

**BURLINGTON TOWNSHIP BOARD OF EDUCATION
REORGANIZATION MEETING AGENDA
January 6, 2021**

I. CALL TO ORDER

The January 6, 2021 meeting of the Burlington Township Board of Education was called to order by Mr. Nicholas Bice, Board Secretary at 6:11PM. in the BOE Conference Room in the Hopkins Building located at 710 Jacksonville Road, Burlington, NJ. This was also 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 December 30, 2020, the Secretary gave notice of this public meeting to be held at 6:00 PM in the BOE Conference in Hopkins Building in person and virtually via Google Meets. This notice was advertised in the following manner:

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

III. FLAG SALUTE

IV. SECRETARY ADMINISTERS OATH TO NEWLY ELECTED MEMBERS

Mr. Bice, Board Secretary, administered the [Oath of Office](#) to newly elected members, Mrs. Lisa Bungarden, Mr. Edward Leak and Mr. Prabhdeep Pandher.

V. RECESS - A brief recess was taken at 6:15PM to 6:20PM

VI. <u>ROLL CALL</u> (*Virtual)	<u>ARRIVAL</u>	<u>DEPARTURE</u>
Mrs. Lisa Bungarden	6:11 PM	6:44 PM
Mrs. Donna Custard	6:11 PM	6:44 PM
Mrs. Marilyn Dunham*	6:11 PM	6:44 PM
Mrs. Susan Eichmann	6:11 PM	6:44 PM
Mrs. Lisa Hodnett	6:11 PM	6:44 PM
Mr. Edward Leak	6:11 PM	6:44 PM
Mrs. Antoinette Minors-Ferguson	6:11 PM	6:44 PM
Mr. Prabhdeep Pandher*	6:11 PM	6:44 PM
Mrs. Velina Marie Riggi*	6:11 PM	6:44 PM
Mrs. Mary Ann Bell, Superintendent	6:11 PM	6:44 PM
Mr. Nicholas Bice, BA/Board Secretary	6:11 PM	6:44 PM
Ms. Ann Britt, Asst. Supt. for Curr. & Inst.*	6:11 PM	6:44 PM
Mr. Christopher Giannotti, Asst. Supt. for Sp. Ed.*	6:11 PM	6:44 PM
Mr. David Serlin, Solicitor*	6:11 PM	6:44 PM
Mrs. Liz Scott, Director of HR & CR.	6:11 PM	6:44 PM

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VII. SECRETARY OPENS NOMINATIONS FOR PRESIDENT

Mr. Leak nominated Mrs. Minors-Ferguson for Board President.
Mrs. Hodnett nominated Mrs. Custard.

On the motion by Mrs. Riggi, seconded by Mrs. Custard, to recommend approval to close the nominations for President.

Mr. Bice took a Roll Call Vote, Mrs. Minors-Ferguson was elected President.
Roll Call Vote: 6 Ayes, 3 Nays, motion carried.

VIII. PRESIDENT TAKES THE CHAIR

Mrs. Minors-Ferguson accepts the gavel from Mr. Bice.

IX. OPEN NOMINATIONS FOR VICE PRESIDENT

Mrs. Minors-Ferguson calls for the nomination for Vice President.

Mrs. Dunham nominated Mrs. Eichmann for Vice President.
Mrs. Custard nominated Mrs. Hodnett.

On the motion by Mrs. Custard, seconded by Mrs. Eichmann, to recommend approval to close the nominations for Vice President.

Mrs. Minors-Ferguson took a Roll Call Vote, Mrs. Eichmann was elected Vice President.
Roll Call Vote: 7 Ayes, 2 Nays, motion carried.

X. PRESENTATION OF SCHOOL BOARD CODE OF ETHICS

Mr. Serlin, reviewed the [Code of Ethics](#) with the Board. Each member signed the acknowledgement that they received the information.

XI. OPEN TO THE PUBLIC FOR COMMENTS / QUESTIONS (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 # 0167, each statement made by a participant may be limited to three minutes' duration.

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XII. SUPERINTENDENT'S UPDATE

Mrs. Bell updated the Board on the following items:

- New cases of COVID at Young School - notifications are being made to staff
- Pre-K lottery has been advertised for 2021-22 school year
- Staff will return to buildings on January 19 and students on January 21, 2021.
- No information on vaccines for educators as yet. Department of Health speaking with County Superintendents next week.
- Mid-year goals, personnel report and 2021-2022 calendar will be discussed at the January Work Session.
- Orientation for new Board Members will be scheduled.

Mrs. Riggi asked about vaccines and Mrs. Bell responded.

XIII. SUPERINTENDENT'S REPORT FOR BOARD ACTION

A. PERSONNEL

1. On the motion by Mrs. Eichmann, seconded by Mrs. Riggi, to recommend re-approval of the following AAO Team, for the 2020-2021 school year, as listed:

District Affirmative Action Officer -	Elizabeth Scott Katina George Christopher Giannotti
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YS/FWS -	Rafe Vecere
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BTMS -	Regina Haley April Gittens
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BTMS -	Gary Russell Naomi Threadgill Christopher Ilconich
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Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

2. On the motion by Mrs. Eichmann, seconded by Mrs. Riggi, to recommend approval of the following appointments:
 - a. Board Secretary - **Nicholas Bice**

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A. PERSONNEL (Continued)

- b. Custodian of Records - **Nicholas Bice**
- c. Purchasing Agents -
 - **Nicholas Bice, QPA**
 - **Robyn Hessberger, QPA**
 - **Mary Ann Bell, QPA**
- d. School Safety Specialists -
 - **Mary Ann Bell**
 - **Nicholas Bice**
- e. Emergency Management Coordinators -
 - **Mary Ann Bell**
 - **Nicholas Bice**
 - **William Diamond**
- f. Public Information Officer - **Elizabeth Scott**
- g. Hazardous Substance/Right to Know Compliance Officers -
 - **Nicholas Bice**
 - **Ben Siboczy**
- h. Asbestos Designated Persons -
 - **Nicholas Bice**
 - **Ben Siboczy**
- i. Integrated Pest Management Officers -
 - **Nicholas Bice**
 - **Ben Siboczy**
- j. Commissioner: SHIF - **Nicholas Bice**
- k. Public Agency Compliance Officer - **Nicholas Bice**
- l. Designated Human Resources Officer (HRO) - **Elizabeth Scott**
 Alternate HRO - **Christopher Giannotti**
 Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

B. STUDENTS

(None)

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C. MISCELLANEOUS

1. On the motion by Mrs. Eichmann, seconded by Mrs. Riggi, to recommend approval of the 2021 Work Session Meetings, Public Meetings, and Special Meetings as listed:
[2021 Work Session Meetings](#)
[2021 Executive Meetings](#)
[2021 Public Meetings](#)
[2021 Additional Executive Meetings](#)
[2021 Additional Public Meetings](#)
 Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
2. On the motion by Mrs. Eichmann, seconded by Mrs. Riggi, to recommend approval to re-adopt the [2020-2021 calendar](#).
 Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
3. On the motion by Mrs. Eichmann, seconded by Mrs. Riggi, to recommend approval of Curriculum already adopted.
 Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
4. On the motion by Mrs. Eichmann, seconded by Mrs. Riggi, to recommend approval of the [Policies](#) already adopted.
 Roll Call Vote: 9 Ayes, 0 Nays, motion carried.
5. On the motion by Mrs. Eichmann, seconded by Mrs. Riggi, to recommend approval to accept the [NJDOE List of Religious Holidays Permitting Pupil Absence from School](#).
 Roll Call Vote: 9 Ayes, 0 Nays, motion carried.

D. BUSINESS

1. On the motion by Mrs. Eichmann, seconded by Mrs. Riggi, to recommend approval of the following appointments:
 - a. Legal Newspapers -
 - *Burlington County Times*
 - *Trenton Times*
 - b. Bank Depositories and Certificates of Deposit -
 - Investors Bank
 - State of New Jersey Cash Management Fund(State Street Bank & Trust)

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D. BUSINESS (Continued)

- c. Designated institutions for physical and medical examinations for employment -

- WORKNET Occupational Medicine
- School Physician

Roll Call Vote: 8 Ayes, 0 Nays, 1 Abstention (D1.b. Mrs. Custard) motion carried.

2. On the motion by Mrs. Eichmann, seconded by Mrs. Riggi, to recommend approval of a petty cash check for \$600.00 for expenses incurred for emergent situations.

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

3. On the motion by Mrs. Eichmann, seconded by Mrs. Riggi, to recommend re-approval of the following Professional Services and Extraordinary Unspecifiable Services originally approved May 20, 2020 based on responses to the RFP process. All contracts are for the period through June 30, 2021. The amounts included are either total cost or greatest amount per hour.

General Solicitor	David M. Serlin	\$175.00/hour
Special Education Solicitor	Parker McCay	\$180.00/hour
Financing Solicitor	Parker McCay	\$305.00/hour
Auditor	Inverso & Stewart	\$35,000.00
Negotiations Counsel/Labor Consultant	Parker McCay	\$180.00/hour
School Physician	Family Physicians of Burlington	\$40,157.77
Property, Casualty and Insurance Consultant	TC Irons Agency	no direct cost to the district
Health Insurance Consultant	Integrity Consulting Group	no direct cost to the district
Construction Manager of Record	New Road Construction Management	\$185.00/hour

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

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XIV. 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 # 0167, each statement made by a participant may be limited to three minutes' duration.

XV. NEW BUSINESS

Mrs. Minors-Ferguson thanked the Board for electing her President.

XVI. EXECUTIVE SESSION

XVII. ADJOURNMENT

On the motion of Mrs. Riggi, seconded by Mrs. Custard, approval was made to adjourn at 6:44PM.

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

Respectfully submitted,



Nicholas Bice

Business Administrator/Board Secretary