
  - d. **Job Descriptions - Second Reading:**
    - [D-16 Preschool Instructional Coach](#)
  - e. **Job Description - Reviewed:** **none**
  - f. **Rescind Job Description:** **none**  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
3. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of overnight trips:
- a. an overnight field trip for the **2024 Senior Class Trip to Walt Disney World**. The trip is tentatively scheduled for March 12-16, 2024. Approve the cost of chaperones (determined in 2023-2024) and the cost for the bus transportation to and from the airport.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

**C. MISCELLANEOUS (Continued)**

4. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the acceptance of the monthly Harassment, Intimidation and Bullying Report of Incidents per Board of Education Policy #5131.1 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

242894, previously approved	244891	244996	245467
243748, previously approved	246058	246338	

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

5. Recommend approval of the curricula for the 2022-2023 school year: **none**
6. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval and acceptance of items required by the NJDOE as listed:
- a. [New Jersey High School Voter Registration Statement of Assurance 2022-23](#)  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

7. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of school calendar:
- [2022-2023 Calendar](#), to reflect unused emergency days
  - [2023-2024 Calendar](#), none at this time
- Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

8. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval for the Burlington Township Schools to approve a membership resolution for the **Burlington County Scholastic League** and the **New Jersey State Interscholastic Athletic Association** for the 2023-2024 school year.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

**D. BUSINESS**

1. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval for payment of the [April Bill List](#).  
Roll Call Vote: 8 Ayes, 0 Nays, 1 Abstention (Mr. Leak) motion carried.

**D. BUSINESS (Continued)**

2. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the following business reports:
  - a. [Treasurer's Report - March 2023](#)
  - b. [Board Secretary's Report - March 2023](#)
  - c. [Cafeteria Report - March 2023](#)
  - d. [Transfer Report - March 2023](#)Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
3. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, Nicholas Bice, School Business Administrator, certifies that, as of March 31, 2023, no budgetary line item account has encumbrances and expenditures which, in total, exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A. 18A:22-8, N.J.S.A. 18A:22-8.1, and N.J.A.C. 6A:23A-16.10(a).

Furthermore, pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Board of Education certifies that, after review of the Secretary's and the Treasurer's monthly financial reports and upon consultation with appropriate District officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a), as of March 31, 2023, and that sufficient funds should be available to meet the district's financial obligations for the remainder of the fiscal year.

Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
4. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the acceptance of the following reports on Tuition:
  - a. Tuition Contracts Billed - none
  - b. Tuition Contracts Paid - [March 2023](#)Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
5. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of an agreement for Professional Services for the 2023-2024 school year with **Burlington County Special Services School District/Educational Services Unit** to provide the special services as needed per the cost schedule.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
6. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of a contract for participation in cooperative transportation services with **Gloucester County Special Services School District** for the 2023-2024

**D. BUSINESS (Continued)**

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

7. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of an agreement with **Brett DiNovi & Associates** to provide behavioral educational services for the period July 1, 2023 to June 30, 2024 with an estimated cost not to exceed \$640,000.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
8. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of a contract with **The Commission for the Blind** for the 2022-2023 school year to provide services for one visually impaired student at Level 1 at a cost of \$443 (*Services were not previously approved/billed*).  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
9. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of an agreement with **Advancing Opportunities** (Cerebral Palsy of NJ) to provide technology evaluations for special education students for the 2023-2024 school year, if needed, at a rate \$1,400.00 per service, not to exceed \$6,000.00.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
10. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval to authorize the Business Administrator to submit a grant application for the **2023 BACCEIC Safety Grant** in the amount of \$4,243.00.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
11. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of an agreement with **Phoenix Advisors, LLC** to provide the district with Continuing Disclosure Agent Services and appoint them as Independent Registered Municipal Advisor of record for the 2023-2024 School Year.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
12. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval to authorize the Qualified Purchasing Agent to solicit bids for various HVAC projects including:
  - Replacement of the air handlers for the technology data center and the PAC corridor/dressing rooms at Burlington Township High School
  - Replacement of the chiller and the rooftop unit above the team room at the Burlington Township High School - Hopkins Building
  - Installation of supplementary HVAC for the technology room at Burlington Township Middle School
  - Replacement of the air handlers in the 1994 addition and installation of HVAC in the kitchen at B. Bernice Young Elementary SchoolRoll Call Vote: 9 Ayes, 0 Nays, motion carried.

**D. BUSINESS (Continued)**

13. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the transfer of funds from the district's Capital Reserve account in the amount of \$482,681.58 for the Fire Alarm Replacement at Burlington Township High School (*Note: The balance of the Capital Reserve account prior to this withdrawal is approximately \$6.3 million.*)  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
14. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of the following Professional Services and Extraordinary Unspecifiable Services based on responses to RFP process. All contracts are for the period July 1, 2023 to June 30, 2024. The amounts included are either total cost or greatest amount per hour.

General Counsel	Malamut & Associates, LLC	\$185.00/hour (Total estimated cost = \$45,000.00)
Special Counsel	Parker McCay	\$185.00/hour (Special Education & Negotiations); \$320.00/hour (Financing) (Total estimated cost = \$80,000.00)
Auditor	Inverso & Stewart	\$36,400.00
School/Team Physician	Family Physicians of Burlington	\$44,732.90
Property, Casualty and Workers' Compensation Insurance Consultant	TC Irons Agency	no direct cost to the district
Health Insurance Consultant	Integrity Consulting Group	\$22.92 PEPM for SHIF coverage; 1.25% of premium for non-SHIF coverage
Construction Manager of Record	New Road Construction Management	\$190.00/hour (Total estimated cost = \$100,000.00)

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

**D. BUSINESS (Continued)**

15. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of an extension of the contract to **ESS Support Services, LLC** for Paraprofessional and Support Staff Services from July 1, 2023 - June 30, 2024. Increase of 1% to markup, as negotiated, as per RFP specifications. This is the fourth of five possible years on the contract.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
16. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of an extension of the contract to **ESS Northeast, LLC** for Educational Substitute Staffing Services from July 1, 2023 - June 30, 2024. Increase of 1% to markup, as negotiated, as per RFP specifications. This is the third of five possible years on the contract.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
17. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of an extension to the following shared services agreements for Technology Services:
  - a. **Barnegat Township Public Schools**, for the period July 1, 2023 to June 30, 2024, assigning rights from the Pitt Bull Secure Technologies competitive contract, in the amount of \$164,599.44, which includes a service fee of \$7,838.04.
  - b. **Edgewater Park School District**, for the period July 1, 2023 to June 30, 2024, assigning rights from the Pitt Bull Secure Technologies competitive contract, in the amount of \$233,912.88, which includes a service fee of \$11,138.76.
  - c. **Henry Hudson Regional School District**, for the period July 1, 2023 to June 30, 2024, assigning rights from the Pitt Bull Secure Technologies competitive contract, in the amount of \$74,139.24, which includes a service fee of \$3,530.40.
  - d. **Montgomery Township School District**, for the period July 1, 2023 to June 30, 2024, assigning rights from the Pitt Bull Secure Technologies competitive contract, in the amount of \$74,139.24, which includes a service fee of \$3,530.40.
  - e. **Ocean County Vocational Technical School District**, for the period July 1, 2023 to June 30, 2024, assigning rights from the Pitt Bull Secure Technologies competitive contract, in the amount of \$74,139.24, which includes a service fee of \$3,530.40.

**D. BUSINESS (Continued)**

- f. **Rancocas Valley Regional School District**, for the period July 1, 2023 to August 31, 2023, assigning rights from the Pitt Bull Secure Technologies competitive contract, in the amount of \$12,494.96, which includes a service fee of \$595.00 (*Note: Rancocas Valley Regional School District is terminating this shared services agreement effective September 1, 2023.*)  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
18. On the motion by Mrs. Riggi, seconded by Mr. Leak, to recommend approval of a Joint Transportation Agreement with **Cherry Hill Public Schools**, effective January 17, 2023 to April 6, 2023, to transport one student to Fountain Woods Elementary School at a cost of \$18,468.00.  
Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

**XVII. 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.*

The Board President will seek comments from members of the public present in the meeting room and ask the Board Secretary if any members of the public submitted comments via [the form](#) (form available until 5:00pm on Wednesday, April 26, 2023 per [meeting instructions](#)).

**XVIII. NEW BUSINESS**

Mrs. Riggi reported she received a letter from the Scholarship Committee, and it seems scholarships are being opened to more students this year, which is great.

**XIX. RECESS**

Board took a recess at 7:45PM to relocate to the BOE Conference Room to conduct the Executive Session and will adjourn the meeting from there. At 7:55PM the Board reconvened in the Conference Room in Executive Session.

*Ms. Britt and Mr. Gianotti left the meeting at 7:45PM.*

**XX. EXECUTIVE SESSION**

On the motion of Mrs. Hodnett, seconded by Mrs. Riggi, to recommend to adopt a resolution to move into Executive Session at 7:55PM.

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. Matters Required by Law to be Confidential
  - a. HIB Report review
  - b. HIB Hearing for case #246058 (6:15PM staff and 8:15PM parents) (Board discussed and agreed to affirm the case.)
  - c. Student matters at FWS

*Mr. Serlin left the meeting at 8:09PM and returned at 8:21PM.*

*Mrs. Custard left the meeting at 9:40PM and returned at 9:42PM*

2. Matters Relating to the Employment Relationship
  - a. Investigation conclusion confirming the letter given to the staff member, no formal disciplinary action.
  - b. Concern from parents regarding softball.
  - c. Personnel listings for May 10th agenda
    1. Non-aligned salaries
    2. Central office administrators' contracts
  - d. Two Rice notices - confirming letters given to staff members.

*Mrs. Bungarden left the meeting at 10:06PM and returned at 10:07PM.*

*Mrs. Riggi left the meeting at 10:07PM and returned at 10:09PM.*

*Mr. Moore left the meeting at 10:15PM and returned at 10:17PM.*

- e. Superintendent Evaluation. Ms. Minors reported that everyone is complete, and she is reviewing the information.

3. Matters Relating to the Purchase, Lease of Acquisition of Real Property or the Investment of Public Funds

- a. Mr. Serlin provided an update on Mattson's property acquisition.

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. Dunham, seconded by Mrs. Custard, to approve the return to regular session at 10:28PM.

9 Ayes, 0 Nays, motion carried.



**XXI. BOARD DISCUSSION**

Mr. Bice discussed the options for hotel accommodations for the NJSBA Workshop in October of 2023.

Clarification on the reunification item from Mrs. Bell's update.

*Mrs. Dunham left the meeting at 10:35PM and returned at 10:36PM.*

NJSLA quiz concern from a parent. Ms. Britt is handling parent inquiry, and Mrs. Bell asked Ms. Britt to include her in her update as well.

**XXII. ADJOURNMENT**

On the motion of Mrs. Riggi, seconded by Mr. Leak, approval was made to adjourn at 10:43PM.

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

Respectfully submitted,



Nicholas Bice

**BURLINGTON TOWNSHIP BOARD OF EDUCATION  
PUBLIC BOARD MEETING**

**Appendix PM1**

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A Resolution Providing for a Meeting Not Opened To the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12

Whereas, the Board of Education of the Township of Burlington is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., and

Whereas, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an executive session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

Whereas, it is necessary for the said Board of Education of the Township of Burlington to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

- (1) Matters Required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- (2) Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
- (3) Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family, circumstances and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

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**BURLINGTON TOWNSHIP BOARD OF EDUCATION  
PUBLIC BOARD MEETING**

**Appendix PM1**

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- (4) Matters Relating to Collective Bargaining Agreements: Any collective bargaining agreement, or the terms and conditions, which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
- (5) Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
- (6) Matters Relating to Public Safety and Property: Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.
- (7) Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege: Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.
- (8) Matters Relating to the Employment Relationship: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.
- (9) Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act or omission for which the responding party bears responsibility.

**BURLINGTON TOWNSHIP BOARD OF EDUCATION  
PUBLIC BOARD MEETING**

**Appendix PM1**

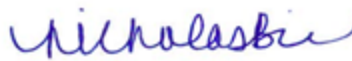
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Now, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Burlington assembled in an executive session on **April 26, 2023** and that at 7:55PM to 10:28PM an **executive session** was closed to the public on **April 26, 2023** designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Board of Education that the public interest will no longer be served by such confidentiality.

The foregoing resolution was duly adopted by the Board of Education of the Township of Burlington at an executive/public meeting held on **April 26, 2023.**

Respectfully submitted,



Nicholas Bice  
Business Administrator/Board Secretary