

**BURLINGTON TOWNSHIP BOARD OF EDUCATION
PUBLIC BOARD MEETING
February 28, 2018**

I. CALL TO ORDER

The February 28, 2017 Public Board Meeting of the Burlington Township Board of Education was called to order by Mrs. Maryann McMahon-Nester, Board President, at 7:10PM. in the Hopkins Building Cafeteria, located at 710 Jacksonville Road, Burlington, NJ.

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 15, 2018 the Secretary gave notice of this public meeting to be held at 7:00PM in the cafeteria of the Hopkins Building. This notice was advertised 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 & PATRIOTIC READING - Jocelyn Reuben
Student Performance - *Rent by 2017-2018 BTHS Theater Department*
under the direction of Mr. Joe Farina

IV. <u>ROLL CALL</u>	<u>ARRIVAL</u>	<u>DEPARTURE</u>
Mrs. Lisa Bungarden	7:10 PM	8:47 PM
Mrs. Donna Custard	7:10 PM	8:47 PM
Mrs. Susan Eichmann	7:10 PM	8:47 PM
Mr. Christopher Holmes	7:10 PM	8:47 PM
Mrs. Antionette Minors-Ferguson	7:10 PM	8:47 PM
Mr. Jack Newman	7:10 PM	8:47 PM
Mrs. Velina Marie Riggi	7:10 PM	8:47 PM
Ms. Michelle Spotts	Absent	---
Mrs. Maryann McMahon-Nester	7:10 PM	8:47 PM
Ms. Syntyche Kane, Student Liaison	7:10 PM	7:51 PM
Mrs. Mary Ann Bell, Superintendent	7:10 PM	8:47 PM
Mr. Nicholas Bice, BA/Board Secretary	7:10 PM	8:47 PM
Ms. Ann Britt, Asst. Supt. for Curr. & Inst.	7:10 PM	8:47 PM
Mr. Christopher Giannotti, Asst. Supt. for Sp. Ed.	7:10 PM	8:47 PM
Mr. David Serlin, Solicitor	7:10 PM	8:47 PM

V. EXECUTIVE SESSION**VI. APPROVAL OF THE MINUTES**

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

[January 24, 2018 Work Session](#)

[January 31, 2018 Executive Meeting](#)

[January 31, 2018 Public Board Meeting](#)

Roll Call Vote: 7 Ayes, 0 Nays 1 Abstention (Mr. Newman 1/31/18)

VII. Student Liaison Report

Report was presented by Syntyche Kane.

VIII. STUDENT AND STAFF RECOGNITIONS

- **Pride Students of the Month - [see list](#)**
- **Youth Achievers Committee Science Winners**

IX. COMMUNICATIONS

The Burlington Township Fire Department sent a “thank you” note to the Board for allowing them to hold their rope rescue drill at the PAC.

X. PRESENTATIONS**XI. RECESS - The Board took a brief recess from 7:51PM to 8:04PM.****XII. COMMITTEE REPORTS**

Burlington Township Foundation Liaison - [see report](#)

Buildings & Grounds Committee - see reports [2/5/18](#) and [2/26/18](#)

Communications Committee - [see report](#)

Curriculum Committee - [see report](#)

Emergency Preparedness Report - [see report](#)

Finance Committee - no report

Legislative Report - no report

Negotiations Committee - Mrs. Custard reported that the Committee met with our negotiator on two occasions in February to review the non-aligned and central office contracts.

Policy Committee - [see report](#)

Scholarship Committee Liaison Report - no report

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

Strategic Planning Committee - no report

Township Liaison Committee - no report

XIII. SUPERINTENDENT'S MONTHLY REPORT

A. [Personal Update](#)

B. [Superintendent's Monthly Report - February 2018](#)

XIV. OPEN TO THE PUBLIC (On Agenda Items Only)

Mrs. Zacharkow asked the Board to grant her leave of absence request similar to what was approved for other staff. (LOA was previously denied).

Mrs. Wimberly spoke in regard to the budget development concerning sports. Her grandsons participate in travel basketball. Increased the reported needs of students could be helped by sports. Her grandchildren didn't like reading, but once they started playing sports they liked reading about sports. Consider adding MS sports as athletics are part of children's education.

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. Eichmann, seconded by Mrs. Custard, to recommend approval of the following substitutes for the 2017/18 school year, pending meeting employment requirements, as listed:

SUBSTITUTES**Sub Teachers**

Jodi-Lynn Flaherty

Sub Secretaries - none

Sub PAC - none

Sub Maintenance - none

Sub Nurses - none

Sub Bus Drivers - none

Sub Bus Aides - none

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

2. Recommend accepting the following list of Emergent Hires, as listed: **none**
3. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend accepting, with regret, the **retirement/resignation** of:
 - a. **Teana Adams**, Teacher Aide, at B. Bernice Young School, effective June 30,

A. PERSONNEL(Continued)

2018. Mrs. Adams is also requesting payment of all accumulated sick, personal, and family illness days as per the negotiated contract. Mrs. Adams will have served the district for 25 years and 9 months.

- b. **Lawrence Penny**, Principal, Burlington Township Middle School at Springside, effective August 31, 2018. Mr. Penny is also requesting payment of all accumulated vacation, sick, personal, and family illness days as per the negotiated contract. Mr. Penny will have served the district for 18 years.
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

- 4. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of the following **leaves of absence**:

- a. a maternity/child-rearing leave of absence for employee #18984435, utilizing sick time, effective May 1, 2018 through the first day of the third marking period of the 2018/2019 school year.
- b. a medical leave of absence for employee #18868737, utilizing sick days, effective February 22, 2018 through March 30, 2018.
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

- 5. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of the following **positions**:

- a. **Paul Spaventa** to serve as Interim Administrator, effective February 26, 2018 through no later than March 16, 2018, at the rate of \$400.00 per diem, pending meeting employment requirements.
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

- 6. Recommend approval of the following **transfer**: **none**

- 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. Recommend approval of the following individuals for extra-curricular, co-curricular, coaching positions for the 2017-2018 school year: **none**

- 9. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of additional teaching time for the following staff members for the 2017-2018 school year, as listed:

- a. additional staff members to be paid as NCLB Title I Tutors, at the rate of \$35/hr., for 2017-2018 school year, as listed:

A. PERSONNEL(Continued)

Ciara Bouyer
Melissa Bucholski
Diane Dewey
Jessica Estep
Donna Gablein
Jill Gavio-Stillwagon
Ashley Greene
Amy Kerwick
Michelle Klinger
Andrea Leibowitz
Jennifer Leshner
Joann Maybury
Heather Murphy
Jennifer Pena-Jedwabny
Danielle Rose
Marisa Scheels
Jennifer Shaw
Savannah Smolskis
Gina Zimecki

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

10. Recommend approval of summer days for the following staff members, as listed: **none**
11. Recommend approval of deduct days for the following staff members, as listed: **none**
12. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of the following student teacher placement, pending meeting student teacher requirements, as listed:
 - a. **Christine Himm**, a student at Grand Canyon University, to complete 12 hours of observation from March 15th - April 25th, Cooperating Teacher TBD.
 - b. **Rebecca Goodman**, a student at Grand Canyon University, to complete 20 hours of observation from March 1st - April 8th, Cooperating Teacher TBD

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

B. STUDENTS

1. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of home instruction for the following students, as listed:

- B. **STUDENTS (Continued)**
- a. **Student 2576334270**; effective 2/1/18 to pending.
Student 5037976526; effective 1/31/18 to 2/8/18.
Student 4635732044; effective 2/13/18 to 2/28/18.
Student 2570792609; effective 2/13/18 to 2/28/18.
Student 2930559510; effective 1/24/18 to pending.
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.
 - 2. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of special education or alternative placement, as listed:
 - a. **Student 8149389635** to attend BCS Alternative per IEP.
Student 8993049297 to Bonnie Brae per IEP.
Student 2482642396 to attend BCSSSD per IEP.
Student 1272366521 to attend Garfield Park Academy per IEP.
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.
 - 3. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval for the following students, on a tuition basis, per Board of Education Policy #5111, Eligibility of Resident/Non-Resident Pupils, pending space availability:
 - a. **Student 4007385114** at Burlington Township Middle School be permitted to complete their school year, no tuition, for the 2017-2018 year.
Roll Call Vote; 8 Ayes, 0 Nays, motion carried.
- C. **MISCELLANEOUS**
- 1. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, 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 2018](#)**
 - b. **[Field Trips - Submitted January 2018](#)**
 - c. **[Student Demographics - January 2018](#)**
 - d. **[Suspension Report - January 2018](#)**
 - e. **[Residency Flash Report - January 2018](#)**
 - f. **[Presenter Approval Forms - Submitted January 2018](#)**
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

- C. **MISCELLANEOUS (Continued)**
2. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of the following Job Descriptions, Policies and Regulations, as listed:
- a. First Reading (*Revised First Reading where noted*)
- [Bylaw 0169.02 - Board Member Use of Social Networks](#)
 - [Policy #5330.04 Administering an Opioid Antidote](#)
 - [R 5561 Use of Physical Restraints](#)
- b. Final Adoption: **none**
- c. Job Descriptions - First Reading:
- [D-2 Vice-Principal](#)
- d. Job Descriptions - Second Reading: **none**
- e. Job Description - Reviewed: **none**
- f. Rescind Job Description: **none**
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.
3. Recommend approval of overnight trips: **none**
4. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval to accept the monthly Harassment, Intimidation and Bullying Report of Incidents per Board of Education Policy #S5512.01 and the New Jersey Anti-Bullying Bill of Rights Act of 2011. (Report is considered privileged in nature.)
- a. RESOLVED, upon the recommendation of the School Superintendent that the Board of Education affirm, modify or reject the following H.I.B. Incident Reports.
- Case Numbers
78123 98761
78252 98754
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.
5. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval to accept the following reports:
- a. [NJDOE Monitoring Report under ESSA and Education for Homeless Children based on monitoring in December 2017.](#)
- [Corrective Action Plan regarding Monitoring Report under ESSA and Education for Homeless Children.](#)
- b. Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

C. MISCELLANEOUS (Continued)

6. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of the evaluation rubrics for teaching staff members, educational specialists and administrators as per the Stronge framework and as designated in the MyLearningPlan platform.
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

D. BUSINESS

1. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval for payment of the [February Bill List](#).
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.
2. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of the following business reports:
 - a. Treasurer's Report - [January 2018](#)
 - b. Board Secretary's Report - [January 2018](#)
 - c. Cafeteria Report - [January 2018](#)
 - d. Transfer Report - [January 2018](#)
Roll Call Vote; 8 Ayes, 0 Nays, motion carried.
3. Pursuant to NJAC 6:20-2.13 (e) we certify that as of January 31, 2018 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of NJAC 6A:23-2.11 (a) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.
4. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval to accept the following reports on Tuition:
 - a. Tuition Contracts Billed - none
 - b. Tuition Contracts Paid - [January 2018](#)
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.
5. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of an agreement with The Arc of New Jersey to host *Planning for Adult Life* transitional educational classes at Burlington Township High

D. BUSINESS (Continued)

School at no cost to the district. 8 Ayes, 0 Nays, motion carried.

6. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of the following in regard to the Partial Roof Replacement Phase II project at the Burlington Township High School:
- a. rejecting bid from **Roof Management, Inc.** due to the deficiency (per legal counsel) of failure to name an electrical and/or HVAC subcontractor.
 - b. rejecting bid from **Winchester Roofing Corp.** due to the deficiency (per legal counsel) of failure to submit Ownership Disclosure document.
 - c. awarding contract to **Jottan, Inc.** as follows:

Base Bid	\$823,943.00
Alternate #1	\$92,661.00
Alternate #2	\$177,598.00
Alternate #3	\$63,586.00
Alternate #4	not accepted
Total	\$1,157,788.00

This project was approved by the voters at a special election held on December 8, 2015, when they authorized the financing of \$10,114,107 of school bonds. [Other bidders](#) | [Resolution](#)

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

Appendix PM18

7. On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of the following regarding the Gym Floor and Bleacher Replacement project at the Burlington Township High School:
- a. rejecting bid from **Levy Construction Company, Inc.** due to the deficiency (per legal counsel) of failure to name an appropriately DPMC classified subcontractor.

- b. awarding contract to **NorthEastern Hardwood Floors, Inc.** in the amount of \$386,895.00.

This project was approved by the voters at a special election held on December 8, 2015, when they authorized the financing of \$10,114,107 of school bonds. [Other bidders](#) | [Resolution](#)

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

- D. 8.** On the motion by Mrs. Eichmann, seconded by Mrs. Custard, to recommend approval of School Bus Emergency Evacuation Drill Reports from February 2018 for [Fountain Woods School and Burlington Township High School](#).
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

XVI. OPEN TO THE PUBLIC FOR COMMENTS

Mrs. Hoffmann commented that she was disappointed in the Burlington Township School District when it comes to the arts. Jazz Noveau just won second National Championship and nothing was posted on the district's sign for Jazz Noveau. The only recognition was by the Burlington Township Fire Department and the Police Department. Nothing from the Board of Education. Last year the only recognition was by the county freeholders.

Mr. Walker stated that he has been playing volleyball for 30 years and started MS volleyball clinics. All other districts in the area have girls volleyball teams but our doesn't. He spoke to Mr. Teifer about this and he wants the Board to consider adding a volleyball team at the high school.

8th Grade student spoke about experience playing volleyball. Asked the Board to consider adding a volleyball team at the high school.

Mrs. Chester thanked the Board for considering volleyball in the past, but is disappointed it will not be a sport in the fall for high school. She hopes to see it added in the future.

XVII. NEW BUSINESS

None

XVIII. EXECUTIVE SESSION

None

XIX. ADJOURNMENT

On the motion of Mrs. Eichmann, seconded by Mrs. Custard, approval was made to adjourn at 8:47PM. Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

Respectfully submitted,



Nicholas Bice

Business Administrator/Board Secretary