

BURLINGTON TOWNSHIP BOARD OF EDUCATION  
Burlington, New Jersey  
**February 28, 2024**  
**PUBLIC SESSION AGENDA**

**Page 1**

DATE: [February 28, 2024](#)  
TIME: 7:00 PM  
PLACE: Burlington Township High School - Hopkins Building

- I. Call to order by the President
- II. Statement of Conformance to the Open Public Meetings Act
- III. Flag Salute - **Carson Crespy, FWS Student**
- IV. Roll Call
- V. Executive Session
- VI. Approval of minutes from the following meetings:  
**R.C.V.** [January 17, 2024 Work Session](#)  
[January 31, 2024 Executive Meeting](#)  
[January 31, 2024 Public Board Meeting](#)
- VII. [Student Liaison Report](#)
- VIII. Student and Staff Recognitions
  - **Pride Students of the Month - [see list](#)**
- IX. Communications
- X. Presentations
- XI. RECESS - *Full copies of the agenda will be available after the recess*
- XII. Presentations

XIII. Committee Reports

Strategic Planning Committee - no report

Buildings & Grounds Committee - no report

Finance Committee - no report

Communications Committee - no report

Curriculum Committee - [see report](#)

Legislative Report - no report

Policy Committee - no 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 -

A. Personal Update

B. [Superintendent's Monthly Report - February 2024](#)

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.*

XVI. Dr. 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**

- R.C.V. 1.** Recommend approval of the following substitutes for the 2023/24 school year, pending meeting employment requirements, as listed:

**SUBSTITUTES**

**Sub Teachers**

**Adefunke Adenuga, Daniel Bernoski, Alyssa Calderone, Sherry Dickinson, Ryan Emizet, Eric Fernee, Daniela Gallo, Kayla Kennedy, Nicola Laba, Jamie Mallinson, Peter Teifer**

**Sub Secretaries**

**none**

**Sub PAC**

**none**

**Sub Maintenance**

**none**

**Sub Nurses**

**none**

**Sub Bus Drivers**

**none**

**Sub Bus Aides**

**none**

- R.C.V. 2.** Recommend accepting the following list of Emergent Hires, as listed:

- a. **none**

- R.C.V. 3.** Recommend accepting, with regret, the **retirement/resignation** of:

- a. *(Adjust. to effective date originally approved on January 31, 2024 agenda)*  
Recommend approval to accept, with regret, the resignation of **Jaime Cream**, Art Teacher, at Burlington Township High School, effective February 26, 2024, last day of work being February 23, 2024. Mrs. Cream is also requesting payment of all accumulated

sick and personal days. Mrs. Cream will have served the district for 22 years.

- \* b. Recommend approval to accept, with regret, the retirement/resignation of **Terri Leeds**, 12 Month Administrative Secretary, at Burlington Township High School, effective August 1, 2024, last day of work being July 31, 2024. Mrs. Leeds is also requesting payment of all accumulated vacation, sick, and personal days. Mrs. Leeds will have served the district for 10 years.

- \* c. Recommend approval to accept, with regret, the resignation of **Maxwell Rogers**, Bus Driver, effective January 31, 2024. Mr. Rogers will have served the district for 5 months.

**R.C.V. 4. Recommend approval of the following leaves of absence:**

- a. Recommend approval of a medical leave of absence for employee #18328997, utilizing sick days, effective March 12, 2024 through March 25, 2024, returning to work on March 26, 2024.
- b. *(Adjust. to end date originally approved on January 31, 2024 agenda)*  
Recommend approval of a medical leave of absence for employee #29358751, effective December 12, 2023 through March 1, 2024, returning to work on March 4, 2024.
- c. *(Adjust. to start date originally approved on November 29, 2023 agenda)*  
Recommend approval of a maternity/child-rearing leave of absence for employee #31835143, utilizing sick days, effective February 26, 2024 through August 25, 2024, returning to work on August 26, 2024.
- d. Recommend approval of a medical leave of absence for employee #19211820, utilizing sick days, effective February 7, 2024 through May 10, 2024, returning to work on May 13, 2024.
- e. Recommend approval of a family medical leave of absence for employee #18741918, utilizing sick and/or personal days, effective January 10, 2024 through March 8, 2024 returning to work on March 11, 2024.
- f. Recommend approval of a intermittent family medical leave of

absence for employee #19301035, utilizing sick and/or personal days, effective November 26, 2023 through November 25, 2024.

- \* g. Recommend approval of a medical leave of absence for employee #18818252, utilizing sick days, effective February 26, 2024 through March 29, 2024, returning to work on April 8, 2024.

- \* h. Recommend approval of a family medical leave of absence for employee #18793588, utilizing sick and/or personal days, effective February 12, 2024 through February 21, 2024 returning to work on February 22, 2024.

**R.C.V. 5. Recommend approval of the following positions:**

a. [Personnel Listing for 2023-2024 as of February 28, 2024](#)

- b. Recommend approval of **Melissa Preval** as Bus Driver, effective February 22, 2024 through June 30, 2024, at an hourly rate of \$27.50, pending meeting employment requirements (*Reaffirmed - Item originally approved February 21, 2024*).

- c. Recommend approval of **Cuong Le** as Bus Driver, effective February 22, 2024 through June 30, 2024, at an hourly rate of \$27.50, pending meeting employment requirements (*Reaffirmed - Item originally approved February 21, 2024*).

- d. Recommend approval of **Anum Saeed** as Bus Driver, effective February 22, 2024 through June 30, 2024, at an hourly rate of \$27.50, pending meeting employment requirements (*Reaffirmed - Item originally approved February 21, 2024*).

- \* e. Recommend approval of **Regina Haley**, as Interim Administrator on an intermittent basis, during Semester 2, for periodic administrative coverage and observations, not to exceed an additional 10 days, at the rate of \$450.00 per day.

- \* f. (*Adjust. to start date originally approved on December 20, 2023 & January 31, 2024 agenda.*)  
Recommend approval of **Stephen Everette**, as Special Education Teacher at Burlington Township High School, effective March 4, 2024 through June 30, 2024, at the BA level, Step Career, salary as

negotiated, prorated, pending meeting employment requirements.

**R.C.V. 6.** Recommend approval of the following **transfers**:

a. **none**

**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:

a. **Alison Ridings**, Science Teacher at the Burlington Township Middle School @ SS, from the MA + 45 level to the MA + 60 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

b. **Douglas Caracci**, Elementary Teacher at Fountain Woods School, from the MA level to the MA + 15 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

c. **Stephanie Caracci**, Gifted & Talented Teacher at Fountain Woods School, from the MA + 30 level to the MA + 45 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

d. **Nicholas Gugliotta**, Social Studies Teacher at Burlington Township Middle School @ SS, from the MA + 15 level to the MA + 30 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

e. **Rachele McIntyre**, Art Teacher at Burlington Township Middle School @ SS, from the MA + 30 level to the MA + 45 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

f. **Carrie Lopez**, Language Arts Teacher at Burlington Township Middle School @ SS, from the MA level to the MA + 15 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

g. **Andrew Pellegrino**, Special Education/Math Teacher at

Burlington Township Middle School @ SS, from the MA + 15 level to the MA + 45 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

h. **Melissa King**, Math Teacher at Burlington Township Middle School @ SS, from the MA level to the MA + 15 level, effective March 1, 2024. (All the necessary documentation has been received from the University of LaVerne.)

i. **Lauren Papp**, Physical Education/Health Teacher at Burlington Township Middle School @ SS, from the BA level to the BA + 30 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

\* j. **Laura Magna**, Language Arts Teacher at Burlington Township Middle School @ SS, from the MA + 15 level to the MA + 60 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

\* k. **Joseph Tyler**, Math Teacher at Burlington Township Middle School @ SS, from the MA + 15 level to the MA + 45 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

\* l. **Kellyann Milloy**, Social Studies Teacher at Burlington Township Middle School @ SS, from the MA level to the MA + 30 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

\* m. **Sheri Einhorn**, Business Education Teacher at Burlington Township High School, from the MA + 15 level to the MA + 30 level, effective March 1, 2024. (All the necessary documentation has been received from Idaho State University.)

**R.C.V.** 8. Recommend approval of the following individuals for extra-curricular, co-curricular, coaching positions as listed:

a. [Extra/Co-Curricular & Coaching Stipends for 2023-2024 as of February 28, 2024](#)

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- b. Recommend approval of a change of status for **Kathleen Eifert** from Musical Assistant (1.0 FTE) to Musical Assistant (0.5 FTE) at Burlington Township High School, effective for the 2023-2024 school year. This has been updated on the Extra/Co-Curricular & Coaching Stipends spreadsheet.
- \* c. [Extra/Co-Curricular & Coaching Stipends for 2024-2025 as of February 28, 2024](#)
- \* d. Recommend approval of a change of status for **Jaime Cream** from Digital Photography Club Advisor (1.0 FTE) to Digital Photography Club Advisor (0.75 FTE) at Burlington Township High School, effective for the 2023-2024 school year. This has been updated on the Extra/Co-Curricular & Coaching Stipends spreadsheet.
- \* e. Recommend approval of a change of status for **Jaime Cream** from Yearbook Business (1.0 FTE) to Yearbook Business (0.75 FTE) at Burlington Township High School, effective for the 2023-2024 school year. This has been updated on the Extra/Co-Curricular & Coaching Stipends spreadsheet.
- \* f. Recommend approval of a change of status for **Jaime Cream** from Webmaster (1.0 FTE) to Webmaster (0.75 FTE) at Burlington Township High School, effective for the 2023-2024 school year. This has been updated on the Extra/Co-Curricular & Coaching Stipends spreadsheet.
- R.C.V. 9. Recommend approval of additional teaching time for the following staff members for the 2023-2024 school year, as listed:
- a. [2023-2024 Extra Duties as of February 28, 2024](#)
- R.C.V. 10. Recommend approval of summer days for the following staff members, as listed:
- a. [2023-2024 Summer Extra Duties as of February 28, 2024](#)
- R.C.V. 11. Recommend approval of deduct days for the following staff members, as listed:



a. **none**

**R.C.V. 12.** Recommend approval of the following student teacher placement, pending meeting student teacher requirements, as listed:

- \* a. **Emma Spang**, a student at The College of New Jersey, to complete Classroom Observations, during the Spring 2024 semester with Rebecca Petrecca as Cooperating Teacher.
- \* b. **Gabriela Thomas**, a student at The College of New Jersey, to complete Classroom Observations, during the Spring 2024 semester with Rebecca Petrecca as Cooperating Teacher.
- \* c. **Bobbi Yula**, a student at The College of New Jersey, to complete Classroom Observations, during the Spring 2024 semester with Kristie O'Donnell as Cooperating Teacher.
- \* d. **Giavanna Saia**, a student at The College of New Jersey, to complete Classroom Observations, during the Spring 2024 semester with Kristie O'Donnell as Cooperating Teacher.
- \* e. *(Rescind below item, previously approved on January 31, 2024 agenda)*  
**Leia Maselli**, a student at Rowan University, to complete their Clinical Experience II 20 day observation with Jeanine DeGeorge as Cooperating Teacher, between February 6, 2024 and April 26, 2024.

**R.C.V. 13.** Recommend approval of the following individuals for Team and Coordinator positions as listed:

- a. [2023-2024 Teams and Coordinators as of February 28, 2024](#)

**B. STUDENTS**

**R.C.V. 1.** Recommend approval of home instruction for the following students, as listed:

- \* a. **Student 3410467102**; effective 1/23/2024 to 6/20/2024.  
**Student 3078579975**; effective 1/31/2024 to 3/11/2024.  
**Student 9270620216**; effective 2/5/2024 to 3/16/2024.

**Student 9485953618**; effective 2/16/2024 to pending OOD placement.

**Student 9075161254**; effective 11/3/2023 to 3/15/2024

**Student 1795647131**; effective 11/28/2023 to 3/1/2024

**R.C.V. 2.** Recommend approval of the special education or alternative placement, as listed:

- \* a. **Student 1289815758** to attend BCSSSD - South per IEP.  
**Student 8382012060** to attend Y.A.L.E School - Cherry Hill per IEP.  
**Student 8475344091** to attend Y.A.L.E School - Cherry Hill per IEP.

**R.C.V. 3.** Recommend approval for the following students, on a tuition basis, per Board of Education Policy, Admission, pending space availability:

- a. Recommend approval for the following students to be permitted to complete their school year, no tuition, as per policy for the 2023-2024 year.  
**Student 4837976766** at Burlington Township Middle School.  
**Student 8311749265** at Burlington Township Middle School.
- \* b. Recommend approval for the following student to be permitted to complete their senior year at Burlington Township High School, no tuition, as per policy for the 2023-2024 year.  
**Student 4755922364**  
**Student 8992210016**

**C. MISCELLANEOUS**

**R.C.V. 1.** Request 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 2024\*\*](#)
- b. [\*\*Field Trips - January 2024\*\*](#)

- c. [Student Demographics - January 2024](#)
- d. [Suspension Report - January 2024](#)  
(Report is considered privileged in nature.)
- e. [Residency Flash Report - January 2024](#)
- f. **Presenter Approval Forms - January 2024 - None**

R.C.V. 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**

R.C.V. 3. Recommend approval of overnight trips:

- \* a. Recommend approval of an overnight field trip for HS FBLA students to the NJ FBLA State Conference and Competitive Events in Atlantic City, NJ on March 11-13, 2024. Also recommend the approval of transportation to and from the conference.  
Chaperones: **Robert Carson** and **Jennifer Williams**
- \* b. Recommend approval of an overnight field trip for the HS Peer Leadership students to Elks Student Leadership Conference in Long Branch, NJ February 2, 2024 - February 4, 2024. Also

recommend the approval of transportation to and from the conference.

Chaperone: **Dr. Vecere**

- \* c. Recommend approval of an additional chaperone for the overnight Senior Class Trip to Walt Disney World, March 12-16, 2024, to replace a chaperone who is no longer able to attend:  
**Peter Teifer**

- R.C.V. 4. Recommend 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

257706	258141	150963PN denied	
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- R.C.V. 5. Recommend approval of the following curricula for the 2023-2024 school year:

- a. **none**

- R.C.V. 6. Recommend approval and acceptance of items required by the NJDOE as listed:

- a. **none**

- R.C.V. 7. Recommend approval of school calendar:

- ✚ 2023-2024 District Community Calendar *no changes*
- ✚ 2024-2025 BTSD Community Calendar *additional dates were finalized since adoption*

**D. BUSINESS**

- R.C.V. 1. Recommend approval for payment of the [February Bill List](#).

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- R.C.V. 2. Recommend approval of the following business reports:
- a. [Treasurer's Report - January 2024](#)
  - b. [Board Secretary's Report - January 2024](#)
  - c. [Cafeteria Report - January 2024](#)
  - d. [Transfer Report - January 2024](#)
- R.C.V. 3. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, Nicholas Bice, School Business Administrator, certifies that, as of January 31, 2024, 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, 2024, and that sufficient funds should be available to meet the district's financial obligations for the remainder of the fiscal year.
- R.C.V. 4. Recommend acceptance of the following reports on Tuition:
- a. [Tuition Contracts Billed](#)
  - b. [Tuition Contracts Paid](#)
- R.C.V. 5. Recommend approval to authorize the Qualified Purchasing Agent to solicit proposals for annual **Professional Services and Extraordinary Unspecifiable Services**.
- R.C.V. 6. Recommend approval to accept the [ACFR as of June 30, 2023](#), the [Management Report as of June 30, 2023](#), and the [Audit Synopsis as of June 30, 2023](#) with no recommendations or objections for the year, as presented by the Independent Auditor at work session on December 13, 2023.

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- R.C.V.** 7. Recommend approval of a revision to the shared service agreement for Technology Services with **Barnegat Township School District** for the period July 1, 2023 to June 30, 2024, assigning rights from the PittBull Secure Technologies competitive contract in the amount of \$194,752.84, which includes a service fee of \$9,273.92 (*Note: Revision to item originally approved April 26, 2023 to reflect an increase of services effective March 1, 2024*).
- R.C.V.** 8. Recommend approval of a revision to the shared service agreement for Technology Services with **Henry Hudson Regional School District** for the period July 1, 2023 to June 30, 2024, assigning rights from the PittBull Secure Technologies competitive contract in the amount of \$104,292.64, which includes a service fee of \$4,966.28 (*Note: Revision to item originally approved April 26, 2023 to reflect an increase of services effective March 1, 2024*).
- R.C.V.** 9. Recommend approval of an agreement with **Kidz Space Corporation** to provide a summer camp program from June 25, 2024 to August 9, 2024 at B. Bernice Young Elementary School.
- R.C.V.** 10. Recommend approval of an agreement with **Kidz Space Corporation** to provide extended hour enrichment programs for the 2024-2025 school year at B. Bernice Young Elementary School and Fountain Woods Elementary School.
- R.C.V.** 11. Recommend approval of a contract with **Sheppard Bus Service** for 2 additional lease school buses (operating lease) for the period March 2024 to June 2024 at a cost of \$17,088.48.
- \* **R.C.V.** 12. Recommend approval to authorize submission of an alternate revenue projection for the Special Education Medicaid Initiative (SEMI) program for the 2024-2025 school year, based on revisions to SEMI data, with a decrease in District projected revenues from \$99,036.47 to \$69,805.44.
- \* **R.C.V.** 13. Recommend approval of the following regarding the F-Wing Reroof Project at B. Bernice Young Elementary School:
- a. Recommend approval to award a contract to **Marshall LLC** in the amount of \$253,836.00.

Other Bidders

- b. Recommend approval of the transfer of funds from the district's Capital Reserve Account in the amount of \$165,137.00 (*Note: The transfer amount is \$88,699.00 less than the contract amount to account for funds received from the FY24 Emergent and Capital Maintenance Needs Grant Program. The balance of the Capital Reserve account prior to this withdrawal is approximately \$7.2 million*).
- \* R.C.V. 14. Recommend approval of a [resolution](#) to reject all bids received (per legal counsel) and authorize re-bid for the Roof Renovation Project at Fountain Woods Elementary School.
- \* R.C.V. 15. Recommend approval of a [Resolution to Renew the Indemnity and Trust Agreement](#) for the Schools Health Insurance Fund for the period July 1, 2024 to June 30, 2027.

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.*

XVIII. New Business

XIX. Executive Session

XX. Adjourn Meeting

Next Board of Education Business Meeting **March 27, 2024**