BURLINGTON TOWNSHIP BOARD OF EDUCATION
Burlington, New Jersey
October 29, 2025
PUBLIC SESSION AGENDA

DATE: October 29, 2025
TIME: 7:00 PM
PLACE: Burlington Township High School - Hopkins Building

District Vision Statement (What we want):
All Students Achieving.

District Mission Statement (How we ensure All Students Achieving): *The Burlington Township School District will develop the intellectual, creative, and social potential of each child through an active partnership with all members of the community.*

District Goals (How we get there)*: Improve Student Achievement through the Best Programs, Improve School Climate and Safety through the Safest Schools, Increase Community Involvement through a Highly Engaged Community, and Improve Management and Operations through the Most Efficient and Effective District.*
All Students Achieving Plan (ASAP) 2025-2026

I. Call to order by the President

II. Statement of Conformance to the Open Public Meetings Act

III. Flag Salute - **Isabella Benn-Bey, BTMS Student**

IV. Roll Call

V. Executive Session

VI. Approval of minutes from the following meetings:
R.C.V. September 10, 2025 Work Session
September 17, 2025 Public Board Meeting

VII. Student Liaison Report

VIII. Student and Staff Recognitions
- **PEP 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 - *formal presentation and discussion held at Work Session*

1. Student Achievement Report October 2025
2. District and Building Goals 2025-2026
3. BTSD HIB Anti-Bullying 2024-2025 for Board Members

XIII. Committee Reports

Strategic Planning Committee - no report
Buildings & Grounds Committee - no report
Finance Committee - see report
Communications Committee - see report
Curriculum Committee - see report
Legislative Report - no report
Policy Committee - see report 9/17/25 & see report 10/27/25
Special Education Advisory Committee - no 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 - October 2025

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 2025/26 school year, pending meeting employment requirements, as listed:

a. BTSD Substitutes Agenda Approval 2025-2026 *new additions only*

* b. Recommend rescinding approval of **Sophia Lipari** as Substitute Teacher for the 2025-2026 school year. Her name has been removed from the BTSD Substitutes Agenda Approval 2025-2026 spreadsheet.

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. Recommend approval to accept, with regret, the resignation of **Bahareh Moghadassi**, Preschool Expansion Teacher - PEA FUNDED at B. Bernice Young School, effective November 22, 2025, last day of work being November 21, 2025. Mrs. Moghadassi is also requesting payment of all accumulated sick and personal days. Mrs. Moghadassi will have served the district for 3 years.

b. Recommend approval to accept, with regret, the resignation of **Savannah Smolskis**, District Literacy Coach, effective November 1, 2025, last day of work being October 31, 2025. Ms. Smolskis is

also requesting payment of a portion of accumulated sick and personal days. Ms. Smolskis will have served the district for 8 years.

c. Recommend approval to accept, with regret, the resignation of **Elizabeth Czepiel**, School Nurse at Fountain Woods School, effective December 15, 2025, last day of work being December 12, 2025. Mrs. Czepiel will have served the district for 3.5 months.

* d. Recommend approval to accept, with regret, the resignation of **Lauren Steen**, Registered Nurse at B. Bernice Young School, effective November 22, 2025, last day of work being November 21, 2025. Mrs. Steen will have served the district for 3.5 years.

* e. Recommend approval to accept, with regret, the retirement/resignation of **Charles Robinson,** Special Education Teacher at Burlington Township High School, effective March 1, 2026, last day of work being February 27, 2026. Mr. Robinson is also requesting payment of all accumulated sick and personal days. Mr. Robinson will have served the district for 25 years & 6 months.

* f. Recommend approval to accept, with regret, the retirement/resignation of **W. Karen Bolling,** Guidance Counselor at Fountain Woods School, effective January 1, 2026. Ms. Bolling is also requesting payment of all accumulated sick and personal days. Ms. Bolling will have served the district for 54 years & 4 months.

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

a. Recommend approval to extend the maternity/child-rearing leave of absence for employee #71187751, through December 23, 2025 returning to work on January 5, 2026.

b. Recommend approval of a medical leave of absence for employee #18685867, utilizing sick days effective August 27, 2025 through September 11, 2025, returning to work September 12, 2025.

c. Recommend approval of an intermittent medical leave of absence for employee #18808154, utilizing sick days, effective September

10, 2025 through October 31, 2025.

d. Recommend approval of a medical leave of absence for employee #76868611, utilizing sick days effective October 13, 2025 through October 23, 2025, returning to work October 24, 2025.

e. Recommend approval of an unpaid administrative leave of absence for employee #75813501, effective October 8, 2025 through TBD.

f. Recommend approval of a medical leave of absence for employee #18658187, utilizing sick days effective November 18, 2025 through December 23, 2025, returning to work January 5, 2026.

g. Recommend approval to extend the maternity/child-rearing leave of absence for employee #71505481, through April 2, 2026, returning to work on April 13, 2026.

h. Recommend approval of an unpaid administrative leave of absence for employee #80371412, effective October 13, 2025 through TBD.

* i. *(Adjustment to start date originally approved on June 25, 2025 agenda)* Recommend approval of a maternity/child-rearing leave of absence for employee #50239862, utilizing sick days, effective October 13, 2025 through January 29, 2026 returning to work on January 30, 2026.

* j. *(Adjustment to start date originally approved on March 26, 2025 agenda)* Recommend approval of a maternity/child-rearing leave of absence for employee #52847845, effective September 29, 2025 through March 1, 2026, returning to work on March 2, 2026.

* k. Recommend approval of a family medical leave of absence for employee #19156132, utilizing sick days effective September 29, 2025 through December 23, 2025, returning to work January 5, 2026.

* l. *(Adjustment to end date originally approved on August 27, 2025 agenda)* Recommend approval of a medical leave of absence for employee #18448662, utilizing sick days effective August 27, 2025 through December 23, 2025.

* m. Recommend approval to extend the maternity/child-rearing leave of absence for employee #70564398, through June 30, 2026, returning to work on the first 10-month staff work day of the 2026/2027 school year.

* n. Recommend approval of a maternity/child-rearing leave of absence for employee #34982181, utilizing sick days, effective February 2, 2026 through June 30, 2026, returning to work on the first 10-month staff work day of the 2026/2027 school year.

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

a. Personnel Listing for 2025-2026 as of October 29, 2025

b. Recommend approval of **Helena Weeks** as Special Education/Math Teacher at Burlington Township Middle School @ SS, effective November 24, 2025 through June 30, 2026, at the MA level, Step J-K, salary as negotiated, prorated, pending meeting employment requirements. Submission has been made to the County. *(Reaffirmed - Item originally approved October 15, 2025)*

c. *(Correction to wording originally approved October 15, 2025)*
Recommend approval of **Denise King** as Interim Administrator, effective October 27, 2025 through June 30, 2026, at a rate of $500.00 per 7.5 hour day.

d. Recommend approval of **Melissa Buck** as Special Education Teacher at Fountain Woods School, effective November 17, 2025 through June 30, 2026, at the MA level, Step H, salary as negotiated, prorated, pending meeting employment requirements. Submission has been made to the County. *(Reaffirmed - Item originally approved October 15, 2025)*

* e. Recommend approval of **Lauren Devine** as Preschool Expansion Teacher - PEA FUNDED at B. Bernice Young School, effective January 1, 2026 through June 30, 2026, at the MA level, Step I, salary as negotiated, prorated, pending meeting employment requirements. Submission has been made to the County.

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

a. **Maria Mastin** from part-time Academic Achievement Teacher at Fountain Woods School to part-time Academic Achievement/Special Education Teacher at Fountain Woods School, effective October 1, 2025. *(Reaffirmed - Item originally approved October 15, 2025)*

b. **Margaret Heaney** from Academic Achievement/Special Education Teacher at Fountain Woods School to Special Education Teacher at Fountain Woods School, effective October 1, 2025. *(Reaffirmed - Item originally approved October 15, 2025)*

c. Rescind transfer of **Lauren Steen** from Registered Nurse, Step D at B. Bernice Young School to School Nurse @ B. Bernice Young School, at the BA + 15 level, Step E, effective November 1, 2025. *(Originally approved October 15, 2025)*

d. **Michele Wikiera** from Academic Achievement Teacher at B. Bernice Young School/Fountain Woods School to District Literacy Coach, effective November 1, 2025. *(Reaffirmed - Item originally approved October 15, 2025)*

* e. **Melinda Potter** from Registered Nurse at Fountain Woods Elementary School to Registered Nurse at Burlington Township High School/District (0.25 PEA FUNDED), effective December 1, 2025.

* f. **Brittany VanEmburgh** from Registered Nurse at Burlington Township High School/District (0.25 PEA FUNDED) to Registered Nurse at Fountain Woods Elementary School, effective December 1, 2025.

* g. **Jennifer Leshner** from Elementary Teacher at Fountain Woods School to Academic Achievement Teacher at B. Bernice Young School/Fountain Woods School, effective December 1, 2025.

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. **none**

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 2025-2026 as of October 29, 2025

b. Recommend approval of a change of status for **Sara Weinberg** from Newspaper Volunteer Advisor (1.0 FTE) to Newspaper Volunteer Advisor (0.5 FTE) at Burlington Township High School, effective for the 2025-2026 school year. This has been updated on the Extra/Co-Curricular & Coaching Stipends spreadsheet.

c. Recommend approval of a change of status for **Daryl Curtis** from Winter Track - Volunteer Assistant to Winter Track - Assistant Coach at Burlington Township High School, effective for the 2025-2026 school year. This has been updated on the Extra/Co-Curricular & Coaching Stipends spreadsheet.

d. Recommend approval to accept, with regret, the resignation of **Tiffany Rhea** from Class of 2027 - Advisor at Burlington Township High School, effective for the 2025-2026 school year. This has been updated on the Extra/Co-Curricular & Coaching Stipends spreadsheet.

* e. Recommend approval to accept, with regret, the resignation of **Rickey Errico** as Boys Volleyball - Head Coach at Burlington Township High School, effective for the 2025-2026 school year. This has been updated on the Extra/Co-Curricular & Coaching Stipends spreadsheet.

* f. Recommend approval of a change of status for **Jecht-Omar Mendoza** from Bowling - Volunteer Assistant to Bowling - Assistant Coach at Burlington Township High School, effective for the 2025-2026 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 2025-2026 school year, as listed:

a. 2025-2026 Extra Duties as of October 29, 2025

R.C.V. 10. Recommend approval of summer days for the following staff

members, as listed:

a. 2025-2026 Summer Extra Duties as of October 29, 2025

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. **Alyssa Marie Gonzales**, a student at Ramapo University to complete a student teaching placement from September 2025 through December 2025 and January 2026 through May 2026 at Fountain Woods School, with Rachael Newbold as the Cooperating Staff Member.

b. **David Churinskas**, a student at Rowan University to complete a Clinical 1 Field Experience September 30, 2025, October 7, 2025, October 14, 2025, October 21, 2025 & October 28, 2025 at B. Bernice Young School, with Kayla Jerman as the Cooperating Staff Member.

c. **Foster Schaffer**, a student at Rowan University to complete a Clinical 1 Field Experience September 30, 2025, October 7, 2025, October 14, 2025, October 21, 2025 & October 29, 2025 at B. Bernice Young School, with Kayla Jerman as the Cooperating Staff Member.

* d. Rescind previous approval of **Sophia Lipari**, a student at The College of New Jersey, to complete a student teaching placement from August 28, 2025 through December 5, 2025 at B. Bernice Young School, with Colleen Fletcher as the Cooperating Staff Member.

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

a. 2025-2026 Teams and Coordinators as of October 29, 2025

B. STUDENTS

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

* a. **Student 5334339735**; effective 9/8/2025 to 10/28/2025.
Student 9764849506; effective 10/14/2025 to 11/18/2025.
Student 2669063857; effective 9/29/2025 to 10/20/2025.
Student 3145487581; effective 10/13/2025 to 12/13/2025.
Student 4732713414; effective 10/16/2025 to 11/26/2025.
Student 9368439542; effective 10/22/2025 to 11/26/2025.
Student 3147688379; effective 11/11/2025 to 6/23/2026.
Student 7759760837; effective 10/30/2025 to 11/14/2025.

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

* a. **Student 8475344091** to attend Warren Glen Academy per IEP.
Student 2324503867 to attend Mercer County SSSD per IEP.
Student 9089004010 to attend MCSSSD Joseph Cappello School per IEP.
Student 9075161254 to attend Fusion Academy per IEP.
Student 6366998495 to attend BCSSSD per IEP.
Student 1946238644 to attend BCSSSD per IEP.
Student 3975438022 to attend BCSSSD per IEP.
Student 2897289802 to attend BCAS per IEP.
Student 3147688379 to attend BCAS per IEP.
Student 1496491085 to attend BCAS 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. **none**

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 - September 2025**

b. **Field Trips - September 2025**

c. **Student Demographics - September 2025**

d. **Suspension Report - September 2025**
(Report is considered privileged in nature.)

e. **Residency Flash Report - September 2025**

f. **Presenter Approval Forms - Submitted September 2025**

R.C.V. 2. Recommend approval of the following Job Descriptions, Policies and Regulations, as listed:

a. First Reading *(Revised First Reading where noted)*
- Policy 3453.1 School Activity Funds - Foundation and Family Advisory Councils…
- Policy 5141.21R Administering Medication Regulation 2025-11-19.pdf
- Policy 1111.1 District Branding and Logos 2025-11-19.pdf
- Reviewing 3542.1 Wellness, Nutrition with various departments, no changes requested at this time.

b. Final Adoption:
none

c. Job Descriptions - First Reading:
none

d. Job Descriptions - Second Reading:
none

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

a. Recommend approval of a rescheduled overnight retreat for the Peer Leadership students to Camp Ockanickon in Medford Lakes, NJ, November 10, 2025 - November 12, 2025. Also recommend the approval of transportation to and from the camp.
Chaperones: **Dr. Rafe Vecere and Kristy Grottini**

b. Recommend approval of an overnight retreat for the Encore students to YMCA in the Pines, April 21 - 22, 2026. Also recommend the approval of transportation to and from the camp. Chaperones: **Stephanie Caracci, Tina Dietrich and Bert Jordan**

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

296170	296694	297294	297295	

R.C.V. 5. Recommend approval of the following curricula for the 2025-2026 school year:

a. **none**

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

a. **Student Achievement Report October 2025**

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

- 2025-2026 Calendar *change for HS NJSLA field test (Reaffirmed - Item originally approved October 15, 2025)*

R.C.V. 8. Recommend approval of the annual Nursing Plan and Standard Operating Procedures *(will continue to update)*:

- Nursing Plan 2025-2026
- SOP Nursing Manual last updated 2024-12-20 - *under construction*

* **R.C.V.** 9. Recommend approval of the Affiliation Agreement between Pennsylvania Western University and Burlington Township School District for counseling clinical practice students.

* **R.C.V.** 10. Recommend reapproval of the listing of databases and software applications in use by the District for the 2025-2026 school year.

D. BUSINESS

R.C.V. 1. Recommend approval for payment of the October Bill List and September Supplemental Bill List.

R.C.V. 2. Recommend approval of the following business reports:

a. Treasurer's Report - September 2025

b. Board Secretary's Report - September 2025

c. Cafeteria Report - September 2025

d. Transfer Report - September 2025

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 September 30, 2025, 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 September 30, 2025, 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 accept the donation of $2,753.66 to the Burlington Township High School Cheerleading Program through CyberGrants. The donor's name is on file in the Board Office.

R.C.V. 6. Recommend approval of an agreement with **Creative Change Counseling, Inc.** to provide drug screenings, oral screening, substance abuse evaluation, treatment, and prevention services for district students on a fee per service basis for the 2025-2026 school year (Total estimated cost = $5,000.00).

R.C.V. 7. Recommend approval of a contract for participation in cooperative transportation services with **Gloucester County Special Services School District** for the 2025-2026 school year.

R.C.V. 8. Recommend approval to accept a donation of approximately 4,000 school supply kits via AdoptAClassroom.org from **Burlington Stores** valued at approximately $10,880.00.

R.C.V. 9. Recommend approval to accept a donation of 100 sports bras for athletes in need through Operation Warm courtesy of the **Philadelphia Eagles** valued at $3,000.00.

R.C.V. 10. Recommend approval of the district's annual M-1 and Comprehensive Maintenance Plan.

* **R.C.V.** 11. Recommend approval of a Joint Transportation Agreement with **Ewing Public Schools**, effective September 3, 2025 to January 16, 2026, to transport two students to Burlington Township Middle School at a cost of $25,420.00.

* **R.C.V.** 12. Recommend approval to accept the Radon Testing Report from Burlington Township Middle School which was conducted in August 2025. The results showed safe levels in all areas tested.

* **R.C.V.** 13. Recommend approval to accept the Funding for Optimal Comprehensive Universal Screeners (FOCUS) Cohort 2 grant in the amount of $8,770.00 for the period October 1, 2025 to September 30, 2026.

* **R.C.V.** 14. Recommend approval of an agreement with **J and B Therapy, LLC** to provide special education related services and evaluations

for district students at the rate per hour or rate per evaluation specified by service in the agreement for the 2025-2026 school year (total estimated cost = $5,000.00).

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 **November 19, 2025**