

BURLINGTON TOWNSHIP BOARD OF EDUCATION
PUBLIC BOARD MEETING
February 15, 2023

I. CALL TO ORDER

The February 15, 2023, Public Board Meeting of the Burlington Township Board of Education was called to order by Mr. Leak, Vice President at 7:05 PM 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 - Dianna Paul
STUDENT PERFORMANCE - *Emma: A Pop Musical* by BTHS Theater Dept.
under the Direction of Sarah Erkert

IV. <u>ROLL CALL</u>	<u>Arrival</u>	<u>Departure</u>
Mrs. Lisa Bungarden	Absent	---
Mrs. Donna Custard	7:05 PM	8:07 PM
Mrs. Marilyn Dunham	7:05 PM	8:07 PM
Mrs. Lisa Hodnett	7:05 PM	8:07 PM
Mrs. Carlye Lamarca	7:05 PM	8:07 PM
Mr. Edward Leak	7:05 PM	8:07 PM
Mr. Melvin Moore	7:05 PM	8:07 PM
Mrs. Velina Marie Riggi	7:05 PM	8:07 PM
Ms. Antoinette Minors	Absent	---
Mr. Nicholas Mascio	7:05 PM	7:28 PM
Mrs. Mary Ann Bell, Superintendent	7:05 PM	8:07 PM
Mr. Nicholas Bice, BA/Board Secretary	7:05 PM	8:07 PM
Ms. Ann Britt, Asst. Supt. for Curr. & Inst.	7:05 PM	8:07 PM
Mr. Christopher Giannotti, Asst. Supt. for Sp. Ed.	7:05 PM	8:07 PM
Ms. David Serlin, Solicitor	Absent	---
Mrs. Liz Scott, Director of HR&CR	7:05 PM	7:38 PM

V. EXECUTIVE SESSION

VI. APPROVAL OF THE MINUTES

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

[January 4, 2023 Reorganization Meeting](#)

[January 11, 2023 Work Session](#) (Abstention - Mrs. Lamarca)

[January 25, 2023 Executive Meeting](#) (Abstention - Mrs. Lamarca)

[January 25, 2023 Public Board Meeting](#) (Abstention - Mrs. Lamarca)

7 Ayes, 0 Nays, 1 Abstention, motion carried.

VII. STUDENT LIAISON

The [Student Liaison Report](#) was given by Nick Mascio.

VIII. STUDENT AND STAFF RECOGNITIONS

- **Pride Students of the Month - [see list](#)**
- **Invent2Prevent - Eshaan Attri, Kuminjot Bal, Jordan Brown, Fathia Gbadamosi, Mahawa Koroma, Chantal Larbie, Mackenzie Ritchie, and Alessa Small and Chaperones Katina George and Anne Kohart**

IX. COMMUNICATIONS**X. PRESENTATIONS**

XI. RECESS - *The Board took a brief recess from 7:38pm to 7:50pm.*

XII. COMMITTEE REPORTS

Curriculum Committee - [see report](#)

Buildings & Grounds Committee -see reports [2/6/2023](#) & [2/13/2023](#)

Finance Committee - no report

Communications Committee - no report

Legislative Report - no report

Policy Committee - no report

Special Education Advisory Committee - no report

Scholarship Committee Report - no report

Strategic Planning Committee - no report

Township Liaison Report - no report

Emergency Preparedness Report - no report

Burlington Township Foundation Liaison - no report

XIII. SUPERINTENDENT'S MONTHLY REPORT

A. Personal Update

Mrs. Bell reported on the following items:

- Managing staffing shortages
- Spike in illnesses,
- No emergency closing days have been used so far this year
- Working on 2023-2024 budget

XIII. SUPERINTENDENT'S MONTHLY REPORT (Continued)

- Looking forward to upcoming performing art events at HS and MS
- BTHS Cheerleaders returned yesterday as National Cheerleading Champions
- Expanding curriculum offerings such as Introduction to Engineering course.

B. [Superintendent's Monthly Report - February 2023](#)**XIV. 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, February 15, 2023 per [meeting instructions](#)).

XV. 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 Mrs. Dunham, to recommend approval of the following substitutes for the 2022/23 school year, pending meeting employment requirements, as listed:

SUBSTITUTES

Sub Teachers - Sarah Ehring, Garreth Sharp, Donovan Woodham

Sub Secretaries - none

Sub PAC - none

Sub Maintenance - none

A. PERSONNEL (Continued)**Sub Nurses - none****Sub Bus Drivers - none****Sub Bus Aides - none**

Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

2. Recommend accepting the following list of Emergent Hires, as listed: **none**
3. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of accepting, with regret, the **retirement/resignation** of:
 - a. **Darlene Delucia**, Special Education Aide at Burlington Township High School, effective July 1, 2023. Mrs. Delucia is also requesting payment of all accumulated sick, personal, and family illness days. Payment will be based on contract eligibility. Mrs. Delucia will have served the district for 25 years.
 - b. **Gina Sangataldo**, Elementary Teacher at B. Bernice Young School, effective July 1, 2023. Mrs. Sangataldo is also requesting payment of all accumulated sick, personal, and family illness days. Payment will be based on contract eligibility. Mrs. Sangataldo will have served the district for 27 years.
 - c. **Adrienne Bilotta**, Assistant Board Secretary/Confidential Administrative Assistant to the School Business Administrator, effective July 1, 2023. Mrs. Bilotta is also requesting payment of all accumulated sick, personal, family illness and vacation days. Payment will be based on contract eligibility. Mrs. Bilotta will have served the district for 28 years and 2 months.
 - d. **Cynthia Lubrano**, Language Arts Teacher at Burlington Township Middle School @ SS, effective June 30, 2023. Mrs. Lubrano is also requesting payment of all accumulated sick, personal, and family illness days. Payment will be based on contract eligibility. Mrs. Lubrano will have served the district for 17 years.

Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
4. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the following **leaves of absence**:
 - a. unpaid medical leave of absence for employee #19334176, effective January 30, 2023 through April 29, 2023, returning to work April 30, 2023.
 - b. maternity/child-rearing leave of absence for employee #72864606, utilizing sick days, effective May 1, 2023 through January 31, 2024, returning to work on February 1, 2024.

A. PERSONNEL (Continued)

- c. medical leave of absence for employee #18743047, utilizing sick days, effective January 17, 2023 through January 25, 2023, returning to work January 26, 2023.
 - d. medical leave of absence for employee #18747527, utilizing sick days, effective November 14, 2022 through April 16, 2023, returning to work April 17, 2023. *(Adjustment to end date originally approved on the November 30, 2022 agenda).*
 - e. medical leave of absence for employee #66547803, utilizing sick days, effective December 19, 2022 through September 1, 2023. *(Adjustment to original request for an intermittent medical leave of absence approved on the January 5, 2023 agenda).*
 - f. medical leave of absence for employee #34740597, utilizing sick days, effective February 13, 2023 through February 23, 2023, returning to work February 24, 2023.
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
5. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the following **positions**:
- a. [Personnel Listing for 2022-2023 as of February 15, 2023](#)
 - b. **Christian Sabatino** to serve as Summer Paint Team Supervisor.
 - c. **Donovan Woodham** as Social Studies Teacher at Burlington Township Middle School @ SS, effective March 1, 2023 through June 30, 2023, at the MA level, Step A, prorated, salary as negotiated, pending meeting employment requirements *(Reaffirmed - originally approved February 8, 2023).*
 - d. **Shawn Fitzpatrick** to serve as substitute Summer Paint Team Supervisor.
 - e. **Christina Eckert** as Special Education Teacher at Burlington Township High School, effective April 17, 2023 through June 30, 2023, at the MA level, Step K, prorated, salary as negotiated, pending meeting employment requirements.
 - f. **Keith Lex** to serve as substitute Summer Paint Team Supervisor.
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
6. Recommend approval of the following **transfers: none**
7. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the following staff members to move on the salary guide,

A.

PERSONNEL (Continued)

effective as listed, due to the completion of additional college credits, as listed:

- a. **Connor McGettigan**, Spanish Teacher at Burlington Township High School, from the BA + 15 level to the MA level, effective March 1, 2023. (All the necessary documentation has been received from Rutgers University.)
 - b. **Laura Burns**, District Supervisor in the Curriculum Office, from the MA + 15 level to the MA + 30 level, effective March 1, 2023. (All the necessary documentation has been received from the University of La Verne.)
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
8. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, 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 February 15, 2023](#)
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
9. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, 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 February 15, 2023](#) *(only changes)*
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
10. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of summer days for the following staff members, as listed:
- a. [2022-2023 Summer Extra Duties as of February 15, 2023](#) *(no changes)*
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
11. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of deduct days for the following staff members, as listed:
- a. #54138847 - 1 ½ days, 2/3/20 - ¼ day, 2/8/23, 2/13/23 - ¼ day
 - b. #18854356 - 5 days - 2/6/23, 2/7/23, 2/8/23, 2/9/23, 2/10/23
 - c. #18643114 - ½ day, 1/25/23
 - e. #99151136 - ½ day, 2/14/23
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

A. PERSONNEL (Continued)

12. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the following student teacher placement, pending meeting student teacher requirements, as listed:
 - a. **Erik Herman**, a student at University of the Cumberland, to complete 20 hours of classroom observation, in March/April 2023, at Burlington Township Middle School @ SS, with Erin Anderson and Kiel O'Donnell as Cooperating Teachers.
 - b. **Alyssa Calderone**, a student at Rider University, to complete 12 hours of classroom observation, in February/March 2023, at Fountain Woods School, with Kimberly Baker as Cooperating Teacher.
 - c. **Emily Wasnieski**, a student at Rider University, to complete 12 hours of classroom observation, in February/March 2023, at Fountain Woods School, with Kimberly Baker as Cooperating Teacher.
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
13. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the following individuals for Contact Tracing, CPI, CPR/Code Blue & Team Guardian positions as listed:
 - a. [2022-2023 Contact Tracing, CPI, CPR/Code Blue & Team Guardian Teams as of February 15, 2023 \(no changes\)](#)
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

B. STUDENTS

1. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of home instruction for the following students, as listed:
 - a. **Student 6785665096**; effective 1/27/2023 to 3/27/2023.
Student 7862312528; effective 2/13/2023 to pending.
Student 2171303395; effective 2/2/2023 to pending.
Student 4951667523; effective 1/31/2023 to 3/1/2023.
Student 7412480393; effective 2/8/2023 to 3/8/2023.
Student 8475344091; effective 2/9/2023 to 2/22/2023.
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
2. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the special education or alternative placement, as listed:
 - a. **Student 3889653279** to attend BCSSSD - Lumberton per IEP.

B. STUDENTS (Continued)

Student 3829105738 to attend BCSSSD per IEP.

Student 8896739355 to attend Garfield Park Academy per IEP.

Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

3. Recommend approval for the following students, on a tuition basis, per Board of Education Policy, Admission, pending space availability: **none**

C. MISCELLANEOUS

1. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the following reports as submitted to the Board Secretary for inclusion in the minutes pursuant to Board Policy:
- a. [District Facilities Report - January 2023](#)
 - b. [Field Trips - January 2023](#)
 - c. [Student Demographics - January 2023](#)
 - d. [Suspension Report - January 2023](#)
(Report is considered privileged in nature.)
 - e. [Residency Flash Report - January 2023](#)
 - f. [Presenter Approval Forms - Submitted January 2023](#)
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
2. Recommend approval of the following Job Descriptions, Policies and Regulations, as listed:
- a. First Reading (*Revised First Reading where noted*) **none**
 - b. Final Adoption: **none**
 - c. Job Descriptions - First Reading: **none**
 - d. Job Descriptions - Second Reading: **none**
 - e. Job Description - Reviewed: **none**
 - f. Rescind Job Description: **none**
3. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of overnight trips:

A. MISCELLANEOUS (Continued)

- a. overnight field trip for HS FBLA students to the NJ FBLA State Conference and Competitive Events in Atlantic City, NJ on March 6-8, 2023.

Chaperones: **Robert Carson** and **Jennifer Williams**

Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

4. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, 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 and Prescreens denied

240571	240572	12851PR	12854PR	12948PR
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Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

5. Recommend approval of the following curricula for the 2022-2023 school year: **none**
6. Recommend approval and acceptance of items required by the NJDOE as listed: **none**
7. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the school calendar:

- [2022-2023 Calendar, version 3](#), revision to days for no school if no emergency closings are used. June 2nd, early dismissal all students, staff PD; June 6th if third snow day is not used will be a Schools Closed day due to security issues associated with primary election polling in school buildings.
- [2023-2024 Calendar](#), no changes at this time

Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

8. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the updated [listing of databases and software applications in use by the District for the 2022-2023 school year](#).
- Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

D. BUSINESS

1. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the payment of the [February Bill List](#).
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
2. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the following business reports:
 - a. Treasurer's Report - [January 2023](#)
 - b. Board Secretary's Report - [January 2023](#)
 - c. Cafeteria Report - [January 2023](#)
 - d. Transfer Report - [January 2023](#)
Roll Call Votes: 7 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 January 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 January 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: 7 Ayes, 0 Nays, motion carried.
4. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the acceptance of the following reports on Tuition:
 - a. Tuition Contracts Billed - None
 - b. Tuition Contracts Paid - [January 2023](#)
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
5. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval to authorize the Qualified Purchasing Agent to solicit proposals for annual **Professional Services and Extraordinary Unspecifiable Services** for the period July 1, 2023 through June 30, 2024.
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

D. BUSINESS

6. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval to authorize submission of an amendment to the district's Long Range Facilities Plan (LRFP).
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.
7. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval for a donation of \$8,000.00 to the Burlington Township High School Freshman First Community Service Project from Colonial Pipeline Company.
Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

XVI. 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, February 15, 2023 per [meeting instructions](#)).

XVII. NEW BUSINESS

1. On the motion by Mrs. Custard, seconded by Mrs. Riggi, to recommend approval to engage in litigation to hold social media companies accountable for their role in causing mental health problems in youth:
 - A. authorize a professional services agreement for special counsel Frantz Law Group and grant them authorization to file a complaint against various defendants.
 - B. authorize the execution of the contingency agreement which provides for fees in the amount of 25% of the fiscal settlement and no upfront costs to the District.
- Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

XVII. NEW BUSINESS (Continued)

The Board thanked the retirees for their years of service, especially Adrienne Bilotta for all she has done for the Board.

XVIII. EXECUTIVE SESSION

XIX. ADJOURNMENT

On the motion of Mrs. Dunham, seconded by Mrs. Custard, approval was made to adjourn at 8:07PM.

Roll Call Vote: 7 Ayes, 0 Nays, motion carried.

Respectfully submitted,



Nicholas Bice
Business Administrator/Board Secretary