

**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 Virtual Format via Zoom Conference Call on Thursday, April 29, 2021.

The meeting was called to order at 5:00 pm by President Paula Lee. A motion to go into a closed executive session to address legal and personnel matters with legal counsel was made.

The Board resumed the public meeting at 6:00 pm Thursday, April 29, 2021.

**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 April 29, 2021.

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.

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

Robert Brittain	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Anna Evans	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Lorene Moore	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Raymond Marini BCDOE Rep	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Michelle Parker	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Paula E. Lee	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

A motion was approved to open the public session.

### **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 virtual audio format via Zoom Conference Call on Thursday, April 29, 2021.

Ms. Lee called the meeting to order at 6:00 pm and led the flag salute. Andrew Willmott read the Sunshine Notice.

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

Robert Brittain	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Anna Evans	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Lorene Moore	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Raymond Marini, BCDOE Rep	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Michelle Parker	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Paula E. Lee	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

**Public Attendance:** Public was invited to attend the meeting by registering through Zoom: I. McClure, C. Hall, M. Jenkins, C. Jenter, P. Gorman, K. Fletcher, M. Rivera, D. Finn, W. Tannebaum, B. Will, H. Bouchard, R. Garcia, M. Stewart, L. Eischen, M. Ferrell, L. Hayes, N. Roman, D. Roggio, R. Lyman, J. Colby, K. Lewis, A. McHugh, M. Kneringer, D. Williams, R. Loughlin, B. Yanoschak, M. Chamberlain, K. Rooney, A. Mazella, C. Hewitt, R. Warren, L. Salmons, L. Gilbert, L. Langan, D. Kwartin, K. Nizio, K. Harris, K. Niehaus, C. Hall, J. Rosenberg, B. Downs, J. Jeitner, K. Nevadomski, B. Divney, J. McGuinness, K. Hardgrove, S. Rogina, F. Gellis, M. Angelini, K. Weaver, B. Decker, M. Jenkins, J. Forvour, M. Mohan, R. Fessenbecker, C. Adams, J. Cohen, B. Wolcott, S. Wilcox, J. Dalia, E. Lazarus, C. Wolff, K. Richter, D. Morgan, K. Bakely, T. Arket-York, N. Acosta, L. Warren, F. Staff, M. Ogden, E. Fenton, J. Moses, G. Golding, S. Downey, M. McIntyre.

**Communication & Correspondence:** Ms. Lee requested Mr. Willmott to announce any communication or correspondence. Mr. Willmott announced that the Board of Education received three letters.

**Minutes:** Ms. Lee, Board President, presented the Minutes from March 25, 2021. On a motion by Ms. Anna Evans and seconded by Ms. Lorene Moore, the Board approved the Minutes.

**Roll Call:**

Robert Brittain	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Anna Evans	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Lorene Moore	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Raymond Marini, BCDOE Rep	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Michelle Parker	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Paula E. Lee	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

**Financial Report:** Ms. Lee, Board President presented the Financial Report and called for a motion to approve the report. On a motion from Mr. Robert Brittain and seconded by Ms. Anna Evans, the Board approved the financial report.

**Roll Call:**

Robert Brittain	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Anna Evans	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Lorene Moore	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Raymond Marini, BCDOE Rep	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Michelle Parker	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Paula E. Lee	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Ms. Lee requested Ms. Kelly Grant to discuss the next portion of the Board of Education meeting. Ms. Kelly Grant, Esq., announced that a staff member who has received a Rice notification requested to address the Board of Education in a public meeting. Mr. Steve Rogina addressed the Board of Education on the abolishment of the educational interpreter department for economic reasons and a change in the administrative organization at BCSSSD.

**Public Comments**

Board President Ms. Paula Lee requested Mr. Willmott to announce the outline for public comments. Mr. Willmott reminded the public they had two minutes to speak, to reference agenda items only and to raise their hand to speak.

Ms. Lee asked Mr. Willmott if there were any comments to be heard. Mr. Willmott introduced the following attendees to address the Board of Education:

Ms. Irene McClure spoke on the decision the district has made to eliminate the education interpreter positions at BCSSSD.

Ms. Christina Hall spoke on the elimination of the education interpreter positions.

Ms. Barbara Will explained that she would be reading a statement on behalf of Karmen Boone, paraprofessional at BCSSSD, writing on behalf of the elimination of the educational interpreter positions.

Ms. Christine Hewitt, EA President (Lumberton, NJ) announced the union had sent a letter to Dr. Nagy in support of the educational interpreter positions in the district.

Mr. Willmott announced there were no additional comments. Ms. Lee moved the meeting to the Superintendent's Agenda.

### **Superintendent Agenda and Addendum Only:**

On behalf of the Board of Education, Dr. Nagy congratulated all of the retirees and wished them good health and happiness. Dr. Nagy thanked the retirees for the many years of service.

Dr. Nagy pointed out the agenda includes staff reappointments for both districts.

Dr. Nagy announced where each District and each campus are making plans for the end of the year commencement ceremonies and end of the year events. BCIT has plans in place for seniors to celebrate their class and to allow for socialization. Plans are also being made for BCSSSD students and alumni for outside celebrations socially distanced. In addition, many of the Special Olympic track and field events will run as scheduled. There have been some concerns expressed by parents based on a recent announcement by the Governor regarding the number of people allowed inside a venue, as well as outside, as long as they are socially distanced and all have masks on. To this end, decisions had to be made in February for inside venues and deposits made. Social distancing protocols and limitations to numbers in rooms necessitated a decision to cancel the Prom and seek other options which have been outlined in the recent SMORE newsletter update by the Principal at BCIT Medford and communications from the BCIT West principal. Students and advisors have been involved in the types of programs being offered to celebrate our students.

Dr. Nagy acknowledged the following important dates to recognize the key individuals in our districts for their dedication and commitment to our students and our mission.

May 1<sup>st</sup> – Principal Appreciation Day

May 3<sup>rd</sup>-7<sup>th</sup> – Teacher/Staff Appreciation Day

May 12<sup>th</sup> – Nurses Appreciation Day

### **BCIT**

Dr. Nagy announced BCIT students and staff will have the opportunity to hear from Ms. Celeste Warren on Friday, April 30, 2021, Ms. Warren who is Merck's Vice President of Global Diversity and Inclusion Center of Excellence is responsible for working with Merck's global leaders to advance and embed diversity and inclusion throughout the organization to enhance the employee experience and maximize business performance.

BCIT school district is excited to announce four new programs to be launched in September. Preliminary and programmatic planning is taking place now. Please see our social media posts for the upcoming programs:

1. Information Technology Security

2. Fire Safety (subsequent to meeting - postponed to 2022-2023 school year)
3. Small Engine and Motor Sports Technology
4. As part of Transportation, Logistics and Distribution (TLD) - Warehouse Operations and Infrastructure

- On April 22<sup>nd</sup>, students on both campuses participated in the annual GSA Day of Silence.
- Medford campus murals installation in the athletic wing of school
- On Tuesday evening, Dr. Nagy was honored to be on a panel with Michele Hill and the School Rubrics Office Hour Program Team which featured a few of our student responses to a challenge to submit a One Word video to capture their school experience. The YouTube event is found on the school's website and will be featured on School Rubric's Office Hours.
- Softball and baseball seasons are actively in operation.
- Two BCIT Westampton students competed, and placed, in the Greater Philadelphia Tech Comp Competition. Students received recognition and a prize pack. (Sponsored by Miller Ford Lincoln). See social media pages for coverage.
- BCIT West held Pride week this past month and Medford will begin Pride Week (May 3rd-7th)
- SkillsUSA competitions are being held virtually in-person for select competitions. BCIT has students competing.
- Malco tools awarded two BCIT Westech students with awards for excellence.
- BCIT APA will host its first socially distanced performance on May 14th and 15th. The play is called "One Step Closer".
- BCIT APA Theatre students and the APA program were nominated for 7 awards from Montclair State University's Foxy Awards.
- BC Commissioner, Linda Hynes, awarded students in the Information Technology class special recognition for their participation in the development of creating a website that supports key services in Burlington County
- BCIT WesTech weight room underwent a transformation and upgrade
- Under the direction of Dr. Holley, BCIT hosted the second Equity & Diversity Book Club this month.

## **BCSSSD**

- ESU supervisor Brooke Decker will now be ESU/BCSSSD supervisor with responsibilities for both and will be effective June 1<sup>st</sup>
- Appointment of Katie Hardgrove as BCSSSD Westampton campus principal, effective May 1, 2021.
- On the agenda is the abolishment of the Education Interpreter positions in ESU for economic reasons and changes to the supervisory and organizational structure.
- Two BoE members, Michelle Parker and Bob Brittain visited the campuses this month. We also had a great visit by Senators Singleton and Addiego, who were so impressed with our students, staff and the programs offered.
- BCSSSD will be a topic of conversation on a panel discussion this week with the Philadelphia Inquirer. Dr. Nagy will be one of two special services superintendents on the panel representing NJ.
- BCSSSD has been selected by the Foundation for Educational Administration as one of 26 schools in the state to be part of its Healing-Centered Engagement Initiative. These grant-funded programs will include training and coaching to help teachers, administrators, staff, families, and community groups to introduce a Healing-Centered Engagement model to counteract the effects of Adverse Childhood Experiences and Trauma, which can inhibit a child's ability to learn, develop language skills, create healthy attachments, and form relationships.
- Dr. Bobbie Downs hosted our first BCSSSD Virtual Open House, where we had 70 attendees consisting of district CST directors, case managers, and staff. Dr. Downs and Dr. Nagy opened the

event by sharing new updates that are taking place across the district, before turning it over to John Worthington, a legal consultant, who provided updates from within special education.

- RCBC has expanded the number of courses available to our BCAS students from 10 to 25. This will allow BCAS students to continue extending their learning and gain the college experience and earn college credits at RCBC. The Burlington County Times published an [article](#) highlighting this outstanding opportunity for our students.
- BCAS is now endorsed by the National Collegiate Athletic Association (NCAA). This endorsement means the credits awarded at BCAS are now able to be applied toward college acceptance consideration for athletes. This is a huge step forward and recognition of the rigor and relevance of our program. Congratulations to Principal Joan Barbagiovanni and all the staff!
- The Westampton High School Campus Student Council has been selected as the representative from Burlington County for the New Jersey State Board of Education Recognition Program. This program honors students or student groups who have made significant contributions to their schools, communities, or families. Burlington County Executive Interim County Superintendent Raymond Marini selected the BCSSSD Westampton High School Campus Student Council out of entries from across Burlington County. The selected students will be formally honored at a special recognition ceremony, to be announced. An [article](#) highlighting this honor appeared in TapInto Bordentown on April 18th.
- Transitions at BCSSSD is in collaboration with a new business partner, Crab Du Jour Restaurant, to make this a site for in-house work-based learning (WBL), unpaid WBL and paid WBL, as well as school-to-work opportunities.
- BCSSSD held our second Parent & Community Academy webinar on self-care for caregivers. Participants learned about the importance of self-care and learned strategies to practice self-care.
- The Westampton Campus Autism Program was highlighted in a two-part [article](#), in honor of Autism Acceptance Month, by the New Jersey Joint Council of County Special Services School Districts celebrating the bonds special education teachers create with their students with autism.
- Congratulations to the BCAS students who have fulfilled their graduation requirements this month. We wish them well in their future endeavors.

Action to be taken:

Dr. Nagy made a motion for the Board to approve all of the items on the superintendent's agenda and supplemental agenda except for the following changes:

- Exclude the stipends listed on the non-aligned positions in the agenda and supplemental agenda and table the stipends for now
- In addition, on page 40 under B3 reappointments for adult education, the first secretary EK is to be placed on the BCITEA secretarial guide on Step 9, Column E.
- On the addendum, under BCSSSD employment, 1A 3 and 5 for employee SS, the salary shall reflect \$55k with no stipend.

**Minutes:** Dr. Nagy requested the Board to approve the Superintendent’s agenda and the supplemental addendum report with noted changes. Ms. Paula Lee, Board President, requested a motion to approve Dr. Nagy’s report. On a motion by Ms. Lorene Moore and seconded by Mr. Leon Jones, the Board approved the Minutes.

Ms. Lee requested Mr. Willmott to call the Roll:

**Roll Call:**

Robert Brittain	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Anna Evans	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Lorene Moore	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Raymond Marini, BCDOE Rep	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Michelle Parker	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Abstain from 1A 4
Paula E. Lee	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

**Public Comments:**

Ms. Fran Gellis (3 Avenue A Tabernacle, NJ) shared her concern with students not attending school for consecutive days, social events and COVID19 regulations.

Ms. Monique Jenkins (712 Kirby Court Mt. Holly NJ) requested that future Board of Education meetings contain a digital component as this method was a very productive way for parents and staff to attend the meetings. Ms. Jenkins questioned if staff were to provide a proof of vaccination would their sick, personal or vacation time used to receive their vaccine be returned to staff members? Ms. Jenkins suggested a survey be distributed to parents to establish plans for the upcoming school year.

Dr. Nagy requested Ms. Lee if he could comment on Ms. Jenkins' inquiry. Ms. Lee complied with the request and Dr. Nagy confirmed that announcements for the upcoming school year will be soon sent out in the next few weeks.

Ms. Rebecca Warren (18 Worrell Road Tabernacle, NJ) asks why the majority of sending districts are back in school on consecutive days. Ms. Warren requested to receive the scheduled plan for school days for the new school year.

Ms. Christine Hewitt (EA President) thanked Ms. Parker and Mr. Brittain for touring the BCSSSD and Transition campus last week. Ms. Hewitt raised as BCSSSD Westampton campus serves the highest number of students in the district and commented where there will be concerns with the total number of supervisors and one principal for the campus.

Mr. Willmott confirmed there were no additional attendees requesting to comment and this closed the public comment section of the agenda.

**Board Comments**

Ms. Parker had the pleasure of visiting the Transition and Westampton Campus, along with Mr. Bob Brittain. Mr. Brittain was unable to remain at the BoE meeting tonight and asked Ms. Parker to relay his thoughts on

the campus tour. Ms. Parker said it was an honor to be in the school and understands the messages received from the visit. Ms. Parker and Mr. Brittain are so proud to be board members and spending time with the schools. Ms. Parker is looking forward to visiting school campuses and seeing the programs in person. Bob Brittain asked me to comment on the Pioneer Posh program where Transition students take clothing from the donations and clean and mend clothing, place the item online to sell across the country and generate money made back into the community.

Ms. Evans would like to wish everyone a Happy Mother's Day.

Ms. Moore is looking forward to visiting the school campuses.

Mr. Jones is looking forward to visiting the schools. Mr. Jones thanks students, staff and administration during this year. Mr. Jones assured all who are listening that the Board hears them and are doing their best for everyone.

Ms. Lee thanked everyone and truly appreciates everything everyone does for the school district.

### **Adjournment**

There not being any further business, President Lee asked for a motion to adjourn. On a motion by Ms. Anna Evans and seconded by Ms. Lorene Moore, the Board adjourned at 6:54 pm. with the next meeting scheduled for May 27, 2021 at 6:00 pm to be held virtually through Zoom.

Respectfully Submitted,

Andrew C. Willmott  
Board Secretary/Business Administrator



**I. PERSONNEL**

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

**1. Employment: Substitute** pending new hire requirements

Name	Position	Hourly Rate	Effective
Evans, Martin	Substitute Bus Driver	\$21.75	04/30/21
Ward, Dwayne	Substitute Bus Driver	\$21.75	05/03/21

**2. Transfers** \*Executive Approval

Employee	From	To	Effective
Kreifels, Emily	BCSSSD Central Office Secretary - Shared	BCIT Adult Education Secretary	04/21/21*

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

**1. Job Description**

Principal (Exhibit #1)  
 Supervisor of Education (Exhibit #2)

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

Name	Position	Reason	Effective
DeSopo, Carmine	Teacher	Retirement	07/01/21
Gares, Nicholas	Teacher Assistant	Resignation	04/12/21
Ipri, Rosemary	Teacher Assistant	Resignation	04/30/21
McCarty, Glenn	Head Maintenance Person	Resignation	04/30/21
Thurman, Donna	Teacher Assistant	Retirement	07/01/21

**3. Employment: Full Time** (Prorated) Pending New Hire Requirements \*change per action taken in the minutes

Name	Position	Salary	Effective
Shaughnessy, Susan	Secretary (Shared)	*Non-Align \$55,000 Shared	05/11/21

**4. Status Change, Full-Time** (\*prorated)

Name	From	To	Effective
Hardgrove, Katie	HS Supervisor MA \$97,500	Westampton Principal MA \$109,304* + \$4,500* non pensionable stipend	05/01/21

**Degree** (prorated) \*Plus Longevity

Name	Position	From	To	Effective
Nizio, Kathleen	Occupational Therapist	MA Step 16 \$81,918*	MA+15 Step 16 \$83,622*	05/01/21

**5. Reappointments 2021-2022 SY  
Principals/Directors Association Personnel**

Barbagiovanni, Joan	Principal	\$116,749
Cohen, Jeremy	Principal	\$102,419
Hardgrove, Katie	Principal Stipend	\$109,304 \$4,500
Kneringer, Mary Jean	Principal	\$113,871

**Supervisors Association Personnel**

Castellane, Mark	Supervisor	\$107,605
Valasek, Adell	Supervisor	\$104,960

**Certified Teacher Guide Personnel**

Algorri, Mirella	Teacher	\$81,307
Amodio, Alyssa	Teacher	\$65,589
Angelini, Maria	Teacher	\$81,611
Arena, Adrienne	Teacher	\$79,911
Arket-York, Taylor	Teacher	\$61,273
Bakely, Karen	Teacher	\$98,731
Beaulieu, Dean	Teacher	\$68,395
Bianchi, Rita	Teacher	\$64,011
Boyle, Brian	Teacher	\$64,281
Bradley, Paula	Occupational Therapist	\$68,313
Brogan, Carla	Teacher	\$105,638
Buono, Jenny	Teacher	\$59,265
Caplan, Lisa	Teacher	\$87,805
Carpenetti, Terri	Speech Therapist	\$76,443
Cheeseman, Deborah	Teacher	\$96,485
Cook, Thomas	Teacher	\$103,494
Cotton, Charlene	Teacher	\$62,709
Cottrell, Jack	Teacher	\$107,803

Davis, Matthew	Teacher	\$65,447
Dennion, Matthew	Teacher	\$86,791
DeSantis, Thera	Occupational Therapist	\$83,354
Dickerson, Candace	Teacher	\$86,722
Divney, Bridget	Teacher	\$62,709
Dooley, Karinn	Speech Therapist	\$66,876
Dornisch, Lisa	Teacher	\$60,193
Downey, Stephanie	Occupational Therapist	\$70,006
Eiserle, Christine	Speech Therapist	\$69,089
Engman, Donna	Teacher	\$71,267
Ferrante, John	Teacher	\$74,323
Ferraro, Andrea	Speech Therapist	\$71,960
Fiore, Alban	Teacher	\$68,597
Flade, Katrina	Occupational Therapist	\$97,481
Fletcher, Kelly	Teacher	\$84,072
Flood, Michelle	Autism Consultant	\$74,481
Garrano, Connie Sue	School Nurse	\$104,338
Giorla, Sarah	Speech Therapist	\$79,911
Gordon, Steven	Teacher	\$86,105
Gorman, Peggy Ellen	Teacher	\$107,578
Graven-Eells, Maureen	Teacher	\$95,131
Grelling, Tiffany	Speech Therapist	\$79,911
Grohe, Alison	Teacher	\$68,313
Guenther-Misunas, Bethann	Teacher	\$70,006
Guzman, Mimi	Teacher	\$85,054
Hayes, Lori	Guidance Counselor	\$106,238
Hepp, Mary	Teacher	\$77,414
Hewitt, Christine	Teacher	\$104,988
Hinkson, Wayne	Teacher	\$79,911
Hoffnagle, Chelsea	Teacher	\$68,313
Hogan, Erin	Teacher	\$71,267
Jackson, Deborah	Speech Therapist	\$99,106
Jamison, April	Teacher	\$98,731

Jardine, John	Teacher	\$72,768
Jeitner, Jessica	Teacher	\$83,422
Karwoski, Debra	Teacher	\$98,731
Keane, Michael	Teacher	\$67,089
Koch, Kathleen	Teacher	\$101,483
Krygier, Stephan	Teacher	\$61,273
Kurtz III, Thomas	Teacher	\$82,575
Langan, Lauren	Teacher	\$72,684
LeCates, Jaime	Teacher	\$60,193
Lewis, Kristine	Teacher	\$98,731
Maiese, Bernadette	Speech Therapist	\$66,876
Maldonado, Laura	Teacher	\$60,193
Maloney, Jeanine	Speech Therapist	\$78,519
Marchi, Salvatore	Teacher	\$72,768
Mattison, Kimberly	Speech Therapist	\$67,856
McIntyre, Becky	Teacher	\$66,876
Morris, Christopher	Teacher	\$79,911
Morris, Simone	Teacher	\$74,921
Moscarello, Carol	Speech Therapist	\$75,561
Newman-Engber, Elise	Occupational Therapist	\$83,422
Niehaus, Kimberly	Occupational Therapist	\$83,581
Nizio, Jennifer	Occupational Therapist	\$88,938
Nizio, Kathleen	Occupational Therapist	\$88,500
O'Brien, Deborah	Teacher	\$82,090
O'Malley, Katharine	Teacher	\$81,307
Oswald, Eric	Teacher	\$81,722
Parella, Angelina	Guidance Counselor	\$65,442
Parker, I	Teacher	\$97,059
Patriarca, Michael	Teacher	\$77,112
Presner, Angela	Autism Consultant	\$79,911
Reinicker, Rachel	Teacher	\$62,709
Rinaldi, Fionna	Teacher	\$67,089
Roberts, Kelly	Teacher	\$95,169

Roessler, Erica	Teacher	\$102,083
Rooney, Karen	School Nurse	\$86,588
Rosen, Dana	Reading Specialist	\$84,978
Rosenberg, Joyce	Teacher	\$96,485
Rowe, Roseanne	School Nurse	\$101,483
Salmons, Lori	Teacher	\$106,238
Scannell, Deanna	Occupational Therapist	\$79,911
Sersen, Sandra	Speech Therapist	\$85,091
Shields, Belle	Teacher	\$104,988
Shulman, Florence	Speech Therapist	\$75,561
Signorino, Ronald	Teacher	\$61,273
Smith, Heather	Teacher	\$82,575
Staaf, Susan	Speech Therapist	\$81,307
Stepp, Diana	Occupational Therapist	\$81,722
Stevens, Sharonda	Teacher	\$66,876
Stewart, Diana	Teacher	\$105,638
Stewart, Michelle	Teacher	\$86,722
Stobie, Kelly	Teacher	\$82,197
Tannenbaum, Wendy	Teacher	\$98,731
Tomlinson, Phillip	Teacher	\$68,597
Toner, Stephanie	Speech Therapist	\$64,281
Troncone, Madison	Teacher	\$66,876
Turkot, Theresa	Teacher	\$86,072
Voza, Sara	Teacher	\$68,313
Warren, Linda	Teacher	\$106,238
Weaver, Kristine	Teacher	\$66,876
Wilcox, Vanessa	Teacher	\$65,442
Wilkins, Patricia	Teacher	\$92,788
Will, Barbara	Teacher	\$106,238
Willard, Colin	Teacher	\$61,273
Willey, Jacqueline	Teacher	\$86,722
Wills, Valeen	Teacher	\$62,709
Winnick, Mary Elizabeth	Teacher	\$65,589

Witkowski, Carly	Speech Therapist	\$64,281
Wolff, Casandra	Teacher	\$61,273
Wyllner, Robert	Teacher	\$65,447
Yanoschak, Barbara	Teacher	\$104,988
Zavacky, Catherine	Teacher	\$61,273

**CST/PT Personnel**

Atkins, Cynthia	Physical Therapist	\$95,488
Buscetta, Deanna	School Psychologist	\$67,322
Celso, Bethany	Physical Therapist	\$78,665
Cibrian, Marita	LDTTC	\$82,068
Gilbert, Henry	Social Worker	\$77,288
Hewitt-Portnoy, Susan	Physical Therapist	\$81,731
Kamelia, Nina	Social Worker	\$78,665
Lentini, David	Social Worker	\$83,786
Lovett, David	Physical Therapist	\$103,736
Lyman, Rita	Social Worker	\$94,643
Martini, Alyssa	Physical Therapist	\$69,512
Moses, Jennifer	Social Worker	\$95,246
Moss, Jacqueline	Physical Therapist	\$85,265
Moyn, Tracy	Social Worker	\$94,225
Rabinowitz, Jay	Social Worker	\$87,215
Rowlette, Henry	Social Worker	\$103,736
Ste Claire, Celestina	School Psychologist	\$106,508
Ware, Amy	Physical Therapist	\$82,292
Weight, Samantha	Social Worker	\$67,322

**NCLP Personnel**

Colella, Donna	Registered Nurse	\$58,601
Holmes, Carol	Autism Program Facilitator	\$48,809
McMahon, Kathie	Autism Program Facilitator	\$61,601
Raff, Christina	COTA	\$47,659
Temple, Dianne	Registered Nurse	\$51,107
Wolcott, Barbara	Registered Nurse	\$51,107

**Certified Hourly Personnel**

Fertel, Holly	Student Assistance Coordinator	\$40.70
Siebert, Michelle	Teacher	\$66.15

**NCLP Hourly Personnel**

Kent, Nora	Registered Nurse	\$27.40
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**Teacher Assistant Personnel**

Armstrong, Theresa	\$32,359	Crayne, Denise	\$27,542
Artale, Cynthia	\$37,900	Crosby, Deborah	\$34,139
Artale, Daniel	\$29,666	Cummings, Bryan	\$32,359
Balbuena, Helen	\$28,203	Daly, Emily	\$31,709
Bennett, Henrietta	\$38,500	Danastasio, Mary	\$27,978
Black, Linda	\$36,861	Davis-Patterson, Rietta	\$42,082
Blount, Shanta	\$20,071	Dennis, Joan	\$34,929
Blumenfeld, Jeremy	\$30,549	Dorety, Peter	\$25,113
Bodden, Yolanda	\$37,250	Downs, Dawn	\$22,894
Boggs, Janine	\$27,978	Duckworth, Teresa	\$27,642
Bonsall, Kirstynn	\$26,297	Duffy, Lauren	\$25,506
Boone, Karmen	\$37,900	Ebert, Richard	\$29,054
Brambilla, Elijah	\$36,230	Edmonds, Phyllis	\$30,202
Briggs, Donna	\$63,100	Edwards, Theresa	\$29,203
Briggs, Kierstyn	\$17,846	Egan, Peggy	\$31,046
Broomell, Roxane	\$24,628	Eischen, Lorraine	\$37,796
Brown, Kandi	\$20,629	Engard, Erin	\$25,351
Buono, Zachary	\$25,351	Evans, Deborah	\$27,642
Burdick, Alyssa	\$26,966	Evans, Martin	\$25,963
Cabello, Donald	\$46,481	Fallon, Zaira	\$29,762
Cadmus, Blake	\$29,762	Fazzie, Gregory	\$27,978
Cadmus, Danielle	\$31,046	Fennell, Barry	\$33,421
Caffrey, Scott	\$36,230	Ferguson, Earl	\$26,632
Campbell, Meghan	\$25,963	Ferrell, Michelle	\$28,334
Cannuli, Lisa	\$28,876	Fodor, Stephanie	\$16,757
Caporale, Antoinette	\$31,890	Forvour, Jaime	\$27,720

Carr, Lisa	\$30,202	Freitas, Diane	\$19,511
Carty, Wendy	\$37,930	Fryar, Livi	\$38,500
Chandler, Teresa	\$37,511	Fuelle, Shelly	\$39,230
Chen, Hsinyu	\$26,297	Gallo, Roni	\$27,302
Clark, Tami	\$17,846	Gerald, Kimberly	\$27,642
Cook, Janet	\$20,629	Gibbs, Leslie	\$26,966
Cox, Michelle	\$29,762	Gidel, Rebecca	\$31,890
Craw, Heather	\$27,210	Lecompt-Yankson, Laura	\$22,894
Gilbert, Linda	\$17,292	Lightcap, Karen	\$28,194
Glover, Celeste Michele	\$37,796	Loftus, Carol	\$25,273
Grabitz, Rachelle	\$29,054	Lowenthal, Kahleelah	\$36,786
Graessle, Tracy	\$25,113	Lucas - Macphee, Nancy	\$30,549
Guenther, Janeth	\$21,185	Lynch, Martha	\$30,202
Guzman, Sara	\$25,113	Manuel, Charlotte	\$26,632
Hall, Kerry	\$29,054	Marchese, Darlene	\$16,757
Harris, Shannon	\$19,511	Markelwith, Brian	\$26,966
Harrison, Rayna	\$28,876	Matacchiera, Joseph	\$18,400
Hastings, Michele	\$25,506	Mathews, Michele	\$20,629
Hawley, Rebecca	\$25,506	Mayberry, Stephen	\$35,783
Hess, Dawn	\$30,202	Mazahreh, Asmahan	\$28,194
Higgins, Pamela	\$26,297	McGrogan, Kelly	\$35,906
Holloway, Gary	\$29,762	McIntyre, Megan	\$27,230
Husted, Gina	\$19,511	Milas, Katherine	\$37,900
Jabkowski, Deborah	\$30,009	Miller, Cynthia	\$26,297
Jackson, Astaria	\$17,846	Miller, Matthew C	\$18,956
Jackson, Kim	\$37,511	Milloy, Michael	\$25,113
Johnson, Ondrietta	\$24,402	Milton, Takiyah	\$25,431
Johnson, Saidah	\$27,302	Miskey, Shannon	\$26,966
Jones, Keith	\$27,642	Mitchell, Carolyn	\$37,250
Jones, Linda	\$26,632	Mobley, Alexis	\$17,292
Jordan, Brenda	\$22,327	Mollica, Cindy	\$40,870
Juliana, Erin	\$24,043	Moore, Cynthia	\$29,762
Karaska, Maureen	\$29,762	Morrison-Buissereth, Makeba	\$26,966



Karr, Doris	\$27,302	Morse, Rochelle	\$57,915
Ketchel, Raymond	\$36,228	Myers, Brian	\$25,963
Kiczek, Renee	\$37,250	Nerolich, Yiwen	\$31,890
King, Keely	\$25,506	O'Donnell, Jennifer	\$26,297
Kiraly, Danielle	\$18,400	Ogden, Monica	\$28,203
Knighton, Alvin	\$26,632	Owens, Christina	\$18,956
Knighton, Monique	\$35,906	Panetta-Hagan, Lenora	\$27,978
Lallo, Regina	\$29,054	Stranahan, Erica	\$17,004
Parker, Barbara	\$27,642	Streckenbein, Ryan	\$37,511
Perry, Summer	\$25,506	Strittmatter, Megan	\$27,642
Phillips, Dorothy	\$36,786	Sweeney, Shayla	\$25,506
Pierson, Rodney	\$26,217	Theis, April	\$25,113
Polito, Rebecca	\$23,419	Travaglione, Kristina	\$38,580
Potts, Deborah	\$30,202	Urbshot, Margaret	\$30,202
Pressley, Shaquania	\$18,400	Verlander, James	\$30,549
Puca, Courtney	\$26,217	Voelker, Suzanne	\$23,457
Regimbal, Joanne	\$22,693	Walentukonis, JoAnn	\$21,752
Richter, Kelli	\$39,046	Walters, Morgan	\$25,113
Ring, Beth	\$37,900	Ward, Joset	\$26,297
Robinson, Marguerite	\$32,829	West, Harry	\$38,580
Rogers, Brianna	\$26,966	West, Kathleen	\$30,533
Roggio, Deborah	\$25,828	Whitfield, Maija	\$22,693
Roman, Nicole	\$26,966	Widhson, Linda	\$37,250
Ross, Torrell	\$27,642	Wikowski, Deana	\$24,402
Russo, Candace	\$27,684	Wilcox, Sandra	\$23,457
Savoia, Martha	\$28,418	Will, Samantha	\$25,506
Schlotter, Darlene	\$26,966	Williams, Nicole	\$38,580
Shappell, Bridget	\$20,202	Womack, Frank	\$26,632
Smith, Freddie	\$37,250	Zawadzki, Katarzyna	\$31,890
Southerland, Christa	\$23,044	Zielinski, Peter	\$28,418
Stewart, Joshua	\$37,250	Zito, Vivian	\$38,580
Stiles, Cindy	\$24,628		
Stoneking, Kimberly	\$25,506		

**Cafeteria Personnel**

Levin, Rhonda	Head Cook	\$38,479
Paris, Tracey	Cafeteria Assistant	\$39,737
Staff, Rita	Cafeteria Assistant	\$40,387

**Secretarial Personnel**

Clark, Shannon	Secretary	\$56,502
Cover, Janice	Secretary	\$46,182
Hand, Desiree	Secretary	\$62,998
Hatzold, Debra	Secretary	\$44,791
Langish, Marsha	Secretary	\$52,037
McGill, Rosemarie	Secretary	\$53,523
Pittman, Di Onna	Secretary	\$43,421
Shivers, Angela Renee	Secretary	\$59,052
Trevino, Dorothy	Secretary	\$63,994
Walker, Denise	Secretary	\$60,985
Williams, Dawn	Secretary	\$53,523

**Custodial/Maintenance Personnel** \*Black Seal \*\*Black & Blue Seal add \$1,357 each**Salaries pending settlement of negotiated agreement**

Baskerville, Jason*	Custodian	\$45,000
Capriotti, Matthew*	Custodian	\$52,965
Carter, Bonnie*	Custodian	\$41,659
Davis, Candice	Custodian	\$41,308
Dorety, Daniel*	Custodian	\$62,602
Duckett, Jon*	Custodian	\$54,764
Foster, Jesean*	Custodian	\$41,659
Freck, Tammy*	Custodian	\$45,000
Grim, Philip*	Custodian	\$45,000
Herron, John*	Custodian	\$42,318
Horton, Richard*	Custodian	\$45,000
Jones, Paul*	Custodian	\$49,840
Jordan, Bert*	Custodian	\$58,604
Landante, James**	Maintenance HVAC License Pool Certification	\$66,269 \$1,357 \$570
Peyton, Charles*	Maintenance	\$68,819

Pressley, Samuel	Custodian	\$41,308
Ruff, Mark*	Custodian	\$41,659
Stahl, Fred	Custodian	\$41,308
Van Dunk, William*	Custodian	\$41,659
Vance Jr, James*	Custodian	\$63,302
Vickers, Jason**	Maintenance HVAC License Pool Certification	\$66,269 \$1,357 \$570

**Non-Aligned Personnel** \*shared \*\*salary pending County approval \*\*\*pending new hire requirements\*\*\*\*Change per action taken in the minutes

Adcock, Maria	Secretary*	\$67,733
Bridges, John	Computer Technician	\$45,320
Conner, Craig	Transportation Courier*	\$35,200
Copper, Gina	Secretary*	\$74,478
Daly, Sean	Coordinator*	\$90,824
Davis, Jeffery	Transportation Dispatcher - ESU	\$40,472
DeFranco, Michele	Secretary	\$46,500
Ginn, Deborah	Secretary* <del>Non-pensionable supplemental pay****</del>	\$40,700 \$5,000
Holley, Ashanti	Assistant Superintendent*	\$165,649**
Jenter, Christine	Strategic Marketing Communications and Enrollment Coordinator	\$72,471
Kuhla, Michelle	Administrative Assistant	\$74,348
Paige, Meghan	Assistant to the Business Administrator*	\$81,400
Park, Charles	Network Administrator	\$64,470
Paul, Patricia	Secretary* <del>Non-pensionable supplemental pay****</del>	\$46,799 \$5,000
Pope, Ryan	Coordinator	\$72,471
Robinson, Jennifer	Secretary*	\$62,068
Schneider, Ian	Warehouse/Receiving Clerk	\$40,000
Shaughnessy, Susan***	Secretary*	\$55,000
Shemeley, Stephanie	Secretary*	\$48,527
Stanfield, Edward	Custodial Foreperson	\$53,598
Van Laeys, Ryan	Coordinator*	\$116,808
Whipkey, Aaron	ESACS*	\$64,470

**5. Transfers**

Employee	From	To	Effective
Johnson, Saidah	Teacher of Special Education	Teacher Assistant	07/01/21
Puca, Courtney	Westampton TA	Lumberton TA	07/01/21

**6. Leaves** \*Intermittent \*\*Amended

Employee	Position	Type	Effective
Armstrong, Theresa	Teacher Assistant	FMLA	03/29/21-06/30/21
DeSantis, Thera	Occupational Therapist	FMLA/NJFLA	01/04/21-06/15/21**
DeSopo, Carmine	Teacher	LOA	03/24/21-06/30/21
Fiore, Alban	Teacher	FMLA**	04/16/21-06/14/21
Karwoski, Debra	Teacher	LOA**	01/04/21-06/30/21
Keane, Michael	Teacher	Military LOA	05/03/21-05/14/21
Newman-Engber, Elise	Occupational Therapist	LOA/FMLA	04/12/21-06/08/21
Smith, Freddie	Teacher Assistant	LOA**	09/02/20-06/30/21
Ware, Amy	Physical Therapist	LOA	05/03/21-06/06/21

**7. Salary Adjustments, Unpaid Absences**

Name	Position	Rate	Date
Cox, Michelle	Teacher Assistant	-\$1,225.36	03/25-26,29-30/21, 04/15/21, ½ 04/19-21/21, 04/22-23/21
Downs, Dawn	Teacher Assistant	-\$218.40	½ 04/16,22/21, 04/23/21
Engard, Erin	Teacher Assistant	-\$243.88	04/15-16/21
Jabkowski, Deborah	Teacher Assistant	-\$141.94	04/14/21
Langen, Lauren	Teacher	-\$873.23	03/19/21, 04/15/21, ½ 04/23/21
Maloney, Jeanine	Speech Therapist	-\$9250.082	03/26,03/29-31/21, 04/01-02,05-09,12-16,19-23/21, 04/26-28/21
McNamara, Virginia	Teacher	-\$376.19	03/29/21
Paris, Tracey	Cafeteria Assistant	-216.02	04/26/21
Pierson, Rodney	Teacher Assistant	-\$127.00	03/26/21
Southerland, Christa	Teacher Assistant	-\$777.21	03/25-26,30/21, 04/13,20,23/21, 04/27/21

**8. Employment, Work Study Students, at \$12/hr**

Lumberton	HS	Transition	
Carrington, Imir	Morris, Stephen Pinkerton, Eric Smith, Keer	Clark, Austin Henderson, Amone	Rittinger, Angelina Tschebotorew, James

**9. Extra Pay/Volunteer Positions** \* Executive Approval \*\*Amended

Name	Extra-Curricular	Rate
Cadmus, Danielle	Leave Replacement Covering (DeSopo 04/30/21 - 06/21/21)	Difference - Per Diem & BA \$56,915
Crosby, Deborah	Special Olympics Coordinator *	\$3,100
Evans, Deborah	Leave Replacement Covering (Karwoski 01/29/21-06/30/21**)	Difference-Per Diem & MA+30 Step 1 \$64,317
Polito, Rebecca	Special Events Coordinator - Prom	\$800
Ring, Beth	Special Events Coordinator - Reunion Dance	\$800
Theis, April	Leave Replacement Covering (Tannenbaum 01/29/21-06/01/21**)	Difference-Per Diem & MA Step 1 \$60,863

**10. Course: Approvals 2020-2021**

Name	Position	College	Credits
Davis, Matthew	Teacher	Rider University	3
Roggio, Deborah	Teacher Aide	Camden County College	3

**Course: Approvals 2021-2022**

Name	Position	College	Credits
Bonsall, Kirstynn	Teacher Aide	University of West Florida	9
Dorety, Peter	Teacher Aide	Holy Family University	3
Lucas-MacPhee, Nancy	Teacher Aide	University of West Florida	6
Shulman, Florence	Speech Therapist	Lourdes University	9

**11. Course: Reimbursements**

Name	Position	College	Credits	Amount
Dorety, Peter	Teacher Aide	Holy Family University	3	\$1,000
Hewitt, Christine	Teacher	Thomas Edison State University	6	\$2,500
O'Malley, Katharine	Teacher	Augustana University	3	\$ 339

**12. Conferences/Professional Workshops** \*Over Mileage \*\*Executive Approval  
 \*\*\* Administrative Assignment

Personnel	Conference	Date	Cost*
Buscetta, Deanna	NJ Association of School Psychologists Spring Conference (virtual)	05/14/21	\$195
Moyn, Tracy	Non Violent Crisis Intervention - Instructor Training (virtual renewal)	04/29/21**	\$1,199***

**13. RESOLUTION Approving an Addendum to the Collective Bargaining Agreement**  
 The Board of Education provides authorization to enter into an addendum agreement with the BCSSSDAA pertaining to the collective bargaining agreement (07/01/19-6/30/22) to approve the BCSSSDAA new salary schedule range.

**B. Burlington County Institute of Technology**

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

Name	Position	Reason	Effective
DeCicco, Kristen	Secretary	Declined Position	03/25/21
Murrenburke, Quinn	Head Maintenance	Resignation	04/11/21
Passini, Maria	Teacher of Spanish	Resignation	06/18/21
Williams, Raymond	Teacher of Culinary Arts	Resignation	06/30/21

**2. Withholding of increment 2021-2022 SY**

Employee
#100119
#102085

**3. Reappointments 2021-2022 SY**

**Administrative Association Personnel - Salaries pending settlement of negotiated agreement**

Aiken, Frederick	Assistant Principal	\$144,779
Bouchard, Heidi	Asst. Principal/Athletic Dir.	\$134,506
Hartman, Danielle	Director, Curriculum & Instruction	\$144,503
Lee, Valerie	Assistant Principal	\$144,779
Milanowicz, Lauren	Asst. Principal/Athletic Dir.	\$132,943
Parker, Michael	Principal	\$148,778
Pino, Christian	Assistant Principal	\$140,757
Reigelsperger, Laura	Director Of Pupil Personnel Services	\$144,503
Venuto, Joseph	Principal	\$161,746

**Category A Certified Personnel**

Abdallah, Rawan	Teacher of English	\$60,741
Acosta, Nicholas	Teacher of Pre-Engineering	\$68,342
Acree, Pamela	Teacher of French/Spanish	\$93,729
Adams, Cynthia	Teacher of Culinary Arts	\$94,413
Allen, Leigha	Teacher of Veterinary Assistant	\$72,628
Allen, Penny	Associate Media Specialist	\$75,074
Allenbach, Ryan	Teacher of Culinary Arts	\$66,018
Aman, Courtney	Teacher of Science	\$74,303
Anenberg, Anne Marie	Teacher of Science	\$78,013
Antinoro, Jessica	Literacy Specialist	\$65,580
Antinoro, Jocelyn	Teacher of Science	\$68,628
Apgar, Alison	Teacher of Science	\$71,913
Arora, Ruchika	Teacher of The Handicapped	\$80,103
Avila, Amanda	Guidance Counselor	\$63,631
Azzarone, Matthew	Teacher of Law & Public Safety	\$85,979
Baider, Kyra	Teacher of Fashion	\$65,456
Baker, Mary	Teacher of Science	\$84,818
Baptiste, Donna	School Nurse	\$87,489
Barchue, Emmanuel	Teacher of Mathematics	\$61,241
Barker, Christopher	Teacher of Health & Phys Ed	\$83,951
Barrett, Rebecca	Teacher of ESL	\$62,402
Barsony, Scot	Teacher of Plumbing	\$79,515
Basham, Chad	Teacher of Health & Phys Ed	\$67,913
Bodnar, Jason	Teacher of Social Studies	\$72,303
Bouchard, Joseph	Teacher of Drafting	\$93,729
Bremer, Nicholas	Teacher of Science	\$65,580
Brown, Kelly	Teacher of Medical Assisting	\$94,413
Burke, Michelle	Teacher of Social Studies	\$61,241
Burlage, Bridget	Teacher of English	\$65,074
Bush, Marissa	Teacher of Health & Phys Ed	\$63,913
Canfield-Gaskill, Melody	Teacher of The Handicapped	\$80,103
Carey, Danielle	Teacher of Health & Phys Ed	\$61,741
Caton, Dean	Teacher of Health & Phys Ed	\$69,913

Cattanea, James	TOSD/Social Studies	\$65,580
Cech Stevens, Colleen	Student Assistance Coordinator	\$93,240
Cermatori, Diana	Teacher of Social Studies	\$66,303
Cerminara, Wendi	Teacher of Health & Phys Ed	\$75,963
Christopher, Carly	Teacher of Science	\$63,131
Ciecierski, Stephanie	Teacher of Special Education	\$62,902
Conlin, Elizabeth	Teacher of Allied Health Professionals & Medical Assisting	\$77,789
Conyer, Robert	Teacher of Mathematics	\$83,951
Cook, Kelly	Teacher of The Handicapped	\$80,103
Cooney, Scott	Teacher of Vocational Arts/Theater	\$73,789
Cooper, Kristine	Teacher of Science	\$79,174
Crowley, Robert	Teacher of Hvac	\$80,103
D'Antonio, Maureen	Teacher of English	\$72,303
Daily, Jennifer	Guidance Counselor	\$93,240
Danser, Victoria	Teacher of Social Studies	\$63,190
David, Jonathan	Teacher of Computer Science	\$99,472
Demree, John	Coordinator Of Cooperative Education And Job Placement (Hazardous)	\$89,424
Derickson, Martha	Teacher of English	\$93,240
Digney, Kelly	Guidance Counselor	\$91,407
Dogostino, Michelle	Teacher of Health & Phys Ed	\$88,250
Duong-Jackson, Nancy	Teacher of Mathematics	\$65,913
Earlen, Lionel	Teacher of Hvac	\$82,790
Fawcett, Thomas	Teacher of Automotive Tech	\$82,790
Fessenbecker, Rachel	Teacher of English	\$70,303
Finn, David	Teacher of Printing	\$88,250
Fitzgerald, Steve	Guidance Counselor	\$74,303
Foster, Alexas	Teacher of Mathematics	\$101,281
Fowler, Heather	School Nurse	\$75,074
Frable, Jason	Guidance Counselor	\$78,628
Galarza, Troy	Teacher of English	\$71,913
Gebhart, Lauren	Teacher of Vocational Arts/Dance	\$74,628
Gilmore, Ryan	Teacher of Health & Phys Ed	\$62,466



Goduto, Derrick	Teacher of Social Studies	\$79,515
Golding, George	Teacher of Electrical Const.	\$88,250
Gonzalez, Alejandro	Teacher of Spanish	\$90,244
Gotta, Peter	Teacher of Science	\$63,913
Gregg, James	Teacher of Entertainment Technology	\$76,628
Grobelny, Barbara	Teacher of Health & Phys Ed	\$86,329
Hackman, Deborah	TOSD/Science	\$64,351
Hagaman, Daniel	Teacher of Diesel Mechanics	\$69,913
Hagar, Timothy	Teacher of Welding	\$88,250
Haney, Kevin	Teacher of Adv Art & Design	\$99,472
Hannon, Lia	Teacher of English	\$77,789
Harris, Keturah	Teacher of The Handicapped	\$80,678
Heston, Claire	Teacher of Dental Assisting	\$84,818
Holbrook, Henry	Teacher of Science	\$76,628
Hrabal, Thomas	Teacher of Mathematics	\$62,466
Hughes, Lee	Teacher of Mathematics	\$76,303
Hurst, Anthony	Teacher of Entertainment Technology	\$65,956
Inman, Ellen	Teacher of Veterinary Assistant	\$98,299
Jacob, Nicole	Teacher of Art	\$63,627
Jaworski, Leonard	Teacher of Auto Body Repair	\$74,303
Jefferson, Michael	Teacher of Health & Phys Ed	\$93,240
Jenkins, Monique	Teacher of Spanish	\$67,913
Johnson, Beth	Guidance Counselor	\$93,240
Jones, Aja	Guidance Counselor	\$63,631
Kenney, Edward	Teacher of English	\$70,303
Kling, Lois	Teacher of Mathematics	\$84,818
Konrad, Jennifer	Teacher of Special Education	\$64,793
Landre, Laura	Teacher of Allied Health Professionals & Medical Assisting	\$84,818
Latigona, Joseph	Teacher of Law & Public Safety	\$93,729
Lazarus, Euphemia	Adult Ed Healthcare Prog Coord	\$99,472
Leary-Bova, Michela	Teacher of The Handicapped	\$89,424
Leighton, Michael	Teacher of Mathematics	\$62,466
Leshner, Joseph	Teacher of Social Studies	\$66,303

Lysk, Samantha	Teacher of Early Childhood Education	\$65,456
Malesich, Elizabeth	Teacher of Drafting & Design Technology	\$84,818
Malsbury, Vicki	Associate Media Specialist	\$77,124
Marencin, Jaclyn	Teacher of Art	\$82,728
Mariano, Anthony	Teacher of Auto Mechanics	\$93,240
Mazella, Alexander	Teacher of Science	\$67,913
McGuinness, Jacqueline	Teacher of Science	\$98,299
Megee, Meredith	Teacher of English	\$61,241
Minuto, Mellissa	Teacher of Health & Phys Ed	\$72,303
Mohan, Mary	Teacher of English	\$96,413
Mongada, Sharon	Teacher of The Handicapped	\$88,250
Morgan, Dawn	Teacher of The Handicapped	\$79,174
Murrenburke, Holly	Teacher of The Handicapped	\$93,729
Murro, Heather	Teacher of English	\$67,074
Ogden, Carla	Teacher of Cosmetology/Hairsty	\$99,472
Paliotta Nevadomski, Kerry	Teacher of Mathematics	\$73,913
Pappler, Stacey	Teacher of English	\$80,103
Peel, Michael	Teacher of Spanish	\$71,074
Pensabene, Jeffrey	Student Assistance Coordinator	\$70,303
Phelps, Brandynn	Teacher of Mathematics	\$70,303
Pinardo, Karen	Teacher of Cosmetology/Hairsty	\$93,240
Pine, Victoria	Teacher of The Handicapped	\$81,264
Poirier, Jessica	Teacher of Mathematics	\$72,303
Polizzi-Herzog, Nicole	Teacher of Art	\$66,303
Porter, Diana	Teacher of Social Studies	\$75,074
Porter, Rachel	Teacher of Mathematics	\$65,913
Purcell, Andrew	Teacher of Social Studies	\$63,913
Quinn, Christopher	Teacher of English	\$62,902
Reed, Richard	Teacher of Carpentry	\$94,413
Rista, Jessica	Stem Specialist	\$70,303
Rivera, Joseph	Teacher of Computer Science	\$99,472
Ross, Leah	Guidance Counselor	\$63,131
Rossi, Jarett	Teacher of Health & Phys Ed	\$63,190

Rossini, Louis	Teacher of The Handicapped	\$94,413
Ruder, Laura	TOSD/English	\$67,913
Sabatino, Mary K	Guidance Counselor	\$93,240
Saxton, Mark	Teacher of Culinary Arts	\$86,329
Schott, Gregory	Teacher of The Handicapped	\$93,240
Shilling, Michael	Teacher of Health & Phys Ed	\$61,241
Sienkiewicz, Joann	Teacher of Sports Medicine	\$98,299
Sitchler, David	Teacher of Automotive Tech	\$99,472
Smith, Thomas	Teacher of Social Studies	\$89,424
Sommers, Kelly	Teacher of Social Studies	\$71,465
Sprague, Meagan	Teacher of Entertainment Technology	\$74,628
Staff, Frank	Teacher of Advanced Manufacturing	\$66,742
Steer, Natola	Teacher of Mathematics	\$76,303
Steich, Susan	Teacher of Adv Art & Design	\$69,913
Stillwell, Jennifer	TOSD/Mathematics	\$73,465
Storm, John	Teacher of Mathematics	\$77,124
Talar, Kelly	Teacher of Health & Phys Ed	\$67,913
Tarantini, Mary	Teacher of English	\$77,465
Taylor, Erin	Teacher of English	\$63,631
Timet, Anthony	Teacher of The Handicapped	\$98,137
Tirado, Jocelyn	Teacher of Culinary Arts	\$64,793
Towey, Mary	Teacher of Science	\$64,351
Turowski, Pamela	Teacher of Music	\$81,839
Valenti, Gina	Teacher of Sports Medicine	\$74,628
Vallei, Alexander	TOSD/Mathematics	\$77,789
Vogel, Donald	Teacher of Electronics	\$98,299
Wain, Robert	Teacher of Culinary Arts	\$63,190
Ward, Terence	Teacher of Mathematics	\$93,240
Wells, Lisa	TOSD/English	\$67,913
Wiley, Luke	Teacher of Social Studies	\$63,631
Williams, Kimberlee	Teacher of Cosmetology/Hairsty	\$98,299
Wright, Amanda	Teacher of Mathematics	\$63,190
Zeller, Holly	Teacher of The Handicapped	\$83,655

**CST Personnel**

Artz, Brooke	LDTTC	\$73,304
Christian, Monique	School Social Worker	\$66,889
Clayton, Jillian	School Psychologist	\$70,725
Dinovelli, Diane	School Psychologist	\$91,980
Ilconich, Lori	School Social Worker CST Chair	\$102,194 \$8,960
Smith-Evans, Samantha	LDTTC	\$96,389
Vincent, Cinnamon	School Psychologist	\$71,217

**Custodial/Maintenance Personnel**

Adams, James	Custodian Custodial Repair	\$54,477 \$2,500
Adams, Norman	Custodian	\$55,247
Adams, Robert	Custodian	\$39,282
Bodine, Bernie	Custodian Custodial Repair	\$40,632 \$2,500
Brown, Glenwood	Custodian	\$44,631
Clauss, Nathlene	Receiving Clerk	\$57,490
Dennison, Billy	Custodian/Shift Foreperson Black Seal Foreperson	\$55,077 \$1,528 \$1,721
Destinoble, Marc	Custodian	\$47,481
Dydynski, Donna	Custodian	\$36,953
Evans, Rhashan	Custodian	\$35,783
Hess, William	Electrician	\$69,106
Johnson, Damon	Custodian	\$51,481
Klingler, Debra	Custodian	\$39,282
Laudicina, Andrew	Custodian	\$37,982
Lotierzo, Anthony	Custodian Custodial Repair	\$40,052 \$2,500
Lucas, Amy	Custodian	\$40,632
Marshall, Todd	Custodian	\$36,183
Marvin, Kelly	Custodian	\$35,983
Mason, Thomas	Receiving Clerk	\$57,490
Medina, Wilfredo	Custodian	\$51,481

Morano, Mark	Custodian	\$39,282
Orwan, Glenn	Custodian Custodial Repair	\$43,281 \$2,500
Palmero, Anthony	Custodian	\$40,632
Powell, Beverly	Custodian	\$41,931
Shendock-Albertson, Monique	Custodian	\$35,983
Sherrod, Harold	Custodian	\$37,982
Valasek, Matthew	Custodian	\$46,751
Walker, Joseph	Custodian	\$37,982
Whited, Andrew	Custodian	\$40,632
Williamson, Andrew	Custodian	\$51,481

**Non-Aligned Personnel** \*shared \*\*salary pending County approval \*\*\*Change per action taken in the minutes

Carr-Olschewski, Kelley	Secretary* *** <del>Non-pensionable supplemental pay</del>	\$50,035 \$5,000
Cooper, Heather	Human Resources Coordinator*	\$81,400
Cox, Kelly	Administrative Assistant To The BA* *** <del>Non-pensionable supplemental pay</del>	\$85,799 \$5,000
Dileo, Domenick	Assistant Director Of Security*	\$50,875
English, Lisa	Assistant Superintendent*	\$165,649**
Geib, Catherine	Data Coordinator	\$47,619
Hagan, Michael	Evening Facility/Custodial Supervisor	\$44,804
Harris, Veldon	Director Of Security*	\$103,531
Hill, Michele	Strategic Marketing, Communications & Enrollment Coordinator	\$96,051
Hirt, Judith	Data Coordinator	\$56,567
Jurkowitsch, Colleen	Secretary* *** <del>Non-pensionable supplemental pay</del>	\$41,412 \$5,000
Klimowski, Robert	Performing Arts Center Manager	\$55,594
Loughlin, Rosemarie	Exec Admin Asst To Superintendent*	\$71,225
Mack, Nereida	Secretary* *** <del>Non-pensionable supplemental pay</del>	\$54,294 \$5,000
Mari, Cathy	Secretary Payroll	\$46,509
McEvoy, Anita	Secretary* *** <del>Non-pensionable supplemental pay</del>	\$41,940 \$5,000
Nagy, Christopher	Superintendent Of Schools*	\$215,363
Scaffidi, Dominic	Head Maintenance*	\$60,102

Schneider, Vicky	Exec Admin Asst To BA/BS*	\$56,470
Sleppy, Jennifer	Secretary* ***Non-pensionable supplemental pay	\$54,638 \$5,000
Stahl, Fred	Evening Facility/Custodial Supervisor	\$50,806
Velzy, Sharon	Secretary	\$45,253
Waldis, Kerrie	Secretary* ***Non-pensionable supplemental pay	\$38,361 \$5,000
Willmott, Andrew	Business Administrator/Board Secretary*	\$122,100**
Wisniewski, John	Acting Director Of Facilities*	\$111,925

### Secretaries

Brownridge, Marcie	\$51,677	Moretti, Janet	\$55,179
Butler, Michele	\$53,639	Pagan-Colon, Katrina	\$53,639
Chamberlain, Brandi	\$42,705	Riccitello, Nicole	\$37,212
Colby, Jennifer	\$36,539	Robinson, Michelle	\$39,560
Davies, Ruth	\$42,922	Rodriguez, Joelle	\$54,409
Ent, Audra	\$34,366	Rodriguez-Muldrow, Irene	\$53,639
Fenton, Eva	\$54,409	Ruilova, Deborah	\$53,639
Gifford, Lynn	\$43,307	Rushen, Lynnette	\$54,024
Hagan, Christine	\$53,639	Williams, April	\$53,639
Kwartin, Deborah	\$53,639		

### Teacher Aides \*Athletic Trainer

Brown, Charles	\$34,072	McCollum, Jairus	\$32,772
Cimoch, Leo	\$30,772	O'Hare, Raymond	\$29,798
Davies, Lawrence	\$44,042	Palazzo, Joseph	\$32,772
Dickol, Natalie*	\$28,728	Poole, Jasmine	\$28,928
Evangel-Rindosh, Victoria	\$30,772	Powell, Nickolas	\$35,872
Faber, Ashley	\$31,002	Rabinowitz, Brittany	\$43,657
Fisicaro, Joseph	\$35,872	Riley, Melissa	\$35,872
Glover, Debra	\$32,772	Say, James	\$44,812
Harris, Glenn	\$44,812	Stabile, Maria Christina	\$28,158
Jedda, Dennis	\$43,272	Thornton, Clara	\$44,042
Johnston, Ronald	\$34,332	Tillery, Alexander	\$40,508
Larocca, Sherry	\$43,272	Wheatley, Tamie	\$44,042

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

Employee	Position	Type	Effective
Adams, Robert	Custodian	FMLA	04/12/21-05/09/21
Jacob, Nicole	Teacher of Art	FMLA*	04/20/21-06/30/21

**5. Salary Adjustments, Unpaid Absences**

Name	Position	Rate	Date
Adams, Robert	Custodian	-\$77.59	½ 04/09/21
Ciecierski, Stephanie	Teacher	-\$2,138.71	03/15, 17-22, 25, 30//21
Faber, Ashley	Teacher Aide - Child Care	-\$587.84	½ 03/26, 29, 03/30-04/01/21
Johnston, Ronald	Teacher Aide	-\$159.61	03/18/21
Pine, Victoria	Teacher	-\$1,651.99	09/02/20-03/30/21 for early departures
Porter, Diana	Teacher	-\$184.43	½ 03/31/21
Riley, Melissa	Teacher Aide	-\$836.55	03/29-04/01/21, 04/12/21
Sherrod, Harold	Custodian	-\$600.72	03/12, 15, 26, 04/09/21
Walker, Joseph	Custodian	-\$150.18	03/29/21

**6. Extra Pay/Volunteer Positions**

**Resignations**

Name	Position	Reason	Effective
Ciecierski, Stephanie	Equity Club Leader-Title I ESEA (½ Shared)	Resignation	04/22/21

**District** \*Executive Approval

Name	Extra-Curricular	Rate
Fessenbecker, Rachel*	Title I PRAXIS Class (max 12 hours)	\$38/hr
Nevadomski, Kerry*	Title I PRAXIS Class (max 12 hours)	\$38/hr

**Medford**

Name	Extra-Curricular	Rate
Stillwell, Jennifer	Monitoring Credit Recovery for students (07/01/21-08/31/21) Not to exceed 30 hours	\$40 per hr

**Westampton**

Name	Extra-Curricular	Rate
Coble, Gilbert	Equity Club Leader - Title I ESEA (amended from	\$1,400

	shared to full due to Ciecierski resignation )	
Hackman, Deborah	Monitoring Credit Recovery for students (starting July 1, 2021-August 31, 2021) Not to exceed 30 hours	\$40 per hr

**7. Mentor**

Name	Mentor
Konrad, Jennifer	Murrenburke, Holly

**8. Course: Approvals**

Name	Position	College	Credits
Coble, Gilbert	Teacher	University of Phoenix	3

**9. Course: Reimbursements**

Name	Position	College	Credits	Amount
Barrett, Rebecca	Teacher	Rowan University Aspire Program	4	\$2,740
			2	\$1,370
Paliotta Nevadomski, Kerry	Teacher	Capella University	4	\$1,948
Sommers, Kelly	Teacher	Wilmington University	8	\$1,952

**10. Conferences/Professional Workshops \*Over Mileage \*\*Executive Approval**

Personnel	Conference	Date	Cost*
Brownridge, Christine Pensabene, Jeffrey	Advancing the Work of Anti-Racism, Virtual	05/21/21	\$125 ea
Dinovelli, Diane	Inclusion Institute, Virtual	06/15/21	None
Ent, Audra Riccitello, Nicole	School Law for Administrative Assistants, Virtual**	04/21/21	\$125 ea
Reigelsperger, Laura	The New Jersey Special Education Annual Summit, Virtual	05/07/21	\$149
Smith-Evans, Samantha	SEL Gaps: Special Needs and At-Risk Students, Virtual	05/13/21	\$60
Steich, Susan	Adobe Creative Cloud Student Asset Migration Webinar, Virtual	05/04/21**	None
Tirado, Jocelyn	Brookdale College Certification Program - Stage V	04/21-06/21	\$653



**II. PROGRAMS**

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

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

**New - First Reading**

P2431.8 *Varsity Letters for Interscholastic Extracurricular Activities* (M) (New)

**Revised - First Reading**

P 3159 *Teaching Staff Members/School District Reporting Responsibilities* (M) (Revised)

P & R 3218 *Use, Possession, or Distribution of Substances* (M) Revised

P & R 4218 *Use, Possession, or Distribution of Substances* (M) Revised

P 4219 *Commercial Driver's License Controlled Substance and Alcohol Use Testing* (M) Revised

P 5517 *School District Issued Student Identification Cards* (Revised)

P & R 6112 *Reimbursement of Federal and Other Grant Expenditures* (M) Revised

P & R 7440 *School District Security* (M) (Revised)

P 8600 *Student Transportation* (M) Revised

R 8600 *Student Transportation* Revised

P 8630 *Bus Driver/Bus Aide Responsibility* (M) (Revised)

P 8670 *Transportation of Special Needs Students* (M) (Revised)

P 9210 *Parent Organization* (Revised)

P 9400 *Media Relations* (Revised)

P 5756 *Transgender Students* (M) Revised

P 8860 *Memorials* (Revised)

P 2415.06 *Unsafe School Choice Option* (M) (Revised)

P & R 5600 *Student Discipline/Code of Conduct* (M) (Revised)

P & R 1550 *Equal Employment/Anti-Discrimination Practices* (M) (Revised)

R 2431.2 *Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad* (M) Revised

P & R 5350 *Student Suicide Prevention* (M) (Revised)

P 5533 *Student Smoking* (M) (Revised)

P 5535 *Passive Breath Alcohol Sensor Device* (Revised)

P 3216 *Dress and Grooming* (Revised)

P 5511 *Dress and Grooming* (Revised)

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

**1. Affiliation Agreements** \*Executive Approval

Institution	Date(s)
*Rowan College at Burlington County with Burlington County Alternative School enrollment partnership, scholarship awards to select graduating seniors and course waivers awards to select current students.	2021-2022
Affiliation Agreement between BCSSSD and Rutgers University School of Social Work	2021-2022
Partnership between BCSSSD and Tri-State Canine Response Team	2020-2021, 2021-2022

**B. Burlington County Institute of Technology**

**1. Guest Speakers \*Executive Approval**

Speaker(s)	Audience	Date
CDA Verification Visit/Evaluator for EOP Test - Tania Holloway (CDA PDS)	Early Childhood Education	04/13, 23, 27/21*
CDA Verification Visit/Evaluator for EOP Test - Rochelle Becker	Early Childhood Education	04/22-24,30/21,05/06, 07,13,14,20,21,24/21*
Music and Video Production Presentation - Kyle Ingram	Entertainment Technology	05/12/21

**2. Authorization to submit the following grant applications for 2021-2022 SY:**

Title: Perkins V Secondary Grant FY'22  
 Grantor: Strengthening Career and Technical Education for the 21st Century Act  
 New Jersey Department of Education  
 Grant Period: July 1, 2021-June 30, 2022  
 Amount: \$349,022.00 (Federal)  
 Amount: \$ 75,573.00 (Reserve)  
 Total: \$424,595.00

Title: Perkins V Postsecondary Grant FY'22  
 Grantor: Strengthening Career and Technical Education for the 21st Century Act  
 New Jersey Department of Education  
 Grant Period: July 1, 2021-June 30, 2022  
 Amount: \$ 0 (Federal)  
 Amount: \$99,506.00 (State)  
 Total: \$99,506.00

**III. STUDENT ACTIVITIES**

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

1. **Harassment, Intimidation and Bullying (HIB)** (Report is considered privileged in nature.)  
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.

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

1. **Suspensions:**

BCAHS	0	High School	0
Elementary	3	Lumberton/CA	2

2. **Activities** \* Executive Approval

Campus	Activity	Dates
HS	RESPITE Events *	04/17/21
ES, MS		05/08/21
ES, MS, HS		06/05/21

3. **Field Trips**

Campus	To	Date	Inst.	S	C
HS Transition	Six Flags Great Adventure, Jackson	06/02/21	Stewart, M.	56	43
BCAS	Elite Climbing, Mt. Laurel	06/15/21	Barbagiovanni, J.	30	2
BCAS	River Country, Pt. Pleasant, PA	06/16/21	Barbagiovanni, J.	28	5
BCAS	The Funplex, Mt. Laurel	06/18/21	Barbagiovanni, J.	40	7

**B. Burlington County Institute of Technology**

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

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

**2. Activities** \*Executive Approval \*\*as needed

Campus	Activity	Dates
M	GSA Day of Silence*	04/22/21
M	"Purple Shirt Day" for Equity and Diversity	04/30/21
M	GSA Rainbow Pride Week	06/07-11/21
M	Recreation Book Club	04/30-6/30/21
W	Junior/Senior Prom - The Merion, Cinnaminson (Next Year)	05/20/22
W	Student Council Teacher Appreciation Week Activities	05/03-07/21
M/W	Summer Recess Athletic Workouts	06/28-08/13/21
W	Baseball/Softball to play at Westampton Sports Complex**	04/30-06/04/21
W	FCCLA National Conference - Virtual	06/27/21

**3. Fundraisers** \*Executive Approval

Fund/Campus	Activity	Dates
Performing Arts/Med	Spring Dance Concert Spring Musical Ad Book	06/03-05/21 04/12-30/21*

**4. Field Trips**

Campus	To	Date	Inst.	S	C
West	Miller Ford - Photo Shoot for Philadelphia Auto Dealers Association Competition Winners, Lumberton	04/27/21 *	Sitchler, D.	2	1

**Overnight Field Trips \*2021-2022**

Campus	To	Date	Inst.	S	C
West	Class of 2022 Senior Trip, Walt Disney World Resort, Orlando, FL	05/02-06/22* (Next Year)	McGuinness, J. Hackman, D.	TBD	TBD

#### 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 March 30, 2021, 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. 6A23-2.12(c)4, the Board of Education, certifies that as of March 30, 2021, 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: New Jersey School Insurance Group (NJSIG) Safety Grant

**WHEREAS**, the Burlington County Institute of Technology & Special Services School District desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$200,000 to carry out a project to construct a new baseball dugout and make repairs to the existing pool.

**BE IT RESOLVED**, that the Board of Education of the Burlington County Special Services School District and Institute of Technology does hereby the application submission and acceptance of the following funds from the New Jersey School Insurance Group:

- BCSSSD - \$27,032
- BCIT - \$23,682

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

#### 1. Resolution: New Jersey Department of Community Affairs Grant

**Whereas**, the Burlington County Special Services School District desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000 to carry out a project to make repairs to the Districts in-door pool.

**Be it therefore RESOLVED**,

- 1) that the Burlington County Special Services School District does hereby authorize the application for such a grant; and,
- 2) Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Burlington County Special Services School District and the New Jersey Department of Community Affairs.

**Be it further RESOLVED**, that the persons whose names, titles, and signatures appear on the certified copy of the resolution are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

#### 2. Donation \* Executive Approval

Donor	Item	Utilized
St. John Neumann and St. Isaac Jogues Parishes	100 Spring Baskets of food items, small gifts and books *	Students/families in district

**B. Burlington County Institute of Technology**

**1. Resolution: New Jersey Department of Community Affairs Grant**

**Whereas**, the Burlington County Institute of Technology desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$20,000 to carry out a project to construct a new baseball dugout.

**Be it therefore RESOLVED,**

- 1) that the Burlington County Institute of Technology does hereby authorize the application for such a grant; and,
- 2) Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Burlington County Institute of Technology and the New Jersey Department of Community Affairs.

**Be it further RESOLVED**, that the persons whose names, titles, and signatures appear on the certified copy of the resolution are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

**2. Donation**

Donor	Item	Utilized
Adult Education	2004 Fontaine Lowboy Trailer VIN# 4LFE4830043518303	Burlington County

V. ENTERPRISE

A. Burlington County Special Services School District: ESU

1. Resignation/Retirements: Full-Time

Name	Position	Reason	Effective
Fox, Kelly	Teacher of Elementary/TOSD	Resignation	06/30/21

Resignations: Hourly

Name	Position	Reason	Effective
Pyner-Bailey, Linda	Security	Resignation	04/30/21

2. Employment: Hourly pending new hire requirements

Name	Position	Hourly Rate	Effective
McIntyre, Kristen	Teacher	\$36	04/19/21

3. Resolution: Abolish Positions

**Whereas** the Superintendent has recommended that the following positions be abolished for reasons of economy and change in the administrative and/or supervisory organization and for other good cause pursuant to N.J.S.A. 18A:28-9.

**Now, therefore, be it resolved** that the Board of Education for reasons of economy and a change in the administrative organization and for other good cause pursuant to N.J.S.A. 18a:28-9 and upon the recommendation the following position is hereby eliminated: **Educational Interpreter**

4. Status Change, Full-Time (prorated)

Name	From	To	Effective
Decker, Brooke	ESU Supervisor MA + 15 \$84,973	ESU & BCSSSD Supervisor MA +15 \$96,545	06/01/21

5. Reappointments 2021-2022 SY

ESU Principals/Directors Association Personnel

Downs, Bobbie	Director Crisis	\$114,325 \$2,000
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ESU Supervisors Association Personnel

Decker, Brooke	ESU and BCSSSD Supervisor	\$96,545
Leigh, Dennis	Supervisor	\$82,987
Robertson, Michelle	Supervisor	\$85,062

**ESU Teachers Guide Personnel**

Bonfanti, Celeste	Teacher	\$71,377
Burkert, Jillian	Speech Therapist	\$68,313
Cann, Victoria	Occupational Therapist	\$80,222
Connors, Kaitlyn	Speech Therapist	\$79,911
Cosico, Janelle	Speech Therapist	\$64,281
Dalia, Joseph	Teacher	\$71,267
Evgeniadis, Maria	Occupational Therapist	\$63,282
Fekete, Michele	Occupational Therapist	\$81,722
Fox, Rachel	Teacher	\$65,442
Frehner, Aubri	Speech Therapist	\$65,442
Fritsch, Lily	Speech Therapist	\$63,282
Garcia, Rasheda	Teacher	\$76,443
Hanzok, Marquel	Occupational Therapist	\$86,588
Harb, Alexandra	Reading Specialist	\$66,876
Hartman, Jean	Speech Therapist	\$74,173
Hassel, Tonya	Teacher	\$69,758
Hayes, Alisa	Speech Therapist	\$71,267
Holmes, Michele	Teacher	\$80,222
Humble, Kaitlyn	Occupational Therapist	\$68,313
Kelly, Gabriella	Speech Therapist	\$66,876
Knauss, Krysta	Speech Therapist	\$66,876
Krumbein, Judith	Speech Therapist	\$79,224
Laster, Meghan	Teacher	\$71,377
Lebowitz, Alyssa	Speech Therapist	\$64,281
Lewis, Amanda	Occupational Therapist	\$66,876
Lovejoy, Heather	Occupational Therapist	\$76,953
Martino, Kristie	Occupational Therapist	\$66,876
Milman, Jean	Reading Specialist	\$65,442
O'Brien, Julie	Teacher	\$66,876
O'Brien, Madison	Speech Therapist	\$63,282
Paluba, Mary-Beth	Teacher	\$71,267
Quigg, Carolyn	Occupational Therapist	\$74,323
Read, Kristen	Occupational Therapist	\$101,483
Reichardt, Catherine	Speech Therapist	\$65,442



Ross, Deborah	Speech Therapist	\$72,781
Schieber, Kendra	Occupational Therapist	\$77,112
Screven, Melissa	Teacher	\$78,653
Severino, Angela	Occupational Therapist	\$71,267
Smith, Renee	Teacher	\$83,581
Stanton, Rhianna	Speech Therapist	\$65,442
Weinberg, Lisa	Occupational Therapist	\$86,105
Welch, Amy	Occupational Therapist	\$74,173
Welch, Caroline	Occupational Therapist	\$82,189
White, Molly	Teacher	\$71,451
Williamson, Samantha	Teacher	\$68,313
Yanez, Larisa	Teacher	\$65,940
Yeo, Pierrette	Occupational Therapist	\$75,561
Young, Kristen	Speech Therapist	\$64,281

**ESU CST/PT Personnel**

Allen, Brittney	Physical Therapist	\$75,238
Bash, Jeffrey	School Psychologist	\$65,900
Csakan, Stephanie	School Psychologist	\$75,238
Dragani-Reagan, Jenna	School Psychologist	\$73,865
Gallagher, Patricia	LDTC	\$103,708
Glass, Kerith	School Psychologist	\$76,614
Grose, Colleen	LDTC	\$75,238
Jagodzinski, Kathleen	Physical Therapist	\$76,381
Letcher, Kelly	LDTC	\$78,665
Lockhart, Wendy	Physical Therapist	\$99,497
Mongon, Kathryn	Physical Therapist	\$85,265
Morrison, Colleen	LDTC	\$85,265
Nims, Samantha	LDTC	\$67,322
Pozega, Kris	Physical Therapist	\$77,274
Stroud Jr, Bruce	Physical Therapist	\$100,641
Tornetta, Maureen	Physical Therapist	\$71,619
Wachter, Eileen	School Psychologist	\$87,425
Wells, Renee	Social Worker	\$68,752

**ESU Certified Hourly Personnel**

Abrams, Alyssa	Occupational Therapist	\$43.75
Arzt, Cheryl	School Psychologist	\$44.30
Bedics, Molly	Teacher	\$41.90
Boyle, Kimberly	Occupational Therapist	\$52.35
Bree, Frances	Teacher	\$36.95
Caulder, Loretta	Teacher	\$38.00
Celia, Melissa	Teacher	\$44.45
Dombrowski, Carol	LDTC	\$47.00
Ernst, Suzanne	School Psychologist	\$43.25
Foglia, Alison	Occupational Therapist	\$44.50
French, Kayla	Teacher	\$34.60
Geib, Donna	Physical Therapist	\$73.00
Grays, Ramona	Teacher	\$33.55
Green, Jeffrey	Teacher	\$39.65
Haas, Danamarie	Teacher	\$35.60
Hall, Marie	Teacher	\$40.15
Harris, Jamie	Teacher	\$39.40
Healy, Rebecca	Teacher	\$35.20
Huber, Erica	Physical Therapist	\$50.50
Kennedy, Marla	Occupational Therapist	\$73.40
King, Patricia	Teacher	\$36.30
Kingsbury, Janice	School Psychologist	\$42.25
Kitching, Joyce	Occupational Therapist	\$57.45
Kuehner, Katherine	Speech Therapist	\$52.80
Lamond, Diane	Speech Therapist	\$61.25
Lentini, Barri	Social Worker	\$42.30
Mackell, Jennifer	Teacher	\$41.50
Marchlewski, Brianna	Occupational Therapist	\$46.80
Martin, Andrea	Teacher	\$42.25
McIntyre, Kristen	Teacher	\$36.00
Mercer, Christine	Teacher	\$35.90

O'Rourke, Marianne	Teacher	\$36.65
Posch, Erin	Teacher	\$36.20
Priester, Holly	Teacher	\$40.00
Rycek, Karen	Occupational Therapist	\$75.95
Saaybe, Diane	Teacher	\$36.95
Santana, Jennifer	Teacher	\$49.70
Schieber, Mark	Physical Therapist	\$73.45
Stanewick, Elizabeth	Physical Therapist	\$70.55
Stepney, Imani	Occupational Therapist	\$45.40
Tadduni, Rachel	School Psychologist	\$45.40
Wilczewski, Susan	LDTC	\$44.30

**ESU NCLP Hourly Personnel**

Alcott, AnnaMarie	Registered Nurse	\$31.00
Atabek, Diane	Registered Nurse	\$34.00
Ferrara, Marilyn	Registered Nurse	\$35.95
Green, Corine	Registered Nurse	\$32.00
Kalvaitis, Kathleen	Registered Nurse	\$27.95
Pelosi, Eleanor	Registered Nurse	\$30.00
Raue, Jennifer	Registered Nurse	\$32.95
Ross, Olga	Registered Nurse	\$30.00
Saldan, Jessica	Registered Nurse	\$34.00
Tisone, Megan	Registered Nurse	\$27.95
Zack, Stephanie	Registered Nurse	\$29.00

**ESU Non-Aligned Personnel**

Bosman, Artavious	Computer Technician	\$45,320
Dooley, John	Network Administrator	\$68,608
Gravett, Gary	Computer Technician	\$42,979
Scazafabo-Ryan, Rue	Business Manager	\$66,138
Vasile, Joseph	Network Administrator	\$66,810
Weisman, Corey	Computer Technician	\$42,220
Yedlowski, Stanley	Computer Technician	\$38,973

**ESU Non-Aligned Hourly Personnel  
Job Coaches**

Cohen, Suzan	Job Coach	\$18.80
Corley, Jayne	Job Coach	\$20.95
Demara, Philip	Job Coach	\$23.55
Figuroa, Beatriz	Job Coach	\$19.00
Picerno, Amy	Job Coach	\$19.70
Pofahl, Thomas	Job Coach	\$25.40
Santucci, Bernadette	Job Coach	\$17.90
Tilton, Sharon	Job Coach	\$19.00
Walters, Marsha	Job Coach	\$24.20

**Security**

Bartleson, Brian	Security	\$20.60
Boyd, Sherman	Security	\$20.35
Braun, William	Security	\$20.60
Brown, Henry	Security	\$20.60
Colquitt, Darlene	Security	\$20.60
Cribb, Alan	Security Lead	\$25.70
Derer, Deborah	Security	\$20.35
Durham, Thomas	Security Lead	\$25.70
Edwards, Kenya	Security	\$20.60
Flunder, Anthony	Security	\$20.60
Gajtkowski, Ronald	Security	\$16.55
Goss, Juan	Security	\$20.60
Graves, Terrance	Security Lead	\$25.70
Hamilton, Gregory	Security	\$20.60
Hatten, Frederick	Security	\$20.60
Hymes, Michael	Security	\$20.60
Ivins, George	Security	\$20.60
Jackson, Clifton	Security	\$20.60
Jones, Leslie	Security	\$20.60
Lambo, Nicolas	Security	\$20.35
Leaks, Sherry	Security	\$20.60

Loffredo, Michael	Security Lead	\$25.70
Molle, Michael	Security	\$20.35
Pitts, James	Security Lead	\$25.70
Rauch, Richard	Security	\$20.60
Sears, Gary	Security	\$20.25
Sexton, Anthony	Security	\$20.60
Sullivan, Neil	Security	\$20.35
Tarasewicz, Matthew	Security	\$20.60
Tuliano, Dominic	Security	\$20.60
Williams, Donald	Security	\$20.25

**ESU Secretaries**

Kaufman, Stacey	Secretary	\$45,487
Long, Caroline	Secretary	\$53,523
Murtha, Debra	Secretary	\$66,094
Napravnik, Robin	Secretary	\$49,063
Scholz, Dawn	Secretary	\$53,523
Terreri, Erin	Secretary	\$57,985
Van Sciver, Susan	Secretary	\$46,182
Watson, Dorothy Dawn	Secretary	\$65,548

**6. Summer Pay 2021-2022 School Year** \*Rates as per negotiated agreement

ESU Summer Staff (as needed)			
Allen, Brittney	Garcia, Rasheda	Letcher, Kelly	Stroud, Bruce
Burkert, Jillian	Glass, Kerith	Lockhart, Wendy	Wachter, Eileen
Cann, Victoria	Grose, Colleen	Martino, Kristie	Weinberg, Lisa
Connors, Kaitlyn	Hanzok, Marquel	Mongon, Kathryn	Welch, Amy
Csakan, Stephanie	Harb, Alexandra	Morrison, Colleen	Welch, Caroline
Dalia, Joseph	Hartman, Jean	O'Brien, Julie	Wells, Renee
Dragani-Reagan, Jenna	Hassel, Tonya	O'Brien, Madison	White, Molly
Evgeniadis, Maria	Holmes, Michele	Quigg, Carolyn	Yanez, Larisa
Fekete, Michele	Humble, Kaitlyn	Ross, Deborah	Yeo, Pierrette
Fox, Rachel	Kelly, Gabriella	Schieber, Kendra	Young, Kristen
Frehner, Aubri	Krumbein, Judith	Screven, Melissa	
Fritsch, Lily	Laster, Meghan	Severino, Angela	
Gallagher, Patricia	Lebowitz, Alyssa	Stanton, Rhianna	

**7. Professional Services Agreements 2020-2021**

District	Type
Mt. Ephraim School District	2020-2021 Professional Services Agreement

**Professional Services Agreements 2021-2022**

District	Type
Burlington Co. Institute of Technology	2021-2022 Professional Services Agreement
Delanco Twp School District	2021-2022 Professional Services Agreement
Gloucester City School District	2021-2022 Professional Services Agreement
Lumberton Twp School District	2021-2022 Professional Services Agreement
Maple Shade Twp School District	2021-2022 Professional Services Agreement
North Hanover Twp School District	2021-2022 Professional Services Agreement

**8. Course: Approvals 2020-2021**

Name	Position	College	Credits
Screven, Melissa	Teacher	Montclair State University	3

**Course: Approvals 2021-2022**

Name	Position	College	Credits
Frehner, Aubri	Speech Therapist	Lourdes University	15
Yeo, Pierrette	Occupational Therapist	University of Alabama - Birmingham	3

**9. Conferences** \*Over Mileage \*\* Executive Approval

Personnel	Conference	Date	Cost
Cosico, Janelle	Expanding AAC: Accessible Strategies for Functional Communication (online) **	05/14/21	\$249
Reichardt, Catherine	Speech Therapy Online PD Subscription	05/26/21	\$89

**10. 2020-2021 Joint Transportation Agreements**

It is recommended a resolution be adopted approving the following new joint transportation agreements, in accordance with N.J.A.C. 6A:27-9.16, between the Burlington County Special Services School District Educational Services Unit (BCSSSD ESU) and the counties/districts listed below for the 2020-2021 school year:

**Freehold Regional High School District**

Joint Transportation Agreement between the Freehold Regional High School District and BCSSSD ESU to transport one Freehold Regional High School District student to Bancroft School for one day (01/20/2021) on Route F25 for the sum total of \$452.55.

**11. 2020-2021 Transportation Contracts**

It is recommended a resolution be adopted approving the quoted temporary transportation contracts, in accordance with N.J.A.C. 6A:27 9.12, between the Burlington County Special Services School District Educational Services Unit (BCSSSD ESU) and the corporations listed below for the 2020-2021 school year:

**Holcomb Transportation, LLC**

F25 (1 day) \$452.55 per diem - Bancroft School

**12. 2020-2021 Transportation BCSSSD Spring School Bus Evacuations**

The following bus routes have completed the mandatory School Bus Emergency Evacuation Drill with Mr. Jeff Davis, Transportation Dispatcher, Burlington County Special Services School in Westampton, NJ on 03/22/2021 in accordance with N.J.A.C. 6A:27-11.2:

Contractor	Routes:		
BCIT	BCIT 1&2 Bus 133 BCIT 5 Bus 136	BCIT 3 Bus 135	BCIT 4 Bus 13
BCSSSD	ESU T14 Van 18 ESU D75 Van 19 ESU H23 Van 17 ESU T09 Van 13 ESU T03 Bus 3 ESU T11 BCIT 138 ESUT08 Bus 5	ESU C34 Van 1 ESU C52 Bus 10 ESU T12 Van 114 ESU T04 Van 116 ESU C33 Bus 134 ESU T16 Van 11	ESU R15 Van 115 ESU C57 Van 10 ESU R41 Van 113 ESU T18 Van 16 ESU T19 Van 11 ESU T17 Van 117
Contractor	Route	Contractor	Route
Bordentown	V-11	Burlington Twp	BT14
Cinnaminson Twp	65	Del City	Bus 191
En Route	F29	Florence	A-16
First Student	108 92	Holcomb	11 378
Maple Shade Twp	6	Pemberton	L3
Rick Bus Co	1434	SJ Trans	Van 1
Sheppard Bus	S345 S379 S388 S389	STA	1467 1476
T&L	528	West Berlin	103

**B. Burlington County Institute of Technology: Adult Education**

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

Name	Position	Reason	Effective
locco, Kimberly	Secretary	Resignation	04/23/21

**2. Appointment, Instructors, \$35 Hourly**

Name	Position
Hill, Michele	Evening Social Media
Mazella, Alexander	Evening Google
Purcell, Andrew	Evening Google

**3. Reappointments 2021-2022 SY** \*Non pensionable \*\*Change per action taken in the minutes

Kreifels, Emily	Secretary	\$46,281**
Lazarus, Euphemia	Adult Ed Healthcare Program Coord Adult Ed Allied Healthcare Coordinator Summer Adult Ed Health Coordinator (20 Day Max)	\$99,472 \$9,481* Per diem
Pappler, Jesse	Assistant Principal	\$130,334
Shinn, Brenda	Secretary	\$53,639
Siddell, Stephanie	Secretary	\$53,639

**4. Affiliation Agreements** \*Executive Approval

Recommend Approval of the agreement between BCIT Medical Assistant students and Total Access Medical, Mount Laurel, NJ.

**5. New Course** \*Executive Approval

Recommend approval for new course and price of "Google For The Home User"

**B. Burlington County Institute of Technology: Fire School**

**No Action Taken**



**Job Title:** Principal

**Qualifications:**

1. Valid New Jersey Principal Certificate or eligibility.
2. Successful teaching experience at the elementary and/or high school levels.
3. Demonstrated leadership skills in the area of curriculum development and program evaluation; staff development and school improvement.
4. Strong interpersonal and communication skills.
5. Required criminal history background check and proof of US Citizenship or legal resident alien status.

**Reports to:** Assistant Superintendent

**Job Goal:** To provide leadership and managerial oversight to the instructional program and school operations to ensure a school climate that fosters the educational development of each pupil.

**Performance Responsibilities:**

1. Demonstrates expertise in Special Education.
2. Supervises and records the attendance and reporting time of professional and non-professional staff members.
3. Conducts meetings of staff.
4. Observes, supervises and prepares written evaluations of professional staff personnel in accordance with law and contract.
5. Plans, directs and implements major curriculum/administrative projects as deemed necessary.
6. Directs the implementation of district curriculum programs.
7. Prepares supervisory reports on staff members.
8. Assists in the planning, preparation and implementation of professional development programs specifically designed to meet school needs.
9. Prepares a teacher handbook supplement to include a comprehensive overview of school administrative operation.
10. Establishes a school climate conducive to learning.
11. Demonstrates positive attitudes and the support of district policies, programs and procedures.
12. Inspects plant facilities regularly to assure efficient operation, cleanliness and healthful conditions.
13. Organizes and implements programs and procedures related to fire drill, traffic control, safety and large group movement of pupils.
14. Participates in the selection and retention of instructional and non-instructional staff members.
15. Encourages staff to participate actively in school/district projects and curriculum improvement programs.
16. Provides orientation programs for new staff members.
17. Encourages involvement of community members and parents.
18. Supervises and organizes an orderly healthful environment for children participating in the school lunch program.

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**Job Title:**                    **Principal**

19. Ensures the fulfillment of teacher responsibilities and duties as outlined in the teacher job description.
20. Promotes effective classroom management techniques.
21. Encourages and promotes effective methods and procedures in the individualizing of instruction.
22. Conducts the school according to the regulations as outlined in the Board policy.
23. Prepares school budget requests based on solid rationale for expenditures, and tracks expenditures assuring that annual budgetary line items are not exceeded.
24. Assures that staff members are utilized in a highly efficient manner.
25. Maintains records of professional development for certificated staff members.
26. Maintains inventory records and takes essential actions to maintain instructional supplies, materials and equipment.
27. Monitors student progress using multiple data sources.
28. Ensures that compliance to monthly attendance letters and timely progress reports are sent home and shared with respective districts.
29. Responsible for the adherence to all SOPs which pertain to campus operations.
30. Demonstrates mastery of the scheduling process and use of web-based student management and information systems.
31. Demonstrates high profile in use of technology, inclusive of a commitment to frequent social media posts to highlight staff and student success.
32. Keeps district office administrators up to date on issues that merit high scrutiny or legal considerations.
33. Fulfills other responsibilities as directed by the Superintendent/Assistant Superintendent.

**Terms of**

**Employment:**                    Contract terms and salary to be determined by the Superintendent/Board of Education.

**Evaluation:**                    Performance will be evaluated in accordance with the NJ DOE requirements/Board of Education policy and NJ DOE AchieveNJ requirements.

**Reviewed/Concur:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Date Adopted: 02/03  
Revised: 02/15, 04/21

**Job Title:** Supervisor of Education

**Qualifications:**

1. New Jersey Supervisor Certificate.
2. Knowledge of laws and regulations governing special education and successful experience working with exceptional children.
3. Demonstrated ability to effectively assess student's learning characteristics, design appropriate instructional strategies and plan educational programs.
4. Understanding of and experienced with special needs students, specifically those with behavioral disorders.
5. Demonstrated leadership capability in the areas of curriculum and staff development.
6. Fluency in oral and written communication.
7. Required criminal history background check and proof of US citizenship or legal resident alien status.

**Reports to:** Principal

**Job Goal:** To assist the principal with the management of all aspects of the campus program in accordance with district policies and procedures.

**Performance Responsibilities:**

1. Keeps up-to-date in the field of special education and with current regulations governing the education of students with disabilities.
2. Participates as appropriate with local school districts in the evaluation, classification and placement of all students with special needs.
3. Assesses academic proficiency and learning characteristics of each student referred to the child study team and interprets the findings in written reports and informal conferences.
4. Consults with classroom teachers, administrators and parents regarding special instructional methods and/or materials necessary to meet the special needs of each individual student.
5. Prepares with instructional staff and principals requisitions for supplies, materials and equipment; manages and maintains inventory records and takes essential actions to maintain instructional supplies, materials and equipment in good condition.
6. Assists in the development and coordination of an appropriate Individualized Educational Plan for each student requiring special education and/or related services. Participates in the ongoing assessment of academic achievement and educational placement of classified students.
7. Collects and reports data to the Director of Student Personnel Services and/or Principal as required.
8. Coordinates duties/responsibilities of the Campus Child Study Team as directed by the Director of Student Personnel Services and/or Principal.
9. Assumes a leadership role with regard to the development and management of the school curriculum.
10. Manages instructional staff (Teachers/Teacher Assistants) evaluations as assigned by the Principal.

**Job Title:** Supervisor of Education

11. Ensures that compliance to monthly attendance letters and timely progress reports are sent home and shared with respective districts.
12. Responsible for the adherence to all SOPs which pertain to campus operations.
13. Demonstrates mastery of the scheduling process and use of web-based student management and information systems.
14. Demonstrates a high profile in use of technology inclusive of a commitment to frequent social media posts to highlight staff and student success.
15. Keeps district office administrators up to date on issues that merit high scrutiny or legal considerations.
16. Performs other supervisory or instructional duties as required by the Principal.

**Terms of**

**Employment:** Contract terms and salary to be determined by the Superintendent/Board of Education.

**Evaluation:** Performance will be evaluated in accordance with the negotiated agreement/Board of Education policy and NJ DOE AchieveNJ

**Reviewed/Concur:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date Adopted: 02/04**

**Date Revised: 04/21**

