

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

REGULAR MEETING

The Regular Meeting of the Board of Education of the Special Services School District and The Institute of Technology of The County of Burlington was held on Thursday evening, March 30, 2017, at the Rutgers Center, 2 Academy Dr., Westampton, NJ.

The meeting was called to order at 4:35 p.m. by President Robert Silcox, followed by the flag salute.

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

Roll Call Theresa Margiotta, Board Secretary, called the roll:

Kathleen Burgess	Term Ex.	6/30/19	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
John J. Ferry	Term Ex.	6/30/17	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Leon E. Jones, Jr.	Term Ex.	6/30/17	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Paula E. Lee	Term Ex.	6/30/18	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Tyler Seville	Term Ex.	6/30/19	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Robert C. Silcox	Term Ex.	6/30/18	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Daryl Minus-Vincent	Ex. County Supt		<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent

Public Attendance: Acree, Pamela; Adams, Cynthia; Aman, Courtney; Antinoro, Jocelyn; Auleta, John; Baker, Debby; Barbagiovanni, Joan; Barker, Christopher; Biden, Nachele; Borz, Michael; Bracy, Paul; Budzak, Lee; Burton, Nancy; Callaghan, Colleen; Conpra, Trudy; Cook, Kelly; Cross, Genevieve; Daily, Jennifer; Delaney, Michelle; Demree, John; Digney, Kelly; Dinovelli, Diane; Doherty, Iain; Down, Susan; Evans, Judith; Fazzie, Karen; Fessenbecker, Rachel; Finn, David; Gill, Karen; Glawson, Nicole; Grobely, Barb; Hagan, Christine; Hajzer, Shane; Hampton, Jerry; Hampton, Nicola; Hartshoral, Regina; Hernin, Barbara; Heston, Claire; Hewitt, Christine; Hoffmen, Penny; Ilconich, Lori; Inman, Ellen; Johnson, Beth; Kahn, Lynn; Kelsey, Carol; Kneringer, MaryJean; Kryser, Sarah; Kwartin, Deborah; LaRocca, Sherry; Lawrence, Kyle; Le, Donna; Learis, Kristie; Lopez, Lydia; Maier, Grace; McGuinness, Jackie; Melroy, Lisa; Milanowicz, Lauren; Mozelewski, Joe; Muerenburke, Quinn; Murphy, Travis; Nevadomski, Kerry; O'Brien, Debbie; O'Neill, MaryKate; Pagan-Colon, Katrina; Parker, Autumn; Parker, Michael; Petronglo, Jacqueline; Pinaro, Karen; Polizzi, Nicole; Power, Nick; Presner, John; Price, Eileen; Raiowitz, Brittany; Rosch, Lauren; Rossini, Louis; Ruder, Laura; Ruilova, Deborah; Sbraga, Jesmary; Scherer, Helen; Seitz, Tracy; Sheehan, Annia; Shinn, Brenda; Sienkievicz, JoAnn; Small, Chase; Small, Jennifer; Stevenson, Charleen; Stevenson, Herb; Stingell, Marge Colwell; Swinehart, Charlotte; Talar, Kelly; Tarantini, Mary; Thompson, Craig; Thompson, Nicole; Thurman, Donna; Tisdale, Larry; Traska, Barb; Venuto, Joe; Vincent, Cinnamon; Webster, Kathy; Wells, Lisa; White, Kellie; Wilcox, Sandi; Will, Barbara; Williams, April;

Williams, Kimberlee; (4 names that were unlegible).

Communication & Correspondence: None at this time.

Presentations: Medford Campus Basketball player/student, Aziz Parker, was honored and acknowledged for his achievement of 1,000 points.

Minutes: Theresa Margiotta presented Minutes of February 23, 2017 and March 1, 2017. On a motion by Leon Jones and seconded by Kathleen Burgess the Board approved the Minutes.

Roll Call:

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

Financial Report: Theresa Margiotta, Board Secretary, presented Financial Report. On a motion by Paula Lee and seconded by Kathleen Burgess, the Board approved the Financial Report.

Roll Call:

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

Public Comments - Superintendent Agenda Only: Nothing at this time.

Superintendent Agenda:

Dr. Nagy presented and recommended approval of the report, along with the addendum. On a motion by Kathleen Burgess and seconded by Leon Jones the Board approved the report.

Roll Call:

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

Public Comments:

Paul Bracy: Questioned the qualifications of the Superintendent and requested his educational background. Stated concerns regarding: changes in BCSSSD since Dr. Desopo retired; combining two districts; credential of Supt in Special Education; declining enrollment; members of BoE being appointed by freeholders.

*William Burns, Bd Solicitor: Stated this was not appropriate and Personnel questions would not be commented on in public session.

Cynthia Adams, BCITEA President: Stated that their was a newspaper article stating the reduction of ten Teacher Aides without the staff being notified ahead of time. She stated this was disrespectful to the lowest paid

employees. She also questioned: the reduction of the TA's in the Child Care for financial since some of them opted out of benefits; cuts only done at staff level. Requested the RIF's be reconsidered due to effect on school community.

Jerry Hampton, Parent: Thanked the Board for reversing the reduction of the Child Study Team members and not outsourcing. He stated he was concerned that there wasn't enough transparency; that the Budget wasn't available; budget cuts a result of enrollment percentage down. Stated the BoE meeting starting time at 4:30 was difficult for parents to attend and requested they consider a later start time.

*Theresa Margiotta: Budget was submitted to County Office and will be on our website once approved.

John Presnor, Parent: Stated the BCIT Early Education Program has excellent teachers who really care for the children and if the Teacher Aides are replaced will they be permanent staff or be transferred in/out. Requested to know who would be providing care and safety for his child.

Susan Down, Parent: Her son is a Sophomore at BCIT and she was thankful for the BoE reconsidering the decision with CST. She was concerned that the parents were not informed in advance of: Budget; Health Care changes. She asked if issues were discussed before presenting to BoE. Consider other impacts and should be discussed with teachers, parents before changes are presented to Board.

*Robert Silcox, President BoE: The Board reviews, discusses and approvals all items.

Nicole Hampton, Parent: Thanked the Board for reversal of CST. Stated outsourcing and managing Budget is hard but there are ways and other good ideas if the BoE would be willing for discussions with parents and show transparency.

Courtney Amen, VP BCITEA: Attending Board of Education meetings is important and asked if the BoE would consider holding the meetings at 6:30 p.m. to make it more convenient for everyone who has a stake in the decisions.

Rachael Fessenbacker, Teacher BCIT: Suggested that due to low enrollment there should be an exit interview of students.

Board Comments:

President Silcox: Thanked everyone for their comments and concerns, stated the BoE will always listen and some items can and some can't be controlled. They will adhere to the budget which might require cuts from top to bottom. With a budget of this size some programs and decisions to cut are not an easy choice as we can't raise taxes. Schools throughout the state are also making cuts when dealing with flat funding and decreasing enrollment. Nobody wants to cut or have anyone lose their jobs. Thanked everyone for coming to the meeting.

Roll Call:

Yes Kathleen Burgess Yes John Ferry Yes Leon Jones Yes Paula Lee

Absent Daryl Minus-Vincent

Yes Robert Silcox

Absent Tyler Seville

Executive Session The Board went into Executive Session at 5:20 p.m. under the following resolution:

Burlington County
Special Service School District/
Institute of Technology

RESOLUTION 2016-2017
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, at approximately 6:00 p.m. this evening.

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:

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 (Provision relied upon: BCIT-Westampton - Employee #100011 Administrative Leave).

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, Theresa Margiotta, 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 30, 2017.

Roll Call:

Yes Kathleen Burgess

Yes John Ferry

Yes Leon Jones

Yes Paula Lee

Absent Daryl Minus-Vincent

Yes Robert Silcox

Absent Tyler Seville

Reconvened:

Reconvened at 5:45 p.m. President Silcox asked for a motion to approve administrative leave with pay pending investigation on employee #100011. On a motion by Leon Jones and second by Kathleen Burgess approved the motion.

Adjournment

Since there was no further business, President Silcox asked for a motion to adjourn. On a motion by Leon Jones and second by Paula Lee the Board adjourned at 5:46 p.m. with the next meeting to be the on April 27, 2017, at Rutgers Media Center at 4:30 p.m.

Respectfully Submitted,

Theresa L. Margiotta

Board Secretary/School Business Administrator

I. PERSONNEL

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

1. Resignation/Retirements: Hourly

Name	Position	Reason	Effective
Headley, Daniel	Substitute Bus Driver	Resignation	03/17/17

2. Employment: Hourly (pending new hire requirements)

Name	Position	Rate	Effective
Johnson, Ervin	Substitute Bus Driver	\$21	03/31/17
Young, Dezzaray	Substitute Bus Driver	\$21	03/31/17

3. Volunteer (pending Intern requirements)

Name	Volunteering
Hope, Nicholas Rizvi, Ali	BCIT/BCSSSD Intern for Admissions & Recruitment

A. Burlington County Special Services School District

1. Resignation/Retirements: Full-Time

Name	Position	Reason	Effective
Agos, Matthew	Teacher of Special Ed/Elementary	Resignation	06/30/17
DeVito, Rebecca	Teacher Assistant	Declined Position	09/01/16
Murdy, Mark	Teacher Assistant	Retirement	05/01/17
Pyfrin, Tara	Reading Coach	Declined Position	04/01/17
Trainor, Jill	Principal-West	Declined Position	03/01/17
Brinson, Mary	Teacher of Special Ed/Elementary	Retirement	07/01/17
Price, Eileen	Principal, Lumberton Campus	Retirement	08/01/17
Garner, Kathy	Teacher Assistant	Retirement	07/01/17

Resignations: Hourly

Name	Position	Reason	Effective
Baum, Nechama	Speech Language Pathologist	Resignation	04/11/17

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

Name	Position	Salary	Effective
Carter, Bonnie	Custodian	Step 1 \$37,126	04/17/17
Divney, Bridget	Teacher Assistant	BA Step 1 \$22,532	04/01/17
Gamble, Cheron	Custodian	Step 1 \$37,126	04/17/17
Varga, Ryan	Principal - West	\$110,000 Base \$1,750 Schedule A M+15 \$4,500 West Principal Stipend	06/01/17

3. Status Change, (pro-rated)

Name	From	To	Effective
Bianchi, Rita	TA BA Step 9 \$25,447	Teacher BA+15 Step 1 \$54,651	04/01/17
Wyllner, Robert	TA BA Step 3 \$23,312	Teacher BA Step 1 \$53,417	04/01/17

4. Leaves *Intermittent

Employee	Position	Type	Effective
#8847		Administrative	03/20/17-TBD
Bigelow, Pennie	LDTC	LOA	05/19/17
Balderman, Margaret	Teacher Assistant	FMLA*	03/13/17 - 06/20/17
Hartman, Jean	Speech	LOA	06/12/17 - 06/16/17
Lowenthal, Kahleelah	Occupational Therapist	FMLA	03/22/17 - 04/30/17
Paetzold, Thera	Occupational Therapist	FMLA/NJFLA	12/08/16 - 06/20/17
Rapp, Gloria	Teacher Assistant	FMLA	02/21/17 - 05/15/17
Richter, Kelli	Teacher Assistant	FMLA*	03/08/17 - 06/20/17

Shulman, Florence	Speech	FMLA	05/12/17 - 06/20/17
Scannell, Deanna	Occupational Therapist	FMLA*	01/23/17 - 06/20/17

5. Salary Adjustments, Unpaid Absences

Name	Position	Rate	Date
Bennett, Henrietta	Teacher Assistant	-\$181.03	03/03/17
Brunetto, Lori	Teacher	-\$1,787.70	02/14-16/17; 03/06-07/17
Dennion, Matthew	Teacher	-\$184.30	½ 02/22/17
Downs, Dawn	Teacher Assistant	-\$268.14	02/24/17,03/10,23/17
Ginlack, Teair	Teacher Assistant	-\$71.60	½ 03/01/17, ½ 03/08/17
Horner, Pamela	Teacher Assistant	-\$373.00	02/27/17,03/13,20,27/17
Jackson, Kim	Teacher Assistant	-\$75.15	½ 02/15/17
Kurtz III, Thomas	Teacher	-\$1,108.07	02/08/17; 03/06,08/17
Langan, Lauren	Teacher	-\$302.56	02/21/17
Moses, Brandee	Teacher Assistant	-\$419.10	02/21,24; 03/06,09,23/17
Rodgers, Keith	Maintenance	-\$797.73	02/13/17; 03/03,06/17
Rola, Beverly	Teacher Assistant	-\$268.14	03/02,16-17/17
Savoia, Martha	Teacher Assistant	-\$122.20	03/02/17
Zielinski, Peter	Teacher Assistant	-\$244.40	02/15; ½ 03/13; ½ 03/23/17

6. Employment, Work Study Students, at \$8.44 Hourly, Effective 03/31/17

Lumberton		HS	
Bond, Rashid		Brabson, Teahgan Dugan, Jessica	Gibson, Isaac Whitman, Ryan

7. Stipends/Extra Pay *Amended & pro-rated

Name	Extra-Curricular	Rate
Estanislau, Jennifer	Yearbook ES Assistant* (70% Asst)	\$1,150
Maccar, Shelby	Yearbook ES Cord* (70% Coord/30% Asst)	\$1,550
Lutgen, Sharon	Summer Pay 2016	\$792.01
Palmer, Rhonda	Home Instruction	\$36/hr
Rowe, Roseanne	Overnight Nurse - Special Olympics Trip 06/09/17-06/11/17	\$360/night + \$52/hr drt care
Widhson, Linda	Bus Aide	\$14.25/hr

8. Mentor, Effective School Years 2016-2017

Name	Mentor
Cohen, Jeremy	Demidont, Andreas

9. Course: Reimbursements

Name	Position	College	Credits	Amount
Cann, Victoria	OT	Bowling Green Univ	3	\$1,272
Welch, Caroline	OT	Temple University	3	\$2,000

10. Student Teacher/Internship/Observation

Name	College	Type	Effective
Gould, Matthew	Rowan Univ	Student Teacher	03/31/17
Seitz, Jennifer	Rowan Univ	Student Teacher	06/27/17

11. Conferences/Professional Workshops

Personnel	Conference	Date	Cost (over milage)
Brand, James Lutgen, Sharon	SLE Workshop, Sicklerville	05/11/17	none
Jackson, Deborah	The Power of Play, Mt. Laurel	05/01/11	\$209.99
Lovett, David Moss, Jacqueline	Nemours Pediatric Therapy, Wilmington, DE	04/27/17	\$140 ea
Lyman, Rita	Character Education, Lawrenceville	05/19/17	\$85
Milliken, Deborah	NJSHA Convention, Long Branch	04/27/17	\$250
Paetzold, Thera	K-5 Handwriting, King of Prussia, PA	04/29/17	\$270
Raff, Christina	COTA, Philadelphia, PA	03/31/17	none
Rooney, Karen	Best & Current Practices for School Med Emergencies, Cherry Hill	04/27/17	\$249
Tomlinson, Phillip	Teaching Practices & Instructional Strategies, Somerset	04/24/17	\$150

B. Burlington County Institute of Technology

1. Resignation/Retirements: Full-Time

Name	Position	Reason	Effective
Johnson Martin, Pearl	Teacher of Computer Science	Retirement	05/01/17
Rushen, George	Teacher of Automotive Tech.	Retirement	07/01/17
White, Kellie	Secretary	Resignation	04/28/17

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

Name	Position	Salary	Effective
Benzinger, Terri	Custodian	Step 6 Col A \$34,731	04/16/17
Loughead, Maureen	Secretary	Step 7 Col C \$33,742	04/01/17

3. Transfers

Employee	Position	From	To	Effective
Evans, Judith	Social Worker	Medford	Westampton	04/03/17
Ilconich, Lori	Social Worker	Westampton	Medford	04/03/17

4. Leaves

Employee	Position	Type	Effective
Steer, Natola	Teacher of Mathematics	LOA	05/15/17-06/22/17

5. Salary Adjustments, Unpaid Absences

Name	Position	Rate	Date
Harris, Glenn	Teacher Aide	-\$155.67	02/28/2017
Johnston, Ronald	Teacher Aide	-\$320.55	½ 03/01/17; 03/07/17;03/13/17
Parker, Autumn	Teacher Aide	-\$255.44	02/13-14/17

6. Employment, Work Study Students, \$8.50 Hourly, Effective 16-17 SY

Student	Department	Campus
Gallagher, Meghan	Stage Crew	Medford
McCormick, Alexis	Stage Crew	Medford

**7. Stipends/Extra-Curricular Pay for 2016-17 School Year
Westampton**

Name	Extra-Curricular	Rate
Duong-Jackson, Nancy Poirier, Jessica Williams, Natalie	Extra Block Coverage 05/15/17 - 6/21/17	per diem

**Stipends/Extra-Curricular Pay for 2017-18 School Year
District *pending sufficient camp enrollment**

Name	Extra-Curricular	Rate
Summer Camp Instructors*		\$34/hr
Bouchard, Joseph Cross, Genevieve Haney, Kevin Hannon, Lia Lindsay, Katina	Morgan, Dawn Ogden, Carla Peel, Michael Polizzi, Nicole Sbraga, Jesmary	Sheehan, Anna Maria Sprague, Meagan Tirado, Jocelyn Turowski, Pamela Wain, Robert

8. Course: Reimbursements

Name	Position	College	Credits	Amount
Bouchard, Heidi	Asst Principal	Concordia Univ	3	\$2,425.72
Cermatori, Diana	Teacher	Wilmington Univ	3	\$1,365.00
Harris, Keturah	Teacher	Concordia Univ	.5	\$299.86
Latigona, Joseph	Teacher	Univ of Cincinnati	3	\$1,920.00

9. Student Teacher/Internship/Observation *Pending receipt of required documents

Student	College	Type	Effective
Hope, Nicholas	RCBC	Internship	04/03/17 *
Imbrogno, Randy	RCBC	Observation	04/03-07/17
Rizvi, Ali	RCBC	Internship	04/03/17 *
Weeks, Angela	Rutgers	Observation	TBD

10. Conferences

Personnel	Conference	Date	Cost (over mileage)
Bouchard, Heidi Johnson, Beth	NJ District Testing Coord Training, Mt Laurel	03/16/17	none
Digney, Kelly Pensabene, Jeffrey Pino, Christian	Lifetouch Leadership Day, Westampton	03/15/17	none
Brownell, Jacqueline Hartman, Danielle Rista, Jessica	Linkit Data Forward, Parlin	04/25/17	none
Fawcett, Thomas Sitchler, David	NATEF Training, Blackwood UTI, Exton, PA	05/05/17 05/10/17	none none
Harris, Keturah	Building Creative Assessments, Monroe	05/04/17	\$149
White, Kellie	Genesis Users Group Meeting, Mt Holly	06/07/17	none

II. PROGRAMS

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

1. Revised School Year Calendar 2016-2017 (Exhibit #1)

Approve revised 2016-2017 calendar, due to inclement weather on March 14, 2017:

BCIT - Marking Period 3 Ends: changed from 4/7 to 4/8 Report Cards 4/12

Early dismissal changed from 6/16 to 6/21

Last day for Students changed from 6/20 to 6/21

Last day for Teachers changed from 6/21 to 6/22

BCSS- Last Day of School changed from 6/19 to 6/20

Marking Period 3 Ends: changed from 4/6 to 4/7 Report Cards 4/12

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

New (1st Reading)

R2460.15 Special Education: In-service Training needs for Professional and Paraprofessional Staff

Revised

R2460 Special Education (BCIT)

P2460 Special Education (BCIT)

R2460.8 Special Education Free and Appropriate Public Education

P2467 Surrogate Parents and Foster Parents

R2460.1 Special Education-Location, Identification, and Program Planning (BCIT)

Abolish

P2320 Approve the abolishment of Policy 2320 as the required provisions of this Policy are incorporated into Policy 5460

A. Burlington County Special Services School District

1. Guest Speakers

Speaker(s)	Audience	Date
Various Community Readers	ES	03/31/17
Conserve Wildlife NJ	HS	04/07/17
Sambulance Safety Squad	ES	04/10-11/17
Armed Services Opportunities - Sgt Louhsidon	BCAS	04/05/17
Understanding Domestic Violence - Michele Fesler	BCAS	04/25/17
Ethos Physical Theatre - Various Presenters	BCAS	06/09/17

B. Burlington County Institute of Technology

- 1. **Calendar 2017-2018** (Exhibit #2) (These items are available on the website.)
Revised: October 18 Staff In-service Early Student Dismissal to October 25

- 2. **Guest Speakers**

Speaker(s)	Audience	Date
Reaching for Success-Rutledge, Frances & Washington, Francine	Cosmetology	04/24/17
Mock Interviews-Strandskov, Jennifer	Early Childhood Ed	04/26/17
Life After Graduation-Maya, Alex/Reid, Bria	Sports Med	05/17/17
K-9 Search & Rescue-Dilmore, Jennifer	LPS	TBD
BCLS Summer Reading Info-Wagner, Rosy	All	06/07/17
Local 9 Plumbers/Pipefitters-McCoy, Karla; Fox, Tim	Plumbing/HVAC	TBD

- 3. **Revised Curriculum** *Curricula will be available in the Superintendent’s Conference Room 48 hours prior to the Board meeting
Recommend approval of the revised Health Curriculum.
- 4. **Memorandum of Understanding Renewal**
Recommend approval of renewal of the RCBC ECC Memorandum of Understanding.
- 5. **Observation/Evaluation Rubric for Club Advisors and Coaches** (Exhibit #3)
Recommend approval of the Observation/Evaluation Rubric for Club Advisors and Coaches.

III. STUDENT ACTIVITIES

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

1. Harassment, Intimidation and Bullying (HIB)

Recommend acceptance of the monthly Harassment, Intimidation and Bullying Report of Incidents per Board of Education Policy #5512 and the NJ Anti-Bullying Bill of Rights Act. (Exhibit #4: Report is considered privileged in nature.)

A. Burlington County Special Services School District

1. Suspensions:

BCAHS	8	High School	8	MS	1
Elementary	2	Lumberton/CA	46		

2. Expulsion (Lumberton)

Approval of expulsion of Student #3951560269, effective March 31, 2017 pursuant to N.J.S.A. 18A:137-1 et. seq. N.J.A.C. 6A: 16-7.1(c)2 and 5.

3. Activities

Campus	Activity	Dates
ES	Safety Breakfast w/BDSSSD Band	04/25/17
ES	Rotary Party for Students	04/27/15
Central	Red Cross Blood Drive in the Media Center	04/26/17

Fundraisers

Campus	Activity	Dates
WEST	Barnes and Noble Sale at Store	04/01-02/17
LUMB	Plant Sale	05/01-31/17
ALL	Box Tops for Education	Ongoing until end of year

4. Field Trips

Campus	To	Date	Inst.	S	C
LUMB	Westampton Campus Art	05/24/17	Cook, T	4	1

	Exhibit (Music Trip)				
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Overnight Field Trips

Students	Trip	Dates	Personnel	S	C
HS	Special Olympics NJ, Ewing	06/09-11/17	Crosby, Deborah	30	9

B. Burlington County Institute of Technology

1. Transfers, Withdrawals, Suspensions, Homebound (Exhibit #5 Report is considered privileged in nature.)

		<u>Medford</u>	<u>Westampton</u>
a.	Transfers in County	3	6
b.	Transfers out of County	0	0
c.	Dropouts	0	0
d.	Transfer to West/Medford Campus	0	0
e.	Suspensions	3	7
f.	Homebound	6	3

2. Field Trips *Pending Competition Results (**Executive Approval)

Students	Trip	Date	Personnel	S	C
Vet Tech	Mane View Stables, Shamong	03/17/17**	Inman, E	11	2
Robotics	FIRST Competition, Bethlehem, PA	04/05*, 06*, 07*, 08/17	Antinoro, J; Morgan, D	30	2
NHS	Medford Leas, Medford	05/09/17	Forline, B	19	2
Allied Health Sports Med	Mutter Museum, Phila, PA	05/23/17 05/26/17	Cutler, Karen Sienkiewicz, J	20 10	2 1
HVAC	Construction Industry Career Day, Edison	05/31/17	Demree, J	12	2
LPS	Burl Co ESTC, Westampton	TBD	Latigona, J	17	2

Overnight Field Trips *Pending Competition Results (**Executive Approval)

Students	Trip	Dates	Personnel	S	C
Poetry Out Loud	**Poetry Out Loud National Comp, Washington DC	04/24-27/17	Cooney, S	1	1
SkillsUSA	*SkillsUSA Nationals, Louisville, Kentucky	06/19-24/17	Ward, T; Jaworski, L	TBD	TBD
FCCLA	*2017 National Leadership Conf, Nashville, TN	07/01-07/17	Cross, G; Lindsay, K	TBD	2

3. Activities

Campus	Activity	Dates
W	National Honor Society - Toy Donation Drive	5/1/17-5/31/17
W	Junior/Senior Pre-Prom Assembly	5/12/17
M	Baseball/Softball practice at BCSSSD Lumberton as needed.	03/31-05/31/17
M	Leigha Allen to visit Paws Farm to discuss Vet Tech student Volunteer possibilities.	04/05/17
W	Junior/Senior Cosmetology students to participate in outreach activity with Community Treatment Solutions under the care of Mark Hatoff. Students will provide services to the foster care children from the group home.	05/23/17
W/M	NJSIAA Scholar-Athlete Awards Program & Luncheon	5/21/17

Fundraisers

Fund/Campus	Activity	Dates
IMPACT/West	Night of Hope - (My Hope)	04/27/17

IV. BUSINESS/FINANCIAL

A. Burlington County Special Services School District

1. Use of Facilities

Agency/Program	Building/Room - Campus	Date(s)
BCSSSD/Daycare & PreSchool Graduation	Media Center-Central	06/14-15/17 TBD
BCSSSD/Resource Fair	Main Gym & Hallway-Central	03/30/17
Jersey Titans/AAU Basketball Practice	Main Gym-Central	03/20/17 04/03-31/17 M,W,R
Public Consulting Group/Spring SEMI Training	Media Center-Central	03/22/17
RCBC/County Job Fair	Main Gym & Hallway-Central	04/21/17
Red Cross/Blood Drive	Media Center-Central	04/26/17
BCIT Medford/Softball Practice	Gym - Lumberton	03/31/17-05/31/17 Various
BSA Troop 36/Mulch Fundraiser	Rear Parking Lot - West	04/07-08/17

2. Donation

Donor	Item	Utilized
HH of N. Hanover	Small knitted lap robes and blankets	ES Students
Dorothy A. Klase	2000 Lincoln Town Car	LUM Automotive

3. Bank Account Closure

It is recommended a resolution be adopted authorizing the Business Administrator to close the TD Bank Account designated “Donation Account” and donating the balance of the account to the BCSSSD Foundation.

4. Bank Account Closure

It is recommended a resolution be adopted authorizing the Business Administrator to close

the TD Bank Accounts designated “School Store Account” and “Field Trip Account” and moving the balances of the accounts to the “Student Activities Account.”

B. Burlington County Institute of Technology

1. Use of Facilities

Agency/Program	Building/Room - Campus	Date(s)
ESTC/ Fire-EMS Memorial Service Rain Venue	Auditorium, Atrium-West	05/17/17

2. Donation

Donor	Item	Utilized
Demree, John	Upflow Oil Furnace Residential #2 (used)	Medford HVAC CTE

V. ENTERPRISE

A. Burlington County Special Services School District: ESU

1. Resignation/Retirements: Full-Time

Name	Position	Reason	Effective
Gardiner, Kelly	Teacher of the Deaf	Resignation	06/30/17

Resignations: Hourly

Name	Position	Reason	Effective
Richards, Sherry	Registered Nurse	Resignation	03/30/17

2. Status Change, Degree (pro-rated)

Name	Position	From	To	Effective
Gaw, Deborah	LDTC	Hourly	MA+15 Step 7 \$68,975	09/01/17

3. Professional Services Agreements 2016-2017 School Year

District	Type
Hopewell Valley Regional	Professional Services Agreement

Professional Services Agreements 2017-2018 School Year

District	Type
Evesham Township	Professional Services Agreement
Hainesport	Professional Services Agreement
North Hanover	Professional Services Agreement

B. Burlington County Institute of Technology: Adult Education

1. Resignation

Name	Position	Reason	Effective
Patterson, Stephanie	Secretary	Resignation	03/18/17

2. Hourly Employment (pending new hire requirements)

Name	Position	Rate	Effective
Laimo, John	CDL Instructor	\$34	04/01/17
Williams, Thomas	Health Occupations Instructor	\$34	04/01/17

3. Field Trips

Students	Trip	Date(s)	Personnel
Intro to Water/Wastewater	Mt Laurel MUA Water & Wastewater Facility	04/11/17	Bernheimer, C.

4. Guest Speakers

Speaker(s)	Audience	Date
Matrix USA Color Class-Franchio, Rick	Cosmetology	04/03/17

5. Course Costs

Course Description	Cost	Course Description	Cost
Advanced Manufacturing & Fabrication I	\$1,893	*Emission Technician Education Program - Update 10	\$255
Advanced Manufacturing & Fabrication II	\$3,157	NJ State Motor Vehicle Inspector Training	\$282
ASE Test Prep	\$1,224	NJ State Motor Vehicle Inspector Training - State Specific	\$128
Auto Collision Repair I	\$1,400	Basic Life Support	\$60
Auto Collision Repair II	\$1,400	Carpentry I	\$1,750
Auto Technology I	\$2,685	Carpentry II	\$1,750
Auto Technology II	\$2,685	Blueprint Reading for Residential Construction	\$300
Advanced Computer Engine Controls	\$1,036	Computer Kitchen Design	\$150
Automotive Engine Repair	\$1,016	Home Repair	\$408
Automotive Fuel and Emission Systems	\$1,036	Certified Homemaker Home Health Aide (for the CNA)	\$450
Automotive Transmissions/Transaxles	\$1,016	Certified Homemaker Home Health Aide (non-CNA)	\$950
*Emission Technician Program 1-10	\$2,304	Certified Nurse Aide	\$1,203
*Emission Technician Program 1-5	\$969	Commercial Driver's License (CDL)	\$3,398
*Emission Technician Education - Update 6	\$332	Cosmetology	\$7,272**
*Emission Technician Education - Update 7	\$332	Cosmetology Refresher	\$1,818**
*Emission Technician Education - Update 8	\$332	Barbering Crossover Exam Prep	\$350
*Emission Technician Education - Update 9	\$255	Dental Assisting I & II	\$7,658**

Dental Assisting Advanced Standing	\$2,040	Esthetician I	\$2,160
Dental Assisting DANB Infection Control Exam Prep Course	\$510	Esthetician II	\$2,160
Dental Assisting Radiation Health & Safety Exam Prep Course	\$510	HVAC/R I	\$2,316
Registered Dental Assisting DANB Exam Prep Course	\$510	HVAC/R II	\$2,316
Dental Assisting General Chairside Exam Prep Course	\$510	HVAC/R Exam Prep Course	\$403
Dental Radiology	\$765	Licensed Practical Nursing	\$12,995**
Diesel Technology I	\$1,625	Administrative Medical Assisting	\$1,060
Diesel Technology II	\$1,625	Clinical Medical Assisting	\$2,365
EKG Technician	\$960	OSHA-10 Course	\$89
Electrical Trades I	\$1,623	Pet Grooming	\$600
Electrical Trades II	\$1,623	Advanced Pet Grooming	\$600
Electricity I	\$576	Pharmacy Technician	\$1,160
Electricity II	\$576	Phlebotomy Technician	\$946
Electricity III	\$576	Pipefitting IA	\$599
Electricity IV	\$576	Pipefitting IIA	\$599
Electricity V	\$576	Plumbing I	\$2,000
Electricity VI	\$576	Plumbing II	\$2,000
Electricity VII	\$576	Plumbing IA	\$615

Plumbing IB	\$615	Sheet Metal VII	\$599
Plumbing IIA	\$615	Sheet Metal VIII	\$599
Plumbing IIB	\$615	Black Seal Boiler Operator	\$1,999
Plumbing IIIA	\$615	Black Seal Low Pressure Boiler Operator	\$570
Plumbing IIIB	\$615	Black Seal High Pressure Boiler Operator	\$570
Plumbing IVA	\$615	Veterinary Assisting I	\$1,649
Plumbing IVB	\$615	Veterinary Assisting II	\$1,649
Plumbing Code State Exam Prep	\$510	Introduction to Water/Wastewater	\$1,864
Security Officer Registration Act (SORA)	\$332	Industrial Waste Treatment	\$385
Security Office Registration Act (SORA) Renewal	\$60	Advanced Water Operations	\$895
Sheet Metal I	\$599	Advanced Wastewater Operations	\$895
Sheet Metal II	\$599	Advanced Collections Operations	\$385
Sheet Metal III	\$599	Very Small Water Systems	\$252
Sheet Metal IV	\$599	Welding I	\$2,233
Sheet Metal V	\$599	Welding II	\$2,233
Sheet Metal VI	\$599		

** Indicates lower tuition from previous years due to textbooks, kits, and uniforms no longer included in tuition.

Out of County Fee - \$50/student
 Late Payment Fee - \$50/late payment
 Missed hours/make-up hours - \$35/hour
 BCIT Alumni - 10% discount

B. Burlington County Institute of Technology: Fire School

1. Employment: Hourly (Pending new hire requirements)

Name	Position	Rate	Effective
Costello, Phillip	Emergency Services Instructor	\$15	04/01/17
Meade, Ryan	Emergency Services Instructor	\$15	04/01/17