

**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, March 25, 2021.

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

The Board resumed the public meeting at 6:00 pm Thursday, March 25, 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 March 25, 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
Charles Muller 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 type="checkbox"/> Present	<input checked="" 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, March 25, 2021.

Ms. Lee called the meeting to order at 6:01 pm and led the flag salute. Andrew Willmott read the Sunshine Notice.

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

Robert Brittain	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Anna Evans	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Lorene Moore	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Charles Muller, 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 type="checkbox"/> Present	<input checked="" 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: Five phone numbers were present during the meeting, J. Jeitner, D. Kwartin, A. Ware, P. Gorman, L. Warren, L. Pinkerton, M. Stewart, J. O'Donnell, M. Angelini, L. Carr, D. Beaulieu, P. Bradley, C. Newell, D. Engman, S. Setsen, N. Lucas-MacPhee, J. Taylor, S. Fodor, B. Guenther-Misunas, K. Sommers, K. Zawadzki, D. Finn, E. Engber, M. Charles, T. Grelling, J. Cohen, M. Ferrell, J. Willey, K. Nizio, M Winnick, S. Perry, R. Ipri, C. Artale, A. Mazella, S. Downey, B. Decker, T. Moyn, J. Rabinowitz, C. Moscarello, A. Presner, J. LeCates, M. Troncone, D. Schlotter, D. Scannell, D. Payne, K. Lowenthal, S. Toner, R. Loughlin, A. Ferraro, K. Pagan-Colon, C. Garrano, S. Weight, K. Scheetz, J. Barbagioanni, L. Eischen, K. McGrogan, C. Hewitt, L. Salmons, S. Stevens, E. Roessler, R. Polito, J. Moses, L. Gilbert, M. McIntyre, S. Karabell, R. Lallo, A. McHugh, D. Colella, S. Miskey, M Kneringer, C. zavacky, B. Celso, Y. Bodden, K. Hall, C. Cotton, D. Pechin, R. Gallo, A. Grohe, C. Moore, C. Brogan, C. Holmes, C. Adams, v. Evangel, D. Roggio, S. Staaf, R. Shivers, J. Boggs, C. Puca, K. Jones, R. Rowe, L. Cunnane, K. Rooney, G. Fazzie, J. Forvour, A. Edmonds, M. Ogden, D. Hess, R. Ebert, B. Will, T. Desantis, E. Lazarus, D. Jackson, K. Bonsall, W. Tannenbaum, T. Arket-York, S. Wilcox, G. Golding, K. Bakely, D. Briggs, D. Raroha, R. Reinicker, L. Thibodeau, R. Lyman, B. Wolcott, B. Downs, B. Divney, R. Varga, B. Ring, T. Turkot, C. Christopher, S. Pressley, O. Johnson, V. Wills,

D. Jabkowski, B. Fennell, A. Arena, R. Morse, F. Gellis, K. Weaver, F. Shulman, W. Friel, N. Roman, L. Langan, C. Wolff, K. Harris, T. Mellace, A. Edmonds, J. Gownley, L. Maldonado, D. Jacobs, D. Williams, T. Carpenetti, A. Valasek, P. Niehaus, D. Stewart, J. Walentukonis, T. Ross, K. Hardgrove, J. Colby, L. Hayes, K. Koch, K. Fletcher, D. Karwoski, L. Carr, J. Rosenberg, A. Palella, M. Kaminski, B. Yanoschak, M. Charles, M. Savoia, K. Lewis, B. Shappell, L. Reigelsperger, J. Nizio, V. McNamara, J. Yanoschak, C. Jenter, B. McIntyre, K. Swart, S. Velzy, K. West, V. Wilcox, F. Rinaldi, M. Jenkins, B. Markelwith, D. Crosby, C. Hoffnagle, D. Phillips, M. Strittmatter, K. O'Malley, K. Richter, K. Lightcap, D. Hand, K. Dooley, R. Warren, M. Delaney

Communication & Correspondence: Ms. Lee requested Mr. Willmott to announce any communication or correspondence. Mr. Willmott announced that the BCS Custodial and Maintenance Association and BCIT Administration Association had submitted letters and 43 letters were received regarding a personnel matter.

Minutes: Ms. Lee, Board President, presented the Minutes from February 25, 2021. On a motion by Mr. Robert Brittain and seconded by Ms. Lorene Moore, the Board approved the Minutes.

Roll Call:

Robert Brittain	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Anna Evans	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Lorene Moore	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Charles Muller, 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 type="checkbox"/> Present	<input checked="" 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. Charles Muller 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
Charles Muller, 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 type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Paula E. Lee	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Public Comments

Board President Ms. Paula Lee requested Mr. Willmott to announce the outline for public comments. Mr. Willmott reminded the public to reference agenda items only.

Ms. Lee asked Mr. Willmott if there were any comments to be heard. Mr. Willmott confirmed that there were no attendees requesting to comment. There being no response from the public, Ms. Lee moved the meeting to the Superintendent's Agenda.

Superintendent Agenda and Addendum Only:

Dr. Nagy's report included information listed on the Board of Education agenda addendum and highlights from BCIT and BCSSSD

Dr. Nagy would like to recognize those staff who are retiring after a number of years of service to our districts, students and colleagues and wish good health and happiness in their new endeavors.

The District shared a deep disappointment that the COVID-19 Alert Level in Burlington County this afternoon had been moved by the BCDOH on the matrix from Moderate and Yellow level to a High and Orange level based on the spike in COVID cases in the county. The change represents a reversal of some of the more hopeful news that classroom social distancing could be moved from 6ft to 3ft. Hopeful that this is temporary and plans can be made to anticipate a return to Yellow, a moderate level which allows for certain restrictions related to social distancing in classrooms to be ameliorated. BCSSSD does not anticipate change to BCSSSD's current schedule where students are in class each day with early dismissals on three days. At BCIT, when able to return to Yellow status, adding an optional day for students who elect going from an ABC schedule to an AB schedule. A survey will be ready for parents and would be prepared to have that change operationalized in short order given the change in the COVID-19 matrix.

Both Districts will begin Spring break next Thursday, April 1st and will return on Monday, April 12th. All are to be mindful of the travel guidelines which are in place and may change given today's change to high alert level.

In compliance with Alyssa's Law, the installation and testing of the Blue Point Alarm system will go live on Friday, March 26, 2021 at BCIT and soon at BCSSSD after all systems are tested. In an emergency, the law requires schools to have a direct link to the local police stations and when a lockdown of the building is necessary, a pull station located in various parts of the building be pulled to notify police. This could be activated by a staff member, student or administrator. A one-minute information video will be shared with staff and students and the new feature will be introduced in case of emergencies. The same will be done for the BCSSSD staff and students when the system goes live.

Administration, and where applicable, advisors, have been looking for ways to honor seniors, respect CDC, NJDOH and BCDOH social distancing guidelines and travel in order to allow for a memorable and dignified tribute to our seniors inclusive of outside activities. We are also looking at end-of-the-year events such as commencement which may differ at BCIT and BCSSSD.

BCSSSD & BCIT hosted motivational speaker Mike Regina, who joined Dr. Nagy to speak with the staff and school community about the importance of passion and purpose and the impact teachers make in the lives of students.

BCIT

This week, BCIT was privileged to have our Academy of Performing Arts students meet Ms. Narci Regina, a Dominican-American actress, born and raised in New Jersey. Before pursuing acting, she received a M.S. in Speech-Language Pathology in Brooklyn, NY and enjoyed providing therapy to children with special needs for several years. However, her desires for the arts led her to change professions and train to be a professional actor. Her most recent credits include Guest Star roles on Law & Order: SVU (NBC) and FBI (CBS). She can also be seen co-starring in Blue Bloods (CBS), M. Night Shyamalan's Servant, for Apple TV and Alternatino with Arturo Castro on Comedy Central.

Starting next week, the Student Council is sponsoring another Spirit Week, called Spirit Week 2.0 under the current pandemic. Interesting activities are being held each day prior to the break. Points will be awarded to

respective classes for those who best personify the theme of the day. A prize will be awarded to be exercised at the end of the school year.

Assistant Superintendent for Equity and Diversity, Dr. Holley, has been leading a book chat with the community, parents and staff. The book is entitled: *Tell Me Who You Are*. The participants have commented how much they are enjoying the discussions. Dr. Nagy thanked Dr. Holley for this new initiative.

BCSSSD

BCSSSD proudly hosted Board President, Mrs. Paula Lee, for a tour of the Westampton and Transition Campuses. Mrs. Lee had the opportunity to see the caring, talented team and exceptional students in action.

Dr. Nagy referred to the Board addendum this evening including the Board approval authorization to enter into an addendum with the BCSSDEA collective bargaining agreement to resolve the 2021-01 grievance. The addendum also includes the acceptance of personnel resignations, status changes, transfers and leaves. There is a clear plan in place to address any and all changes and messaging will be shared at the appropriate time. We respect the decisions of all individuals and wish them well in their new endeavors. Also on the addendum, is the approval of the upcoming Respite on Saturday and Special Olympic physicals.

The Board will approve the revisions to the calendar to include a last day for teachers for the current 2020-2021 school year and for the 2021-2022 school year. The last day for staff will be one day after the students' last day this year and next year.

The first BCSSSD Parent and Community Academy Webinar took place and hosted the Children's System of Care for Burlington County. Representatives of this organization, as well as other organizations from around Burlington County, shared various resources available to families. BCSSSD hosted nearly 30 participants for this webinar and hope to continue offering these informative virtual sessions.

BCSSSD Westampton Campus received coverage in TapInto Bordentown with an [article](#) on our participation in Read Across America Week. The article highlighted guest readers, who were members of our administrative team and high school students, reading to younger students both in-person or virtually.

Three BCSSSD nurses who volunteered during the COVID-19 pandemic were highlighted in an [article](#) by the NJ Joint Council of County Special Services Districts. The article featured their roles as pandemic volunteers and how the knowledge they've gained through volunteering compliments their jobs as school nurses who care for our students each and every day.

Congratulations to the five BCAS students who have met their graduation requirements within the past month and wish them all the best in their future endeavors.

April is Autism Awareness Month. Social media and website channels will include interesting facts and innovative ways BCSSSD is engaging and celebrating students with exceptionalities.

Minutes: Dr. Nagy requested the Board to approve the Superintendent's agenda and the supplemental addendum report. Ms. Paula Lee, Board President, requested a motion to approve Dr. Nagy's report. On a motion by Ms. Anna Evans and seconded by Mr. Robert Brittain, the Board approved the Minutes.

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

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
Charles Muller, 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 type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Paula E. Lee	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Public Comments:

Board President Lee invited Mr. Willmott to open up the meeting to Public Comments. Mr. Willmott addressed the public to use the Raise Your Hand button on the Zoom link in order to address the Board. Mr. Willmott began announcing the names of the public who had initiated the raised hand icon.

Ms. Christine Hewitt (Lumberton, NJ) BCSSSDEA President and teacher on elementary school campus greeted the Board and thanked Ms. Paula Lee for touring the BCSSSD building and for the conversations during the tour. Ms. Hewitt announced that today, March 25, 2021 is the 100th day of school celebrating face-to-face instruction in the classroom during a pandemic and also shared concerns on behalf of faculty and staff of Westampton.

Ms. Kimberly Sheetz (Collegeville PA) Westampton campus occupational therapist for 15 years shared the importance of consistency, requested building level administration should receive acknowledgement for the jobs they do and how positive the community felt with a principal who was a strong guide during difficult COVID time in education.

Mr. Mike Kaminski thanked the Board's counsel, Ms. Grant, for the finalization of grievance resolution and thanked the Board for moving on the resolution tonight. Mr. Kaminski shared his respect for the principal and his concern with change. Mr. Kaminski requests the Board to do the best to find a great replacement for the school.

Ms. Rebecca Warren (18 Worrell Road Tabernacle, NJ) Ms. Warren is a parent and shared concerns on the decision to quickly cancel student events months in advance and also with the grade and school curriculum evaluations. Ms. Warren explained that grades and curriculum should be evaluated differently due to virtual learning.

Ms. Danielle Payne (Riverton NJ) Ms. Payne is a parent and shared concerns with the principal leaving the district, the well-being of children and the changes at the school.

Ms. Jackie Willey, a teacher on the high school campus, has been a teacher for 21 years and she is concerned that the decisions being made are not the best for the school or the students.

Ms. Barbara Will (Tabernacle, NJ) teacher on Transition campus thanked the Board members who have visited the campus and experienced students' learning important living skills. Ms. Will is very proud of her student's and is honored during special moments to show the wonderful program at Transition.

Ms. Lori Salmons thanked the Board members for their visits to campus. Ms. Salmons shared her reflections

with the students in the classroom and her concerns with communication between the school and district staff.

Ms. Diane Jacobs (Medford, NJ) is a parent and described her positive interactions with the school principal and how disappointing it is to lose that connection to the school. Ms. Jacobs requested that parents be included in decisions made for the school.

Ms. Connie Garrano, school nurse at middle school on Westampton campus for 20 years asked who will be in charge of nursing this school year. Ms. Garrano shared her recollection of the cohesive COVID contacting alongside a strong captain and her concern for the school in the upcoming months.

Ms. Christine Lewis, teacher at Special Services for 30 years reflected on the strong teachers and strong staff, the difficulty of the district's decision not to have teachers instruct students remotely from home and the future of the district.

Ms. Lauren Schulman (Cherry Hill, NJ), speech therapist at the middle school for eight years shared how she has had multiple supervisors and is concerned with the value of the teachers, their best interest and the future leadership at the school. Ms. Schulman wishes the best for the school district.

Ms. Sandra Pierson, speech therapist on the elementary campus of Burlington County Special Services shared the benefits of a caring and creative and productive school and her dismay with the decision announced today.

Ms. Jamie LaCates thanked all for their contributions to the school. Ms. LaCates is very happy to have made a connection with Mr. Dan Hagelman and his students at BCIT and for his expertise in repair. Ms. LaCates thanked the principal for his guidance with her successful career opportunity.

Ms. Michelle Stewart shared that 50 people were planning to speak with the Board tonight, but out of respect for the principal, they will not be speaking.

Ms. Ondrietta Johnson said the atmosphere in the school was a bright light and now she is feeling the effects of change in school and wishes the principal well.

Ms. Lauren Langan (Stratford NJ) works on the middle school campus and thanked Ms. Lee for her recent visit to BCSSSD. Ms. Langan explained how she was recently asked to take part in a roundtable discussion with NJ Assemblywoman Carol Murphy and heard from other schools about their interactions with their school's administration. Ms. Langan gave her thoughts on the changes and the need for consistency in the school.

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

Board Comments

President Lee invited Ms. Kelly Grant and Dr. Nagy if they had any closing remarks this evening. Ms. Grant thanked Ms. Lee but did not have a comment. Dr. Nagy replied that several parents had sent emails with questions and he would be responding to them on an individual basis. Ms. Lee asked the Board for their comments.

Mr. Brittain is very sad about the effects COVID19 is currently having in the schools and he appreciates the

staff and wishes a happy retirement to those who are retiring this year.

Ms. Evans has joined the Equity and Diversity book club started by Dr. Ashanti Holley and she is very happy to be a part of the group and wishes everyone a great night.

Ms. Moore is very proud to serve on the Board and is very sorry people are upset. Ms. Moore assures we will get through COVID and other issues.

Ms. Parker is looking forward to scheduling her visit to BCSSSD and visiting as many classrooms as possible and being in the school's presence in April.

Mr. Muller echoes the words of everyone else.

Ms. Lee shared her visit to BCSSSD and Transition campuses and how amazing her time was touring the school. The bulletin boards and artwork are amazing. Ms. Lee enjoyed watching students at BCSSSD who are learning remotely working in conjunction with students in-person in the classroom and how engaged the students are. Ms. Lee said the happiness of the students was flowing throughout the visit. Ms. Lee spoke on the wonderful reflection of all the programs offered at Transition and the school's connection to the post office in Hainesport working with the students and how great this is for the future of the students.

Adjournment

There not being any further business, President Lee asked for a motion to adjourn. On a motion by Ms. Michelle Parker and seconded by Mr. Charles Muller, the Board adjourned at 6:56 pm. with the next meeting scheduled for April 29, 2021 at 6:00 pm to be held virtually through Zoom.

Respectfully Submitted,

Andrew C. Willmott
Board Secretary/Business Administrator

I. PERSONNEL

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

- Job Description** (Exhibit # 1)
Director of Security (Shared) - Revised

- Resignations: Substitute**

Name	Position	Reason	Effective
Hobbs, James	Bus Driver	Retirement	06/01/21

- Conference/Professional Workshops**

Personnel	Conference	Date(s)	Cost*
English, Lisa	Standard certification for CSA, approval to process NJASA mentorship fee	3/15/21	\$2,500

A. Burlington County Special Services School District

- Resignation/Retirements: Full-Time**

Name	Position	Reason	Effective
Deibler, William (Eric)	School Psychologist	Retirement	07/01/21
McNamara, Virginia	Special Education Teacher	Retirement	07/01/21
Westphal, Denise	Teacher Assistant	Retirement	05/01/21
Employee #9360	Approval to accept the Resignation and Authorize Execution of Separation Agreement between the Board of Education and Employee.		

- Employment: Full Time** (prorated) pending new hire requirements *Executive Approval

Name	Position	Salary	Effective
DeFranco, Michele	Secretary	Non Align \$46,500	04/13/21
Mattison, Kimberly	Speech Therapist	MA+30 Step 3 \$66,419	03/23/21*
Schneider, Ian	Warehouse/Receiving Clerk	Non Align \$40,000	03/12/21*

- Status Change, Degree** (prorated)

Name	Position	From	To	Effective
Myers, Brian	Teacher Assistant	HS+60 Step 3 \$22,557	BA Step 3 \$25,019	04/01/21
O'Brien, Julie	Teacher	BA+30 Step 4 \$63,093	MA Step 4 \$64,005	04/01/21
Rosen, Dana		Elementary Supervisor	Reading Specialist	07/01/21

4. Leaves *Intermittent **Amended

Employee	Position	Type	Effective
Clark, Tami	Teacher Assistant	FMLA	02/16/21-02/22/21
Davis, Candice	Custodial	FMLA	03/15/21-04/26/21
Decker, Brooke	Supervisor, ESU	FMLA/NJFLA**	11/24/21-05/26/21
Dorety, Peter	Teacher Assistant	LOA	03/01/21-04/11/21
Fiore, Alban	Teacher, Elementary	FMLA	04/26/21-06/15/21
Harb, Alexandra	Reading Specialist	LOA	03/10/21-06/02/21
Hayes, Alisa	Speech Therapist	FMLA/NJFLA	04/20/21-06/21/21
Richter, Kelli	Teacher Assistant	FMLA*	02/05/21-06/30/21
Shields, Belle	Teacher	LOA	03/16/21-06/30/21
Troncone, Madison	Teacher	NJFLA*	04/15/21-05/19/21
Weight, Samantha	Social Worker	FMLA	05/03/21-10/25/21

5. Salary Adjustments, Unpaid Absences

Name	Position	Rate	Date
Buono, Jenny	Teacher	-\$284.58	03/08/21
Cox, Michelle	Teacher Assistant	-\$792.88	½ 02/25/21, 03/12/21, 03/19/21, 03/22-24/21
Engard, Erin	Teacher Assistant	-\$121.94	03/11/21
Jabkowski, Deborah	Teacher Assistant	-\$425.82	03/03-05/21
Langan, Lauren	Teacher	-\$349.29	03/05/21
Maloney, Jeanine	Speech Therapist	-\$1,348.97	03/15-16,18, 22/21
Paris, Tracey	Cafeteria Assistant	-\$324.03	½ 03/04/21, 03/05/21
Rittinger, Wilma	Educational Interpreter	-\$559.82	03/11-12/21
Shields, Belle	Teacher	-\$5,946.24	02/25-26/21, 03/01-15/21
Southerland, Christa	Teacher Assistant	-\$555.15	03/02/21, 03/09/21, 3/22-24/2021
Winnick, Mary Elizabeth	Teacher	-\$313.53	03/02/21

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

Lumberton	Transition	
Hayden, Robert*	Clark, Austin	Tschebotarew, James

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

Name	Extra-Curricular	Rate
Amodio, Alyssa	Special Olympics Swim - Head Coach	\$2,500
Bradley, Paula Carpenetti, Terri Flade, Katrina Maiese, Bernadette Nizio, Kathleen Toner, Stephanie	Assist with Q3 Progress Report completion 03/28/21-04/15/21 as needed*	Hourly Rate
Davis, Matthew Guenther-Misunas, Bethann	Special Olympics Track and Field - Head Coach	\$1,800
Flood, Michelle	Special Events Coordinator - Resource Fair	\$800
Gilbert, Henry Kamelia, Nina Rabinowitz, Jay Rowlett, Henry	Introduction to DBT Informed School Counseling Strategies Live Virtual Training (Compensation for hours beyond the regularly scheduled day)*	Hourly Rate
Hewitt, Christine	IEP Computing Processing After Hours (For Belle Shields LOA - Max 13 hrs)	\$56/hr
Rogers, Brianna	Special Olympics Track and Field - Assistant Coach	\$1,400
Stewart, Michelle	Special Events Coordinator - Senior Trip	\$800
Travaglione, Kristina	Special Olympics Swim - Assistant Coach	\$2,000
Ward, Joset	Bus Aid	\$14.50/hr
Wills, Valeen	RESPITE worker	\$30/hr

8. Student Teacher/Internship/Observation * Executive Approval

Name	College	Type	Effective
Jones, Quadira	Jefferson University	OT Level II	04/12/21-06/04/21

9. Course: Approvals

Name	Position	College	Credits
Arena, Adrienne	Teacher	Lourdes University	3
Celso, Bethany	Physical Therapist	Lourdes University	3
Roggio, Deborah	Teacher Aide	Camden County College	3

10. Course: Reimbursements

Name	Position	College	Credits	Amount
Arena, Adrienne	Teacher	Lourdes University	3	\$449
Nizio, Kathleen	Occupational Therapist	Lourdes University	3	\$449

11. Conferences/Professional Workshops *Over Mileage ** Administrative Assignment

Personnel	Conference	Date(s)	Cost*
Bradley, Paula	Summit Professional Development Annual Online Subscription	2021	\$249.99
Cohen, Jeremy Downs, Bobbie Kamelia, Nina Gilbert, Henry Kotzen, Alan Rabinowitz, Jay Roulette, Henry	Intro to Dialectical Behavior Therapy Informed Counseling, Virtual ** Implementation of Dialectical Behavior Therapy Steps A, Virtual **	04/01-02/21 05/11-13/21	\$595 ea \$850 ea
Cohen, Jeremy Downs, Bobbie	Dialectical Behavior Therapy Steps A - Administrator Introduction, Virtual **	04/15/21	\$150 ea
Holley, Ashanti	The College of New Jersey Career Fair, Virtual** Rowan University Career Fair, Virtual ** Rider University Career Fair, Virtual** Stockton University Career Fair, Virtual**	04/16/21 04/22/21 04/23/21 04/27/21	None \$50 None None
Downs, Bobbie	New Jersey Special Education Annual Summit Virtual **	05/07/21	\$149
LeCates, Jaime Zavacky, Catherine	Brookdale Stage VI Coursework	01/09-03/06/ 21	\$653 ea

12. Transfers *Executive Approval

Employee	From	To	Effective
Lyman, Rita	Transition CST	HS CST	09/01/20*

13. Resolution Reached in Grievance 2020-01

The Board of Education provides authorization to enter into an addendum with the BCSSDEA pertaining to the collective bargaining agreement to resolve the 2020-01 grievance.

B. Burlington County Institute of Technology

1. Resignation/Retirements: Full-Time

Name	Position	Reason	Effective
Benzel, Karen	Secretary	Retirement	05/01/21

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

Name	Position	Salary	Effective
DeCicco, Kristen	Secretary	Non-Aligned \$43,500	TBD

3. Approval for Sick Day Donation *Executive Approval

The Superintendent of Schools recommends the donation/transfer of up to 60 sick days to employee #100177 in accordance with the Sick Day Donation procedures.*

4. Salary Adjustments, Unpaid Absences

Name	Position	Rate	Date
Ciecierski, Stephanie	Teacher	-\$458.30	½ 02/24/21; 03/09/21
Johnston, Ronald	Teacher Aide	-\$159.61	03/03/21
Sherrod, Harold	Custodian	-\$150.18	03/04/21

5. Extra Pay/Volunteer Positions

Resignations

Name	Position	Reason	Effective
Callaghan, Colleen	PRIDE Advisor Yearbook Advisor Class of 2024 Advisor	Resignation	04/11/21

District Extra Pay/Volunteer Positions 2020-2021 (2021-2022)**

*Executive Approval ** (prorated)

Name	Extra-Curricular	Rate
Foster, Alexas Hrabal, Thomas Kling, Lois	Title I ESEA ASPIRE After-school	38/hr
Leshner, Joseph (Shane)	Assistant Summer Camp Coordinator* - effective 05/01/21-08/13/21 (½)	\$4,000**
Poirier, Jessica Porter, Rachel	Title I ESEA Geometry Remediation Course	38/hr

Medford *Executive Approval

Name	Extra-Curricular	Rate
Caton, Dean* Gilmore, Ryan*	Assistant Baseball Coach	\$5,825
Hughes, Lee* Sienkiewicz, JoAnn*	Assistant Softball Coach	\$5,825
Ogden, Carla*	Site Supervisor - Spring	\$4,349
Powell, Nickolas*	Head Softball Coach	\$8,262
Rossi, Jarett*	Head Baseball Coach	\$8,262
Taylor, Erin	Equity Club Leader-Title I ESEA	\$1,400

Westampton *Executive Approval ** (prorated)

Name	Extra-Curricular	Rate
Basham, Chad*	Head Baseball Coach	\$8,262
Basham, Chad	Extra Block (Minuto coverage)* 03/04/21-03/25/21	¼ Per Diem
Burke, Michelle* Carey, Danielle*	Assistant Softball Coach	\$5,825
Ciecierski, Stephanie Coble, Gilbert	Equity Club Leader-Title I ESEA (½ Shared)	\$1,400
Goduto, Derrick*	Site Supervisor - Spring	\$4,349
Jenkins, Monique	Yearbook Advisor - effective 4/12/21**	\$5,601
Leshner, Joseph (Shane)* Purcell, Andrew*	Assistant Baseball Coach	\$5,825
Rivera, Joseph*	Head Softball Coach	\$8,262
Wiley, Luke	PRIDE Advisor - effective 4/12/21**	\$3,049

6. Course: Approvals *2021-2022

Name	Position	College	Credits
Artz, Brooke	LDTC	Stockton University	3*
Danser, Victoria	Teacher	Wilmington University	3
Paliotta Nevadomski, Kerry	Teacher	Capella University	4

7. **Course: Reimbursements**

Name	Position	College	Credits	Amount
Demree, John	Cooperative Education Coordinator	University of Phoenix	2	\$350
Hackman, Deborah	Teacher	Wilmington University	3	\$1,464
Schneider, Vicky	Executive Administrative Assistant to the BA/BS	Rutgers Center for Government Services	N/A	\$944

8. **Conferences/Professional Workshops** *Over Mileage **Executive Approval

Personnel	Conference	Date	Cost*
Cech, Colleen Pensabene, Jeffrey	LGBTQ & Student Rights, Webinar	03/23/21**	\$125 ea
Johnson, Beth	Acceptance & Commitment Therapy Made Easy, Webinar	03/29/21**	\$199.99
Staff, Frank	Opex Facility Tour, Pennsauken	03/24/21**	None
Valenti, Gina	Kinesiology Taping Certification, Freehold Instrument Assisted Soft Tissue Mobilization Techniques (IASTM) Fundamentals, Webinar	04/24-25/21 05/22/21	\$550 \$199
Vincent, Cinnamon	Updates in Special Education Guidance, Webinar	04/22/21	None

II. PROGRAMS

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

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

New - Second Reading

P0164.6 *Remote Public Board Meetings During a Declared Emergency* (M) (New)

P1643 *Family Leave* (M) New

R7425 *Lead Testing of Water in Schools* (M) (New)

Revised - Second Reading

P 5410 *Promotion and Retention* (M) (BCSSSD/BCIT) (Revised)

P0145 *Board Member Resignation and Removal* (M) (Revised)

R1642 *Earned Sick Leave Law* (M) (Revised)

P&R 5330.01 *Administration of Medical Cannabis* (M) (Revised)

P7425 *Lead Testing of Water in Schools* (M) (Revised)

No Child Left Behind Act (NCLB) to Every Student Succeeds Act (ESSA) Policy and Regulation Guides

P2415 *Every Student Succeeds Act* (M) (Revised)

P2415.01 *Academic Standards Academic Assessments, and Accountability* (M) (Abolished)

P2415.02 *Title 1 - Fiscal Responsibilities* (M) (Revised)

P2415.03 *Highly Qualified Teachers* (M) (Abolished)

P2415.05 *Student Surveys, Analysis, and/or Evaluations* (M) (Revised)

P&R 2415.20 *Every Student Succeeds Act Complaints* (M) (Revised)

P4125 *Employment of Support Staff Members* (M) (Revised)

P6360 *Political Contributions* (M) (Revised)

P8330 *Student Records* (M) (Revised)

P9713 *Recruitment by Special Interest Groups* (M) (Revised)

Abolished Policy and Regulation

P3431.1 *Family Leave* (M) (Abolished)

P4431.1 *Family Leave* (M) (Abolished)

P3431.3 *New Jersey Family Leave Insurance Program* (Abolished)

P4431.3 *New Jersey Family Leave Insurance Program* (Abolished)

P&R 7430 *School Safety* (M) (Abolished)

A. Burlington County Special Services School District

1. **BCSSSD Revised 2020-2021 and 2021-2022 District Calendars - Revised** (Exhibit # 2)
Recommend approval of the 2020-2021 and 2021-2022 BCSSSD Revised School Calendar - Teachers Last Day of School

2. **Affiliation Agreements**

Institution	Date(s)
Rutgers University School of Social Work	09/01/21-08/31/22

3. Guest Speakers

Speaker(s)	Audience	Date
Mikaelsen, Ben - Bullying Q&A (virtual)	Grades 5 - 12	05/06/21

4. Program Approval

Recommend approval of the PBSIS Financial Literacy and Life Skills Resource Program for Transition Campus

5. Service Agreements

BE IT RESOLVED by the Board of Education that the Psychiatric Services Agreement between Tyreasea Johnson-Mason, DNP and the Burlington County Special Services School District is hereby approved effective May 1, 2021 through June 30, 2021.

B. Burlington County Institute of Technology

1. Guest Speakers *Executive Approval

Speaker(s)	Audience	Date
Technology-based Careers in Entertainment - MSgt. Rich Dickerson (Virtual)	Performing Arts	03/03/21*
Road to Success - Karen Halliburton (Virtual)	Auto/Diesel	03/31/21
Journey to Becoming a Registered Nurse - Crystalle Johnson (Virtual)	Allied Health/ Cosmetology	04/2021-TBD
Business Opportunities in Cosmetology - Autumn Chance (Virtual)	Cosmetology	04/2021-TBD
Preparation for College - Latimani Morgan (Virtual)	Cosmetology	04/2021-TBD
Minding Your Mind - Guy Iacono, Scott Prendergast (Virtual)	Parents	04/15/21
MILO Training - Medford Township Police Department	LPS	04/19-21,26, 28,05/03/21

2. Revised Curriculum: Available in the supt's conference room 48 hours prior to board meeting by appt.

Health I/II/III/IV	Automotive Technology	US History I/Honors
US History II/Honors	World History/Honors	

3. Schoolwide Waiver: Approval to apply for an ESEA Title I Schoolwide waiver for the Medford Campus 2021-2022.

4. Textbook Approvals

Architecture & Design Technology	Getting Started with Onshape, 2nd Edition Publisher: SDC Publications Authorized Onshape Partner: Elise Moss
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	<i>Technical Drawing 101 with AutoCAD 2020</i> <i>A Multidisciplinary Guide to Drafting Theory and Practice with Video Instruction</i> Publisher: SDC Publications Authors: Douglas Smith, Antonio Ramirez, Ashleigh Fuller
History	Pearson Online Interactive: US History Survey US History Reconstruction to Present World History Survey World History Modern Era

5. Perkins V Secondary Grant FY'21 Amendment

Recommend approval of submission of Perkins V Secondary Grant FY'21 amendment.

6. Perkins V Postsecondary Grant FY'21 Amendment

Recommend approval of submission of Perkins V Postsecondary Grant FY'21 amendment.

III. STUDENT ACTIVITIES

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

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

A. Burlington County Special Services School District

1. Suspensions:			
BCAHS	1	High School	0
Elementary	0	Lumberton/CA	0
2. Activities			
Campus	Activity	Dates	
BCSSSD	BCSSSD RESPITE	03/27/21	

3. **SONJ Student Sports Physicals**
Recommendation to approve SONJ student sports physicals on BCSSSD Main Campus - SONJ Mobile Clinical RV on April 21, 2021.

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	0	3
b.	Transfers out of County	1	2
c.	Dropouts	0	0
d.	Transfer to West/Medford Campus	0	0
e.	Suspensions	0	0
f.	Homebound	1	1

2. **Activities** *Rain Date

Campus	Activity	Dates
M	Spring Sports Schedule	04/15/21-06/07/21
M	Student Council Pride Week Events	04/26/21-04/30/21
M	Class of 2021 Outdoor Movie Night	05/25/21 (rain date 05/26/21)
W	RCBC Senior Spring Ahead Program - Virtual	04/29/21
W	Student Council & Performing Arts (Virtual) Talent Show	05/12/21
W	FFA State Convention (Virtual)	05/26 - 05/28/21

W	Class of 2023 Ring Parent Presentation - Lehman	04/14/21
W	Student Council Drive-In Movie Event	05/14/21 (05/21/21*)
W	VoTag Clothing & Sneaker Donation	04/12-04/30/21
W	PRIDE (Virtual) People's Choice Awards	04/30/21
W	Spring Sports Schedule	04/15/21-06/11/21
W	NJ HOSA State Conference (Virtual)*	03/20-21/21

3. Fundraisers *Rain Date

Fund/Campus	Activity	Date(s)
Student Council/Medford	Class Colors & Student Council T-Shirt Sale	03/29-04/09/21
NTHS/Medford	MOD Pizza Fundraiser	04/01/21
Good Vibes/Medford	Ronald McDonald House Items Collection	04/12-05/14/21
NTHS/Medford	Pop Shop Fundraiser	05/13/21
Performing Arts/Medford	Outdoor Spring Musical	05/14-15/21 (05/22/21*)

4. Field Trips

Students	Trip	Date	Personnel	S	C
Class of 2021	Six Flags Great Adventure, Jackson	TBD	Pensabene, J.	130	10

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 February 28, 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. 6A:23-2.12(c)4, the Board of Education, certifies that as of February 28, 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. Travel and Related Expense Reimbursement, 2021-2022

WHEREAS, the Board of Education of the Burlington County Special Services School District and the Burlington County Institute of Technology recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$750 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms.

3. 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 April 1, 2021 to June 30, 2023, to perform the professional services ordinarily provided by an insurance agency for liability, workers' compensation and property insurance. These professional services are necessary and are required by this Board of Education.

4. APPOINTMENT OF GRANT WRITING & APPLICATION SERVICES BCSSSD/BCIT

BE IT RESOLVED by the Board of Education that Community Grants, Planning & Housing (CGP&H), 1249 South River Road, Suite 201, Cranbury, NJ 08512 be appointed the Grant Writing & Application Services provider for the District from April 1, 2021 to June 30, 2021, to perform the professional services ordinarily provided by a grant writing & application services provider. These professional services are necessary and are required by this Board of Education.

A. Burlington County Special Services School District

1. Initial Cooperative Pricing System Agreement, ACES #E8801-ACESCPS

WHEREAS, "The Electric Discount and Energy Competition Act," P.L. 1999, c. 23 authorizes the New Jersey School Boards' Association (hereinafter NJSBA) to obtain electricity and other energy-related services for individual local boards of education on an aggregated basis; and

WHEREAS, N.J.S.A. 18A:18A-11 and 40A:11-10 authorizes local district boards of education to enter into cooperative pricing agreements with local government units, i.e. municipalities and counties, (hereinafter local units"); and **WHEREAS**, NJSBA has offered voluntary participation in a cooperative pricing system for the group purchase of electrical generation and/or natural gas for consumption by the local units; any ancillary or administrative services related to the purchase of electrical generation and/or natural gas; and related energy services; and digital and electronic products and services and other technology products and programs to be purchased by local units; and services and such other items or services as two or more participating local units in the system agree can be purchased on a cooperative basis; and

WHEREAS, the Burlington County Special Services School District in the county of Burlington, State of New Jersey, desires to participate in NJSBA's Cooperative Pricing System;

NOW, THEREFORE, BE IT RESOLVED on the 25th day of March, 2021 by the Burlington County Special Services School District, county of Burlington, State of New Jersey, as follows:

- **TITLE** - This RESOLUTION shall be known and may be cited as the "ACES Cooperative Pricing Resolution of the Burlington County Special Services School District."
- **AUTHORITY** - Pursuant to the provisions of N.J.S.A. 18A:18A-11 and 40A:11-10, the Business Administrator is hereby authorized to enter into NJSBA's ACES Cooperative Pricing System Agreement.
- **CONTRACTING UNIT** - The New Jersey School Boards Association shall be responsible for complying with the "Public School Contracts Law," N.J.S.A. 18A:18A-1 et seq. all other applicable laws in connection with the preparation, bidding, negotiation and execution of contracts in connection with NJSBA's ACES Cooperative Pricing System.
- **EFFECTIVE DATE** - This resolution shall take effect immediately upon passage.

B. Burlington County Institute of Technology

1. Use of Facilities

Agency/Program	Room - Campus	Date(s)
Westampton Recreation/Adult Coed Softball - Spring Season	Baseball & Softball Fields - Westampton	Sundays 04/11/21-08/01/21

2. Donation *Executive Approval

Donor	Item	Utilized
Peterson Service Co., Inc.	2004 Dodge Dakota*	Auto Technology
BCIT- Westampton	Weights/gym equipment	Burlington County Fire

3. Renewal, Cooperative Pricing System Agreement, ACES #E8801-ACESCPS

WHEREAS, the Public School Contracts Law, N.J.S.A. 18A:18A-4.1a, authorizes district boards of education to competitively contract for the procurement of proprietary computer software and services; and

WHEREAS, the New Jersey School Boards' Association (NJSBA), N.J.S.A. 18A6-45 et. seq., on behalf of its membership has competitively contracted to procure on an aggregated basis digital and electronic products and services, E-Rate Consulting and Processing Services, and other technology products and programs to enhance Members readiness for Future Ready Schools, as well as energy aggregation services, supplies and materials, time and materials; and such other services and products as two or more participating local boards in the system agree can be purchased on a cooperative basis; and

WHEREAS, N.J.S.A. 18A:18A-11 specifically authorizes two or more district boards of education (hereinafter referred to as local boards) to enter into a Cooperative Pricing Agreement for the purchase of work, materials, and supplies; and

WHEREAS, NJSBA is conducting a voluntary Cooperative Pricing System within the State of New Jersey, utilizing the administrative purchasing services and facilities of NJSBA; and

WHEREAS, this Cooperative Pricing Agreement (hereinafter referred to as the Agreement) is to effect substantial economies in the purchase of energy and technology products and services for local boards across this State; and

WHEREAS, all parties to the Agreement have approved this Agreement by resolution, in accordance with N.J.S.A. 18A:18A-1 et. seq. And regulations promulgated thereunder; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE, IN CONSIDERATION OF the promises and of the covenants, terms, and conditions hereinafter set forth, it is mutually agreed as outlined in the signed Agreement dated the 25th day of March, 2021.

V. ENTERPRISE

A. Burlington County Special Services School District: ESU

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

Name	Position	Salary	Effective
Kelly, Gabriella	Speech Therapist	MA Step 5 \$65,439	04/19/21
O'Brien, Madison	Speech Therapist	MA Step 2 \$61,845	04/19/21

2. Status Change

Name	Position	From	To	Effective
O'Brien, Julie	Teacher	BA+30 Step 4 \$63,093	MA Step 4 \$64,005	04/01/21

3. Professional Services Agreements

District	Type
Delran Twp School District	CARES Act Agreement - Canceled
Robbinsville Public School	2020-2021 Professional Services Agreement

4. Conferences *Over Mileage ** Administrative Assignment

Personnel	Conference	Date	Cost
Downs, Bobbie	Restorative Practices for Educators "Trainer of Trainers" - Webinar **	05/07-12/21	\$1,900
Jagodzinski, Kathleen Martino, Kristie Mongon, Kathryn	Summit All Access Annual Professional Development Subscription - Virtual	2021-2022	\$269.99 ea

5. 2021-2022 Joint Transportation Agreements

It is recommended a resolution be adopted approving the following joint transportation agreements, in accordance with N.J.A.C. 6A:27-9.16, between BCSSSD and all of the districts of Burlington County for the 2021-2022 School Year:

County Jointure

- A. Public, Nonpublic and Vocational Schools
- B. Special Education Summer School
- C. Special Education Winter Bus Routes

6. 2020-2021 Joint Transportation Agreements (Amended)

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

7. **The Board of Education of Jefferson Township** (Amended to Add Route Number) Joint Transportation Agreement with The Board of Education of Jefferson Township. BCSSSD ESU to transport one Jefferson Township student to Garfield Park Academy from 09/01/20 to 06/30/21 on Route H62 for the sum total of \$5,105.30.

B. Burlington County Institute of Technology: Adult Education

1. **Employment** (pending new hire requirements)

Name	Position	Date	Hourly
Hanson, Sandra	Instructor of LPN	04/20/21	\$35
Matson, Daniel	Instructor of HVAC	04/26/21	\$35

2. **Recommend approval of the following Adult Education Tuition per program.**

Course Description	Projected New Price Rounded (21-22)
Commercial Driver's License (CDL A)	\$3,500 (We will receive \$300 per student in partnership with Superior Driving School.)
Commercial Driver's License (CDL B)	\$2,200 (We will receive \$300 per student in partnership with Superior Driving School.)
*=aligned with RCBC for hours and pricing	\$39 per hour for make up/missed hours Out of county fee - \$50 \$50 ½ day and \$100 full day make-up rates Late Payment fee - \$25 BCIT Alumni - 10% discount Senior Citizens - 50 or over - \$10 discount

3. **Agreement Approval** *Executive Approval
Recommend approval of the agreement, certificate of liability insurance, and Superior driving instructors document, between BCIT Adult Education, and Superior Driving School for the training of BCIT Adult Education CDL A & B students.

4. **Course Approvals** *Executive Approval
Recommend approval of the following Adult Education courses:

Course Description	Tuition
"Introduction to Social Media Basics"	\$150
"Growing your Brand and Profile Using Social Media Marketing"	\$175
Bundle "Introduction to Social Media Basics" and "Growing your Brand and Profile Using Social Media Marketing"	\$300

5. **Approval of the BCIT Adult Education Career Exploration Pilot Program**
Recommend approval of the BCIT Adult Education Career Exploration Pilot Program: Articulation between the BCIT Adult Education Division and the Burlington County Special Services School District: Burlington County Alternative School and The Alternative School at Lumberton.

**B. Burlington County Institute of Technology: Fire School
No Action Taken**

BURLINGTON COUNTY INSTITUTE OF TECHNOLOGY
BURLINGTON COUNTY SPECIAL SERVICES SCHOOL DISTRICT

JOB DESCRIPTION

DIRECTOR OF SECURITY

TITLE:

DIRECTOR OF SECURITY for the Burlington County Special Services School District (BCSSSD) AND the Burlington County Institute of Technology

OVERVIEW:

The Director of Security will maintain a safe and secure environment for students, employees and visitors by helping to develop, establish and enforce safety and security policies, access control procedures, accident prevention efforts, support risk management efforts, fire, safety, emergency management, asset protection, parking control and traffic enforcement programs. The Director of Security performs tasks in developing, implementing, and managing programs designed to effectively address security and school safety needs. Employee is responsible for coordinating a comprehensive school safety program, which includes working and collaborating with local law enforcement agencies. Employee works extensively with the Board, school administrators and the BCSSSD and BCIT community on all areas of school safety. Work also involves implementing training programs pertaining to matters of safety and security for site-based administrators. Will help to develop and monitor school safety areas within school improvement plans.

REPORTS TO:

Business Administrator or his/her designee

QUALIFICATIONS:

1. Have earned a bachelor's degree.
2. Have a valid New Jersey driver's license with no serious violations.
3. Have ten (10) years of supervisory experience with a law enforcement agency.
4. Have seven (7) years of command (rank of captain or above) experience with a law enforcement agency.
5. Show evidence of supervising law enforcement officers or security personnel.
6. Exhibit a personality that demonstrates interpersonal skills that relate well with student, staff, Administration, parents and the community.
7. Demonstrate an ability to communicate effectively both orally and in writing.

Job Description

Director of Security (Shared)

8. Must have a strong background in building security, including design, set-up and daily operation of digital electronic security systems.
9. Strong problem-solving skills.
10. Possess an understanding of the criminal justice system. Experience and expertise in school-related investigative fields, related juvenile enforcement and the development of prevention and intervention programs.
11. Required criminal history background check.
12. Ability to provide leadership and guidance regarding safety and security issues in an educational environment.
13. Demonstrate ability in training and supervision of security personnel.
14. Current residency in New Jersey, approved residency waiver or candidate agrees to obtain residency within one year of employment.

PERFORMANCE RESPONSIBILITIES:

Supervision of Staff

1. Interviews candidates for the position of security aides and makes recommendations concerning appointments, promotions, reassignments, and disciplinary actions.
2. Assigns, directs, and reviews the work of security aides.
3. Identifies professional development activity needs for security personnel and makes provisions for the appropriate training.
4. Advises school administrators on security measures and conducts in-service programs for school site personnel.
5. Oversees, supervises and evaluates security lead personnel in both BCIT and BCSSSD.
6. Oversees, supervises and evaluates the Assistant Director of Safety.

Security and Emergency Planning

1. Participates in the development and review of the district's/school's safety and security plan as assigned.
2. Maintains a comprehensive knowledge of the contents and requirements of the emergency plans for all district facilities.
3. Cooperates with the local law enforcement agency and other federal, state, and local agencies regarding building security procedures and special security problems.
4. Oversees the placement, use and maintenance of school electronic security equipment including ensuring appropriately posted notices oversees, and in consultation with the

Job Description

Director of Security (Shared)

custodian of records oversees the retention, storage, security and disposal of recorded footage and ensures appropriate access and use of recorded footage.

5. Oversees the development and implementation of procedures for school building access by staff, students and visitors.
6. Assumes responsibility for implementation of the district's security plan and security-related policies and regulations.
7. Evaluates the district's security program on a continuing basis and recommends changes as necessary.

Crisis Response

1. Detains unauthorized persons; calls for police assistance in accordance with the district's security plan/crisis management plan.
2. Notifies police, fire department, or other appropriate authority of any situation requiring immediate attention.
3. Serves as a link between units responding to a crisis on school property and school staff.
4. Prepares and maintains reports on fire drills and security drills.

Other

1. Maintains a high level of professional competency through participation in workshops, seminars, meetings and other appropriate activities.
2. Upholds and enforces school rules, administrative regulations and board policy.
3. Performs any and all duties as assigned by the Superintendent.

TERMS OF EMPLOYMENT:

Contract terms, salary and work year to be determined by the board.

EVALUATION:

Performance of this job will be evaluated annually in accordance with New Jersey law and the provisions of the board's policy on evaluations.

Board approved: November 21, 2019
Revised and Board Approved March 25, 2021



July 2020 calendar grid

August 2020 calendar grid

September 2020 calendar grid

October 2020 calendar grid

November 2020 calendar grid

December 2020 calendar grid

Central calendar table with dates and events: JULY 2020, AUG 2020, SEP 2020, OCT 2020, NOV 2020, DEC 2020, JAN 2021, FEB 2021, MAR 2021, APR 2021, MAY 2021, JUN 2021

School Information table with color-coded boxes for Extended School Year, Schools Closed, Early Dismissal, School closed for Students ONLY, and School closed- Weather

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

- 1) 2/12/21 2) 6/22/21 3) 6/23/21 4) 4/2/21 5) 4/9/21

January 2021 calendar grid

February 2021 calendar grid

March 2021 calendar grid

April 2021 calendar grid

May 2021 calendar grid

June 2021 calendar grid



July 2021 calendar grid

August 2021 calendar grid

September 2021 calendar grid

October 2021 calendar grid

November 2021 calendar grid

December 2021 calendar grid

Central calendar table with dates and events (e.g., First Day ESY, Independence Day, ALL TEACHERS REPORT, etc.)

School Information table with color-coded boxes for Extended School Year, Schools Closed, Early Dismissal, School closed for Students ONLY, and School closed- Weather.

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

- 1) 2/18/22 2) 6/20/22 3) 6/21/22
4) 4/15/22 5) 4/22/22

January 2022 calendar grid

February 2022 calendar grid

March 2022 calendar grid

April 2022 calendar grid

May 2022 calendar grid

June 2022 calendar grid