

**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 Tuesday evening, November 21, 2017, at the Rutgers Center, 2 Academy Dr., Westampton, NJ.

The meeting was called to order at 6:00 p.m. by Vice President Paula Lee, 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 checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Tyler Seville	Term Ex.	6/30/19	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Robert C. Silcox	Term Ex.	6/30/18	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Daryl Minus-Vincent	Ex. County Supt		<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Public Attendance: Acosta, Nicholas; Adams, Cynthia; Barbagiovanni, Joan; Bonsall, Todd; Cerminara, Wendi; Cruet, Pat; Daily, Jennifer; Dinovelli, Diane; Downs, Bobbie; Fazzie, Karen; Finn, Dave; Fletcher, Kim; Fletcher, Shawn; Fletcher, Kelly; Geltch, Laura; Grohe, Alison; Hampton, Jerry; Haney, Kevin; Hewitt, Christine; Jones, Patti; Kneringer, MaryJean; Lazarus, Maureen; Lowenthal, Kahleelah; McIntyre, Becky; Micucci, Veronica; Parker, Mike; Patel, Vaidehi; Petz, Lynn; Ring, Beth; Scherer, Helen; Siddell, Stephanie; Sienkiewicz, JoAnn; Stevenson, Herb; Stevenson, Charleen; Taylor, Ann; Tisdale, Larry; Varga, Ryan; Venuto, Joe; Vincent, Cinnamon; Ward, Terence; Wheatley, Tamie; Will, Barbara

Communication & Correspondence: Letter from the BCSSSD Education Association requesting to commence negotiations.

Minutes: Theresa Margiotta, Board Secretary, presented the Minutes from October 31, 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 Yes Paula Lee
Yes Daryl Minus-Vincent Absent Robert Silcox Absent Tyler Seville

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

On a motion by Leon Jones and seconded by Kathleen Burgess, the Board approved the Financial Report.

Roll Call:

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

Presentations:

BCSSSD Lumberton student, Shawn “Lil’Shag” Fletcher read his award winning poem *Words are Lethal*.

BCIT-Medford student, Vaidehi Patel received a certificate in recognition of The National Academy of Future Physicians and Medical Scientists for outstanding academic performance, leadership potential, and dedication to serving humanity through the profession of medicine.

BCSSSD Alternative School: Recognized custodian staff member, Paul Jones. Read a Thank You letter that a student sent him in appreciation.

Public Comments - Superintendent Agenda Only: None

Superintendent Agenda

Dr. Nagy presented and recommended approval of the report. On a motion by Kathleen Burgess and seconded by John Ferry the Board approved the report.

Roll Call:

Yes Kathleen Burgess Yes John Ferry Yes Leon Jones Yes Paula Lee
I.B.3; II.1.B.2; III.1 Daryl Minus-Vincent Yes Robert Silcox Yes Tyler Seville

Public Comments:

J. Hampton, BCIT-M Parent: Questioned resignation of Interim Asst. Supt. of Sp. Ed. and the stability for Special Ed students. Dr. Nagy: Responded that the resignation was for personal reasons and we will not be replacing the position for budget reasons. Dr. Nagy will be overseeing the department.

H. Shearers, BCSSSD staff: Presented a poster board depicting pictures of the Educational Association proudly servicing our community in various events.

Board Comments: Reminder that the December 14, 2017 meeting will be held at 4:30 instead of 6:00

Leon Jones: Thanked all the honorees tonight, they are the cream of the crop. Was impressed with the art murals and thanked the art teachers and their students for their hard work. Congratulated Dr. Bonsall and Dr. Nagy on the Construction Expo.

Kathleen Burgess: Was very proud of Shawn and the poem he wrote/read. Thanked Paul Jones for what a special example he sets for the students. Complimented Dr. Nagy for being emerging leader in Burlington County.. Happy Thanksgiving.

Paula Lee: Happy Thanksgiving. Attended the wonderful Lumberton feast. At the Construction Expo the students were so engaged, it was a very proud moment.

Daryl Minus-Vincent: Happy holidays.

John Ferry: Happy Thanksgiving.

Adjournment

Since there was no further business, Vice President Lee asked for a motion to adjourn. On a motion by Leon Jones and second by Kathleen Burgess the Board adjourned at 6:30 p.m. with the next meeting to be on December 14, 2017, 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

1. Resignation: Part-Time

Name	Position	Reason	Effective
Livengood, Michael	Interim Asst Superintendent of Sp Ed	Resignation	12/15/17

2. Employment: Substitute (pending new hire requirements)

Name	Position	Hourly Rate	Effective
Berry, Tevin	Bus Driver	\$21.50	11/27/17
Rodriguez, Carmen	Bus Driver	\$21.50	11/27/17

3. Leaves

Employee	Position	Type	Effective
Warfield, Theodore	Substitute Bus Driver	LOA	11/09/17 - 12/21/17

A. Burlington County Special Services School District

1. Employment: Full Time (pro-rated) (pending new hire requirements)

Name	Position	Salary	Effective
Cotton, Charlene	Teacher of Culinary Arts	BA Step 1 \$53,417	01/01/18

2. Status Change, Degree (pro-rated)

Name	Position	From	To	Effective
Temple, Diane	RN	Hourly	Full Time NCLP Step 8 \$41,256	12/01/17

3. Salary Adjustments, Unpaid Absences

Name	Position	Rate	Date(s)
Bridges, John	Computer Technician	-\$175.75	10/31/17

4. Leaves *Amended

Employee	Position	Type	Effective
#6205	Teacher	Administrative	11/15/17 - 11/16/17
Bradley, Paula	Occupational Therapist	LOA	11/23/17 - 02/14/18
Dance, Charlene	Teacher Assistant	LOA*	09/05/17 - 11/30/17
Dirscherl, Brittany	Teacher Assistant	LOA	01/02/18 - 04/06/18
Furstein-Bush, Amy	Teacher	LOA/FMLA	09/27/17 - 02/02/18
Spahn, Joseph	Teacher	FMLA/NJFLA	10/10/17 - 10/20/17

5. Employment, Work Study Students, at \$8.44 Hourly, Effective 11/22/17

Lumberton	High School		
Reyes, Nathaniel	Bennett, Demetrius	Cherry, Travis	Graham, Isaiah

6. Course: Approvals

Name	Position	College	Credits
Boyle, Brian	TA	Holy Family University	3
Downs, Bobbie	Director	Rowan University	6
Roggio, Deborah	TA	Camden County College	3

7. Course: Reimbursements

Name	Position	College	Credits	Amount
Cohen, Jeremy	Director	Wilmington University	3	\$1,836
Downs, Bobbie	Director	Rowan University	3	\$2,106
Reilley, Jeremy	Teacher	Rowan University	3	\$1,995

8. Volunteer ** Executive Approval

Name	Volunteer for:	Date
Martin, Gigi**	Lumberton Harvest Feast	11/17/17

9. Stipends/Extra Pay Resignations

Name	Position	Reason	Effective
Maccar, Shelby	Yearbook Assistant ES	Resignation	10/31/17
Schouten, Simone	Yearbook Assistant HS	Resignation	11/03/17

District

Name	Extra-Curricular	Rate
Brand, James	Special Event Coordinator Senior Trip	\$770
Lewis, Kristine Lowenthal, Kahleelah Roberts, Kelly	Detention	\$30/hr
Mayberry, Stephen	After Hours Events/Support Staff	\$27/hr
Moses, Brandee	After Hours Events/Support Staff Respite Worker Yearbook Assistant HS	\$27/hr \$27/hr \$1,200
Schouten, Simone	Yearbook Coordinator HS	\$1,600
West, Kathleen	Yearbook Assistant ES	\$1,200

10. Conferences/Professional Workshops *(over mileage) ** Executive Approval

Personnel	Conference	Date	Cost*
Cohen, Jeremy	Summit: Opioid Crisis, Trenton	12/08/17	None
Burkert, Jillian Downs, Bobbie Hassel, Tonya Letcher, Kelly Welch, Amy	Utilizing Person Centered Approaches to Improve IEP Meetings, Trenton	01/12/18	None
Downs, Bobbie	Council for Exceptional Children Special Ed Convention, Tampa, FL	02/07-10/18	\$1,553
Engber-Newman, Elise	Smart But Scattered, Cherry Hill	01/30/18	\$199
Hewitt, Christine ** Stevens, Sharonda **	BCPDI Seminar, Westampton	11/15/17	None

Jamison, April Lovett, David Nizio, Kathleen	Yoga to Improve Sensory Self Regulation, Philadelphia, PA	11/30/17	\$199.99 ea
Meichenbaum, BethAnn	NJ Safe School Program, Various Locations in NJ	03/07-08; 05/07 -10/18	\$883
Patriarca, Michael	NJ Wage & Child Labor Law OSHA 10 Plus Designing & Implementing Student Plans, Sicklerville	03/01/18 03/07-08/18 03/12-14/18	\$125 \$258 \$375
Shinn, Debra	FAPE: Special Ed Update, Westampton	01/18/18	none

B. Burlington County Institute of Technology

**1. Stipends/Extra-Curricular Pay for 2017-18 School Year
District *2018-19 SY**

Name	Extra-Curricular	Rate
Jenkins, Monique*	Summer Camp Coordinator	\$3,000
Baptiste, Donna Cheney, Karen Daily, Jennifer Jedda, Dennis Johnston, Ronald Mozelewski, Joseph Rosetti, Lauren Tirado, Jocelyn	Program Advisory Committee Meetings	\$34/hr

Westampton **Varies (per negotiated agreement)**

Name	Extra-Curricular	Rate
Hughes, Jennifer	Auxiliary Personnel	****
Parker, Craig	Assistant Boys Basketball Coach	Volunteer

2. Course: Reimbursements

Name	Position	College	Credits	Amount
Bouchard, Heidi	Asst Principal	Concordia University	2	\$1,635
Cruet, Patrick	Principal	Gwynedd Mercy	3	\$2,157
Harris, Keturah	Teacher	Concordia	3	\$1,793.50
Latigona, Joseph	Teacher	University of Cincinnati	3	\$1,920
Murro, Heather	Teacher	Drexel University	7	\$4,914
Saiia Jessica	Teacher	Holy Family University	3	\$1,362

3. Conferences*(over mileage) **Executive Approval

Personnel	Conference	Date	Cost
Adams, Cynthia Saxton, Mark Sbraga, Jesmary Wain, Robert	Walnut Hill College Tuscan Holiday Educator's Event, Philadelphia, PA	12/08/17	None
Briggs, Demetrius	Fundamentals of Coaching, Robbinsville	01/30/18	\$75
Evans, Judith Dinovelli, Diane Ilconich, Lori Rosetti, Lauren Vincent, Cinnamon	Utilizing Person Centered Approaches to Improve IEP Meetings, Blackwood	12/01/17	None
Mangini, Maria Sleppy, Jennifer	NJDOE Training, Westampton	12/11/17	None
Ogden, Carla	Cosmetology State Board Exam, Westampton	01/22; 03/26/18	None
Pino, Christian**	Hot Issues on School Law-HIB Update, Mt Laurel	11/14/17	\$150
Rodriguez-Muldrow, Irene	Genesis Users Group Mtgs, Shamong	Various	None

II. PROGRAMS

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

1. Uniform State Memorandum of Understanding

Approval of the Uniform State Memorandum of Agreement (MOA) along with the Live Streaming Memorandum of Understanding between Burlington County Special Services School District and Burlington County Institute of Technology with Law Enforcement Officials for the 2017-2018 school year:

- a. Westampton: BCIT/BCSSSD
- b. Lumberton: BCSSSD
- c. Medford: BCIT
- d. Mt. Laurel: BCAS

A. Burlington County Special Services School District

1. Guest Speakers

Speaker(s)	Audience	Date
The Mummers & Carly Romalino (Courier Post)	HS	12/01/17
John Kriger - Stress Reduction	BCAS	12/04/17
Jill Levin-Mindful Eating & Awareness	BCAS	12/07/17

B. Burlington County Institute of Technology

1. Guest Speakers

Speaker(s)	Audience	Date
Vet Tech School: Before & After-O'Hara, Kaitlyn	Vet Tech	12/20/17

2. Future Ready School Resolution

BCIT District Leadership is committed to supporting efforts to become designated as a Future Ready School. The Future Ready Schools (FRS) District Pledge is a commitment by Superintendents on behalf of their districts to collaborate with educators, families, and community members to ensure all students are ready for the future. FRS provides school leaders with a set of customized tools and resources on policies and practices necessary for the adoption of learner-centered strategies that result in deeper learning outcomes.

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:

BCAHS	1	High School	1
Elementary	9	Transition	0
Middle School	0	Lumberton/CA	13

2. Fundraisers

Campus	Activity	Dates
HS	Yankee Candle Sale	11/22 - 12/01/17

3. Field Trips

Campus	To	Date	Inst.	S	T
HS	Laurel Lanes Bowling, Maple Shade	12/08, 11	Willey, J. Stewart, M.	80	50
LUM	BCSSSD Central Campus, Westampton	11/29/17 12/14/17	Cook, T.	4	2
ES	FOP Holiday Party, Cherry Hill	12/18/17	Shields, B.	100	50
LUM Basket- ball	Garfield Academy, Willingboro YALE School, Cherry Hill Mary Dobbins School, Mt. Holly Archway Academy, Atco Mercer Co Spec Svcs, Hamilton	12/19/17 03/06/18 01/19/18 01/23/18 02/06/18 02/21/18	Herron, J.	12	4
HS	Broadway Theater, Pitman	04/20/18	Willey, J.	12	9
HS	Teen Arts Festival, Mt. Laurel	03/15/18	Hogan, E.	15	5

ES	Philadelphia Zoo, Philadelphia, PA	04/18/18	Voza, S.	20	16
ES	Adventure Aquarium, Camden	04/26/18	Shields, B.	20	20
		05/15/18	Shields, B.	40	25
		05/17/18	Carrington, B.	50	20
HS	Grounds for Sculpture, Hamilton	05/10/18	Hogan, m E.	15	6
HS	Franklin Inst, Philadelphia, PA	05/11/18	Salmons, L.	24	6
ES	Museum American Revolution, Phila PA	05/16/18	Shields, B.	24	10
HS	Marlton Free Playground, Marlton	05/16/18	Weaver, K.	19	4
ES	We Rock the Spectrum, Mt Laurel	05/17/18	Jamison, A.	20	12
ES	Philadelphia Zoo, Philadelphia, PA	05/24/18	Steward, D.	24	8

B. Burlington County Institute of Technology

- Transfers, Withdrawals, Suspensions, Homebound** (Exhibit #2 Report is considered privileged in nature.)

	<u>Medford</u>	<u>Westampton</u>
a. Transfers in County	2	3
b. Transfers out of County	2	1
c. Dropouts	0	0
d. Transfer to West/Medford Campus	1	0
e. Suspensions	14	2
f. Homebound	2	7

- Field Trips** (*Administrative Approved)

Students	Trip	Date	Personnel	S	C
Spectator Fan Bus	Boys NJSIAA Tourn, TBD	TBD	Pappler, J	40	4
Vet Tech	Rutgers Univ-Cook Campus Tour, New Brunswick	12/01/17	Inman, E	22	2
Auto/Diesel	Top Tech Comp, Exton, PA	12/02/17	Sitchler, D	10	2
PA-Vocal	Trenton Country Club NJ Assoc. of Counties Summit, West Trenton	12/08/17	Turowski, P	5	1
Pre-Engineering	NJIT Eng. Career Day, Newark	12/08/17	Acosta, N	20	3

Vocal & Music	Kimmel Ctr Pops Perf, Phila, PA	12/13/17	Turowski, P	36	3
Student Council	Brookdale Sr Living, Westampton Granville Sr Living, Burlington	12/21/17	Mazella, A	12	1
Marketing	Lincoln Financial Field, Phila, PA Hershey Park Business & Marketing Day, Hershey, PA	01/09/18 05/25/18	Hodges, M	30 35	3 3
Ad. Art & Des	Perfect Communications, Moorestown	01/16/18	Steich, S	18	2
SkillsUSA	Food Bank of South Jersey with appropriate stops, Pennsauken	02/09/18	Bouchard, J	15	2
Early Childhood	TCNJ NJFEA Conf, Ewing	02/21/18	Cross, G	14	1
Fund of Arts/ Ent Tech/Ad Art	RCBC Teen Arts Fest, Mt Laurel	03/15/18	Polizzi, N	40	4

3. Activities *Executive Approval

Campus	Activity	Dates
W	Human Relations Toiletry Drive	12/1-12/20/17
W	Boardwalk Basketball Classic Tournament*	12/26/17
M	Non-Credit Make-up Dates - Semester 1	01/04,09-11,16-18,23-25; 02/03,06-08,10/18
M	Incoming Freshman Auditions	12/02/17; 03/10; 04/14/18
M	M. MacDonald & V. Pine presenting Cedar Run Wildlife Refuge Bird of Prey (Owl or Hawk)	12/22/17
M	PA Building to Equality Concert	04/12/18

Fundraisers

Fund/Campus	Activity	Dates
PRIDE/West	PRIDE Dress Down Day	03/02/18
Perf Arts/Med	Building to Equality Concert	04/12/18

IV. BUSINESS/FINANCIAL

A. Burlington County Special Services School District

1. Use of Facilities

Agency/Program	Room - Campus	Date(s)
AKKA/ Soccer	Gym - Central	01/04-03/15/18 Mon, Thurs
BCPSA/ Roundtable	Media Center - Central	1/11/18
BCSSSD/ Respite	Multiple Rooms	12/09,16/17; 03/09; 05/12/18
ESU/ Staff Paint Night	Gymnasium - Transition	12/20/17
NJCCSSSD/ Meeting	Media Center	12/11/17; 03/26/18
Westampton Rec/ Basketball	Gym & MPR - Transition, Central, ES, MS	12/12/17-03/15/18 Mon-Thurs, Sat
Westampton Rec/ Adult Indoor Soccer	Gym - Transition, Central	01/12/18-03/27/18 Fri
Westampton Rec/ Indoor Soccer	Gym & MPR - Transition, Central, ES, MS	12/02/17-02/24/18 Sat
Westampton Rec/ Futsal	Gym - Transition, Central	12/10/17-02/18/18 Sun

2. Donation

Donor	Item	Utilized
Javier Diaz	Footballs and Soccer Balls	Students during recess
Wegmans of Mt. Laurel	\$150 Gift Card	Food Baskets for School Families in Need

B. Burlington County Institute of Technology

1. Use of Facilities

Agency/Program	Room - Campus	Date(s)
Capital Academy/ Recreation	Gym - Lumberton	Various School Holidays
CORE Academy/ Recital	PAC - Medford	05/19,20; 06/09,10/18
Dansations/ Rehearsal	PAC - Medford	01/20/18
RCBC/ Play	PAC Medford	April
Westampton Rec/Futsal	Gym - Transition, Central	12/10/17-02/18/18 Sun

2. Petty Cash Account

BE IT RESOLVED by the Board of Education to establish petty cash funds in the following departments for the 2017-2018 school year. Petty cash Accounts will be issued in the following amounts:

- Assistant Superintendent of C&I \$300.00

V. ENTERPRISE

A. Burlington County Special Services School District: ESU

1. Resignations: Hourly

Name	Position	Reason	Effective
Denneler, Rayna	Teacher	Resignation	12/20/17

2. Employment: Full Time (pro-rated) (pending new hire requirements)

Name	Position	Salary	Effective
Contino, Francesca	Student Assistance Coordinator	MA Step 2 \$58,347	12/01/17

3. Professional Services Agreements 2017-2018 School Year

District	Type
PACE Charter School of Hamilton	Professional Services Agreement