

**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, June 17, 2021.

The meeting was called to order at 5:30 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, June 17, 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 June 17, 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 checked="" type="checkbox"/> Present	<input 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, June 17, 2021.

Ms. Lee called the meeting to order at 6:07 pm and invited Mr. Willmott to read the Sunshine Notice. Ms. Lee led the flag salute.

**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 checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michelle Parker	<input type="checkbox"/> Present	<input checked="" 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: R. Loughlin, C. Hewitt, B. Shinn, B. Downs, A. McHugh, K. Hardgrove, M. Jenkins, K. Richter, D. Kosh, D. Finn, C. Jenter, A. Mazella, C. Muller, J. Colby, K. Waldis, R. Lyman, MJ Kneringer

**Communication & Correspondence:** Ms. Lee requested Mr. Willmott to announce any communication or correspondence. Mr. Willmott announced that the Board of Education received a letter from the Burlington County Special Services Union President on a personnel matter.

**Minutes:** Ms. Lee, Board President, presented the Minutes from May 28, 2021. On a motion by Mr. Robert Brittain and seconded by Mr. Leon Jones, 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 checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michelle Parker	<input type="checkbox"/> Present	<input checked="" 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. Raymond Marini and seconded by Ms. Lorene Moore, 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 checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michelle Parker	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Leon E. Jones, Jr.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Paula E. Lee	<input type="checkbox"/> Present	<input type="checkbox"/> Absent <input checked="" type="checkbox"/> Abstained from Section 6 Number 5

**Public Comments**

Board President Ms. Paula Lee requested Mr. Willmott to announce the outline for public comments. Ms. Lee reminded the public to reference agenda items only and asked Mr. Willmott to remind the public of the guidelines to address the Board of Education. 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 any public attendees wished to speak on the superintendent's agenda. Mr. Willmott said there were no speakers.

Ms. Lee requested to move the meeting to the Superintendent's Agenda and asked Dr. Nagy to present his report to the Board.

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

At the beginning of the superintendent remarks at the Board of Education Meeting, Dr. Nagy recognized Ms. Paula Lee and Mr. Leon Jones for their leadership on the Board this year, during a pandemic as the President and Vice President respectfully. Dr. Nagy shared how Ms. Paula Lee has served on the Lenape Board of Education for more than 31 years and on the Special Services and BCIT Board of Education for more than 21 years combined including when in 2012 BCIT and BCSSSD boards were combined into one. Ms. Paula Lee was President of the Board at BCSSSD when it was a separate district. On behalf of the Board, Dr. Nagy thanked Ms. Paula Lee and Mr. Leon Jones and each and every member of the Board for a productive year where much was accomplished and migrated through the pandemic.

Dr. Nagy recognized all of the retirees on the agenda and thanked them for their dedication to students and districts. He wished them good health and happiness in the next leg of their personal journey.

Dr. Nagy thanked Michele Hill and Christine Jenter for preparing the end of the year [BCIT](#) and [BCSSSD](#) videos respectively and described a great tribute to our students, staff and families to thrive despite the pandemic.

The Board approved on the addendum four agreements for BCIT and BCSSSD with the New Jersey Insurance Group Burlington and Camden County Educators Insurance Consortium Indemnity and Trust Agreement Resolution.

The Board approved all of the clubs and extracurricular activities for next year and their coaches and advisers. Dr. Nagy explained how the district is planning to be in person each and every day in September 2021 and extracurricular activities will allow students to enjoy their school experience as prior to the pandemic.

The Board approved the submission of the Draft NJDOE Safe Reopening Plans for both Districts due by June 24<sup>th</sup>. Comments are now being received by the public and parents via special email shared with the parents and to which was referred to at the Board meeting. There were no comments made by the public on this topic. Dr. Nagy noted that it is the district's intention to share a number of best practices, innovations and creative ways we navigated the pandemic and how this will enhance teaching and delivery of education for the future.

Dr. Nagy announced the next meeting will be a reorganization meeting on July 1<sup>st</sup> at 9am and on behalf of the Board, the superintendent wished all a Happy Father's Day, Juneteenth and end of the school year.

## **BCIT Highlights**

Dr. Nagy shared the following highlights from the past month:

- BCIT APA students performed "Life on the Vertical" in an outdoor presentation.
- ELA teachers at West and Medford received PD for the importance of culturally responsive texts and resources.
- Zach Gowen, one legged wrestler, gave a virtual presentation on resilience to students and staff.
- BOE members toured the Westampton Campus visiting CTE shops. They were impressed with the facilities and new resources and equipment.
- Equity & Diversity Book Club held their last virtual meeting discussing the book "Tell Me Who You Are". The book club will resume in the late fall with a new selection.
- The 2021 Prom will be a night to remember. Medford will host the prom at Riverton Country Club on Thursday evening and Westampton will be aboard the Battleship of NJ on Friday evening. This is thrilling that we are able to allow students to participate in a time-honored milestone.
- Medford BCIT Seniors enjoyed a trip to Great Adventure in lieu of a senior trip celebration.
- Westampton BCIT seniors celebrated Senior Day filled with fun-filled activities promoting the Class of 2021.
- Pride month was celebrated on both campuses to raise awareness and acceptance of our diverse students & staff.
- YoUnity Week was held during the second week in June with activities coordinated by the Student Equity Champs.
- In a virtual recognition ceremony last evening at the monthly Commissioners meeting, the County Commissioners recognized two BCIT Westampton students as recipients of the The New Jersey Association of Counties (NJAC) awards. Rose Catrambone was chosen for the SHI International Scholarship and Francesca Sulock for the PSE&G scholarship. Please see the [video presentation](#). Another student, Emily McEwen will be honored at the next Commissioner's meeting on June 23, 2021 with the Investors Foundation Scholarship from the New Jersey Association of Counties (NJAC).
- Boys to Men Club at WestTech held a Chat-n-Chew Barbershop event filled with inspiring conversations and haircuts. Boys to Men is a boys' leadership and mentor program.
- Summer Camp begins on July 12 through July 30. Camps are offered In-Person, hybrid and full virtual camps are being offered to keep students learning through the summer.
- The Class of 2025 has accepted over 600 students for the Westampton and Medford Campuses.

## BCSSSD Highlights

Dr. Nagy shared the following highlights from Burlington County Special Services School District from the past month:

- The end of the year festivities are in full swing across the Special Services Campuses:
  - A virtual Reunion Dance was hosted on May 28th and the Outdoor Prom took place on June 10 in the main outdoor courtyard at the West campus. The Westampton Campus courtyard was transformed into a Hawaiian Luau for the prom and a great time was had by all. Dr. Nagy shared his gratitude to the staff members who took the lead and planned the events for our students and alumni.
  - Awards ceremonies were held on each campus and students were recognized for their achievements throughout the school year.
  - Field/Picnic Day students participated in multiple activities and then enjoyed a picnic-style lunch held on Transition and Westampton Campuses.
  - Dr. Nagy congratulated the youngest learners at the Daycare and Preschool graduations last week and the 8th Grade Moving Up Ceremony and awards held yesterday at the Burlington County Amphitheater.
  - The BCAS virtual graduation was held on Monday, June 14, and the 38 graduates in the Class of 2021 were honored. Congratulations to the following BCAS students who won scholarship awards: Jasmine Hopkins won \$250 for RCBC from the Burlington County Administrator Association; Hongtao Li received a one-year paid scholarship to RCBC and the BCSSSD Educational Foundation Chuck Juliana Scholarship for \$1500; Emily Patrick won a two-year scholarship to RCBC; and Trey Cataldo and Brianna Lemmo received the BCAS Staff Scholarships.
  - For the first time yesterday, the BCSSSD Eighth Grade Commencement took place at the Amphitheatre next to the County Library. Dr. Nagy reported the beautiful day and ceremony and how parents and students loved the outdoor ceremony. The band played on stage and did a terrific job.
  - In-person Graduation will be held on Friday, June 18 for Westampton, Transition, and Lumberton Campuses at the BCIT Westampton campus outside and under a large tent with a stage. Congratulations to the BCSSSD Class of 2021!
- Seven students from the Westampton Campus participated in the Burlington County Teen Arts Festival, where they presented virtual arts, instrumental, and vocal submissions.
- Three Westampton High School Campus students received Academic Awards from the Burlington County Principals and Supervisors Association. Congratulations to 10th Grader Draven Spicer, 11th Grader Zair Louis, and 12 Grader Stephen Morris.
- BCSSSD Pioneers swimming and track athletes participated in the Special Olympics - both in-person and virtually. The track team took home 10 gold medals, 9 silver medals, and 5 bronze medals! Dr. Nagy thanked the staff members and parents/guardians for supporting our athletes and helping them prepare for their events.
- Classes from the Westampton Campus hosted the Tri-State Canine Response Team for an in-person meet and greet. The dogs have been virtual this year. The students and staff loved interacting with the dogs and their handlers and look forward to continuing this partnership next school year to help students with social skills goals, social/emotional learning, and life skills.
- Dr. Nagy reported proudly hosting campus tours for Dr. Hackett, Superintendent of Willingboro Public Schools and reported how impressed Dr. Hackett was in the family-like atmosphere and available programming.
- BCSSSD hosted four Respite Days throughout the year. Dr. Nagy thanked the Educational Foundation for their support of these events, which allow parents to take some time for self-care.

**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.

### 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 checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michelle Parker	<input type="checkbox"/> Present	<input checked="" 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 Comments:** Christine Hewitt greeted the Board and highlighted the 8th grade graduation of 34 students held yesterday and how the teachers and staff worked so hard this school year to make this event happen. Ms. Hewitt described the highlights of the school year, the strength of the teaching and support staff and is looking forward to next year.

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

### **Board Comments**

Mr. Robert Brittain wished to share his appreciation for all staff members and looks forward to serving on the Board next year. Mr. Brittain congratulated all of the retirees, thanked Ms. Paula Lee for her leadership and wished all a happy Father's day.

Ms. Anna Evans echoed the sentiments expressed by Mr. Brittain, thanks all of the staff for their hard work, sent thanks to Paula Lee for her leadership and wished all a happy Father's day.

Ms. Lorene Moore - complemented the great staff with her love and support and appreciated the great staff of the school districts. Ms. Moore thanked Ms. Paula Lee for her leadership.

Mr. Ray Marini - thanked the administrators and staff during a very trying year. Mr. Marini thanked Michele Hill for the BCIT end-of-the-year video and Christine Jenter for the BCSSSD end-of-the-year video and wished congratulations to the award winners and hoped the graduates' dreams all come true.

Mr. Leon Jones - thanked all of the staff and retirees, congratulated the Special Olympic competitors and echoed the words Ms. Christine Hewitt offered in her address. Mr. Jones also wished to remember Bob Silcox and his amazing leadership. Mr. Jones thanked Ms. Lee for all she has done and wished everyone a happy Father's day.

Ms. Paula Lee - requested to read a statement and asked if Mr. Willmott would place the statement in this evening's board minutes:

Good Evening,

I have considered it an honor to have been elected and to have served as president during this year, due to the untimely passing of Bob Silcox. My appointment concludes on June 30, 2021. If reappointed, I will continue to share my experiences and knowledge with you all for the sake of BCS and BCIT. If I am not reappointed, my focus will remain positively steadfast on behalf of these county schools.

My volunteer service has provided me the opportunity to treasure working with board members, administration, association representatives, staff, and, of course, our students and their families. I continue to be amazed by the unique students. I will remember the achievements, successes, and learned skills of these young people. You will surely agree with me that their heart and passion is amazing.

I would be remiss if I did not mention the proven professionalism of our staff, especially during the recent pandemic.

In closing I would like to say my hope that the success of BCS and BCIT will flourish for many years to come. As a county commissioner recently said, "These two schools are a jewel in the county crown."

Thank you so much for your attention, and at this time I will call for a motion to adjourn this meeting. Thank you.

### **Adjournment**

There not being any further business, President Lee asked for a motion to adjourn. On a motion by Mr. Leon Jones and seconded by Ms. Lorene Moore, the Board adjourned at 6:38 pm. with the next meeting scheduled for July 1, 2021 at 9:00 am 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. Reappointments 2021-2022 SY**

**Substitutes**

Cutler, Karen	Substitute Nurse	\$150/day
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**Substitute Bus Drivers, \$22.10/hr \* BCIT Only\*\***

Adams-Johnson, Crylonda	Conner, Craig	Johnson, Penny	Rodriguez, Carmen
Baker, Kim	Davis, Jeffery	Johnson, Tawana	Schwanda, Carol
Bayron, Lisa	Davis, Russell	Lodge, Robert	Simeon, Karl
Berry, Tevin	Dumont, Arnold	Lopez-Dejesus, Elliott	Smith, Yolanda
Berry, Victoria	Edmond, Keith	Lutes, Thomas	Taylor, Curtis
Brown, Glenwood**	Evans, Martin	Moore, Verna	Thomas, Brenda
Burton, Charlotte	Everman, Marjorie	Muldrow, Patrice	Tucker, Denise
Burton, Guiseppi	Fennell, Barry	Nichols, Akirya	Ward, Dwayne
Collins, Yvette	Johnson, Ervin	Ries, Judy	Woodard, Suzanne

**2. Leaves Hourly 2020-2021 SY**

Employee	Position	Type	Effective
Berry, Tevin	Substitute Bus Driver	LOA	07/01/20-06/30/21
Berry, Victoria	Substitute Bus Driver	LOA	07/01/20-06/30/21

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

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

Name	Position	Reason	Effective
Cheeseman, Deborah	Teacher of the Handicapped	Retirement	09/01/21
Divney, Bridget	Teacher of Student with Disabilities	Resignation	06/30/21
Zielinski, Peter	Teacher Assistant	Resignation	07/01/21

**2. Employment: Full Time (prorated) pending new hire requirements \* 2021-2022 School Year**

Name	Position	Salary	Effective
Corbo, Brandy	Teacher Assistant	HS Step 5 \$17,359	06/14/21
Karabell, Michael	Teacher Assistant	BA Step 5 \$25,810	TBD*
Roggio, Sarah	Teacher Assistant	HS Step 1 \$16,027	TBD*

**3. Reappointments 2021-2022 SY**

**Teacher Assistant Personnel**

Name	Position	Salary	Effective
Corbo, Brandy	Teacher Assistant	HS Step 5 \$17,846	09/01/21
Karabell, Michael	Teacher Assistant	BA Step 5 \$26,297	TBD
Kenny, Gabriella	Teacher Assistant	BA Step 3 \$25,506	09/01/21
Schafer, Jason	Teacher Assistant	BA Step 6 \$26,632	09/01/21

4. **Leaves Full Time 2020-2021 SY \*Intermittent \*\*Amended**

Employee	Position	Type	Effective
Bakely, Karen	Teacher	LOA	05/06/21-05/24/21
Grim, Philip	Custodian	FMLA	05/10/21-06/30/21
Harris, Shannon	Teacher Assistant	FMLA*	05/19/21-06/30/21
Rowlette, Henry	Social Worker	LOA	06/09/21-06/18/21
Ware, Amy	Physical Therapist	LOA/FMLA**	04/29/21-06/11/21
Watson, Dorothy Dawn	Secretary	FMLA*	05/26/21-06/30/21

**Leaves Full Time 2021-2021 SY \*Intermittent \*\*Amended**

Employee	Position	Type	Effective
Grim, Philip	Custodian	FMLA	07/01/21-08/10/21
Watson, Dorothy Dawn	Secretary	FMLA*	07/01/21-10/01/21
Weight, Samantha	Social Worker	NJFLA	09/01/21-10/24/21

5. **Salary Adjustments, Unpaid Absences**

Name	Position	Rate	Date
Clark, Tami	Teacher Assistant	-\$126.05	½ 06/09/21, 06/10/21
Cox, Michelle	Teacher Assistant	-\$144.16	06/10/21
Dalia, Joseph	Teacher	-\$1,024.83	06/02-04/21
Downs, Dawn	Teacher Assistant	-\$109.20	06/03/21
Eiserle, Christine	Speech Therapist	-\$332.00	05/29/21
Engard, Erin	Teacher Assistant	-\$121.94	06/11/21
Harris, Ryler	Teacher Assistant	-\$81.35	06/10/21
Jabkowski, Deborah	Teacher Assistant	-\$354.85	½ 05/20/21, 06/01,07/21
Langan, Lauren	Teacher	-\$349.29	06/07/21
Maloney, Jeanine	Speech Therapist	-\$770.84	06/07-08/21
McNamara, Virginia	Teacher	-\$188.10	½ 06/01/21
Milloy, Michael	Teacher Assistant	-\$242.40	05/25/21, 06/14/21
Paris, Tracey	Cafeteria Assistant	-\$216.02	06/07/21
Pierson, Rodney	Teacher Assistant	-\$127.00	06/10/21
Rosenberg, Joyce	Teacher	-\$2,799.60	05/26-28,31/21, 06/02-03/21
Schneider, Ian	Warehouse/Receiving Clerk	-\$583.35	½ 06/10/21, 06/11,14-15/21
Southerland, Christa	Teacher Assistant	-\$222.06	05/26/21, 06/16/21
Stepp, Diana	Occupational Therapist	-\$393.95	06/01/21
Toner, Stephanie	Speech Therapist	-\$309.23	06/01/21
Vance Jr., James	Custodian	-\$131.88	½ 06/17/21
Winnick, Mary Elizabeth	Teacher	-\$627.06	06/07-08/21
Womack, Frank	Teacher Assistant	-\$64.53	½ 06/09/21

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

Lumberton 2020-2021 SY	Lumberton 2021-2022 SY		
Pierrecent, Sebastian Stevens, JiTyviaire	Clark, Connor Cody, Evonne Dubell, Zyasia Hayden, Robert	Hodge, Anthony Martinez-Pena, Kimberly Montalvo, Justino Pierrecent, Sebastian	Stevens, JiTyviaire Velez, Daniel

**7. Extra Pay/Volunteer Positions 2020-2021 \* Executive Approval**

Name	Extra-Curricular	Rate
Cibrian, Marita Lyman, Rita Moses, Jennifer Moyn, Tracy Pallela, Angelina	Admission Intakes for ESY, CST Meetings, and Response to S3434* (06/17/21-06/30/21 - max 40 hrs total combined)	Hourly rate

**ESY 7/01/21 - 07/29/21 & SFEA (#1 06/22/21-06/23/21 - #2 08/01/21-08/19/21)**

Name	Extra-Curricular	Rate
Davis, Matthew	ESY Certified Teacher (as needed)	\$300/day
Moses, Jennifer Ste. Claire, Celestina	ESY CST/Related Services (as needed)	\$300/day
Oswald, Eric	SFEA Lumberton Teacher (as needed)	\$300/day

ESY Teacher Assistants (as needed)				\$115/day
Armstrong, Theresa Corbo, Brandy	Egan, Peggy Edmonds, Phyllis	Forvour, Jaime Kenny, Gabriella	Harris, Ryler Pierson, Rodney	Roggio, Sarah Schafer, Jason

ESY Volunteer	
Loughlin, Abigail (Student)	Will, Samantha (Student)

**Extra Pay/Volunteer Positions 2021-2022**

Name	Extra-Curricular	Rate
Garrano, Connie	Nursing Coordinator	\$2,500

Summer Custodial Help (as needed)			\$17/hr
Boyle, Brian Cabello, Donald	Daly, Emily Lecompt, Laura	Mazahren, Asmahan Schneider, Ian	

Substitute Bus Aides				\$14.75/hr
Artale, Cynthia Artale, Daniel Blount, Shanta Buono, Zachary Cabello, Donald Cadmus, Danielle Caffrey, Scott Chandler, Teresa Craw, Heather Crayne, Denise Daly, Emily	Davis-Patterson, Rietta Dorety, Peter Ebert, Richard Edmonds, Phyllis Evans, Martin Fazzie, Gregory Fennell, Barry Fryar, Livi Gallo, Roni Glover, Celeste Michele Grabitz, Rachelle	Harris, Shannon Jabkowski, Deborah Jackson, Astaria Jordan, Brenda Ketchel, Raymond Lightcap, Karen Mayberry, Stephen Mazahreh, Asmahan Mollica, Cindy Myers, Brian Panetta-Hagan, Lenora	Pierson, Rodney Richter, Kelli Robinson, Marguerite Rogers, Brianna Roggio, Deborah Stewart, Joshua Streckenbein, Ryan Sweeney, Shayla Walentukonis, JoAnn Ward, Joset Zawadzki, Katarzyna	



**8. Course: Approvals 2021-2022**

Name	Position	College	Credits
Celso, Bethany	Physical Therapist	Lourdes University	6
Davis, Matthew	Teacher	Rider University	3
Dorety, Peter	Teacher Aide	Holy Family University	3
Guzman, Sara	Teacher Aide	Rowan College at Burlington County	6
Maldonado, Laura	Teacher	Rutgers University	6
O'Donnell, Jennifer	Teacher Aide	Rowan College at Burlington County	6
Winnick, Mary Elizabeth	Teacher	LaSalle University	3

**9. Course: Reimbursements**

Name	Position	College	Credits	Amount
Freitas, Diane	Teacher Aide	Rowan College at Burlington County	3	\$1,000
Nizio, Jennifer	Occupational Therapist	University of LaVerne	3	\$375
Nizio, Kathleen	Occupational Therapist	Lourdes University	3	\$459

**10. Conferences/Professional Development 2020-2021 \*Over Mileage \*\* Executive Approval**

Personnel	Conference	Date	Cost*
LeCates, Jaime	Brookdale Stage VII Coursework	03/27-06/05/21	\$653
Newman-Engber, Elise	Healthy Intervention for Autism and ADHD in Children and Adolescents, Virtual	06/17/21**	None
Ware, Amy	Pediatric Yoga, Summit Annual Subscription, Virtual	06/15/21**	\$269.99
Zavacky, Catherine	Brookdale Stage VII Coursework	03/27-06/05/21	\$653

**Conferences/Professional Development 2021-22 \*Over Mileage**

Personnel	Conference	Date	Cost*
Garrano, Connie	American Academy of Pediatrics Annual School Health Conference, East Windsor	10/20/21	\$135
Vickers, Jason	Management and Supervisory Skills, Rutgers Center for Government Services (CEFM)	07/19-08/23/21	\$853

**B. Burlington County Institute of Technology**

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

Name	Position	Reason	Effective
Phelps, Brandynn	Teacher of Mathematics	Resignation	06/30/21

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

Name	Position	Salary	Effective
Marino, Michael	Teacher of Marine Mechanics	Col A Step 15 \$80,103	09/01/21

3. **Reappointments 2021-2022 SY**  
**Category A Certified Personnel**

Coble, Gilbert	Teacher of Marketing	\$67,617
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**Non-Aligned Personnel**

Lutz, Edward	Head Maintenance	\$65,000
Perry, Chantell	Secretary	\$43,500

4. **Leaves 2020-2021 SY** \*Intermittent \*\*Amended

Employee	Position	Type	Effective
Adams, Robert	Custodian	FMLA**	04/12/21-06/13/21
Anenberg, Anne Marie	Teacher of Science	LOA	06/14/21-06/22/21
Walker, Joseph	Custodian	FMLA	05/24/21-06/30/21

**Leaves 2021-2022 SY** \*Intermittent

Employee	Position	Type	Effective
Colby, Jennifer	Secretary	FMLA*	07/01/21-01/27/22
Mari, Cathy	Secretary	LOA/FMLA*	07/01/21-12/31/21
McEvoy, Anita	Secretary	FMLA*	07/01/21-12/31/21
Rodriguez, Joelle	Secretary	FMLA*	02/21/20-02/07/22
Walker, Joseph	Custodian	FMLA/LOA	07/01/21-08/24/21

5. **Salary Adjustments, Unpaid Absences**

Name	Position	Rate	Date
Germinara, Wendi	Teacher	-\$726.10	05/17, 06/07/21
Ciecierski, Stephanie	Teacher	-\$3,055.30	05/11, 13, 17, 21, 26, 28/21; 06/02, 03, 04, 07/21
Faber, Ashley	Teacher Aide	-\$146.96	05/17/21
Harris, Glenn	Teacher Aide	-\$513.18	05/10, 27, 28/21
Johnston, Ronald	Teacher Aide	-\$399.03	05/13/21; ½ 05/17/21, 06/07/21
McCollum, Jairus	Teacher Aide	-\$155.81	06/04/21
Minuto, Mellissa	Teacher	-\$861.65	½ 05/20/21, 06/04, 07/21
Murro, Heather	Teacher	-\$956.08	05/11, 26/21; ½ 05/24/21; ½ 06/07/21
Poirier, Jessica	Teacher	-\$1,378.64	05/13, 14, 26, 27/21
Porter, Diana	Teacher	-\$1,106.58	06/02, 03, 04/21
Riley, Melissa	Teacher Aide	-\$83.66	½ 05/28/21
Walker, Joseph	Custodian	-\$150.18	05/12/21

**6. 2020-2021 Extra Pay/Volunteer Positions  
District**

Girls That Build Program - Perkins Funded (Executive Approval)		
Name	Position	Rate
Aiken, Frederick Reigelsperger, Laura	Administrators	\$42/hr
Crowley, Robert Earlen, Lionel Golding, George Hagar, Timothy	Instructors	\$38/hr
Baptiste, Donna Fowler, Heather	Nurses	\$38/hr
Fisicaro, Joseph	Teachers Aide	\$33/hr

**2021-2022 Extra Pay/Volunteer Positions  
District**

Name	Extra-Curricular	Rate
Demree, John	Summer Structured Learning Experience Coordinator (Hazardous) - (max 20 days)	Per Diem
Barsony, Scot Golding, George Horner Jr., Charles Todd	Substitute Maintenance - Licensed/Certified (as needed)	\$38.50/hr

Summer Maintenance Crew Supervisor			\$21.25/hr
Barsony, Scot Bush, Marissa	Hagar, Timothy Haney, Kevin	Horner Jr., Charles Todd Jaworski, Leonard	

General/Special Education Teachers for Summer IEP Meetings (as needed)				\$40/hr
Abdallah, Rawan Azzarone, Matthew Barker, Christopher Carey, Danielle Cattanea, James	Christopher, Carly Foster, Alexas Hagar, Timothy Haney, Kevin Holbrook, Henry	Megee, Meredith Murro Heather Rivera, Joseph Schott, Gregory Taylor, Erin	Towey, Mary Vallei, Alexander Turkowski, Pam Wright, Amanda	

Summer Camp Instructors (As Needed) Pending Sufficient Camp Enrollment			\$40/hr
Cattanea, James	Henry, Lucy (ESS)	Meh Chu, Chu	

**Medford**

Name	Extra-Curricular	Rate
Allen, Leigha	Equestrian Club National Technical Honor Society	Volunteer \$1,556
Avila, Amanda	Class Advisor 2025 Scholarship Coordinator (Shared ½)	\$2,308 \$2,393
Baptiste, Donna	Peanut Butter Club	Volunteer
Barchue, Emmanuel	Building Men Fitness Club (⅓ - Per Season)	Volunteer \$1,556
Bodnar, Jason	ABIDE (Shared ½) Building Men National Honor Society (Shared ½)	\$1,556 Volunteer \$1,556
Brownridge, Marcie	Human Relations (Shared ½)	\$1,556

Canfield-Gaskill, Melody	Student Council	\$2,372
Caton, Dean	Building Men	Volunteer
Chamberlain, Brandi	Student Activity Fund Coordinator	\$2,994
Cooney, Scott	Building Men Fall Production Director International Thespian Society Performing Arts/Choral/Drama Spring Production Director	Volunteer \$3,818 Volunteer \$1,556 \$3,818
Danser, Victoria	Class Advisor 2023 PRIDE Advisor Women of Tomorrow	\$2,533 \$3,103 Volunteer
Gebhart, Lauren	Fall Production Assistant Director National Honor Society for Dance Arts Performing Arts/Choral/Drama Spring Production Assistant Director	\$3,272 Volunteer \$1,556 \$3,272
Gilmore, Ryan	Building Men	Volunteer
Gonzalez, Alejandro	Class Advisor 2022	\$2,533
Hrabal, Thomas	Robotics	\$3,103
Hughes, Lee	Interact	\$1,556
Jones, Aja	Yearbook	\$5,699
Klimowski, Robert	After Hours PAC Manager Stage Crew	\$8,000 Volunteer
Latigona, Joseph	Honor Guard	Volunteer
Malesich, Elizabeth	Robotics	\$3,103
Murrenburke, Holly	Class Advisor 2024 VO-TAG	\$2,308 \$3,488
Murro, Heather	Class Advisor 2024 Teen Writers Guild VO-TAG Women of Tomorrow	\$2,308 \$5,699 \$3,488 Volunteer
Pappler, Stacey	GSA Teen Writers Guild	\$1,556 \$5,699
Pensabene, Jeffrey	Building Men Human Relations (Shared ½) Women of Tomorrow	Volunteer \$1,556 Volunteer
Ross, Leah	Class Advisor 2025 Scholarship Coordinator (Shared ½) Women of Tomorrow	\$2,308 \$2,393 Volunteer
Rossi, Jarett	Building Men Fitness Club (⅓ - Per Season)	Volunteer \$1,556
Sienkiewicz, JoAnn	Class Advisor 2022 Fitness Club (⅓ - Per Season) National Technical Honor Society	\$2,533 \$1,556 \$1,556
Sprague, Meagan	Video Tech Crew	\$1,556
Staff, Frank	TableTop Game Club (Shared ½)	\$1,556
Steich, Susan	ABIDE (Shared ½)	\$1,556
Stillwell, Jennifer	Home Instruction (06/02-21/21)* (max 25 hrs)	\$38/hr
Taylor, Erin	SkillsUSA	\$3,103

Towey, Mary	Class Advisor 2023 Women of Tomorrow	\$2,533 Volunteer
Turowski, Pamela	Jaguar Band National Honor Society (Shared ½) Spring Production Instrumental Director	\$1,556 \$1,556 \$3,818
Ward, Terence	SkillsUSA Student Council	\$3,103 \$2,372
Wright, Amanda	TableTop Game Club (Shared ½) Yearbook	\$1,556 \$5,699

**Westampton** (\*\*\*\*per negotiated agreement)

Name	Extra-Curricular	Rate
Brown, Glenwood	Bus License	\$1,376
Burt, Jeffery	Assistant Boys Basketball Coach	Volunteer
Kling, Lois	Enrichment Support Teacher PSAT Proctor	\$40/hr \$40/hr
Moretti, Janet	Auxiliary Personnel Student Activity Coordinator	***** \$2,994

7. **Mentor**

Name	Mentor
Coble, Gilbert	Valenti, Gina
Sommers, Kelly	Venuto, Joseph

8. **Personnel Salaries to be funded by ESSER II Grant, FY 21-22**

ESSER II Funded Personnel	Total Salary	ESSER II Salary
Burke, Michelle	\$61,241	\$61,241
Hagaman, Daniel	\$69,913	\$69,913
Hurst, Anthony	\$65,956	\$65,956
Taylor, Erin	\$63,631	\$63,631
Tirado, Jocelyn	\$64,793	\$64,793

9. **Conferences/Professional Development 2021-22** \*Over Mileage

Personnel	Conference	Date	Cost*
Hagaman, Daniel Sitchler, David	ASE Virtual Training Conference	07/26-30/21	\$150 ea
Dickol, Natalie	National Athletic Trainer Association Convention, Virtual	06/22-24/21	\$229

10. **Course: Approvals 2021-22**

Name	Position	College	Credits
Antinoro, Jocelyn	Teacher	Capella University	2
Brownridge, Marcie Christine	Secretary	University of Phoenix	6
Danser, Victoria	Teacher	Wilmington University	6

11. **Course: Reimbursements**

Name	Position	College	Credits	Amount
Brownridge, Marcie Christine	Secretary	Wilmington University	6	\$2,286
Burlage, Bridget	Teacher	Rutgers University	3	\$2,217
Coble, Gilbert	Teacher	University of Phoenix	3	\$1,182
Jones, Aja	Guidance Counselor	Rowan University	3	\$1,287.90
Peel, Michael Richard	Teacher	TCNJ	6	\$4,851.48
Reigelsperger, Laura	Director of Pupil Personnel Services	Rowan University	4	\$2,956
Vincent, Cinnamon	School Psychologist	University of Southern Maine	3	\$1,906.23

**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**

P & R 5460.02 Bridge Year Pilot Program

**New - Second Reading**

5421.13 Student Postnatal Accommodations

**Revised - First Reading**

P0131 Bylaws, Policies, and Regulations

P2421 Career and Technical Education

P3134 Assignment of Extra Duties

P & R 3142 Nonrenewal of Nontenured Teaching Staff Member

P & R 3221 Evaluation of Teachers

P & R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

P & R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals

P & R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals

P & R 4146 Nonrenewal of Nontenured Support Staff Member

P & R 6471 School District Travel

P 8561 Procurement Procedures for School Nutrition Programs

**Abolished Policies and Regulations First Reading**

P 1521 Educational Improvement Plans

P 1649 Federal Families First Coronavirus (COVID-19) Response Act

R 2421 Vocational - Technical Education

**2. NJDOE Safe Reopening Plan**

Motion to approve the submission of the NJDOE Safe Re-Opening Plan for BCIT and BCSSSD.

**3. Acceptance and Submission of the following Statement of Assurance (SOA)**

2020-2021 School Security Drill Statement of Assurance

**4. Approval of Administrative Retreat Speaker - \*Shared**

Speaker	Audience	Date	Cost
David Nash, Esq. of Legal One	Administrators	08/03/21	\$2,000*

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

**1. Affiliation Agreements**

Institution	Date(s)
Capella University Departments of Counseling, Education, Health Administration, Nursing, Psychology, Public Health and Social Work	09/01/21-08/31/22

**B. Burlington County Institute of Technology**

**No Action Taken**

**III. STUDENT ACTIVITIES**

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

**1. Harassment, Intimidation and Bullying (HIB)**

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

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

**1. Suspensions:**

BCAHS	0	High School	0	Transitions	1
Elementary	2	Lumberton/CA	0		

**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	4	0
b. Transfers out of County	0	0
c. Dropouts	0	0
d. Transfer to West/Medford Campus	0	0
e. Suspensions	1	0
f. Homebound	2	2

**2. Activities**

Campus	Activity	Dates
M/W	Athletic Membership & Resolutions <ul style="list-style-type: none"> <li>• Burlington County Scholastic League (BCSL)</li> <li>• NJ State Interscholastic Athletic Assoc (NJSIAA)</li> <li>• NJ Technical Athletic Council (NJTAC)</li> </ul>	2021-2022 SY
M	Medford Fall Sports Schedule Medford Winter Sports Schedule	08/31/21 - 11/20/21 11/22/21 - 02/15/22

**3. Fundraisers**

Fund/Campus	Activity	Dates
International Thespian Society/Med	BCEFA Fundraiser (Philanthropy)	12/9-11/21
Performing Arts/Med	Fall Play (Ticket Sales & Concessions) Spring Musical (Ticket Sales & Concessions)	12/09-11/21 04/01-02,08-09/22



**4. Athletic Membership Resolutions for the 2021-2022 SY**

**Membership Resolution - New Jersey State Interscholastic Athletic Association**

Burlington County Institute of Technology in Westampton, New Jersey, and  
Burlington County Institute of Technology in Medford, New Jersey

Hereby enroll as members of the New Jersey State Interscholastic Athletic Association (NJSIAA), a non-profit association of the public and non-public high schools in the State of New Jersey, and are authorized to participate in the approved athletic activities sponsored by NJSIAA.

The Board of Education hereby adopts as its own policy and agrees to be governed by the Constitution, Bylaws, Rules and Regulations of the NJSIAA.

Administrative Responsibilities - NJSIAA must rely upon the voluntary compliance by its member schools in enforcing the eligibility standards set forth in NJSIAA Bylaws, Article V. Toward that end, the Principal of each member school has the affirmative obligation to report to the NJSIAA any violations of these standards. The fact that a school has disclosed that there has been an eligibility violation will not relieve the affected school of sanctions that may be imposed against it, pursuant to Article X of the NJSIAA Bylaws, including forfeiture of games or events. However, the failure to disclose an eligibility violation may be grounds for imposing additional sanctions upon the offending school.

In addition, a school must maintain a status of "Member in Good Standing" as outlined in the Principal's Affidavit to remain eligible for NJSIAA activities and tournaments.

**Membership Resolution - Burlington County Sports League, 2021-2022 School Year.**

The Board of Education of School District No. 05-0610, County of Burlington, State of New Jersey, as provided in Chapter 172 Laws 1979 herewith enrolls Burlington County Institute of Technology - Westampton & Medford Campuses as members of the Burlington County Scholastic League to participate in the approved interschool athletic program sponsored by the League.

This resolution to continue in effect until or unless rescinded by the Board of Education and shall be included among those policies adopted annually by the Board.

**5. Drop Student**

Recommend approval to drop student #224767 Westampton campus from the rolls in accordance with District policy.

Recommend approval to drop student #236001 Medford campus from the rolls in accordance with District policy.

**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 May 31, 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 May 31, 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. Year End Closeout 2020-2021**

BE IT RESOLVED by the Board of Education of the Burlington County Special Services School District and Institute of Technology that the Business Administrator/Board Secretary is authorized to process year-end close out and pay any outstanding invoices upon review with the Board President.

**3. Payment of July Bills 2021-2022**

BE IT RESOLVED by the Board of Education of the Burlington County Special Services School District and Institute of Technology that the Business Administrator/ Board Secretary is authorized to process and pay July bills upon review with the Board President.

**4. ESSER II**

BE IT RESOLVED by the Board of Education to authorize the Business Administrator to apply for the the New Jersey Department of Education Elementary and Secondary School Emergency Relief (ESSER II) Grant Funds for FY 2021-2022 and 2022-2023 in the amounts of:

BCSSSD	CRRSA-ESSER II	\$156,348
BCIT	CRRSA-ESSER II	\$1,690,157
BCIT	Learning Acceleration	\$108,465
BCIT	Mental Health Supports & Services	\$45,000

**5. Authorization for Bids**

BE IT RESOLVED by the Board of Education of the Burlington County Special Services School District and Institute of Technology that the Business Administrator is hereby authorized to issue bid requests for the following for the 2021-2022 FY:

- BCSSSD Signage
- BCIT Signage

**6. Student Breakfast and Lunch Prices, 2021-2022 SY**

<b>BCSSSD</b>	Price	<b>BCIT</b>	Price
Student paid Breakfast, Elementary School	\$2.00	Breakfast- Regular	\$2.35
Student paid Breakfast, Middle/High School	\$2.10	Lunch - Tier 1	\$3.50
Student paid Lunch, Elementary School	\$3.00	Lunch - Tier 2	\$4.00
Student paid Lunch, Middle/High School	\$3.25	Lunch - Tier 3	\$4.25
Student milk price	\$.60	Student milk price	\$.60
Student juice price	\$.55	Student juice price	\$.55

**7. COVID-19 Renewal Extension of Food Services Contract 2021-2022 SY**

The purpose of the renewal extension is to renew the existing Food Service Management Company Contract with Sodexo Management, Inc, allowing a second additional one (1) extension year beyond the 5th contract year pursuant to the USDA Nationwide Waiver of Food Service Management Company Contract Duration in the National School Lunch Program and Summer Food Service Program (COVID-19: Child Nutrition Response #71), as previously amended and renewed (if applicable). A one year contractual agreement effective July 1, 2021 through June 30, 2022 with Sodexo Management, Inc. (FSMC) based on the following terms:

**Burlington County Special Services School District**

**a. Administrative Fee:**

General Support Services Allowance equal to Ninety One Thousand Three Hundred Two Dollars (\$91,302) for the 2021-2022 contract year, payable in ten equal installments of Nine Thousand One Hundred Thirty Dollars and Twenty Cents (\$9,130.20), September through June, computed at the end of each Accounting Period and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

**b. Guaranteed Loss:**

District and Sodexo shall work together to ensure a financially sound operation and shall guarantee financial results for the 2021-2022 school year as follows:

FSMC guarantees that the SFA's invoiced Financial Obligation as stated on the monthly operating statement for the current year shall exceed gross receipts for the current year by no more than Three Hundred Fifty Four Thousand Two Hundred Eighty Seven Dollars (\$354,287) as stated and documented in the Response and Projected Operating Statement (Form #23CR). The FSMC agrees to reimburse the SFA for the amount, by which the SFA's actual deficit for the current year is greater than the Guaranteed Deficit for the current year but not to exceed one hundred percent (100%) of Sodexo's annual General Support Services Allowance.

**Burlington County Institute of Technology**

**a. Management Fee:**

General Support Services Allowance equal to Seventy Four Thousand Four Hundred Seventy Two Dollars (\$75,000) for the 2021-2022 contract year, payable in ten equal installments of Seven Thousand Five Hundred Dollars (\$7,500), September through June, computed at the end of each Accounting Period and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

**b. Guaranteed Return:**

District and Sodexo shall work together to ensure a financially sound operation and shall guarantee financial results for the 2021-2022 school year as follows:

FSMC guarantees that the documented gross receipts for the current year shall exceed the SFA's invoiced Financial Obligation as stated on the monthly operating statement for the current year by at least Five Thousand Dollars (\$5,000) as stated and documented in the Response and Projected Operating Statement (Form #23CR). The FSMC agrees to reimburse the SFA for the amount, by which the SFA's actual return for the current year is less than the Guaranteed Return for the current year.

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

**1. Daycare Fees 2021-2022**

BE IT RESOLVED by the Board of Education of the Burlington County Special Services School District that the following fees paid via payroll deduction for Daycare at Burlington County Special Services School District for the 2021-2022 FY are approved:  
\$270.00 without lunch \$300.00 with lunch (per pay)

**2. Authorization for Requests for Proposal**

BE IT RESOLVED by the Board of Education of the Burlington County Special Services School District that the Business Administrator is hereby authorized to issue the following Requests for Proposal (RFP) for the 2021-2022 FY:

- Psychiatric Services

**3. New Jersey Schools Insurance Group Burlington & Camden County Educators Insurance Consortium Indemnity and Trust Agreement Resolution to Join / Renew Membership**

**WHEREAS**, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

**WHEREAS**, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

**WHEREAS**, the Burlington County Special Services School District, herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

**WHEREAS**, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

**WHEREAS**, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

**WHEREAS**, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

**NOW THEREFORE, BE IT RESOLVED, THAT:**

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2021, and ending July 1, 2024 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG’s Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney’s fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
- 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
- 12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

**4. Burlington County Insurance Commission Resolution to Join**

**WHEREAS**, a number of county entities have joined together to form an Insurance Commission (hereinafter the "Commission") as permitted by N.J.S.A 40A: 10-35 and;

**NOW THEREFORE**, be it resolved that the Governing Body of the Burlington County Special Services School District does hereby agree to join the Commission effective 7/1/2021;

**BE IT FURTHER RESOLVED** that the Burlington County Institute of Technology is applying to the Commission for the following types of coverages:

1. Workers' Compensation and Employers' Liability
2. Supplemental Indemnity
3. School Board Legal Liability
4. Employment Practices Legal Liability
5. Cyber Liability

**BE IT FURTHER RESOLVED** that the GOVERNING BODY agrees to become a member of the COMMISSION for an initial period not to exceed three (3) years, the commencement of which shall coincide with the effective date (1/1/21) of the COMMISSION'S operation and coverage, or the effective date of membership (7/1/21), whichever occurs later.

**BE IT FURTHER RESOLVED** that the Governing Body hereby adopts and approves of the Rules and Regulation of the Commission; and

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to execute the application for membership and the accompanying certification on behalf of the Governing Body; and

**BE IT FURTHER RESOLVED** that the Governing Body is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Commission as are required by the Commission's Rules & Regulation and to deliver same to the Executive Director of the Commission with the express reservation that said document shall become effective only upon the applicant's admission to the Commission following approval by the Commission, passage by the Governing Body of a Resolution Accepting Assessment.

**5. Donation \* Executive Approval**

Donor	Item	Utilized
Taylor, Keith & Julie	Two recumbent bicycles	Middle School Campus

**B. Burlington County Institute of Technology**

**1. Early Childhood Education Tuition 2021-2022**

BE IT RESOLVED by the Board of Education that the following tuition rates for Early Childhood Education at Burlington County Institute of Technology for the 2021-2022 SY are approved.

Required Payroll Deduction for BCIT Employees September 15, 2021 - June 15, 2022 (19 equal payments)	
1 Child - \$310.00	2 or More Children (10% discount) - \$279.00 each
Weekly Rates for non-BCIT Employees September 8, 2021 - June 21, 2022	
1 Child - \$150.00	2 or More Children (10% discount) - \$135.00 each

**2. Bid Award - Roof Replacement Child Care Building & Security Building**

Be It Resolved, that the Board of Education of the Burlington County Institute of Technology awards the Roof Replacement of the Child Care Building & Security Building to the low bidder, Union Roofing Contractors, 12260 Townsend Road, Philadelphia, PA for \$107,000.00 as all bid documentation received are complete and in compliance with the requirements.

**3. New Jersey Schools Insurance Group Burlington & Camden County Educators Insurance Consortium Indemnity and Trust Agreement Resolution to Join / Renew Membership**

**WHEREAS**, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

**WHEREAS**, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

**WHEREAS**, the Burlington County Institute of Technology, herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

**WHEREAS**, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

**WHEREAS**, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

**WHEREAS**, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

**NOW THEREFORE, BE IT RESOLVED, THAT:**

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2021, and ending July 1, 2024 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG’s Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney’s fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
- 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
- 12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

**4. Burlington County Insurance Commission Resolution to Join**

**WHEREAS**, a number of county entities have joined together to form an Insurance Commission (hereinafter the "Commission") as permitted by N.J.S.A 40A: 10-35 and;

**NOW THEREFORE**, be it resolved that the Governing Body of the Burlington County Institute of Technology does hereby agree to join the Commission effective 7/1/2021;

**BE IT FURTHER RESOLVED** that the Burlington County Institute of Technology is applying to the Commission for the following types of coverages:

1. Workers' Compensation and Employers' Liability
2. Supplemental Indemnity
3. School Board Legal Liability
4. Employment Practices Legal Liability
5. Cyber Liability

**BE IT FURTHER RESOLVED** that the GOVERNING BODY agrees to become a member of the COMMISSION for an initial period not to exceed three (3) years, the commencement of which shall coincide with the effective date (1/1/21) of the COMMISSION'S operation and coverage, or the effective date of membership (7/1/21), whichever occurs later.

**BE IT FURTHER RESOLVED** that the Governing Body hereby adopts and approves of the Rules and Regulation of the Commission; and

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to execute the application for membership and the accompanying certification on behalf of the Governing Body; and

**BE IT FURTHER RESOLVED** that the Governing Body is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Commission as are required by the Commission's Rules & Regulation and to deliver same to the Executive Director of the Commission with the express reservation that said document shall become effective only upon the applicant's admission to the Commission following approval by the Commission, passage by the Governing Body of a Resolution Accepting Assessment.

V. ENTERPRISE

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

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

Name	Position	Reason	Effective
Buscetta, Deanna	School Psychologist	Resignation	06/21/21
Jagodzinski, Kathleen	Physical Therapist	Resignation	06/30/21

**Resignations: Hourly**

Name	Position	Reason	Effective
Arzt, Cheryl	School Psychologist	Resignation	06/28/21
Derer, Deborah	Security	Resignation	06/15/21

2. **Status Change, Full-Time**

Name	From	To	Rate	Effective
Lewis, Amanda	Full Time Occupational Therapist	Hourly Occupational Therapist	\$48	07/01/21

3. **Transfers**

Employee	From	To	Effective
Burkert, Jillian	ESU Speech Therapist	BCSSSD Speech Therapist	09/01/21

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

ESU Summer Staff (as needed)		
Knauss, Krysta	Toner, Stephanie	Witkowski, Carly

5. **Professional Services Agreements**

District	Type
Barrington BOE	2021-2022 Professional Services Agreement
Berlin Twp School District	2021-2022 Professional Services Agreement
Burlington City School District	2021-2022 Professional Services Agreement
Cranbury Twp School District	2021-2022 Professional Services Agreement
Department of Children and Families	2021-2022 Professional Services Agreement
Eastern Camden County Reg. School District	2021-2022 Professional Services Agreement
Edgewater Park Twp School District	2021-2022 Professional Services Agreement
Evesham Twp School District	2021-2022 Nonpublic 192/193 2021-2022 Nonpublic Health Services 2021-2022 Nonpublic IDEA Services
Gloucester Twp School District	2021-2022 Professional Services Agreement
Hainesport Twp School District	2021-2022 Professional Services Agreement
Hampton Academy	2021-2022 Professional Services Agreement
Lenape Regional High School District	2021-2022 Professional Services Agreement 2021-2022 Nonpublic 192/193 2021-2022 Nonpublic Health Services
Medford Twp School District	2021-2022 Professional Services Agreement
Middle Twp School District	2021-2022 Professional Services Agreement



Moorestown Twp School District	2021-2022 Professional Services Agreement 2021-2022 Nonpublic 192/193 2021-2022 Nonpublic Health Services 2021-2022 Nonpublic IDEA Services
Mount Ephraim School District	2021-2022 Professional Services Agreement
Mount Laurel Twp School District	2021-2022 Professional Services Agreement 2021-2022 Nonpublic 192/193 2021-2022 Nonpublic Health Services
Northern Burlington County Reg HS	2021-2022 Professional Services Agreement 2021-2022 NP Health Services 2021-2022 NP IDEA Services
Ocean City School District	2021-2022 Professional Services Agreement
Pemberton Twp School District	2021-2022 Professional Services Agreement
Rancocas Valley Reg. High School District	2021-2022 Professional Services Agreement
Riverbank Charter School	2021-2022 Professional Services Agreement
Riverside Twp School District	2021-2022 Professional Services Agreement
Riverton School District	2021-2022 Professional Services Agreement 2021-2022 Nonpublic 192/193 2021-2022 Nonpublic Health Services
Stratford School District	2021-2022 Professional Services Agreement

**6. Course: Reimbursements**

Name	Position	College	Credits	Amount
Screven, Melissa	Teacher	Johnson County Community College	3	\$669

**7. Conferences/Professional Development \*Over Mileage \*\* Executive Approval**

Personnel	Conference	Date	Cost
Humble, Kaitlyn	Developing Effective Sensory Diets, Virtual	06/14/21	\$269.99

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

**1. Reappointments, Instructors, \$35.50/hr; 2021-2022 SY**

Astrom, Michael	Electrical
Barris, David	Automotive / Diesel
Bell, Robin	Health Occupations
Benson, Laura	Cosmetology
Bernheimer, Charles	Water/Wastewater
Beverly, Danna	Health Occupations
Buckley, Roseanne	Soft Skills
Burke, Kathleen	Health Occupations
Burton, Guiseppi	CDL
Carroll, Robert	CDL
Cassano, Phyllis A.	Veterinary Assisting
Chiriac, Danut	Electrical
Cimorelli, Mark	Water/Wastewater
Costa-Lake, Patricia	Health Occupations

Crowley, Robert	HVAC/R, Plumbing
Cutler, Karen	Health Occupations
D'Autrechy, Albert	Plumbing
Davis, Jeffrey	CDL
Deeney, Michael	Plumbing
Demree, John	HVAC/R
Earlen, Lionel	HVAC/R
Eib, Donald	Automotive
Fawcett, Thomas	Automotive / Diesel
Greene, Cheryl	Health Occupations
Griffin, Christine	Dental Assisting / Dental Radiology
Hagaman, Daniel	Diesel Technology
Hagar, Timothy	Welding Technology
Hanson, Sandra	LPN
Harris, Glenn	Veterinary Assisting
Hartner, David	Electrical & HVAC/R
Hatrak, Philip	Electrical
Heller, Gretchen	Dental Assisting / Dental Radiology
Heston, Claire	Dental Assisting / Dental Radiology
Hill, Michele	Evening Social Media
Hoch, Amanda	Veterinary Assisting
Hoplock, Troy	Diesel Technology
Horner III, Charles Franklin	Welding Technology
Horner Jr., Charles Todd	Welding Technology
Hudson, Marlene	Massage Therapy
Hultch, Linda	Dental Radiology
Jaworski, Leonard	Auto Collision
Johnson, Regina	Health Occupations
Kramer, Raymond	Electrical
Link, Simone	Pet Grooming
Lopez, Juan	CDL
Magee, Autumn	Massage Therapy
Martin-Dennis, Vanessa	LPN
Matson, Daniel	HVAC
Mazella, Alexander	Evening Google
Mazzio, Steven	Plumbing
McGinty, Donna	Cosmetology
McGough, Bryan	Advanced Manufacturing
McHenry, Nicole	Health Occupations
McKeon, Paul	Water/Wastewater
Melrose, Larry	Automotive
Nemeth, Sharon	LPN
Olson, Joseph	Diesel Technology

Patton, Michael	Computer Applications
Peacock, Barbara	LPN
Porrazza, Anthony	CDL
Purcell, Andrew	Evening Google
Reed, Richard	Carpentry / Home Repair / Plumbing
Remsa, Mark	Entrepreneurship
Rivera, Joseph	Computer Applications
Rushen, George	Automotive
Santella, Maria	Pet Grooming
Saxton, Mark	Culinary
Sitchler, David	Diesel Technology
Siwczak, Michael	Plumbing
Staff, Frank	Advanced Manufacturing
Sullivan, Nicole	Dental Assisting / Dental Radiology
Taylor, Christian	Automotive / Diesel
Torres, Alberto	Carpentry / Home Repair, Plumbing
Wain, Robert	Culinary
Walker, James	HVAC/R
Wig, Jacob	Electrical
Williams, Thomas	Health Occupations
Wisniewski, John	Evening Water/Wastewater
Woods, Rashawn	Electrical

2. **Approval, New Jersey Apprenticeship Network Coordinator Program Grant FY '22**  
 Recommend approval to apply for the New Jersey Apprenticeship Coordinator Program Grant in the amount to be determined for the 2021-2022 SY.

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

1. **Reappointments**  
**Hourly Staff**

Anderson, James	Emergency Services Instructor	\$25
Askenstedt, Gregory	Emergency Services Instructor	\$20
Aylesworth, Brian	Emergency Services Instructor	\$25
Bianchi, Anthony	Emergency Services Instructor	\$19
Bittenbender, Carl	Emergency Services Instructor	\$18
Burnett, Anthony	Emergency Services Instructor	\$25
Burnett, Christopher	Emergency Services Instructor	\$18
Carr, Robert	Emergency Services Instructor	\$25
Centrone, Michael	Emergency Services Instructor	\$15
Clancy, James	Emergency Services Instructor	\$20
Clifford, Peter	Emergency Services Instructor	\$15
Costello, Phillip	Emergency Services Instructor	\$19
Davis, Matthew	Emergency Services Instructor	\$16
Davis, Sean	Emergency Services Instructor	\$19

Desjardins, Alfred	Emergency Services Instructor	\$25
Dowd, Ashley	Emergency Services Aide	\$22
Drangula, Philip	Emergency Services Instructor	\$25
Ellis, Francis	Emergency Services Instructor	\$15
Everman, Joseph	Emergency Services Instructor	\$20
Farnsworth, Craig	Emergency Services Instructor	\$21
Friddell, Marc	Emergency Services Instructor	\$25
Gancarz, Robert	Emergency Services Instructor	\$20
Gardner, Brian	Emergency Services Instructor	\$25
Guerrini, Benjamin	Emergency Services Instructor	\$21
Harper, Kevin	Emergency Services Instructor	\$16
Kerr, Daniel	Emergency Services Instructor	\$17
King, Thomas	Emergency Services Instructor	\$25
MacFarland, Robert	Emergency Services Instructor	\$18
Martin, Kenneth	Emergency Services Instructor	\$25
Maschke, Joseph	Emergency Services Instructor	\$18
Massi, Sandra	Emergency Services Instructor	\$24
McCorkle, William	Emergency Services Instructor	\$18
McDonough, Robert	Emergency Services Instructor	\$22
Meade, Ryan	Emergency Services Instructor	\$17
Meredith, George	Emergency Services Instructor	\$25
Norman, Danny	Emergency Services Instructor	\$23
Paolo, Joseph	Emergency Services Instructor	\$22
Ramsey, Douglas	Emergency Services Instructor	\$25
Reis, Raymond	Emergency Services Instructor	\$25
Robertson, Mark	Emergency Services Instructor	\$25
Robertson, Michael	Emergency Services Instructor	\$25
Rowe, Stanley	Emergency Services Aide	\$18
Scully, Keith	Emergency Services Instructor	\$25
Sharkey, Pat	Emergency Services Instructor	\$21
Stranko, Marc	Emergency Services Instructor	\$25
Taylor, Steven	Emergency Services Instructor	\$25
Tomaszewski, Matthew	Emergency Services Instructor	\$16
Tomer, Brent	Emergency Services Instructor	\$19
Whitley, Melissa	Emergency Services Instructor	\$25
Woods, Stephen	Emergency Services Instructor	\$20