

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

REORGANIZATIONAL MEETING

The Annual Reorganization 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 on Thursday, July 7, 2022.

TEMPORARY CHAIRMAN

The meeting was called at 9:00 am by Dr. Christopher Nagy, followed by the flag salute.

SUNSHINE NOTICE

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

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

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

Public Attendance: Public was invited to attend the meeting by registering through Zoom: R. Loughlin, J. McGuinness, C. Jenter, B. Will, S. Wilcox, A. Ent

OATH OF OFFICE New Board Members: Mr. Andrew Willmott administered the Oath of Office to new Board member, Mr. Odise Carr and reappointed Board member Ms. Lorene Moore.

ELECTION OF OFFICERS:

Chairman Dr. Nagy requested nominations for the President position.

Mr. Odise Carr nominated Mr. Tyler J. Burrell as President. Ms. Michelle Parker seconded the motion.

President: Mr. Tyler J. Burrell

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

Robert Brittain	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Tyler J. Burrell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Odise Carr	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Raymond Marini Ex. County Supt.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Lorene Moore	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Michelle Parker	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain

Dr. Nagy requested nominations for the Vice President position.

Mr. Tyler J. Burrell nominated Mr. Robert Brittain as Vice President. Ms. Lorene Moore seconded the motion.

Vice President: Mr. Robert Brittain

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

Robert Brittain	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Abstain
Tyler J. Burrell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Anna Evans	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Raymond Marini Exec. County Supt.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Lorene Moore	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Michelle Parker	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain

Dr. Nagy referred the meeting chair to Mr. Tyler J. Burrell, newly appointed Board of Education President. Dr. Nagy invited Mr. Burrell to make a statement. Mr. Burrell requested to share his comments at the end of the meeting.

Communication and Correspondence: No communications or correspondence received.

Mr. Burrell requested for Mr. Andrew Willmott to announce any public members to make a comment via Zoom. Mr. Willmott

confirmed there were no requests from the public to address the Board of Education.

PUBLIC COMMENTS: None at this time.

Minutes: Mr. Burrell, Board President, presented the Minutes from June 23, 2022. On a motion by Mr. Leon Jones and seconded by Ms. Lorene Moore, the Board approved the Minutes.

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

Odise Carr	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Abstain
Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Raymond Marini Exec. County Supt.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Lorene Moore	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Michelle Parker	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Robert Brittain	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Tyler J. Burrell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain

Superintendent's Agenda: Mr. Burrell requested to move the meeting to the Superintendent's Agenda and asked Dr. Nagy to present his report to the Board.

Dr. Nagy reported that grievances or hearing requests would be addressed during the August 25, 2022 Board of Education meeting. Dr. Nagy stated on the annual reorganization agenda where key district positions such as the school district physician, architect, auditors, solicitor among many other positions that support the operations for the 2022-2023 school year are awaiting approval.

In addition, there were a few personnel appointments and acceptances of resignations and retirements that were on the agenda and would be approved as a part of general operations. Dr. Nagy announced that the assistant superintendent interviews were ongoing.

Dr. Nagy thanked the Board for all of their efforts and support and noted that he looked forward to another productive 2022-2023 school year.

Dr. Nagy presented and recommended approval of the Superintendent's Agenda. On a motion by Mr. Robert Brittain and seconded by Ms. Michelle Parker, the Board approved the Superintendent's Report.

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

Odise Carr	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Raymond Marini Exec. County Supt.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Lorene Moore	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Michelle Parker	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Robert Brittain	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Tyler J. Burrell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain

Public Comments: Board President, Mr. Tyler J. Burrell requested Mr. Willmott to announce any public attendees requesting to comment. Mr. Willmott confirmed there were no attendees requesting to address the Board of Education and this closed the public comment section of the meeting.

PUBLIC COMMENTS: None at this time.

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

Board Comments:

Mr. Odise Carr thanked everyone for the warm welcome and looks forward to continuing the good works in the district.

Ms. Lorene Moore is glad to be on the Board of Education and looks forward to the year ahead and moving forward.

Ms. Michelle Parker remains honored to be on the Board and thanked Mr. Jones for his leadership and enjoyed working under his leadership. Ms. Parker congratulated Mr. Tyler Burrell, Ms. Lorene Moore and Mr. Robert Brittain on their appointments and Ms. Parker thanked Dr. Nagy for another great year.

Mr. Raymond Marini congratulated Mr. Carr on his appointment to the Board of Education and congratulated the new president and thanked Mr. Leon Jones for his hard work and dedication to the students and staff of both districts.

Mr. Leon Jones welcomed Mr. Carr to the Board of Education and welcomed Lorene Moore for her three year appointment.

Mr. Jones congratulated Mr. Burrell and Mr. Brittain and thanked Bob for his hard work working with the Board. Mr. Jones thanked Dr. Nagy for his work over the past years and for the fantastic job he does. Mr. Jones noted that it was an honor to serve as the Board president.

Mr. Robert Brittain thanked Mr. Jones for a wonderful year and for being a great leader. Mr. Brittain welcomed Mr. Carr and Ms. Moore on her reappointment and he looks forward to sitting next to Ms. Moore at the Board meetings for the next three years. Mr. Brittain is looking forward to a prosperous and great school year.

Mr. Tyler Burrell thanked the members for their nomination and their vote of confidence. Mr. Burrell is truly honored to serve as president of the board. Mr. Burrell thanked Mr. Jones for his leadership and for his service as president during a turbulent time and hopes he can count on the guidance from Mr. Jones. Mr. Burrell shared his philosophy on education as it is a great equalizer no matter our walk of life, education is a passport to success. Mr. Burrell shared a quote from Benjamin Franklin that said, "An investment in knowledge pays the best interest." Mr. Burrell commented that every day we see this investment pay off for our students and this is mainly due to the dedicated staff, teachers and professionals. Mr. Burrell commented on the privilege and responsibility the Board takes very seriously to support the institution, this community and the students who will become our future leaders. Mr. Burrell looks forward to a prosperous and successful year.

Mr. Burrell called for a meeting adjournment. Mr. Leon Jones motioned to approve and Ms. Lorene Moore seconded the motion. Meeting adjourned at 9:18 am.

Respectfully Submitted,

Andrew C. Willmott
Board Secretary/Business Administrator

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

1. **APPOINTMENT OF ARCHITECT BCSSSD/BCIT**
BE IT RESOLVED by the Board of Education that the firm of Netta Architects, 1084 Route 22 West, Mountainside, NJ, is hereby appointed the Architect of Record for the period commencing July 1, 2022 and ending June 30, 2023, to provide architectural services as needed.
2. **APPOINTMENT OF AUDITOR BCSSSD/BCIT**
BE IT RESOLVED by the Board of Education that Brent W. Lee & Co., LLC, 3008 New Albany Road, Cinnaminson, NJ, be and is hereby appointed Public School Accountant for the period commencing July 1, 2022 and ending June 30, 2023 as needed to perform the professional services ordinarily provided by a Public School Accountant of the State of New Jersey and to receive compensation not to exceed and \$54,000 (BCSSSD) and \$62,000 (BCIT) for the year. Said Bent W. Lee, LLC, is authorized by law to practice a recognized profession in the State of New Jersey, which practice is regulated by the laws of the state; to wit, the profession of Public School Accountant. These professional services are necessary and are required by this Board of Education.
3. **APPOINTMENT OF GRANT WRITING & APPLICATION SERVICES BCSSSD/BCIT**
BE IT RESOLVED by the Board of Education that CGP&H, 1249 South River Road, Suite 301, Cranbury, NJ, be appointed to perform Grant Writing and Application Services for the District from July 1, 2022 to June 30, 2023, to provide professional services as needed.
4. **APPOINTMENT OF INSURANCE AGENCY BCSSSD/BCIT**
BE IT RESOLVED by the Board of Education that Hardenbergh Insurance Group, 8000 Sagemore Drive, Suite 8101, PO Box 8000, Marlton, NJ be appointed the Insurance Agency for the District from July 1, 2022 to June 30, 2023, to perform the professional services ordinarily provided by an insurance agency for liability and school board insurance. These professional services are necessary and are required by this Board of Education.
5. **APPOINTMENT OF HEALTH INSURANCE BROKER BCSSSD/BCIT**
BE IT RESOLVED by the Board of Education that Brown & Brown Metro, LLC, 3330 Bargaintown Road, Suite 2, Egg Harbor Township, NJ be appointed the Insurance Agency for Vision and Dental Programs, from July 1, 2022 to June 30, 2023, to perform the professional services ordinarily provided by an insurance broker for health insurance. These professional services are necessary and are required by this Board of Education.
6. **APPOINTMENT OF SCHOOL PHYSICIAN BCSSSD/BCIT**
BE IT RESOLVED by the Board of Education that Anthony W. Bonett, MD., 50 Cooper Street, Woodbury, NJ be appointed the School Physician for the BCSSSD/BCIT Districts for the academic year July 1, 2022 to June 30, 2023, to perform the professional services ordinarily provided by a school physician in the State of New Jersey and to receive compensation as defined in accepted proposal for such services. Anthony W. Bonett, MD, is a person authorized by law to practice a recognized profession in the State of New Jersey, which practice is regulated by the laws of this state; to wit, the profession of medical doctor. These professional services are necessary and are required by this Board of Education.
7. **APPOINTMENT OF SOLICITOR BCSSSD/BCIT**
BE IT RESOLVED by the Board of Education that the firm of Malamut and Associates, 457 Haddonfield Road, Suite 500, Cherry Hill, NJ, be and is hereby appointed School Board Attorney for the period commencing July 1, 2022 and ending June 30, 2023, to perform the professional services ordinarily provided by an Attorney-at-Law of the State of New Jersey with compensation to be paid at a rate of \$170.00 per hour. These professional services are necessary and required by statute.
8. **APPOINTMENT OF SPECIAL COUNSEL BCSSSD/BCIT**
BE IT RESOLVED by the Board of Education that the firm of Weiner Law Group, LLP, 629 Parsippany Road, Parsippany, NJ, be and is hereby appointed Special Counsel for the period commencing July 1, 2022 and ending June 30, 2023, to perform the professional services ordinarily provided by an Attorney-at-Law of the State of New Jersey with compensation to be paid at a rate of \$150.00 per hour. These professional services are necessary and required by statute.
9. **APPOINTMENT OF TREASURER OF SCHOOL MONIES BCSSSD/BCIT**
BE IT RESOLVED by the Board of Education that Constance Stewart be and is hereby appointed Treasurer of School Monies for the year July 1, 2022 to June 30, 2023, at an annual compensation of \$7,197 per district and that

the said shall give a bond in the amount prescribed by the New Jersey statutes. The premium of the required bond shall be paid by the Districts.

10. **NOTICE OF ANNUAL MEETINGS**

WHEREAS, the Open Public Meetings Act (Act – 1030) requires the adoption by a public body of a schedule of the regular meetings to be held during the calendar year; and

WHEREAS, upon proper notice UNDER THAT ACT given, no further notice of these meetings will be necessary;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Burlington County Special Services School District and the Burlington County Institute of Technology of Burlington County and the State of New Jersey, assembled in session this 7th day of July 2022, as follows:

a) The Board of Education hereby designates the following dates as the date of its regular meeting as virtual meetings via Zoom for August 25, 2022 and in-person in the Media Center located in Burlington County Special School Services District 20 Pioneer Drive Westampton for September, 2022 - June 2023 meetings:

August 25, 2022 (9:00 am)	December 15, 2022	April 27, 2023
September 22, 2022	January 26, 2023	May 25, 2023
October 27, 2022	February 23, 2023	June 22, 2023
November 17, 2022	March 23, 2023	

And, unless otherwise noted here or modified by legal advertisement, such meetings shall commence at 6:00 p.m. at the above locations, and that a copy of this Annual Notice of Meetings be transmitted to the Board of Education’s official newspaper listed below in paragraph c:

b) A copy of all advance notices of the Board of Education shall be, at least 48 hours in advance of said meeting, mailed to the newspapers designated in paragraph c, herein, and posted at the following location:

1. BCSSSD: Bulletin board in foyer of the Woodlane Road Complex
2. BCIT: Bulletin board in Westampton Campus, Medford Campus
3. BCSSSD/BCIT: Bulletin board at 2 Academy Drive, Westampton, NJ

c) The following newspaper circulating in Burlington County is hereby designated official newspaper for transmittal of all notices of the Board of Education required hereunder: Burlington County Times

d) Any person may request, in writing, that the Board of Education mail him/her a copy of the schedule of regular meetings of the Board of Education and/or written notice of regular, special or re-scheduled meetings of the Board of Education. Upon prepayment by such person of the applicable fee hereinafter set forth, such schedule and/or advance notice shall be mailed to such person. All requests made pursuant to this paragraph shall terminate at midnight, June 30 of the current school year, subject to renewal thereafter upon filing a new written request to the Board of Education together with prepayment of the applicable fee. Notices requested by news media shall be mailed to one representative of such media free of charge. For advance written notice of all regular, special or rescheduled meetings during the calendar year: \$5.00

11. **OFFICIAL DEPOSITORIES FOR INVESTMENT PURPOSES BCSSSD/BCIT**

BE IT RESOLVED by the Board of Education that the following depositories, or any additional banks that meet the District’s needs, be designated for investment purposes, each bank to submit certification as an approved municipal depository:

- OceanFirst Bank

12. **OFFICIAL NEWSPAPER MEDIA BCSSSD/BCIT**

BE IT RESOLVED by the Board of Education that the following newspaper shall be designated as the official publication for all legal notices that are required to be published in accordance with the statutes:

- The Burlington County Times, Willingboro, NJ

13. **PETTY CASH ACCOUNTS**

A. BCSSSD

Petty Cash Account to establish petty cash funds in the following departments for the 2022-2023 school year. Petty cash Accounts will be issued in the following amounts:

- Business Office \$200.00
- Campus, Lumberton \$100.00
- Campus, Elementary \$100.00
- Campus, Middle School \$100.00

● Campus, High School	\$100.00
● Campus, Transition	\$100.00
● Educational Services Unit	\$100.00
TOTAL	\$800.00

B. BCIT

BE IT RESOLVED by the Board of Education to establish petty cash funds in the following departments for the 2022-2023 school year:

● Adult Education	\$200.00
● Assistant Superintendent	\$100.00
● Athletics, Medford	\$100.00
● Athletics, Westampton	\$100.00
● Business Office	\$200.00
● Principal, Medford	\$100.00
● Principal, Westampton	\$100.00
TOTAL	\$900.00

14. **APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICERS BCSSSD/BCIT**

It is recommended a resolution be adopted increasing the bid threshold and appointing a qualified purchasing agent in a board of education or other entity, subject to the provisions of N.J.S.A. 18A:18A-1.

WHEREAS, 18A:18A-3 permits a board of education to authorize its purchasing agent to award contracts that do not exceed in a contract year, the annual limit as established by the Governor; and

WHEREAS, local boards of education have been advised by the Local Finance Board that the Governor has authorized the following bid and quotations thresholds,

	Bid Threshold	Quotation Threshold
Base Amount	\$32,000	\$4,800
With Qualified Purchasing Agent	\$44,000	\$6,600

WHEREAS, Andrew C. Willmott, CPA possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, Board of Education desires to increase its bid and quotation thresholds as provided in N.J.A.C. 18A:18A-3;

NOW THEREFORE BE IT RESOLVED, that the governing body of the Burlington County Special Services School District and Burlington County Institute of Technology, in the County of Burlington, in the State of New Jersey hereby increases its bid threshold to \$44,000 for QPA and its quotation threshold to \$6,600 and be it further RESOLVED, that the governing body hereby appoints Andrew C. Willmott, CPA as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2B, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education.

15. **APPOINTMENT OF EMERGENCY STUDENT ASSISTANCE COORDINATOR**

A. BCSSSD

BE IT RESOLVED by the Board of Education that Elias BouChamoun be appointed Emergency Student Assistance Coordinator from July 1, 2022 to June 30, 2023, in compliance with the New Jersey Department of Education, Burlington County office requirements for certificate.

B. BCIT

BE IT RESOLVED by the Board of Education that Jeff Pensabene Medford campus, Colleen Cech-Stevens Westampton campus be appointed Emergency Student Assistance Coordinator from July 1, 2022 to June 30, 2023, in compliance with the New Jersey Department of Education, Burlington County office requirements for certificate.

16. **APPOINTMENT OF AFFIRMATIVE ACTION OFFICERS**

A. BCSSSD

BE IT RESOLVED by the Board of Education that Dr. Ashanti Holley be appointed as the Equal Employment Opportunity Officers from July 1, 2022 to June 30, 2023.

B. BCIT

BE IT RESOLVED by the Board of Education that Laura Reigelsperger be appointed the Equal Employment Opportunity Officers from July 1, 2022 to June 30, 2023.

17. **APPOINTMENT OF 504 OFFICERS BCSSSD/BCIT**

BE IT RESOLVED by the Board of Education that Dr. Ashanti Holley be appointed the 504 Officer for BCSSSD and

Laura Reigelsperger for **BCIT** for the period from July 1, 2022 to June 30, 2023.

18. **APPOINTMENT OF HAZARDOUS SUBSTANCE OFFICER/IPM COORDINATOR **BCSSSD/BCIT****
 BE IT RESOLVED by the Board of Education that Michael Coolidge be appointed Hazardous Substance Officer, according to New Jersey State “Right to Know Act,” and Integrated Pest Management Coordinator from July 1, 2022 to June 30, 2023.
19. **BOARD OF EDUCATION POLICIES **BCSSSD/BCIT****
 It is recommended a resolution be adopted approving the Burlington County Special Services/Burlington County Institute of Technology Board of Education Policy Manual for the 2022 – 2023 academic year.
20. **CUSTODIAN OF PUBLIC RECORDS **BCSSSD/BCIT****
 It is recommended a resolution be adopted approving the following:
 WHEREAS, the Board of Education is subject to the provisions of the Open Public Records Act, N.J.S.A. 47:1a-1 et seq.;
- WHEREAS the Open Public Records Act requires the authority to designate, by formal action, a “Custodian of Records”;
- NOW THEREFORE, BE IT RESOLVED, by the Board of Education that Andrew C. Willmott, CPA, Business Administrator/Board Secretary is hereby designated as the Custodian of Public Records.
21. **APPOINTMENT OF HARASSMENT, INTIMIDATION, AND BULLYING COORDINATORS AND ANTI-BULLYING SPECIALISTS**
- A. **BCSSSD****
 BE IT RESOLVED by the Board of Education that Dr. Ashanti Holley be appointed as the Harassment, Intimidation and Bullying (HIB) Coordinator. Appointment of Anti-Bullying Specialists: Jennifer Moses, Henry Rowlette, Jay Rabinowicz, Samantha Weight, Elias BouChamoun, and Susan Speas.
 Appointments effective for the 2022-2023 school year.
- B. **BCIT****
 BE IT RESOLVED by the Board of Education that Laura Reigelsperger be appointed as the Harassment, Intimidation and Bullying (HIB) Coordinator. Appointment of Anti-Bullying Specialists at the Westampton Campus: Colleen Cech-Stevens, Jennifer Daily, Kelly Digney, Beth Johnson, Steve Fitzgerald, Jason Frable and MaryKate Sabatino. Appointment of Anti-Bullying Specialists at the Medford Campus: Jeffrey Pensabene, Amanda Avila, Aja Jones and Leah Ross. Appointments effective for the 2022-2023 school year.
22. **MCKINNEY-VENTO HOMELESS EDUCATION LIAISON * Executive Approval**
- A. **BCSSSD****
 BE IT RESOLVED by the Board of Education that Dr. Bobbie Downs be appointed the McKinney-Vento Homeless Education Liaison from July 1, 2022 to June 30, 2023.
- B. **BCIT****
 BE IT RESOLVED by the Board of Education that Jennifer Daily be appointed the McKinney-Vento Homeless Education Liaison from July 1, 2022 to June 30, 2023.
23. **APPOINTMENT OF ADVISORY COMMITTEE MEMBERS:** Citizens Advisory Committee to work with the Board of Education and the Superintendent of Schools;
 BE IT RESOLVED by the Board of Education that the following be appointed to the Advisory Committees from July 1, 2022 to June 30, 2023:

A. **BCSSSD**

Carnivale, Anthony J. Jr. Conenna, Alicia Dranoff, Thea Houck, Tracy	Kumar, Joseph Mercantini-Bocci, Josephine Petrizzi, Ryan Powell, Charlene	Schaeffler, Debbie Webb, J. Herbert	
---	--	--	--

B. **BCIT**

Curzie, Bill Curzie, David Emma, Catherine Gehm, Marty	Howell, Kristi Leung, Mark Litwack, Harry Lutz, Timothy	Melton, John J. Murnane, Jr., Robert Podietz, Samuel Tindall, Mark	Verrill, Kenneth West, Kelly Zelinsky, Kevin
---	--	---	--

I. PERSONNEL

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

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

Name	Position	Salary	Effective
Tatem, John	Financial Aid / Grant Coordinator (Shared) Previously approved TBD 05/26/22	Non-Aligned \$65,000	06/24/22*

2. **Conferences/Professional Workshops** *Exclusive of Mileage

Personnel	Conference	Date	Cost*
Coolidge, Michael	SPELL JIF Mold Prevention Seminar, The Westin, Mount Laurel, NJ	07/13/22	None

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

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

Name	Position	Reason	Effective
Baxter, Deborah	Teacher Assistant	Declined Position	06/28/22
Bianchi, Rita	Teacher	Resignation	09/01/22
Jamison, April	Teacher	Retirement	07/01/22
Miskey, Shannon	Teacher	Resignation	08/30/22

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

Name	Position	Salary	Effective
Reeves, Nicole	Teacher Assistant Previously approved 06/23/22 on non-updated guide	HS Step 6 \$18,660*	06/21/22

Employment: Hourly *amended

Name	Position	Hourly Rate	Effective
Misunas, Sydney	Substitute Teacher Assistant Previously approved FT TBD 05/26/22	\$16.32	07/05/22*

3. **Reappointments 2022-2023 SY** *executive approval: no break in service

Certified Teacher Guide Personnel

Puca, Courtney	Teacher	\$65,766
----------------	---------	----------

4. **Salary Adjustments, Unpaid Absences**

Name	Position	Rate	Date
Roggio, Sarah	Teacher Assistant	-\$45.96	½ 06/21/22

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

Name	College	Type	Effective
Phillips, Alicia	Nova Southeastern University	OT Observation	07/11/22 - 07/29/22

6. **Course: Reimbursements**

Name	Position	College	Credits	Amount
Davis, Matthew	Teacher	Rider University	3	\$2,000
DeBrosse, Bethany	Physical Therapist	Lourdes University	3	\$459
Downey, Stephanie	Occupational	Lourdes University	9	\$1,239

	Therapist			
--	-----------	--	--	--

7. **Conferences/Professional Workshops** *Exclusive of Mileage

Personnel	Conference	Date	Cost*
Vickers, Jason	SPELL JIF Mold Prevention Seminar The Wetsin, Mount Laurel, NJ	07/13/22	None

B. Burlington County Institute of Technology

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

Name	Position	Reason	Effective
Brownridge, Marcie Christine	Teacher of Spanish	Resignation	06/30/22
Crowley, Robert	Teacher of HVAC	Resignation	08/23/22
Sabatino, Mary K	Guidance Counselor	Retirement	01/01/23

2. **Status Change, Full-Time** (prorated)

Name	From	To	Salary	Effective
Chiriac, Danut	Instructor of Electrical	Teacher of Electrical Const.	Col A Step 18 \$89,637	09/01/22

3. **Reappointments 22-23 SY** *amended **executive approval: no break in service

Category A Certified Personnel

Conlin, Elizabeth	Teacher of Allied Health Profession & Medical Assisting	\$81,176
-------------------	--	----------

Custodial/Maintenance Personnel

Adams, Robert*	Custodial Custodial Repair	\$41,404 \$ 2,500
----------------	-------------------------------	----------------------

4. **Salary Adjustments, Unpaid Absences**

Name	Position	Rate	Date
Artz, Brooke	LDTC	-\$366.52	06/14/22
Brown, Charles	Teacher Aide	-\$170.36	06/13/22
Evans, Rhashan	Custodian	-\$149.10	06/16/22
Harris, Glenn	Teacher Aide	-\$336.09	06/09/22; ½ 06/10/22
Jefferson, Michael	Teacher	-\$1,864.80	06/09-14/22
Marvin, Kelly	Custodian	-\$674.69	½ 06/20/22; 06/21-24/22
Morano, Mark	Custodian	-\$327.36	06/10,13/22
Rivera, Joseph	Teacher	-\$497.36	06/09/22
Sherrod, Harold	Custodian	-\$158.26	06/24/22
Sparrow, Shamika	Custodian	-\$1,779.12	06/09-24/22

5. **Employment, Work Study Students**

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

Student	Department	Campus
Bonner, Michael	IT Summer Help	Westampton
Dwen, Isiah	IT Summer Help	Westampton

Ranario, Mary Fiona	IT Summer Help	Westampton
---------------------	----------------	------------

6. Extra Pay/Volunteer Positions District

Name	Extra-Curricular	Rate
Coble, Gilbert	WBL Writing: ARP-Educator Support	\$42/hr
McGuinness, Jacqueline	NJSLA Science Committee: ARP-Educator Support	\$42/hr
Mason, Thomas	WBL Writing: ARP-Educator Support	\$42/hr
Staff, Frank	WBL Writing: ARP-Educator Support	\$42/hr
Towey, Mary	NJSLA Science Committee: ARP-Educator Support	\$42/hr

Westampton

Name	Extra-Curricular	Rate
Carey, Danielle	Assistant Softball Coach	\$6,031
Rodriguez-Muldrow, Irene	AM Substitute Coordinator	\$5,865

7. Course: Approvals *Executive Approval

Name	Position	College	Credits
Harris, Keturah	Teacher	Brandman University/University of Massachusetts Global	1*

8. Course: Reimbursements *Executive Approval

Name	Position	College	Credits	Amount
Harris, Keturah	Teacher	Brandman University/University of Massachusetts Global	1	\$137*

9. Conferences/Professional Workshops *Exclusive of Mileage **Executive Approval

Personnel	Conference	Date	Cost*
Baider, Kyra	Teacher	Brookdale Stages II-V	\$685 each stage**
Lutz, Edward	SPELL JIFF Mold Prevention Seminar The Wetsin, Mount Laurel, NJ	07/13/22	None
Scaffidi, Dominic	SPELL JIFF Mold Prevention Seminar The Wetsin, Mount Laurel, NJ	07/13/22	None

10. Revised Curriculum: Available in the superintendent's conference room 48 hours prior to the board meeting.

Curriculum
STEM Science
Marine Technology

II. PROGRAMS

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

No Action Taken

A. Burlington County Special Services School District
No Action Taken

B. Burlington County Institute of Technology

1. ESEA Grant F23 Approval

Recommend approval of submission on ESEA application. Project period July 2022 - September 2023.

III. STUDENT ACTIVITIES

A. Burlington County Special Services School District
No Action Taken

B. Burlington County Institute of Technology

1. Activities

Campus	Activity	Dates
M	Homecoming Dance	10/14/22
W	Impact Bible Club Prayer at the Flagpole	09/28/22
W	Impact Bible Club Bring Your Bible to School Day	10/06/22
W	Impact Bible Club Operation Christmas Child Gift Drive	11/01/22-11/18/22
W	Impact Bible Club National Day of Prayer	05/04/23
W	Robotics School Community Outreach Activities - Google Tutorial, Car Maintenance, Financial Well-Being, Kitchen Essentials, First Aid, General Home Maintenance	09/28/22, 10/26/22, 11/30/22, 12/21/22, 01/11/23, 02/08/23, 03/29/23
W	Student Council Voter Registration Drive	09/19/22-10/14/22
W	National Honor Society Induction Ceremony	12/08/22
W	Student Council Food Drive	10/31/22-11/18/22
W	Student Council Toys 4 Tots Donation Drive	11/28/22-12/16/22
W	Student Council Spirit Week Activities	01/09/23-01/13/23
W	Winter & Spring Sports Schedules	SY 2022-2023
W	New Student Activities Fair	10/19/22
W	Soccer, Baseball, Softball to play at Westampton Sports Complex as needed	SY 2022-2023
W	Pre-Prom Mock Crash Assembly	05/12/23
W	Student Council Hispanic Heritage Month Activities	09/15/22-10/14/22
W	National Honor Society Peer Tutoring Program	SY 2022-2023
W	Student Council Black History Month Activities	02/01/23-02/28/23
W	Student Council Women's History Month Activities	03/01/23-03/31/23

2. **Field Trips - Revised from June**

Campus	To	Date	Inst.	S	C
West	Cross Country Team Practice, Smithville Park, Mount Holly and Millcreek Park, Willingboro	08/01/22-10/31/22 Exact Dates TBD	Kenney, E. Quinn, C.	25	2

IV. BUSINESS/FINANCIAL

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

1. **Reimbursement**

Covered entities, excluding state-funded early childcare facilities funded through the Water Infrastructure Improvements for the Nation (WIIN) Act grant, are eligible to be reimbursed for water testing and analysis conducted on or after July 1, 2022, as approved by the Department and subject to available funds in accordance with N.J.A.C. 6A:26.12.4(k).

BCIT: \$5,966.00

BCSSSD: \$4,142.00

2. **ESS Contract Renewal 2022-2023**

WHEREAS, the Burlington County Special Services School District and Institute of Technology Board of Education (“Board”) has determined that it has a need for the provision of comprehensive services providing substitute certificated staff on a regular basis; and

WHEREAS, the nature and extent of the services to be provided cannot be reasonably described by written specifications given the unique nature of the credential, training and expertise required to provide such services as stated in the description of services; and

WHEREAS, the Business Administrator/Board Secretary has certified the availability of funds for payment of such services; and

WHEREAS, N.J.S.A. 18A:18A-5(a)(2) requires that the resolution authorizing the award of a contract for extraordinary unspecifiable services without competitive bids state the supporting reasons therefore and a brief notice thereof be published and a copy of the contract be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Board that the Board President and Board Secretary are hereby authorized and directed to execute the contract with ESS; and that the contract is awarded without competitive bidding as an extraordinary unspecifiable service in accordance with N.J.S.A. 18A:-18A-5(a)(2) of the Public School Contracts Law because as stated herein, the services to be provided are not susceptible to bidding by specification; and

BE IT FURTHER RESOLVED that notification of this contract award shall be published in The Burlington County Times as required by N.J.S.A. 18A:18A-5(a)(2).

A. Burlington County Special Services School District

1. **Donation**

Donor	Item	Utilized
RCBC	Various pieces of furniture	Throughout BCSSSD

2. **Staffing Alternatives Contract Renewal 2022-2023**

WHEREAS, the Burlington County Special Services School District Board of Education (“Board”) has determined that it has a need for the provision of comprehensive services providing certificated staff on a regular basis; and

WHEREAS, the nature and extent of the services to be provided cannot be reasonably described by written specifications given the unique nature of the credential, training and expertise required to provide such services as stated in the description of services; and

WHEREAS, the Business Administrator/Board Secretary has certified the availability of funds for payment of such services; and

WHEREAS, N.J.S.A. 18A:18A-5(a)(2) requires that the resolution authorizing the award of a contract for extraordinary unspecifiable services without competitive bids state the supporting reasons therefore and a brief notice thereof be published and a copy of the contract be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Board that the Board President and Board Secretary are hereby authorized and directed to execute the contract with Staffing Alternatives; and that the contract is awarded without competitive bidding as an extraordinary unspecifiable service in accordance with N.J.S.A. 18A:-18A-5(a)(2) of the Public School Contracts Law because as stated herein, the services to be provided are not susceptible to bidding by specification; and

BE IT FURTHER RESOLVED that notification of this contract award shall be published in The Burlington County Times as required by N.J.S.A. 18A:18A-5(a)(2).

B. Burlington County Institute of Technology

1. Use of Facilities

Agency/Program	Room - Campus	Date(s)
Medford PD/Medford Jr. Police Academy	Medford - cafeteria	07/14/22
Firefighter Recruit Graduation Ceremony	West-auditorium and cafeteria	07/28/22
Burlington County Emergency Defensive Driving Training	West- the side parking lot between BCIT and ESTC	07/23/22, 08/24/22 10/29/22

2. Donation

Donor	Item	Utilized
Idexx Laboratories	SNAP Pro Analyzer	Veterinary Technology
Williams, Charlene	Fabric	Supplies for Fashion Students

V. ENTERPRISE

A. Burlington County Special Services School District: ESU

1. Resignation/Retirements: Full-Time

Name	Position	Reason	Effective
Grose, Colleen	LDTC	Resignation	08/22/22
Holmes, Michele	Teacher	Resignation	06/30/22

2. Employment: Full Time (prorated) *amended

Name	Position	Salary	Effective
Link, Allyson	School Psychologist Previously approved TBD 05/26/22	MA Step 1 \$66,030	07/08/22*

3. 2022-2023 School Year *rate as per negotiated agreement

ESY Summer Staff (as needed)
Link, Allyson

4. Transportation Contracts 2022-2023 Public School Transportation-Bid 132, 06/23/22

The Superintendent recommended that a resolution be adopted awarding the following

transportation contracts, as a result of bids received, in accordance with N.J.A.C.6A:279.10, between the Educational Services Unit and the corporations indicated for the 2022-2023 SY:

Holcomb Transportation, LLC

Route #ML1-\$573.00 per diem, no aide, \$0.99 mileage clause

Wills Bus Service, Inc.

Route #RVRHS1-\$156.00 per diem, no aide, \$0.90 mileage clause

Route #RVRHS2-\$156.00 per diem, no aide, \$0.90 mileage clause

Route #RVRHS3-\$156.00 per diem, no aide, \$0.90 mileage clause

B. Burlington County Institute of Technology: Adult Education

1. Burlington County Institute of Technology Radiology Clinic

Approval of Dental Assisting Program Consent forms

2. Guest Speakers

Speaker(s)	Audience	Cost	Date
Dr. Joseph Cohen	Dental Program	None	TBD

B. Burlington County Institute of Technology: Fire School

No Action Taken