

**BURLINGTON TOWNSHIP BOARD OF EDUCATION
REORGANIZATION MEETING
January 3, 2024**

I. Call To Order

The January 3, 2024 reorganization meeting of the Burlington Township Board of Education was called to order by Mr. Bice, Board Secretary at 6:07 P.M. in the Cafeteria of the Hopkins Building 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 10, 2023 the Secretary gave notice of this public meeting to be held at 6:00 PM in the Cafeteria in Hopkins Building. 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. Melissa Cardone, Mr. Michael Sherman, and Mrs. Kimberly Smith.

V. Roll Call

	<u>ARRIVAL</u>	<u>DEPARTURE</u>
Mrs. Melissa Cardone	6:07 P.M.	6:23 P.M.
Mrs. Marilyn Dunham	6:07 P.M.	6:29 P.M.
Mrs. Lisa Hodnett	6:07 P.M.	6:29 P.M.
Mrs. Carlye Lamarca	6:07 P.M.	6:29 P.M.
Ms. Antoinette Minors	6:07 P.M.	6:29 P.M.
Mr. Melvin Moore	6:07 P.M.	6:29 P.M.
Mrs. Velina Marie Riggi	6:07 P.M.	6:29 P.M.
Mr. Michael Sherman	6:07 P.M.	6:29 P.M.
Mrs. Kimberly Smith	6:07 P.M.	6:29 P.M.
Mrs. Mary Ann Bell, Superintendent	6:07 P.M.	6:29 P.M.
Mr. Nicholas Bice, BA/Board Secretary	6:07 P.M.	6:29 P.M.
Ms. Ann Britt, Asst. Supt. for Curr. & Inst.	6:07 P.M.	6:29 P.M.
Mr. Christopher Giannotti, Asst. Supt. for Sp. Ed.	6:07 P.M.	6:29 P.M.
Mr. David Serlin, Solicitor	6:07 P.M.	6:29 P.M.

VI. Secretary Opens Nominations for President

Mr. Bice opened nominations for President.

Mrs. Hodnett nominated Ms. Minors for Board President. There were no other nominations.

On the motion by Mrs. Dunham, seconded by Mr. Moore, to recommend approval to close nominations for President.

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

Mr. Bice called for a roll call vote to elect Ms. Minors as Board President.

Roll Call Vote: 9 Ayes, 0 Nays, motion carried. Ms. Minors was elected President.

VII. President Takes Chair

Ms. Minors accepted the gavel from Mr. Bice.

VIII. Open Nominations for Vice President

Ms. Minors opened nominations for Vice President.

Mrs. Riggi nominated Mrs. Dunham for Vice President. Mrs. Hodnett nominated Mr. Moore for Vice President. There were no other nominations.

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

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

Ms. Minors called for a roll call vote to elect Mrs. Dunham as Board Vice President.

Roll Call Vote: 7 Ayes, 0 Nays, 2 Abstentions (Mrs. Cardone and Mrs. Smith), motion carried. Mrs. Dunham was elected Vice President.

IX. Presentation

The [School Board Code of Ethics](#) was presented by **David Serlin**, Board of Education Solicitor.

X. Open to the Public for Comments or 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 # 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. - none

XI. Dr. Bell's Report for Board Action

A. PERSONNEL

- R.C.V.** 1. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend re-approval of the following AAO Team, for the 2023-2024 school year, as listed:

District Affirmative Action Officer -	Elizabeth Scott
	Katina George
	Christopher Giannotti
YS/FWS -	Rafe Vecere
BTMS -	Sharnaya McCormack
BTHS -	Christopher Ilconich
	Gary Russell
	Naomi Threadgill

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

- R.C.V.** 2. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend re-approval of the following 504 Coordinators for the 2023-2024 school year, as listed:

Jonathan Propert - B. Bernice Young School Student Coordinator
Kelvyn Ramirez-Turbi - Fountain Woods School Student Coordinator
Yolanda Boyd - Burlington Township Middle School @ SS Student Coordinator
Gary Russell - Burlington Township High School Student Coordinator
Ann M. Britt - District Student Coordinator
Elizabeth Scott - District Staff Coordinator

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

- R.C.V.** 3. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the following appointments:

- a. Board Secretary - **Nicholas Bice**

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- b. Assistant Board Secretary - **Robyn Hessberger**
 - c. Custodian of Records - **Nicholas Bice**
 - d. Purchasing Agents -
 - **Nicholas Bice, QPA**
 - **Robyn Hessberger, QPA**
 - **Mary Ann Bell, QPA**
 - e. School Safety Specialists -
 - **Mary Ann Bell**
 - **Nicholas Bice**
 - **Floyd Hazzard**
 - f. Emergency Management Coordinators -
 - **Mary Ann Bell**
 - **Nicholas Bice**
 - **William Diamond**
 - g. Public Information Officer - **Elizabeth Scott**
 - h. Hazardous Substance/Right to Know Compliance Officers -
 - **Nicholas Bice**
 - **Ben Siboczy**
 - i. Asbestos Designated Persons -
 - **Nicholas Bice**
 - **Ben Siboczy**
 - j. Integrated Pest Management Officers -
 - **Nicholas Bice**
 - **Ben Siboczy**
 - k. Commissioner: SHIF - **Nicholas Bice**
 - l. Public Agency Compliance Officer - **Nicholas Bice**
 - m. Designated Human Resources Officer (HRO) - **Elizabeth Scott**
 - n. Alternate HRO - **Christopher Giannotti**
 - o. USDOT Designated Employer Representative (DER) - **Elizabeth Scott**
Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

B. STUDENTS - none**C. MISCELLANEOUS**

- R.C.V.** 1. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the 2024 Work Session Meetings, Public Meetings, and Special Meetings as listed:
- [2024 Work Session Meetings](#)
 - [2024 Executive Meetings](#)
 - [2024 Public Meetings](#)
 - [2024 Additional Executive Meetings](#)
 - [2024 Additional Public Meetings](#)
- Roll Call Vote: 8 Ayes, 0 Nays, motion carried.
- R.C.V.** 2. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval to re-adopt the [2023-2024 calendar](#).
- Roll Call Vote: 8 Ayes, 0 Nays, motion carried.
- R.C.V.** 3. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of [Curriculum](#) already adopted.
- Roll Call Vote: 8 Ayes, 0 Nays, motion carried.
- R.C.V.** 4. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of [Policies](#) already adopted.
- Roll Call Vote: 8 Ayes, 0 Nays, motion carried.
- R.C.V.** 5. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval to accept the [NJDOE List of Religious Holidays Permitting Pupil Absence from School](#).
- Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

D. BUSINESS

- R.C.V.** 1. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend approval of the following appointments:
- a. Legal Newspapers -
 - *Burlington County Times*
 - *Trenton Times*
 - b. Bank Depositories and Certificates of Deposit -
 - Citizens Bank

- State of New Jersey Cash Management Fund (State Street Bank and Trust)

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

- Concentra Occupational Health (formerly WORKNET Occupational Medicine)
- School Physician

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

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

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

R.C.V. 3. On the motion by Mrs. Riggi, seconded by Mrs. Dunham, to recommend re-approval of the following Professional Services and Extraordinary Unspecifiable Services originally approved April 26, 2023 based on responses to the RFP process. All contracts are for the period through June 30, 2024. The amounts included are either total cost or greatest amount per hour.

General Counsel	Malamut & Associates, LLC	\$185.00/hour (Total estimated cost = \$45,000.00)
Special Counsel	Parker McCay	\$185.00/hour (Special Education & Negotiations); \$320.00/hour (Financing) (Total estimated cost = \$80,000.00)
Auditor	Inverso & Stewart	\$36,400.00
School/Team Physician	Family Physicians of Burlington	\$44,732.90
Property, Casualty and Workers' Compensation Insurance Consultant	TC Irons Agency	no direct cost to the district
Health Insurance Consultant	Integrity Consulting Group	\$22.92 PEPM for SHIF coverage; 1.25% of premium for non-SHIF coverage

Construction Manager of Record	New Road Construction Management	\$190.00/hour (Total estimated cost = \$100,000.00)
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Roll Call Vote: 8 Ayes, 0 Nays, motion carried.

XII. 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. - none

XIII. New Business

- Ms. Britt reminded the newly elected Board members that she needs to take their photo for Mrs. Scott.
- Mrs. Dunham congratulated and welcomed the newly elected Board members and thanked the Board for electing her as Vice President.

XIV. Executive Session - none

XV. Adjourn Meeting

On the motion of Mrs. Dunham, seconded by Mr. Moore, approval was made to adjourn at 6:29 P.M.

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

Respectfully submitted,



Nicholas Bice
Business Administrator/Board Secretary