

**BOARD OF EDUCATION OF THE SPECIAL SERVICES SCHOOL DISTRICT AND THE
INSTITUTE OF TECHNOLOGY OF THE COUNTY OF BURLINGTON**

REGULAR MEETING

The Regular Meeting of the Board of Education of the Special Services School District and The Institute of Technology of The County of Burlington was held on Thursday evening, January 25, 2018, at the Rutgers Center, 2 Academy Dr., Westampton, NJ.

The meeting was called to order at 6:00 p.m. by President Robert Silcox, followed by the flag salute.

Theresa Margiotta, Board Secretary, stated that this meeting was in accordance with the Open Public Meeting Act and that this was a public meeting.

Roll Call: Theresa Margiotta, Board Secretary, called the roll:

Kathleen Burgess	Term Ex.	6/30/19	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
John J. Ferry	Term Ex.	6/30/20	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Leon E. Jones, Jr.	Term Ex.	6/30/20	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Paula E. Lee	Term Ex.	6/30/18	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Tyler Seville	Term Ex.	6/30/19	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Robert C. Silcox	Term Ex.	6/30/18	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Daryl Minus-Vincent	Ex. County Supt		<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Public Attendance: Adams, Cynthia; Aminoro, Jocelyn; Barbagiovanni, Joan; Bonsall, Todd; Cohen, Jeremy; Cruet, Mike; DeVito, Joyce; Evans, Judith; Geltch, Laura; Hagan, Christine; Hampton, Nicole; Hewitt, Christine; Kneringer, MaryJean; Levcene, John; McGuinness, Jackie; McIntyre, Chase; Parker, Mike; Pensabene, Jeff; Scheetz-Niehouse, Kimberly; Scherer, Helen; Stevenson, Charleen; Thurman, Donna; Tisdale, Larry; Varga, Ryan; Venuto, Joe; Vincent, Cinnamon; Wilcox, Sandi; Will, Mollie; Will, Barbara; Willey, Jackie

Communication & Correspondence: Letter from the BCSSSD Custodial Association ready to commence negotiations.

Minutes: Theresa Margiotta, Board Secretary, presented the Minutes from December 14, 2017. On a motion by Kathleen Burgess and seconded by Leon Jones, the Board approved the Minutes.

Roll Call:

Yes Kathleen Burgess Yes John Ferry Yes Leon Jones Absent Paula Lee
Yes Daryl Minus-Vincent Yes Robert Silcox Yes Tyler Seville

Financial Report: Theresa Margiotta, Board Secretary, presented Financial Report.

On a motion by Kathleen Burgess and seconded by John Ferry, the Board approved the Financial Report.

Roll Call:

Yes Kathleen Burgess Yes John Ferry Yes Leon Jones Absent Paula Lee
Recuse Daryl Minus-Vincent Yes Robert Silcox Yes Tyler Seville

Presentations:

Mr. Pennsabene, BCIT-M staff, presented two students, Chase McIntyre and Anthony DiCarlo, who courageously ran into the home to assist another BCIT student whose house was on fire, to help rescue his animals. The Board presented each student with a certificate of merit.

For Board Appreciation Month, Dr. Nagy presented the BCIT/BCSSSD Board of Education members with certificates and thanked them for their years of dedication to the students of Burlington County. (Item IV in Board Report).

Dr. Nagy also acknowledged the Teacher Assistants from both schools in honor of TA Appreciation Day.

Public Comments - Superintendent Agenda Only:

Ms. Hampton, BCIT-M parent, voiced her concerns that the 2018-2019 Budget will not adversely affect the CST or the special education students.

Dr. Nagy, responded that the CST would not be a budget issue and the team will remain intact.

Ms. Adams, BCIT EA President, requested attachments from the Addendum.

Dr. Nagy, responded that Ms. Stevenson would send them to her.

Superintendent Agenda:

Dr. Nagy presented and recommended approval of the report, along with the addendum. On a motion by Tyler Seville and seconded by Leon Jones the Board approved the report.

Roll Call:

Yes Kathleen Burgess Yes John Ferry Yes Leon Jones Absent Paula Lee
Yes, Recusal Items: II.1,2,A1,B2:III.1,A2:V.B4 Daryl Minus-Vincent
Yes Robert Silcox Yes Tyler Seville

Public Comments:

Ms. Scherer and Ms. Scheetz, BCSSSD staff: Presented poster boards representing the 185 cards that students sent to Veterans and Active Military for Military Appreciation Month. Ms. Scheetz mentioned that staff

member, Jennifer Moses, was honored in the Women's Memorial in Washington, DC as the 455th Expeditionary Aeromedical Evacuation Squadron Technician. They also invited the Board of Education to read to the children in March for "Read Across America," this years theme is "Jungle."

Ms. Adams, BCIT EA President: Handed the Board President a folder of SOP violations for his review.

Board Comments:

Leon Jones: Thanked the students, as a Volunteer Fireman he appreciated their courage and requested them to be careful. He thanked everyone for the Certificate of Appreciate, it is an honor to serve.

Kathleen Burgess: Congratulated the students for their bravery. Congratulated Ms. Scheetz on her recent child's birth. Accepted invitation to Read Across America, it is a great joy.

Tyler Seville: Happy New Year. Congratulated students.

John Ferry: Welcome back. Happy New Year.

Daryl Minus-Vincent: Happy New Year, Great job to the students.

President Silcox: Thanked everyone for coming out. Proud to serve on Board. Reminded everyone that the February 22 meeting would be held at 4:30 due to BCIT's Discovery Night.

Adjournment:

Since there was no further business, President Silcox asked for a motion to adjourn. On a motion by Leon Jones and second by John Ferry the Board adjourned at 6:35 with the next meeting to be the on February 22, 2018, at Rutgers Media Center at 4:30 p.m.

Respectfully Submitted,

Theresa L. Margiotta
Board Secretary/School Business Administrator

I. PERSONNEL

Burlington County Special Services School District/Burlington County Institute of Technology

- Job Description** (Exhibit #A1)
Strategic Marketing, Communications & Enrollment Coordinator

- Employment: Substitute** (pending new hire requirements)

Name	Position	Hourly Rate	Effective
Thorpe, Lauren	Bus Driver	\$21.50	01/26/18

A. Burlington County Special Services School District

- Resignation/Retirements: Full-Time**

Name	Position	Reason	Effective
Furstein-Bush, Amy	Teacher of the Handicapped	Retirement	08/31/18
Merlino, Joseph	Network Administrator	Resignation	01/23/18
Waller, Justin	Teacher Assistant	Resignation	01/05/18

- Employment: Full Time** (prorated) (pending new hire requirements)

Name	Position	Salary	Effective
Heller, Peggy	Secretary	Step 2 \$38,157	01/16/18

- Status Change, Degree** (prorated)

Name	Position	From	To	Effective
Voza, Sara	Teacher	BA Step 2 \$54,330	MA Step 2 \$58,347	02/01/18

- Leaves** *Amended ** Intermittent

Employee	Position	Type	Effective
Csakan, Stephanie	School Psychologist	LOA	12/18/17-06/19/18
Cunnane, Lori	Teacher Assistant	FMLA**	12/15/17-06/19/18

Dance, Charlene	Teacher Assistant	LOA *	09/05/17-03/29/18
Ekiz, Gulben	Teacher Assistant	LOA	11/01/17-04/13/18
Jones, Keith	Teacher Assistant	FMLA **	10/03/17-06/19/18
Karaska, Maureen	Teacher Assistant	FMLA **	12/04/17-06/19/18
Maldonado, Laura	Teacher Assistant	LOA	11/06/17-01/25/18
Massari, Jessica	Teacher Assistant	LOA	01/16/18-05/16/18
Micucci, Veronica	Teacher Assistant	FMLA**	01/02/18-06/19/18
Ogden, Monica	Teacher Assistant	LOA/FMLA/NJFLA	11/22/17-06/19/18
Shivers, Angela Renee	Secretary	FMLA **	12/01/17-06/30/18
Smith, Leigh	Custodian	FMLA	01/19/18-03/16/18
Southerland, Orlando	Teacher Assistant	LOA/FMLA	12/06/17-02/28/18

5. Salary Adjustments, Unpaid Absences

Name	Position	Rate	Date
Bridges, John	Computer Technician	-\$527.25	12/01,18/17; 01/03/18
Rodgers, Keith	Maintenance	-\$541.40	11/27/17; 01/05/18
Russo, Candace	Teacher Assistant	-\$114.83	12/20/17

6. Employment, Work Study Students, at \$8.60 Hourly

Lumberton	Transition	
Flemmings, Zyaire	Lopez, Desiree	Missimer, Taylor

7. Stipends/Extra Curricular

Name	Extra-Curricular	Rate
Artale, Cynthia Harris, Shannon	Respite Worker	\$27/hr
Meichenbaum, Beth Ann	Home Instructor	\$37/hr

Panetta-Hagan, Lenora (TR)	Detention	\$30/hr
Travaglione, Kristina	Special Olympics Swim Team Assistant Coach	\$1,800

8. Student Teacher/Internship/Observation 2017-2018 School Year *Executive Approval

Student	College	Type	Effective
Luka, Susan	Misericordia University	OT	01/26-04/20/18
Magley, Colleen	Temple University	Guidance	03/01-06/30/18
Smith, Stephanie	University of the Sciences	OT	01/08* - 05/30/18

9. Course: Approvals

Name	Position	College	Credits
Barbagiovanni, Joan	Principal	Rowan University	1
Colona, John	TA	RCBC	12
Marquette, Shelli	Autism Program Facilitator	Georgian Court University	3
McConomy, Kaitlyn	TA	Seton Hall University	6
O'Malley, Katharine	Teacher	LaSalle University	3
Perlmutter, Autumn	TA	RCBC	13
Puca, Courtney	TA	Wilmington University	6
Rosenberg, Joyce	Teacher	Loyola Marymount Univ	6
Williams, Kevin	TA	Simmons College	8

10. Course: Reimbursements

Name	Position	College	Credits	Amount
Boyle, Brian	TA	Holy Family University	3	\$1,000
Colona, John	TA	RCBC	15	\$1,500
Downs, Bobbie	Director	Rowan University	6	\$2,106

Guenther-Misunas, Bethann	Teacher	Stockton University	3	\$1,950
McConomy, Kaitlyn	TA	Seton Hall University	3	\$1,000
O'Brien, Jacqueline	Teacher	University North Dakota	3	\$960.99
O'Malley, Katharine	Teacher	LaSalle University	3	\$1,350
Roggio, Deborah	TA	Camden County College	6	\$749
Schouten, Simone	Teacher	Wilmington University	3	\$1,398

11. Conferences/Professional Workshops *Over Mileage ** Executive Approval

Personnel	Conference	Date	Cost*
Cohen, Jeremy Pyfrin, Tara Varga, Ryan	Gang Awareness Training, Westampton	01/26/18	None
DeVito, Joyce Fletcher, Kelly McMahon, Kathie	Autism NJ, Woodbridge	02/26/18	\$69
Grohe, Alison DeLorenzo, Alban	Art Therapy - Creative Interventions, Cherry Hill	02/14/18	\$199.99 ea
Lockhart, Wendy Tornetta, Maureen	Non Medicated INtervention for Children w/ADHD, Cherry Hill	03/01/18	\$291.99 ea
Esaia, Leigh-Ann	Powerful Strategies to Help Young Children, Voorhees	03/19/18	\$249
Landante, James Vickers, Jason	HVAC/R Licensing Continuing Education Course, Pennsauken	02/08/18	\$200
O'Brien, Jacqueline	Autism NJ 2018, Iselin	02/26/18	\$29
Palmer, Rhonda	TCN-SJ Winter Meeting, Sewell	01/25/18**	None
Pyfrin, Tara	PARCC Coordinator Training, Atlantic City	03/08/18	None
Rowe, Roseanne	NJSSNA Spring Conference, Princeton	03/17/18	\$224
Ross, Deborah	Literacy Learning Across Grades, Garwood	03/09/18	\$205

Screven, Melissa	FASLTA Annual Conference, Tampa FL	02/16/18	\$225
Wierski, Jennifer	ESSA, Andrew & Case Law, Piscataway	04/14/18	\$165
Yanoschak, Barbara	BCPDI, Westampton	02/28/18	None

B. Burlington County Institute of Technology

1. **Job Description** (Exhibit #A2)
Director of Pupil Personnel Services

2. **Resignation/Retirements: Full-Time**

Name	Position	Reason	Effective
Mozelewski, Joseph	Coop Ed Coordinator/Hazz Occupation	Retirement	07/01/18
Rosetti, Lauren	School Psychologist	Resignation	01/22/18

3. **Employment: Full-Time** (prorated) (pending new hire requirements)

*Salaries Pending Settlement of Negotiated Agreement

Name	Position	Salary	Effective
Ives, Abdu	Teacher Aide	Col A Step 6 \$25,644	02/01/18
Parsons, Brooke	LDTC (10 month)	CST Step 8 \$68,974	04/01/18

4. **Leaves** *Amended **Intermittent

Employee	Position	Type	Effective
Calderone, Samuel	Custodian	FMLA	02/05/18-02/22/18
Hughes, Lee	Teacher of Math	FMLA/NJFLA	11/27/17-03/04/18*
Klingler, Debra	Custodian	LOA/FMLA	09/07/17-02/05/18*
Rista, Jessica	Mathematics Specialist	LOA/FMLA/NJFLA	12/11/17-05/15/18*
Tillery, Alexander	Teacher Aide	FMLA/NJFLA/LOA	10/02/17-06/21/18*
VanSciver, John	Teacher of English	FMLA**	01/24/18-06/21/18

5. Salary Adjustments, Unpaid Absences

Name	Position	Rate	Date
Santana, Mary	Custodian	-\$161.28	01/12/18
Van Sciver, John	Teacher of English	-\$276.04	12/18/17

6. Stipends/Extra-Curricular Pay

District *ESEA Grant Funded

Name	Extra-Curricular	Rate
Callaghan, Colleen	Summer Camp Assistant Coordinator	\$3,000
Duong-Jackson, Nancy Jenkins, Monique Purcell, Andrew	ESEA Push-In Support*	Per diem

Medford

Name	Extra-Curricular	Rate
Canfield-Gaskill, Melody	PARCC Math CRTs	Per diem
Gilmore, Ryan	Assistant Softball Coach	\$5,150
Timet, Anthony	Extra Block Coverage	Per diem

Resignations - Westampton

Name	Extra-Curricular	Effective
Rosetti, Lauren	Class of 2018 Advisor	01/12/18
Saiia, Jessica	Class of 2020 Advisor	01/26/18

Westampton

Name	Extra-Curricular	Rate
Bremer, Nicolas Porter, Rachel	Extra Block Semester 2	Per diem
Paliotta Nevadomski, K Porter, Rachel	PARCC Math CRTs PARCC English CRTs	Per diem - not to exceed 3 days
Saiia, Jessica	Class of 2018 Advisor-effective 01/26/18	\$2,037

Tarantini, Mary	Extra block coverage-lunch duty	\$21/period
Tirado, Jocelyn	Student Supervision (Culinary)	\$34/hr

7. Course: Approvals

Name	Position	College	Credits
Bouchard, Heidi	Assistant Principal	Concordia University	2
Burlage, Bridget	Teacher	Rutgers University	3
Hernandez, Hiromi	Teacher	Rowan University	6

8. Course: Reimbursements

Name	Position	College	Credits	Amount
Burlage, Bridget	Teacher	Rutgers University	3	\$1,263.60
Brownridge, Marcie	Secretary	Rider University	3	\$1,122.00
Harris, Keturah	Teacher	Concordia University	3	\$1,793.50
Humphrey, Elisabeth	Teacher	Ball State University	3	\$1,206.00
Latigona, Joseph	Teacher	University of Cincinnati	3	\$1,920.00
Peel, Richard	Teacher	TCNJ	3	\$2,031.68

9. Conferences *Over Mileage **If outside of contractual day

Personnel	Conference	Date	Cost*
Adams, Cynthia Baez, Patrick Sbraga, Jesmary Tirado, Jocelyn	NJ SkillsUSA Culinary and Baking Workshop at Wegmans Food Market, Woodbridge	01/17/18	None
Barker, Christopher McKnight, Beth Murphy, Travis Urian, Marissa	NJAHPERD Annual Convention, Long Branch	02/26/18 02/27/18 02/26/18 02/27/18	\$90 ea

Bouchard, Joseph Haney, Kevin Jaworski, Leonard Ward, Terence	SkillsUSA State Advisors Mtg, Bridgewater	02/07/18	None
Cagle, Jordan	How to Investigate HIB Claims, Monroe	02/21/18	\$150
Conyer, Robert Trzaska, Barbara	IXL Live, Mt. Laurel	02/20/18	\$75
Jaworski, Leonard	I-Car: Collision Repair Training (req for NATEF cert), TBD up to 20 hours**	TBD	\$34/hr
Lee, Valerie	Eff. Tech Int. 21st Century, Tabernacle	02/22/18	None
Leighton, Michael	Fundamentals of Coaching, Robbinsville	01/30/18	\$75
McKnight, Beth	An Infusion of Tech w Activity, Medford	02/16/18	None
Pino, Christian	Gang Awareness Training, Westampton	01/26/18	None
Shinn, Brenda	NJAVPA, Various Locations TBD	03/23; 06/07/18	None
Turowski, Pamela	NJ Music Ed Assoc Cnf, East Brunswick	02/23-24/18	None

II. PROGRAMS

Burlington County Special Services School District/Burlington County Institute of Technology

1. Policies/Regulations, (These items are available on the website.)

New (1st Reading)

P0169.02 Board Member Use of Social Networks

P5516.01 Student Tracking Devices

P7425 Lead Testing of Water in Schools

P9242 Use of Electronic Signatures

Revised

P3437 Military Leave

P4437 Military Leave

R5460.1 High School Transcripts (BCIT)

P/R7440 School District Security

P/R7441 Electronic Surveillance in School Bldgs and on School Grounds

P8630 Bus Driver/Bus Aide Responsibility

R8630 Emergency School Bus Procedures

2. Calendar 2017-2018 Revised

Due to inclement weather on January 4, 5, 2018, recommend approval of the following revised 2017-2018 calendars:

BCIT

January 30, 31 Full Days (was Exams Early Dismissal)

February 1 Semester Ends - Report cards distributed February 7

February 1, 2 Exams Early Student Dismissal

February 1, Full Day for students (was Staff Semester Transition Closed for Students)

February 5, Staff Semester Transition Closed for Students

April 17 Marking period ends is now April 19

June 18, 19 Full Days (was early Dismissal)

June 20, 21, 22 Early Dismissal for students

June 22 Graduation, Last student day

June 25 Last day for Teachers

BCSSSD

June 21 Last Day of School - Early Dismissal for Students

A. Burlington County Special Services School District

1. Affiliation Agreement: Recommend approval of the affiliation between BCSSSD and

Misericordia University College of Health Sciences and Occupations.

B. Burlington County Institute of Technology

1. Guest Speakers

Speaker(s)	Audience	Date
Rhythm Section Rehearsals-Turowski, Matthew	Musical Pit	01/26/18
Senior Panel Presentation-Cumella, Arthur; Hirschhorn, Ben; Moore, John; Veselka, Martha	Eng Acad Srs	01/30; 06/05/18
Komatsu-Career Paths in the Heavy Equip Industry-Gano, Patrick	HVAC	02/13/18
Univ of Northwestern Ohio-Moore, Terry	Auto	03/06/18
Life after Graduation-Henken, Bob of UTI	Auto	03/13/18
What Road Will You Take?-Hiscox, Matthew	Auto	03/20/18

- 2. Curricula** *Curriculum will be available in the Superintendent’s Conference Room 48 hours prior to the Board meeting
Recommend approval of the AP English Language & Composition curriculum.

- 3. Apply and Submit, Book Love Foundation Classroom Library Grant**
Recommend approval to apply and submit, Book Love Foundation Classroom Library Grant Application 2018.

III. STUDENT ACTIVITIES

Burlington County Special Services School District/Burlington County Institute of Technology

1. Harassment, Intimidation and Bullying (HIB)

Recommend acceptance of the monthly Harassment, Intimidation and Bullying Report of Incidents per Board of Education Policy #5512 and the NJ Anti-Bullying Bill of Rights Act. (Exhibit #1: Report is considered privileged in nature.)

A. Burlington County Special Services School District

1. Suspensions: (Exhibit #2: Report is considered privileged in nature.)

BCAHS	1	High School	5
Elementary	13	Lumberton/CA	15

2. Long Term Suspension (Westampton-HS)

Approval of long term suspension of Student #0001517, effective 01/02/18 pursuant to N.J.S.A. 18A:137-1 et. seq. N.J.A.C. 6A: 16-7.1(c)2 and 5.

3. Activities

Campus	Activity	Dates
LS	Black History Exhibit	2/28/18
MS	Respite	3/10/18
MS	Respite	3/24/18
Central	Open House Resource Fair	3/22/18
Central Gym	Reunion Dance	4/27/18
LS	Character Education Expo	5/3 & 5/4/18
Central Gym	Poster Presentation Research Fair	5/12/18

4. Field Trips

Campus	To	Date	Inst.	S	T
LS	Adventure Aquarium, Camden	02/02/18	Roberts, K.	35	7
HS	Bell Choir Cntrysd ES, Mt. Laurel	02/08/18	Watson, M.	26	15

HS	BCSSSD Lumberton, Lumberton	02/22/18	Cook, T.	10	5
HS	Regal Cinema, Burlington	02/28/18 03/01/18	Willey, J. Stewart, M.	80 80	50 50
BAND	BurlCo St. Patrick's Parade Rehearsal, Mt. Holly Performance, Mt. Holly	03/01/18 03/03/18	Cook, T.	28	11
HS	Funplex, Mt. Laurel	05/10 and 22/18	Willey, J.	80	50

Overnight Field Trips

Students	Trip	Dates	Personnel
50	Hershey Park Senior Trip, Hershey, PA	06/06-07/18	Brand, James

B. Burlington County Institute of Technology

1. Transfers, Withdrawals, Suspensions, Homebound (Exhibit #3 Report is considered privileged in nature.)

	<u>Medford</u>	<u>Westampton</u>
a. Transfers in County	2	0
b. Transfers out of County	2	4
c. Dropouts	0	0
d. Transfer to West/Medford Campus	0	1
e. Suspensions	6	8
f. Homebound	5	9

2. Field Trips (*Executive Approval)

Students	Trip	Date	Personnel	S	C
Perf Arts	Burl Co Freeholder Annual Reorg Meeting, Mt Holly	01/03/18*	Turowski, P	4	1
Allied Health	CareOne at Evesham, Marlton	Various	Brown, K; Cutler, K	9	1
SkillsUSA	SkillsUSA Comp, Various	Various	Bouchard, J; Haney, K	TB D	2

Dental	Rutgers School of Dent Med, Newark; RCBC Dent Hygiene, Mt Laurel; Natl Testing for AMP, Princeton; Colonial Dent Lab, W Berlin	TBD; 02/02,05,21, 23/18	Heston, C	18 20 11 15	1 1 1 1
Vet Tech	Willingboro Vet Clinic, Willingboro; Phila Zoo, Philadelphia, PA; Jenkinsons Aquarium, Pt Pleasant Beach	02/09; 04/13, 05/04; 05/17/18	Inman, E	13 17 18 17	2 2 2 2
IMPACT Bible Club	Mus of the Bible, Washington, DC	02/14/18	Sbraga, J	25	2
C/O 2019	Formal Expressions, Maple Shade	02/15/18	Danser, V Van Sciver, J	24	2
Human Relations	Apollo Theatre, Walking Tour of Harlem, Mus of History & Schamburg Ctr of African Studies, New York, NY	02/15/18	Sims, L	45	4
C/O 2018	Masonic Home, Burlington	02/21;03/14 ; 04/18;05/16	Lee, V	13	1
LPS	Burl Co Central Comms; BCIT- West; Burl Co ESTC, Westampton	03/02,21/18 ; TBD	Latigona, J	11 9 30	2 1 2
Robotics	Robotic Comps, Horsham,PA; Tabernacle; Bethlehem, PA	03/02-04,23 -25/18;04/0 4-07/18	Antinoro, J	25 25 25	3 3 3
SkillsUSA	SkillsUSA Comps, Pennington; Sewell & Sicklerville; Vineland; Sparta; Bridgewater	03/02,10,16 24;04/14/18	Ward, T	7 19 TBD 2 18	2 1 TBD 1 2
Yearbook	Jostens Renaissance Tour, Sewell	03/05/18	Steich, S	30	3

LPS	Reg Oper Intelligence Ctr, West Trenton	03/08/18	Latigona, J	20	2
NHS	Medford Leas, Medford	03/08/18	Forline, B	19	2
Poetry Out Loud	Poetry Out Loud State Comp, Toms River	03/12/18	Bartello, S	10	1
Engineering	Rutgers College of Engrg, Piscataway	03/14/18	Humphrey, E	20	2
HVAC/Elec Tec/Const Tech/Welding	Laborers Union, Monroe Twp	03/15/18	Pino, C	33	4
LPS	Testing at BCIT, Medford; Burl Co Forensics Lab & Trng Ctr, Westampton; Ocean Co Jail, Toms River Burl Co ESTC, Westampton	03/19;05/01,03; TBD	Azzarone, M	17 20 20 17	1 1 1 1
Key Club	Masonic Home, Burlington	03/19/18	Malsbury, V	15	1
US History I	Phila Museum of Art, PA	03/22/18	Gill, Karen	20	2
Fund of Art	The Barnes Foundation & Reading Terminal Market, Philadelphia, PA	04/11/18	Polizzi, N	40	4
Plumbing/HVAC	United Assoc Plumbers, Pipefitters, HVAC Union Hall Trng Ctr, Winslow Twp	04/18/18	Crowley, R; Gallo, D; Shelton, W	30	3
Vet FFA	FFA Career Development Event at Rutgers & Panera Bread, New Brunswick	04/19/18	Inman, E	4	1
Hon Spanish Fund of Art	Phila Mus of Art & Cuba Libre, Philadelphia, PA	05/11/18	Jenkins, M	40	4
US History II	National Mall & Various Memorials, Washington DC	05/17/18	Gill, K	50	4

Human Relations	NMAAHC, Nat Monuments, Holocaust Mus, Wash. DC	05/18/18	Sims, L	50	5
Key Club	Rancocas Nature Ctr, Westampton	05/29/18	Malsbury, V	15	1
PA-Dance	American Ballet, Theatre & Lincoln Ctr, New York, NY	05/30/18	Gebhart, L	30	3
US History I & II, World Civ (POR)	Mus of American Revolution, US Mint, Betsy Ross House, Liberty Bell, Independence Mall, Philadelphia, PA	06/01/18	Sims, L	35	4

Overnight Field Trips

Students	Trip	Dates	Personnel	S	C
Early Childhood Ed	FCCLA State Conf, Cherry Hill	03/21-23/18	Cross, G	30	3

6. Activities*Executive Approval

Campus	Activity	Dates
W	Masonic Home Burlington Volunteer Work*	12/24/17
M	One Act Performances for Pride Students	05/09/18
M	PA Children's Play	04/28/18
M	NHS African American Cultural Festival	02/13/18
M	Class of 2019 Prom Fashion Show	03/05/18
W	PRIDE Hypnotist Event	3/14/18
W	Key Club Newborns in Need Donation Drive	5/24/18
W	South Jersey Wrestling Coaches & Officials Association - Senior Athlete/Coaches Choice Luncheon - Annual Region 7 & 8 Banquet at Masso's Crystal Tea Room, Glassboro, NJ	02/01/18 04/10/18
M/W	NJSCA Senior All-Star Basketball at Rider Univ.	3/17/18

M/W	NJSIAA Scholar Athlete Banquet	5/20/18
W	Non-credit make up dates- half days (revised due to snow days)	6/20-21/18

Fundraisers

Fund/Campus	Activity	Dates
C/O 2020/West	Chipotle Dine-n-Donate	03/06/18
Softball/West	Chipotle Softball Fundraiser	04/03/18
Student Council/West	Charity Car Wash	06/02/18

IV. BUSINESS/FINANCIAL

Burlington County Special Services School District/Burlington County Institute of Technology

BCSSSD/BCIT School Board of Education Resolution

School Board Recognition Month, January 2018

WHEREAS, The New Jersey School Boards Association has declared January 2018 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The BCSSSD/BCIT Board of Education is one of more than 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The BCSSSD/BCIT Board of Education embraces goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey’s local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey’s 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public’s expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation’s best in key achievement indicators such as National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the BCSSSD/BCIT Board of Education does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2018 as SCHOOL BOARD RECOGNITION MONTH recognizing the following school board members for their years of dedication in Burlington County:

Kathleen Burgess	2003 - 2018	(15 Years)
John Ferry	1996 - 2018	(22 Years)
Leon Jones	2010 - 2018	(8 Years)
Paula Lee	1990 - 2018	(28 Years)
Tyler Seville	2014 - 2018	(4 Years)
Robert Silcox	1980 - 2018	(38 Years)

and be it further

RESOLVED, That the BCSSSD/BCIT Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children’s education.

A. Burlington County Special Services School District

1. Use of Facilities

Agency/Program	Room - Campus	Date(s)
BCSSSD/Respite	MPR, Comp Lab, 537, Playground-ES MPR - MS	03/24/18
Burl Co Independents (Special Olympics) - Bullets/Basketball	MPR - MS	01/08/18-03/19/18 Wed
Burl Co Independents (Special Olympics) - Shooting Stars/Basketball	MPR - ES	01/08/18-03/19/18 Wed
Burl Co Independents (Special Olympics) - Softball	Field - HS	04/05/18-06/07/18 Thurs
Westampton Rec - Youth Basketball	Gym - Central, Transition	01/13/18-03/10/18 Sat

B. Burlington County Institute of Technology

1. Use of Facilities

Agency/Program	Room - Campus	Date(s)
Eastampton School/Graduation	Auditorium, Cafeteria, Atrium - West	06/15/18
HOSA/Conference	Auditorium, Cafeteria, Atrium, Media Ctr, Mac Lab, 25 Classrooms, Teacher Dining Room, Hallways - West	02/03/18
NJ Board of Cosmetology/Boards	Atrium - West	10/02/17; 01/22;03/26; 05/07,14,15/18

2. Donations

Donor	Item	Utilized
BCIT Foundation	White 2002 Ford Explorer XLT 4x4 with V8, leather trim seats & tow package	Auto

BCIT Foundation	Anatomage Table Alpha: an interactive piece of equipment with a vast digital library and touch-screen computer capability to teach human anatomy in an engaging way.	Sports Med/Allied Health
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V. ENTERPRISE

A. Burlington County Special Services School District: ESU

1. Resignation/Retirements: Full-Time

Name	Position	Reason	Effective
Brophy, Benjamin	Speech Therapist	Resignation	02/14/18

2. Employment: Full Time (prorated) (pending new hire requirements)

Name	Position	Salary	Effective
Dragani, Jenna	School Psychologist	MA+30 Step 1 \$62,391	03/01/18
Vermes, Brooke	Reading Specialist	MA+15 Step 4 \$62,200	02/20/18
Cravens, Elizabeth	Speech Therapist	MA Step 3 \$59,346	02/16/18
Rubinstein, Arielle	Speech Therapist	MA Step 1 \$57,365	02/20/18

B. Burlington County Institute of Technology: Adult Education

1. Employment (pending new hire requirements)

Name	Position	Date	Hourly Rate
Freeman, Cedeirdre	LPN Instructor	01/26/18	\$34
Siwczak, Michael	Plumbing and HVAC/R Instructor	01/26/18	\$34

2. Field Trips

Students	Trip	Date(s)	Personnel
Veterinary Asst.	Willingboro Vet, Willingboro	02/26; 03/06/18	Cassano, P

3. Guest Speakers

Guest Speaker	Audience	Date
Pet CPR/First Aid-Koch, Dr. Dana	Pet Grooming	01/29/18

4. Affiliation Agreements

- a. Recommend approval of affiliation contracts between Adult Education Dental Assisting students and BBS Dental Care, East Windsor, NJ, and Silver Periodontics, Marlton, NJ.
- B. Recommend approval of affiliation contracts between Adult Education Practical Nursing students and Southern Jersey Family Medical Centers.

5. Health Occupations Proposals

Proposal #1: To invite BCIT and Burlington County High Schools Health Occupation seniors to visit Adult Education Health Occupations classrooms/labs while in session (day and evening). Applies to LPN, Dental Assisting, Medical Assisting, Phlebotomy, Electrocardiography. Will be scheduled by appointment.

Proposal #2: LPN students will participate as assigned with BCIT school nurses and daycare center staff, to address the healthcare needs of pre-school, school age, and special needs pediatric populations and participate in daily health office procedures.

Proposal #3: A Community Health Teaching experience for LPN seniors to present relevant topics that promote healthy lifestyles and preventive health behaviors to BCIT's junior/senior high school populations.

Proposal #4: A Community Health Clinic Experience for LPN seniors to demonstrate understanding of the nursing process through leadership roles, by addressing current healthcare needs through clinical testing and public health education.

6. Student Handbooks

Recommend approval of revised LPN Student Handbook and revised Dental Assisting Student Handbook.