

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

EXECUTIVE CLOSED MEETING

The Executive Closed Meeting of the Board of Education of the Special Services School District and The Institute of Technology of The County of Burlington was held in-person on Thursday, November 17, 2022.

The meeting was called to order at 5:00 pm by President Tyler Burrell.

RESOLUTION AUTHORIZING EXECUTIVE SESSION

Whereas, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and Whereas, the Board of Education of the Burlington County Special Service School District/Institute of Technology has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

Whereas the regular meeting of this Board of Education will reconvene at the conclusion of closed session; and

Now, Therefore, Be It Resolved that the Board of Education of the Burlington County Special Service School District/Institute of Technology will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12: Legal/Personnel

 X Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public.

Be It Further Resolved that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

Be it Further Resolved, that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

I, Andrew Willmott, Board Secretary do hereby certify the above to be a true and correct copy of a resolution adopted by the Burlington County Special Service School District/Institute of Technology Board of Education at their meeting held on November 17, 2022.

Andrew Willmott, Board Secretary, stated that this meeting was in accordance with a printed announcement published in the newspaper and this was a closed meeting. The closed meeting adjourned at 5:56 pm.

A motion was approved to open the public session by Mr. Leon Jones and seconded by Mr. Raymond Marini.

The Board resumed the public meeting at 6:00 pm Thursday, November 17, 2022.

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 at 6:00 pm in hybrid format, both in-person and virtual audio format via Zoom Conference Call on November 17, 2022 in the Media Center at BCSSSD 20 Pioneer Blvd Westampton, NJ.

Mr. Tyler Burrell called the meeting to order at 6:03 pm and led the flag salute.

Sunshine Notice

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

Roll Call: Andrew Willmott, Board Secretary, called the roll:

Odise Carr	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Jaxon Keefer BCSSSD Student Rep.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Raymond Marini Exec. County Supt.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Lorene Moore	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Favour Oyelade, BCIT Student Rep	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michelle Parker	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Robert Brittain	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Tyler J. Burrell	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

In-person public attendance: A. Ent, A. Holley, K. Grant, B. Downs, J. Barbagiovanni, D. Finn, D. Jedha, R. Kockner, C. Willis, H. Bocchi, J. McGuinness, D. Hartman, J. Moretti, D. Kwartin, M. Parker, A. Valle, A. Mazella, V. Lee, F. Aiken, C. Hewitt, S. Wilcox, J. Venuto, MJ Kneringer, C. Jenter, A. DeBonis,

Virtual public attendance by registering through Zoom: M. Jenkins, K. Waldis, L. Milanowicz, J. Colby, J. Pappler, C. Pino, H. Bouchard, M. Robertson, S. Srinivasan

Communication & Correspondence: Mr. Willmott announced that the Board of Education did not receive communication or correspondence.

Minutes: Mr. Burrell, Board President, presented the Meeting Minutes from October 27, 2022. On a motion by Mr. Robert Brittain and seconded by Mr. Raymond Marini, the Board approved the Meeting Minutes.

Roll Call: Mr. Andrew Willmott, Board Secretary, called the roll:

Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Raymond Marini	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Lorene Moore	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Robert Brittain	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Tyler J. Burrell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain

Financial Report: Mr. Burrell, Board President presented the Financial Report and called for a motion to approve the report. On a motion from Mr. Leon Jones and seconded by Mr. Raymond Marini, the Board approved the financial report.

Roll Call: Mr. Andrew Willmott, Board Secretary, called the roll:

Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Raymond Marini	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Lorene Moore	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Robert Brittain	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Tyler J. Burrell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain

Presentation: Dr. Nagy introduced BCAS Principal, Ms. Joan Barbagiovanni who presented, "A Day at BCAS".

Mr. Jaxon Keefer, BCSSSD student representative, shared the BCSSSD student report with the Board of Education.

Ms. Oyelade, BCIT student representative, shared the BCIT student report with the Board of Education.

Public Comments on Superintendent's Agenda: Mr. Burrell made a motion to open the public comments on the Superintendent's Agenda only. Mr. Robert Brittain motioned and Mr. Leon Jones seconded to open the public comments. Mr. Andrew Willmott announced any public members to make a comment to speak via Zoom on the Superintendent's Agenda only.

There were no public comments and this closed the public comments portion of the meeting with a motion from Mr. Leon Jones and seconded by Mr. Robert Brittain.

Superintendent's Agenda: Mr. Burrell invited Dr. Nagy to present the superintendent's report to the Board.

Dr. Nagy congratulated the BCSSSD Supervisors Association on their three-year successor collective Bargaining Agreement with the Board, which was on the agenda for approval.

Dr. Nagy also noted that the Board had agreed in response to a request by members of the public at the last meeting, to increase the time from two minutes for individuals to address the Board. The Board agreed to increase the time to three (3) minutes effective this Board meeting.

Dr. Nagy acknowledged all retirees on the agenda and noted that on behalf of the Board, he thanked each and every one of them for the dedicated service to our students, colleagues and to the district.

Dr. Nagy thanked Ms. Joan Barbagiovanni and her team for the great work on the campus and again as the State and Nationally Recognized School of Character.

Dr. Nagy also thanked our two student Board representatives for their reports to capture what is happening on the campuses from a student perspective.

Dr. Nagy noted the Assistant Superintendents, Business Administrator and himself will be meeting with key administrators in each district in December to review their budget binders which they have been charged to prepare and be ready to review.

Dr. Nagy noted that the December Board of Education meeting will be held at 4pm in the Rutgers meeting room in the Superintendent's building. After the Board of Education meeting, the BCSSSD West Campus will host a Holiday Fair at 6pm followed by the Annual Holiday Concert.

There will be a special meeting on December 5, 2022 at 8:45am which will be held in executive session with legal counsel to discuss personnel matters. No action will be taken after the session. There is no public agenda for this special meeting.

Dr. Nagy shared an update of key activities and student recognitions from the **BCIT district**:

- The BCIT calendar has been adjusted and reviewed and the changes are now incorporated in the calendar that is on Board agenda for approval. Exam schedules and snow make up days have been revised for the 2022-2023 school year.
- BCIT applications are open and steadily rolling in. 300 applications for students who would like to attend BCIT next school year have been received. Admissions testing will be scheduled within the coming weeks. Dr. Nagy thanked everyone involved with piloting our new application process for their patience and flexibility as we navigate this new system.
- HOSA (Health Occupation Students of America) attended a leadership conference at Brookdale Community College on October 21, 2022.
- New students to BCIT, have an opportunity to explore 4 career pathways in a shortened exposure to each during the first two months of school. Exploratory 3 ended on 10/25. Students are finishing up Exploratory 4 next week and preparing for their permanent shop placements.
- APA Dance students attended a Master Class at Rowan University on 10/28 and attended Ballet Hispanico at the Annenberg Center on 11/4
- Entertainment Tech students attended a career exploration panel at RCBC on 11/2
- International Thespian Society partnered with Chickie's & Pete's on 11/3 for a Dine & Donate Fundraiser
- Culinary students went to Rastelli's Food Group to learn about meat processing on 11/7
- Early Childhood Education students from WesTech hosted the Early Childhood Ed students from BCSSSD to show them how the childhood education and daycare have been set up. BCSSSD Early Childhood will host BCIT in the spring to showcase their daycare program.

Dr. Nagy shared an update of key activities and student recognitions from the **BCSSSD district**:

- Dr. Nagy noted that Board President Mr. Burrell and Vice President Robert Brittain will be visiting the BCSSSD West and Transition campuses on Monday morning to witness all of the great work being done on the campuses.
- Dr. Nagy thanked the staff at the Lumberton campus for the outstanding Thanksgiving Day celebration prepared by the students and culinary team at which some BoE members were in attendance with staff and students.
- BCSSSD Westampton had a very successful Trunk or Treat on 10/29 with over 500 people who joined for a beautiful day on campus. The staff who organized this event did a great job which included the cooperation with Burlington County and the Sheriff's Office.
- Dr. Nagy acknowledged the Red Ribbon Poster Contest winners from BCSSSD. The contest is sponsored by Prevention Plus of Burlington County and is open to all Burlington County Youth in grades K-12. The students submitted original creations showcasing this year's theme of "Celebrate Life. Live Drug Free." Submissions were judged by students from RCBC. Victoria Bradley who is an 11th grade student was the winner of a \$25 gift card. Aiden Taylor, a fifth grader, who received an honorable mention as did Ciara Manning on our Mt. Laurel Alternative School Campus.
- In honor of Veteran's Day, and as part of our campaign to support our military troops, the West campus held a military appreciation event on Thursday, November 17.
- The district is beginning to collect food items to create Thanksgiving baskets for those in need or accepting donations. Orders for culinary treats have been taken as well as flower arrangements created by our students to benefit our students.
- The Westampton Campus Movement Lab received another new addition - there is now a texture wall, where students can explore many different textures using their sense of touch and then discussing the experience with their teacher, therapist, or classmates.
- Another new Transition WBL site - Kareamakids2 is a daycare center where young adults expand on the skills learned in the Helping Hands daycare program from our in-house Early Childhood Education CTE.
- This week, our BCSSDEA and administration working together hosted a family bingo night. Dr. Nagy thanked everyone for working together to make the night possible.

Mr. Burrell requested the Board of Education members to make a motion to approve the superintendent's agenda and

addendum. On a motion by Ms. Lorene Moore and seconded by Mr. Leon Jones, the Board approved the superintendent's agenda.

Roll Call: Mr. Andrew Willmott, Board Secretary, called the roll:

Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Raymond Marini	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Lorene Moore	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Robert Brittain	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Tyler Burrell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain

Public Comments: Board President Mr. Tyler Burrell moved to the public comments section and with a motion by Mr. Leon Jones and seconded by Ms. Lorene Moore, the public comment section was opened. Mr. Burrell requested anyone interested in making a public comment to raise their hand. Mr. Willmott invited anyone on the Zoom link to raise their hand to address the Board.

Richard Klockner addressed the Board of Education on the ongoing impasse between BCIT Administrators Association and the Board of Education and the cost paid to legal counsel on the fact finders and negotiations as of September 30, 2022. Mr. Klockner stated he will be attending the Burlington County Commissioners meeting to report the information discussed.

Joe Venuto, President of the BCIT Administrators Association, followed up on the report Mr. Klockner had presented to the Board with information about the fact finders report and requested to find out the vote of the Board members on the fact finders report. Mr. Venuto asked if the results will be documented in the Board of Education meeting minutes. Mr. Venuto asked if the Board of Education would cast a vote at the meeting tonight for the BCIT AA fact finder report. Mr. Venuto offered to meet with the Board of Education to discuss any of the items on the contract.

Mr. Burrell addressed the public and explained that the Board of Education will not discuss contract negotiations in public.

Deb Kwartin - 227 Snow Avenue Browns Mills, NJ and a secretary at BCIT for almost 27 years, also the VP of the BCIT secretaries. Ms. Kwartin extended an invitation to the Board members to attend the upcoming secretaries contract negotiations.

Both Mr. Burrell and Mr. Willmott confirmed that no one else had requested to speak and this closed the public comment section of the meeting with a motion by Mr. Leon Jones and seconded by Mr. Robert Brittain.

Mr. Burrell invited the members of the Board of Education to comment:

Board Comments:

Mr. Leon Jones thanked the student representatives for their fantastic job and thanked Joan Barbargiovanni and the BCAS staff for their wonderful work. Mr. Jones wished the retirees well and thanked the school administration, teachers and staff for the great job they are doing. Mr. Jones thanked the Lumberton campus for the delicious Fall Fest lunch and music accompaniment he enjoyed this afternoon. Mr. Jones wished everyone a nice Thanksgiving.

Mr. Ray Marini thanked Ms. Barbargiovanni for her report on BCAS and he was honored to attend the Fall Fest at Lumberton and enjoyed the jazz band who played at the event this afternoon. Mr. Marini wished all the retirees well and everyone a happy Thanksgiving and a happy holiday.

Ms. Lorene Moore enjoyed the BCAS presentation and seeing the students on the video. Ms. Moore wished the retirees a happy retirement.

Mr. Robert Brittain thanked the student representatives who spoke at the Board meeting. Mr. Brittain is looking forward to his tour of BCSSSD on Monday, November 21 and thanked Ms. Barbargiovanni for her report on BCAS.

Mr. Tyler Burrell echoed the sentiments from his colleagues and thanked the students for addressing the Board and is looking forward to the tour of BCSSSD on Monday, November 21 at 10:00 am. Mr. Burrell wished everyone a happy Thanksgiving.

Meeting Adjournment:

Mr. Burrell called for a meeting adjournment. Ms. Lorene Moore motioned to approve and Mr. Leon Jones seconded the motion. Meeting adjourned at 6:46 pm.

Respectfully Submitted,

Andrew C. Willmott, CPA
Board Secretary/Business Administrator

I. PERSONNEL

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

A. Burlington County Special Services School District

1. Resignation/Retirements: Full-Time *amended

Name	Position	Reason	Effective
DeJesus, Necmary	Teacher Assistant	Declined Position	11/07/22

2. Employment: Full Time (Prorated) pending new hire requirements *amended

Name	Position	Salary	Effective
Copson, Melody	Teacher Assistant Previously approved TBD 09/22/22	HS+90 Step 9 \$28,046	11/07/22*

3. Status Change: Full Time (Prorated)

Name	From	To	Salary	Effective
Higgins, Pamela	Teacher Assistant	Teacher	Col A Step 2 \$60,750	TBD

4. Leaves *Intermittent **Amended

Employee	Position	Type	Effective
Colella, Donna	Registered Nurse	LOA	11/07/22 - 02/10/23
Grabitz, Rachelle	Teacher Assistant	LOA*/FMLA*	11/15/22 - 06/30/23
Mollica, Cindy	Teacher Assistant	FMLA*	11/02/22 - 06/30/23
Signorino, Ronald	Teacher	FMLA	12/05/22 - 01/02/23

5. Salary Adjustments, Unpaid Absences

Name	Position	Rate	Date
Baxter, David	Teacher	-\$379.04	11/02/22
Campbell, Meghan	Teacher Assistant	-\$402.03	10/17-19/22
Sersen, Sandra	Speech Therapist	-\$880.72	11/02-03/22
Szymula, Agnieszka	Speech Therapist	-\$2,311.38	10/26-28/22, 11/02-04/22

6. Employment, Work Study Students

\$13/hr 07/01/22 - 12/31/22; \$14/hr 01/01/23 - 06/30/23 *renewal

Lumberton	HS	Transition
		Brady, Joseph Giovanetti, Craig Henderson, Amone Rittenger, Angelina Roberts, Joaquin*

7. Extra Pay/Volunteer Positions *Executive Approval

Name	Extra-Curricular (4 hours max per week)	Rate
Blumenfeld, Jeremy	After Hours (Lumberton)	\$30/hr
Bouchamoun, Elias	After Hours Certified Staff (Lumberton)	\$40/hr
Brown, Kandi	Special Olympics After Hours 11/02/22*, 11/16/22*, 11/30/22, 12/14/22	\$30/hr
Campbell, Megan	After Hours Job Coach (Transition/North)	\$21.50/hr

Caplan, Lisa	After Hours Certified Staff (Lumberton)	\$40/hr
Chandler, Teresa	After Hours Job Coach (Transition/North)	\$21.50/hr
DeRitis, Chelsea	After Hours Certified Staff (Pioneer Data System)-(District)	\$40/hr
Ferrante, John	After Hours Certified Staff (Lumberton)	\$40/hr
Ferrell, Michelle	Special Olympics After Hours 11/02/22*, 11/16/22*, 11/30/22, 12/14/22	\$30/hr
Flood, Michelle	After Hours Certified Staff (Pioneer Data System)-(District)	\$40/hr
Fuelle, Shelly	After Hours Non Certified Staff (Lumberton)	\$30/hr
Gilbert, Henry	After Hours Certified Staff (Lumberton)	\$40/hr
Glover, Celeste Michele	After Hours Non Certified Staff (Lumberton)	\$30/hr
Grohe, Alison	After Hours Certified Staff (Lumberton)	\$40/hr
Guenther-Misunis, Bethann	After Hours Certified Staff (Pioneer Data System)-(District)	\$40/hr
Hinkson, Wayne	Curriculum Writing - Algebra I and Geometry After Hours Certified Staff (Lumberton)	\$40/hr
Keane, Michael	After Hours Certified Staff (Lumberton)	\$40/hr
Kerney, Dora	After Hours Job Coach (Transition/North)	\$21.50/hr
Jackson, Astaria	After Hours Events Staff (North)	\$30/hr
Knighton, Monique	Campus Crisis Team Member (Lumberton) After Hours Non Certified (Lumberton)	\$1,800 \$30/hr
Lucas-MacPhee, Nancy	After Hours Job Coach (Transition/North) Special Olympics After Hours 11/02/22*, 11/16/22*, 11/30/22, 12/14/22	\$21.50/hr \$30/hr
Marchese, Darlene	After Hours Job Coach (Transition/North)	\$21.50/hr
Medley, Brian (ESS)	Interim Assistant Principal Responsibilities as needed beginning December 12, 2022	\$350/per diem
Morris, Christopher	After Hours Certified Staff (Lumberton)	\$40/hr
O'Brien, Deborah	Curriculum Writing - Algebra I and Geometry 10 Hours After Hours Certified Staff (Lumberton)	\$40/hr
Perry, Summer	After Hours Job Coach (Transition/North)	\$21.50/hr
Roggio, Deborah	After Hours Job Coach (Transition/North)	\$21.50/hr
Schafer, Jason	After Hours Events Staff (non-certified) (East)	\$30/hr
Smith, Heather	After Hours Certified Staff (Lumberton)	\$40/hr
Stobie, Kelly	After Hours Certified Staff (Lumberton)	\$40/hr
Stoneking, Kimberly	After Hours Non Certified Staff (Lumberton)	\$30/hr
Tomlinson, Phillip	After Hours Certified Staff (Lumberton)	\$40/hr
Voelker, Megan	After Hours Job Coach (Transition/North) Special Olympics After Hours 11/02/22*, 11/16/22*, 11/30/22, 12/14/22	\$21.50/hr \$30/hr
Wolff, Casandra	After Hours Certified Staff (Pioneer Data System)-(District)	\$40/hr

8. **Student Teacher/Internship/Observation** *Executive Approval

Name	College	Type	Effective
Gutowski, Justyne	Temple University	OT Level II	01/09/23 - 03/31/23
Jengehino, Janine	Stockton University	OT Level II	01/25/23 - 03/31/23
Testa, Gabrielle	Ursinus College	OT Observation	01/03/23, 01/05/23

9. **Course: Approvals * Executive Approval**

Name	Position	College	Credits
Billetdoux, Jennifer	Teacher Aide	Florida Institute of Technology	5
Grelling, Tiffany	Speech Therapist	Lourdes University	3

10. **Course: Reimbursements**

Name	Position	College	Credits	Amount
Grelling, Tiffany	Speech Therapist	Lourdes University	6	\$826
Li, Xinzhu	Teacher Aide	Purdue Global University	5	\$1,000

11. **Conferences/Professional Workshops** *exclusive of mileage ** Administrative Assignment
*** Executive Approval

Personnel	Conference	Date	Cost*
Dooley, Karinn Menickella, Carly	Natural Language Acquisition, Virtual **	01/11/23	\$349/ea
Rosen, Dana	Keys to Adolescent Literacy, Online	12/01/22	\$149

12. **Resolution, Memorandum of Agreement- BCSSSD Supervisor's Association**

Resolution to ratify the negotiated agreement between the Burlington County Special Services School District/Burlington County Institute of Technology Board of Education and the Burlington County Special Services Supervisor's Association for the years 2022-2023, 2023-2024 and 2024-2025 as per the Memorandum of Agreement.

B. Burlington County Institute of Technology

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

Name	Position	Reason	Effective
Fawcett, Thomas	Teacher of Automotive Te	Retirement	02/01/23
Shendock, Megan	Custodian	Resignation	12/02/22
Storm, John	Teacher of Mathematics	Retirement	01/01/23

2. **Employment: Full Time** (Prorated) pending new hire requirements *amended **pending settlement of negotiated agreement

Name	Position	Salary	Effective
Antunes, David	LDTTC	10-month step19 \$88,909**	TBD
Handschuch, James	Teacher of Science	Col C Step 9 \$71,690	TBD
Hawco, Caitlin	Teacher of Sports Medicine & Athletic Trainer	Col E Step 1 \$66,397	TBD
Morales, Christie	Secretary Previously approved TBD 09/22/22	Col A Step 8 \$37,950	11/21/22*

3. **Leaves** *Intermittent **Amended

Employee	Position	Type	Effective
Dogostino, Michelle	Teacher of Health & PE	FMLA*	11/08/22 - 06/30/23

4. **Salary Adjustments, Unpaid Absences**

Name	Position	Rate	Date
Harris, Glenn	Teacher Aide	-\$4,593.23	10/11-14/22, ½ 10/17/22, 10/18-31/22; 11/01-08/22

5. **Extra Pay/Volunteer Positions**

District

Name	Extra-Curricular	Rate 4 Hours Max
Clayton, Jillian Demree, John Jones, Aja	Fall Program Advisory Committee Meeting	\$42/hr

Medford

**Executive Approval

Name	Extra-Curricular	Rate
Cattanea, James	6 hours home instruction per week for student #258365 11/14/22 - 12/19/22	\$42/hr
Murrenburke, Holly	4 hours home instruction per week for student #258365 11/14/22 - 12/19/22	\$42/hr
Thornton, Clara	Student Supervision**	\$37/hr

Westampton

Executive Approval

Name	Extra-Curricular	Rate
Burke, Michelle	Auxiliary Personnel	****
Carey, Danielle	Auxiliary Personnel	****
DiMenna, Gabrielle	ESL Newcomer Assistance: ESSER III	\$42/hr
McMullen, Samantha	Student Supervision	\$37/hr
Porter, Rachel	Assistant Softball Coach	\$6,031
Rabinowitz, Brittany	Student Supervision	\$37/hr
Rodriguez-Muldrow, Irene	Additional Genesis support for Medford for 15 hours 11/15/22 - 11/30/22	\$37/hr
Smith, Erika	Student Supervision	\$42/hr

6. **Mentor** *Executive approval

Name	Mentor
Gaither, Taro*	Cermatori, Diana

7. **Course: Reimbursements**

Name	Position	College	Credits	Amount
Hackman, Deborah	Teacher	Wilmington University	3	\$900

8. **Conferences/Professional Workshops** *exclusive of mileage **Executive Approval

Personnel	Conference	Date	Cost*
Chiriac, Danut	Opex Tour, Moorestown	11/18/22	None
Digney, Kelly Johnson, Beth	ASCA Student Mental Health Virtual Workshop	12/01-02/22	\$109/ea
Gebhart, Lauren Sienkiewicz, Joann	Admissions Recruitment: Lumberton Middle School, Lumberton	11/07/22**	None
Gebhart, Lauren	Admissions Recruitment Presentation, Marlton Middle School, Marlton	11/28/22	None
Graham, Leah Murro, Heather	I&RS/MTSS In Person Workshop Stockton University, Galloway, NJ	12/07/22	\$178/ea
Hartman, Danielle Joseph, Eder	NJCCVTS Meeting, Asbury Park	12/08/22	None
Joseph, Eder	Affirmative Action Officer Training, Online	Online	\$500
LaRusso, Cinnamon	Braver Schools: Breaking Barriers to support LGBTQ Youth, BCSSSD, Westampton	03/10/23	None
Mercogliano, Maria Christina Tirado, Jocelyn	Walnut Hill "Winter in Paris" Professional Development, Walnut Hill College, Philadelphia, PA	12/09/22	None
Taylor, Erin Ward, Terence	NJ SkillsUSA Statewide Advisors Meeting, Marriott, Bridgewater	01/26/23	None

9. **MOA - Resolution, Agreement BCIT Education Association**

Resolution to ratify the agreement between the Burlington County Special Services School District/Burlington County Institute of Technology Board of Education and the Burlington County Institute of Technology Education Association for grievance 2021-02 as per the Memorandum of Agreement.

II. **PROGRAMS**

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

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

New - Second Reading

P 0.143.2 High School Student Representative to the Board of Education (M)

Revised - Second Reading

P 0163 Quorum

P & R 3270 Professional Responsibilities

P 5517 School District Issued Student Identification Cards (M)

2. **Safety and Security Plans Annual Review Statement of Assurance**

Recommend Submission and Approval of Safety and Security Plans Statement of Assurance for BCIT/BCSSSD

A. **Burlington County Special Services School District**

1. **Guest Speakers**

Speaker(s)	Audience	Cost	Date
Spotted Frog Art Studio - McLaughlin, Tracy	Transitions Campus	\$1,200	12/09/22

B. Burlington County Institute of Technology

1. Guest Speakers

Speaker(s)	Audience	Cost	Date
Class Ring Night: Gary Lehman, Herff-Jones Representative	Students and Parents	None	11/21, 22/22
Salon Readiness, Casa Aziz Salon: Christina Cojoc, Aziz Elbadaoui, Jasmine Li, Nina Santini, Joan Sylvester	Cosmetology	None	11/21/22
Intro to Barbering: Summer Cartwright	Cosmetology	None	TBD
Clinical Teaching in Cosmetology (10 hrs. prep/10 hrs. delivery): Nakeara Bond	Cosmetology	None	TBD
Career Opportunities in Cosmetology, Supercuts Salon: Noah Gross	Cosmetology	None	TBD
Prime Suspect: Lisa Desire	Criminal Justice	None	TBD
Film Industry: Assistant Director Yusef Dingle	Entertainment Technology	None	TBD

2. APPOINTMENT OF BCIT AFFIRMATIVE ACTION OFFICER

BE IT RESOLVED by the Board of Education that Eder Joseph be appointed the BCIT Equal Employment Opportunity Officer Liaison replacing Laura Reigelsperger for the remainder of the 2022-2023 SY.

3. BCIT 2022-2023 District Calendar - Revised (Exhibit #1)

Revisions to 2023 calendar for student exam dates (changed to January 27, 30, 2023), staff semester transition date (changed to January 31, 2023), snow day make up days (changed to June 21, 23, 2023) and end of marking period (changed to April 6, 2023).

4. Revised Physical Education Curriculum: Available in the superintendent’s conference room 48 hours prior to the board meeting.

5. Administrative Services

Recommended for approval the one time only fee of \$500.00 for Dr. Robin Daniels providing documentation for administrative services.

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. (Report is considered privileged in nature.)

A. Burlington County Special Services School District

1. Suspensions:

BCAHS	4	Transition	0	Lumberton	10
North	5	South	1	East	0

2. Activities

Campus	Activity	Dates
Lumberton	Care Package Donation Drive	12/1/22-12/21/22
Transition	Thanksgiving Luncheon *	11/17/22
Transition	Lip Sync Battle	11/18/2022

Transition	Support Coordinator Fair (for Parents)	11/21-11/22/2022
Transition	Reindeer Dash	12/06/2022
Transition	Winter Wonderland Dance	01/20/2023
Transition	St. Patty's Day Dance	03/17/2023
Transition	Talent Show	03/24/2023
Westampton	North Student Luncheon *	11/17/22
Westampton	Prom (The Merion)	5/05/2023

3. Fundraisers ** Executive Approval

Campus	Activity	Dates
East/Transition/Lumberton	Holiday Show Craft Sale	12/15/22 - 12/16/22
North	Holiday Show Craft Sale	11/01/22 - 12/15/22 **
North	Holiday Show Craft Fair	12/15/22 - 12/16/22
North	Holiday Poinsettia Sale	12/15/22 - 12/22/22
South	Pretzel Sale at Holiday Craft Fair	12/15/22
South	Wawa Shorti Coupon Sale	12/01/22 - 06/25/23
South	BCSSSD Spirit Wear Clothing Sale	12/01/22 - 06/25/23

4. Field Trips *Amended

Campus	To	Date	Inst.	S	C
BAND	Holiday Parade, Moorestown	12/03/22	Cook, T.	26*	13
TRAN	ShopRite, Hainesport	12/12/22, 01/23/23, 02/13/23	Fletcher, K.	21	10
TRAN	ShopRite, Hainesport	01/09/23, 02/06/23 AM	Fletcher, K.	18	14
TRAN	ShopRite, Hainesport	01/09/23, 02/06/23 PM	Fletcher, K.	17	16
TRAN	Walmart, Lumberton	03/06/23, 03/20/23 04/03/23 AM	Fletcher, K.	18	14
TRAN	Walmart, Lumberton	03/06/23, 03/20/23 04/03/23 PM	Fletcher, K.	17	16

B. Burlington County Institute of Technology

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

	Medford	Westampton
a. Transfers in County	3	1
b. Transfers out of County	0	3
c. Dropouts	0	0
d. Transfer to West/Medford Campus	0	0
e. Suspensions	6	4
f. Homebound	0	0

2. Activities **Executive Approval

Campus	Activity	Dates
Med	NHS Toy Drive for Kelly's Kidz	12/12/22-12/16/22
Med	NAHS Induction Ceremony	12/21/22
M/W	Al Carino Boys Basketball Club Events (participation tentative)	

	Captain's Day Senior Day All-Star Games Awards Banquet	01/11/23 02/22/23 03/26/23 03/30/23
M/W	Al Carino Girls Basketball Club Events (participation tentative) Team Captains & Unsung Heroes Banquet Senior All-Star Games End of Season Banquet	01/29/23 03/10/23 03/12/23

3. Fundraisers

Campus/Fund	Activity	Dates
Med/Class of 2023	Senior Sunset/Social	12/07/22
Med/NTHS	Grooming for a Good Cause	12/13/22, 03/23/22
West/Student Council	Karaoke Night	12/13/22

4. Field Trips *Executive Approval

Campus	To	Date	Inst.	S	C
Med	Inductotherm Tour, Rancocas	12/01/22	Chiriack, D.	5	1
Med	SkillsUSA Fall Leadership Conference, Monroe Twp.	12/06/22	Ward, T.	5	2
Med	A Philly Pops Christmas, Philadelphia, PA	12/14/22	Turowski, P.	20	2
Med	Roller Skating STEM Lessons, The Rink, Delanco	12/15/22	Barchue, E.	40	4
Med	Feeding Homeless, St. Mary's Cathedral, Trenton	12/17/22, 02/25/23, 04/22/23	Pensabene, J.	10	2
Med	Kelly's Kids Toy Drive Drop-Off, South Philly String Band, Philadelphia, PA	12/20/22	Turowski, P.	30	2
Med	Recruiting Performance, Cinnaminson Middle School, Cinnaminson	12/22/22	Turowski, P.	20	2
Med	Masonic Temple Philadelphia Tour, Philadelphia, PA	01/12/23	Malesich, E.	16	2
Med	Meet the Surgeon, Liberty State Park, Jersey City	03/03/23	Sienkiewicz, J.	29	2
West	Comida y Conversación, El Primo Plaza, Bensalem, PA	12/13, 14/22	Jenkins, M.	40	2
West	Wellness Walks, Smithfield Park, Eastampton	02/07, 03/14, 04/18, 05/09/23	Jenkins, M.	30	2
West	International Beauty Show, Jacob-Javits Center, New York, NY (Private Charter)	03/07/23	Benson, L. Williams, K.	48	4

5. School Volunteer Approval

BE IT RESOLVED by the Board of Education that Ms. Deanna Kosh, subject to meeting all requirements noted in School Volunteer policy #9180, be appointed as the BCIT SkillsUSA volunteer for the 2022-2023 SY.

IV. BUSINESS/FINANCIAL

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

1. Board Secretary’s Monthly Certifications

Budgetary Status - Pursuant to N.J.A.C. 6A:23-2.12(c)3, the Board Secretary, Andrew Willmott, certifies that as of October 31, 2022, no budgetary account has been over expended in violation of N.J.A.C. 6A:23-2.12(c).

Budgetary Major Account/Fund Status - Pursuant to N.J.A.C. 6A:23-2.12(c)4, the Board of Education, certifies that as of October 31, 2022, after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of their knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.12(a) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

2. RESOLUTION, 2023-2024 Budget

BE IT RESOLVED that the Budget Calendar, process, and procedure be approved for the 2023-2024 school year.

A. Burlington County Special Services School District

1. Use of Facilities **Executive Approval

Agency/Program	Room - Campus	Date(s)
BCIT Medford Basketball Practice	Lumberton, Gym	Various 11/21/22-03/01/23
BCSSSD Job Fair **	Westampton Media Center	12/08/22
Westampton Twp Rec	Westampton Gym, Transition Gym	Various Dates 12/22
Westampton Recreation Basketball/Indoor Soccer	Main and South/Elem Gym, Transition Gym	Various 01/23-03/23

B. Burlington County Institute of Technology

1. Use of Facilities ** Executive Approval

Agency/Program	Room - Campus	Date(s)
Burlington County 4H Players	Auditorium - West	Practices, 01/13/23-04/21/23 Performances, 04/24/23-04/28/23 or 05/01/23-05/05/23
Westampton Recreation Youth Futsal League	Gymnasium I, Gymnasium II-West	01/23-02/23 Various
Burlington County Parks	Cafeteria, Classroom- West	Rehearsal -one day the week of 04/24/23 Performance- 04/29/23

2. Donation

Donor	Item	Utilized
Dr. Ray Puskas	Machinist Tool Box and Tools	Advanced Manufacturing

V. ENTERPRISE

A. Burlington County Special Services School District: ESU

1. Resignations: Full Time

Name	Position	Reason	Effective
Szymula, Agnieszka	Speech Therapist	Resignation	11/04/22
Welch, Caroline	Occupational Therapist	Resignation	01/09/23

Resignations: Hourly

Name	Position	Reason	Effective
#8947	Registered Nurse	Abandonment of Position	11/17/22
Cribb, Alan	Security Lead	Resignation	11/09/22
Foglia, Alison	Occupational Therapist	Resignation	12/08/22
Odri, David	Security	Resignation	11/01/22

2. **Employment: Hourly** *executive approval

Name	Position	Hourly Rate	Effective
Szymula, Agnieszka	Speech Therapist	\$50	11/07/22*

3. **Leaves** *Intermittent **Amended

Employee	Position	Type	Effective
Chambers, James	Security	LOA	11/28/22 - TBD
Harb, Alexandra	Reading Specialist	LOA/FMLA	10/11/22 - 11/27/22

4. **Professional Services Agreements**

District	Type
Greenwich Twp School District	2022-2023 Professional Services Agreement
High Point Regional High School	2022-2023 Professional Services Agreement

5. **Course: Approvals**

Name	Position	College	Credits
Kelly, Gabriella	Speech Therapist	Colorado State University - Pueblo	3

6. **Conferences** *exclusive of mileage ** Administrative Assignment *** Executive Approval

Personnel	Conference	Date	Cost
Kitching, Joyce	Differentiating Sensory from Behavior and Annual All Access Summit Subscription, Virtual	01/23/23	\$279.99
Read, Kristen	Using Motor Learning to Increase School Success, Online	12/15/22	\$279

7. **Transportation BCSSSD 2022-2023 Fall School Bus Evacuations**

The following bus routes have completed the mandatory School Bus Emergency Evacuation Drill with Jeffrey Davis, Safety Coordinator at Burlington County Special Services School between 10/17/2022-10/21/2022 in accordance with N.J.A.C. 6A:27-11.2:

BCSSSD: ESUC33, ESUC34, ESUC57, ESUD75, ESUR15, ESUR41, ESUT03, ESUT04, ESUT09, ESUT12, ESUT16, ESUT18	BCIT: BCIT1, BCIT2, BCIT3, BCIT3A, BCIT4, BCIT5, BCIT6, MED2, MED3, MED4	Bordentown: V11 Cinnaminson: 65, 40 Florence: A-16 Maple Shade: 6 Pemberton: L3
EnRoute: 789 First Student: 108, 92 Holcomb: 11 Safety Bus: 610	SE: 65 STA: V126 Sheppard Bus: S345,S379, S388, S389	South Jersey Trans: 1 West Berlin: 104

B. Burlington County Institute of Technology: Adult Education

1. Employment *amended **executive approval

Name	Position	Date	Hourly
Rockhill, Christopher	Instructor of HVAC Previously approved TBD 09/22/22	11/14/22*	\$36

2. Activities

Campus	Activity	Date
West/Med	Winter Coat Drive Club	12/01/22-12/16/22
West/Med	Toy Drive Club	11/22/22-12/16/22
West/Med	Food Drive Club	03/06/23-03/17/23

3. LPN Student Hourly Rate for Remediation

\$61 per hour for LPN remediation

B. Burlington County Institute of Technology: Fire School

1. Appointments

Hourly Staff *executive approval

Name	Position	Hourly Rate	Effective
Engle, Ryan	Emergency Services Instructor	\$14.00	11/01/22*
Fitzgerald, Michael	Emergency Services Instructor	\$15.00	11/16/22*
Reiss, Frank	Emergency Services Instructor	\$15.00	11/16/22*



Board of Education Approved 2/24/22; Revised and Approved 11/17/22

www.burlcoschools.org

The Board of Education reserves the right to modify the School Calendar as circumstances

July 2022						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JULY 2022	4	Independence Day - DISTRICT CLOSED
AUG 2022	22	New Student Orientation (Medford)
	23	New Student Orientation (Westampton)
	24, 25	NEW TEACHER ORIENTATION
SEP 2022	1-2	ALL TEACHERS REPORT-Staff In-Service
(18 Student/ 20 Teacher)	5	Labor Day - All Schools, District Closed
	6	ALL STUDENTS REPORT - First Day Students
	21	Staff In service: 12:32 pm Dismissal for Students
	26	Rosh Hashanah - District Closed
	29	Back to School Night- All Teaching Staff

OCT 2022	5	Yom Kippur - District Closed
(18 Student/ 19 Teacher)	10	Columbus Day: Schools CLOSED
	19	Staff In-Service: Early Student Dismissal 12:32 pm
	20	Discovery Night - All Teaching Staff
	21	Staff In-Service: Schools CLOSED for Students

NOV 2022	2	Staff In-Service: Early Student Dismissal 12:32 pm
(18 Student/ 18 Teacher)	10-11	NJEA Convention: Schools CLOSED
	11	Veterans Day: Schools CLOSED
	15	Marking Period 1 Ends: 22nd Report Cards Sent
	23	Early Dismissal 12:32 pm - Thanksgiving
	24-25	Thanksgiving: Schools CLOSED

DEC 2022	1	Fall PAC Dinner @ Medford
(17 Student/ 17 Teacher)	14	Staff In-Service: Early Student Dismissal 12:32 pm
	23	Early Dismissal 12:32 pm - Winter RECESS
	26-30	WINTER RECESS: SCHOOLS CLOSED

JAN 2023	2	WINTER RECESS/School Closed
(20 Student/ 21 Teacher)	16	Dr. Martin Luther King, Jr. Day: Schools CLOSED
	18	Staff In-Service: Early Student Dismissal 12:32 pm
	27,30	EXAMS: Early Student Dismissal 12:32 pm, Sem 1 Ends
	31	Staff Semester Transition Day: Schools CLOSED for students

FEB 2023	6	Report cards distributed
(18 Student/ 18 Teacher)	15	Staff In-Service: Early Student Dismissal 12:32 pm
	22	Back to School Afternoon Early Dismissal 12:32 pm
	17-20	President's Day: Schools CLOSED

MAR 2023	15	Staff In-Service: Early Student Dismissal 12:32 pm
(23 Student/ 23 Teacher)	22	Spring PAC Meeting

APR 2023	6	Marking Period 3 Ends
(14 Student/ 14 Teacher)	6	Early Dismissal 12:32 pm - SPRING RECESS
	7 - 14	SPRING RECESS: SCHOOLS CLOSED
	20	Report cards distributed

MAY 2023	12	Early Dismissal 12:32 pm Staff Wellness & Academic Recovery
22 Student/ 22 Teacher	29	Memorial Day: SCHOOLS CLOSED

JUN 2023	15,19,20	Early Dismissal: 12:32 pm for Students ONLY
13 Student/ 14 Teacher	16	Juneteenth: SCHOOLS CLOSED
	20	GRADUATION
	20	Last Student Day: Early Dismissal: Semester 2 Ends
	21	Last Day for Teachers; No school for students

Key:	
Schools CLOSED	School Closed: Weather
Early Dismissal 12:32 pm	Teacher Orientation
School closed for Students ONLY	Special BCIT Events

January 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
Su	M	Tu	W	Th	F	Sa
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Westampton Campus (609) 267-4226

Medford Campus (609) 654-0200

In the event of school closures, in order of priority the following dates (half-day sessions) will be added to the school calendar:

- 1) 2/17/23
- 2) 6/21/23
- 3) 6/22/23
- 4) 4/7/23
- 5) 4/14/23