

**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-person on Wednesday, October 18, 2023.

The meeting was called to order at 5:15 p.m. by President Tyler Burrell.

**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 October 18, 2023.

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. The closed meeting adjourned at 6:00 pm.

A motion by Mr. Raymond Marini and seconded by Ms. Michelle Parker was approved to close the executive closed session and 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 hybrid format, both in-person and virtual audio format via Zoom Conference Call on October 18, 2023 in the Media Center at BCSSSD 20 Pioneer Blvd Westampton, NJ.

Mr. Tyler Burrell called the meeting to order at 6:05 p.m. and led the flag salute.

**Sunshine Notice**

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

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

Odis Carr	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Tiffany Cohen	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mekhi Greene BCSSSD Student Rep	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Raymond Marini Exec. County Supt.	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Dr. Charles McCabe	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michelle Parker	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
William "Liam" Redford, BCIT Student Rep	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Robert Brittain	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Tyler J. Burrell	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

**In-person public attendance:** E. Joseph, A. Holley, R. Wright, A. Ent, M. Burke, R. Niedermayer, L. Kling, N. Acosta, M. Azzarone, V. McGuinness, F. Staff, A. Apgar, W. Cerminara, J. Gregg, K. Nevadomski, C. Heston, C. Hewitt, C. Aman, D. Kwartin, B. Georgette, D. Finn, B. Johnson, S. Staff, L. Hughes, L. Salmons, C. Heston, S. Wilcox, B. Downs, N. Duong - Jackson, J. Jackson Jr.

**Virtual public attendance by registering through Zoom:** S. Barsony, H. Bouchard, M. Jenkins, A. Mazella, N. Roman, J. Colby, J. McGuinness, J. Estrada, R. Fessenbecker, E. Taylor.

**Communication & Correspondence:** Mr. Willmott announced that the Board of Education had not received communication or correspondence.

**Minutes:** Mr. Burrell, Board President, presented the Meeting Minutes from September 27, 2023. On a motion by Ms. Michelle Parker and seconded by Mr. Raymond Marini, the Board approved the Meeting Minutes.

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

Odise Carr	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Abstain
Tiffany Cohen	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Raymond Marini Exec. County Supt.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Dr. Charles McCabe	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Michelle Parker	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Tyler J. Burrell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain

**Financial Report:** Mr. Burrell, Board President, presented the Financial Report and called for a motion to approve the report. On a motion from Mr. Odise Carr and seconded by Ms. Tiffany Cohen, the Board approved the financial report.

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

Odise Carr	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Tiffany Cohen	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Raymond Marini Exec. County Supt.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Abstain
Dr. Charles McCabe	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Michelle Parker	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Tyler J. Burrell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain

**Public Comments on Superintendent's Agenda:** Mr. Burrell made a motion to open the public comments on the Superintendent's Agenda only. Ms. Michelle Parker motioned and Mr. Odise Carr seconded to open the public comments. Mr. Burrell asked if any attendees wished to comment on the Superintendent's Agenda only. Mr. Andrew Willmott, Board Secretary, announced to public members on Zoom who wished to make a comment to raise their hand on the Superintendent's Agenda only.

There were no requests to make a public comment on the Superintendent's Agenda and this closed the public comments portion of the meeting on a motion by Mr. Raymond Marini and seconded by Ms. Michelle Parker.

**Superintendent's Agenda:** Mr. Burrell invited Dr. Nagy to present the superintendent's report to the Board.

At the Board of Education meeting last night, Dr. Nagy shared a message which will also be shared with our parents and staff via separate communications at the end of this week which highlights mental health resources

Referring to the agenda, Dr. Nagy acknowledged all those who have announced their retirements. He wished them good health and happiness in their retirement and next endeavors. He also thanked them for their dedicated service to our students and colleagues.

The Board approved the replacement of the Superintendent's executive administrative assistant. Dr. Nagy welcomed Sujata Ray who has an extensive background in administrative and educational support roles in districts at the building and district central office levels. Sujata has a Bachelor of Arts degree in Psychology and a Masters in Psychology and

minors in education and statistics. She has a penchant for data and analytics. Dr. Nagy also acknowledged the intensive processes his administrative team went through over the past three weeks to interview numerous candidates and to fill key positions.

The Board approved Policy #3212.1 for attendance which was updated to include selections where a selection had to be made among two or more options for applications of practice in the district which were not checked last month.

Dr. Nagy acknowledged Liam Redford, the student representative to the Board and asked him to present his report on campus happenings.

- Medford Respect Week - The student body participated in themed dress days to acknowledge Respect Week. Students and staff were permitted to dress down on October 18, 2023 if they wore orange as part of Unity Day.
- Westampton Respect Week - Seniors in art have taken to the sidewalk outside of the school with chalk. They decorated with kind and uplifting messages and images
- BCIT Medford Academy Of Performing Arts Seniors are hard at work filming their prescreen auditions for colleges. The Spring Musical was announced earlier this month, and the APA can't wait to welcome you to the 60s with Hairspray!
- BCIT Medford Academy of Performing Arts Sophomores and Juniors attended Rowan University's Dance Festival.
- BCIT Westampton Dental Occupations Seniors will be visiting Rutgers University in Newark for Decision for Dentistry.
- BCIT Medford Culinary had representatives from CIA and Walnut Hill, two astounding culinary programs, come to speak to culinary students about their future opportunities.
- BCIT Westampton hosted a clubs and activities fair on October 18, 2023 for 9th-grade students to explore different extracurriculars.
- BCIT Westampton National Honor Society and the National Technical Honor Society are hopeful students who have submitted applications to join the societies.
- BCIT Medford National Honor Society and the National Technical Honor Society's current members are excited to welcome hardworking and achieving students who received their acceptance this past week.
- BCIT Medford's The Fall Play, Murder Me Always, opens November 17, 2023 offering a dinner theater experience taking place in the cafeteria.
- BCIT Westampton's Student Council is starting their food drive at the end of this month. It will run from October 30, 2023 to November 17, 2023. They also attended the New Jersey Association of Student Councils (NJASC) Fall Conference at The College of New Jersey, where they interacted with other student leaders from across the state.
- BCIT Westampton Class of 2025 hosted a Color Run on October 5, 2023 where students ran in white clothes and left full of color.
- BCIT Westampton Class of 2024 held a Dine & Donate at P.J. Whelihan's on October 12, 2023.
- BCIT Medford Class of 2026 hosted Homecoming on Friday, Oct 13, 2023 with a theme of Halloween. Students had an amazing time on the dance floor.
- BCIT Medford Upperclassmen are hard at work preparing and looking forward to helping out at Discovery Night, on October 26, 2023.
- BCIT Medford Boys Soccer Team, Jags, scored their second win this season against Cape May Tech yesterday with a score of 6-2.
- BCIT Girls Soccer Team, Lady Jags, honored Rory Teel, Kiki Barbour, Krista Sauer, and Paige Lawrence at Senior Night. They won tonight's game against New Egypt 3-2, with Rory Teel making 1 goal and 1 assist and Kiki Barbour making 2 goals.
- BCIT Medford Cross-Country Boy's Team finished 3rd at the NJTAC Championships with Luke Damato finishing second overall. They placed 8th at the state championships, their best since 2001.
- BCIT Westampton Girl's Soccer Team, Lady Panthers, currently holds a record of 6-9.
- BCIT Westampton Boy's Soccer Team, Panthers, hold a record of 7-8-1 for the season.
- BCIT Westampton Cross-Country team has had an enjoyable season with record numbers of participants. At the NJTAC, they placed 3rd overall as a team with Janelle Sanabria and Sollei Casseus placing in the top 20.

Following the BCIT report, Dr. Nagy noted how proud the Board, administration and he is pertaining to the efforts made to provide awareness during this Week of Respect and Anti-bullying. It is so important and so timely.

Dr. Nagy also thanked personally and professionally all the BCIT staff who are helping the BCIT students in their college pursuit process by writing letters of recommendation. Dr. Nagy noted that he and his administrative colleagues have also joined the efforts. The extra effort is appreciated and speaks to the level of staff professionalism.

Dr. Nagy noted that on the agenda was a slight change in the Homebound instruction numbers for BCIT West. There are now 3 students who are now placed on homebound instruction of which the Board approved.

Discovery Night on both campuses will take place next Thursday, October 26th as we look to showcase our students, programs and campuses for potential new students.

Dr. Nagy noted that the administration and staff are preparing now for the Fall Advisory Dinner on November 30<sup>th</sup> at the West Campus which will honor our Business Partner of the Year and Former Graduate of the Year. Meeting with industry leaders and our CTE instructors will address current and future issues and trends and how BCIT can be positioned to respond.

The SAMHSA Grant is being utilized on both campuses and various agencies are providing support for the mental health and wellbeing of students and staff.

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The Board approved a replacement for the Director of Pupil Personnel Services who will be leaving the district at the end of November. Jill Trainor will be the new Director of Pupil Personnel Services at BCIT. Jill has her LDTTC, Masters in School Leadership, Masters in Reading and her Bachelors in Special Education. She has extensive experience in the field and most recently has been the NJDOE Education Program Development Specialist.

The Board approved an additional Coach for Wrestling to address a need to have a Girl's wrestling coach given the popularity and compliance with Title IX.

The Board also approved the BCIT Promotional videos, curriculum approvals and the acceptance of our self-assessment on the QSAC Performance Review.

Dr. Nagy called upon Mekhi Greene, the student representative to the Board to present his report on campus happenings.

- BCSSSD District held many events over the past month.
  - Take Charge Event- Date changed to October 27, 2023. The potential location between Transition and North due to size last year. This is an all-day event excluding lunch time period.
  - Trunk and Treat
  - The Pioneer Band will perform for 30,000 adoring fans at the Medford Halloween Parade on October 28, 2023.
  - Our first respite event was held on October 14, 2023 with 12 students participating from our East and Transition campuses. The students enjoyed a day of crafts, swimming, and of course pizza. The students had an enjoyable day socializing with their peers and the staff provided an engaging experience.
  - Bowling and Volleyball have begun! Bowling has 23 team members and Volleyball has 10 athletes.
  - On October 19, 2023 a group of Special Olympics Athletes and Coaches will attend an NFL Play 360 event at the Special Olympics facility. The New York Giants are sponsoring the event and the athletes will have the amazing opportunity to meet and play with the players
  - Our AAC consultants have been busy evaluating students and providing consultations. To encourage the use of AAC, we are running a campaign highlighting staff that are "Caught in AACAction."
- Transition campus updates
  - Transitions Meet and Greet had the most participation ever from families with over 50% family participation. On this same day, the Transition Resource Fair was also held with 24 vendors in attendance. Students and staff from all campuses participated during the day and parents in the evening.
  - RCBC's partnership continues to grow. In addition to eight students enrolled in classes this semester, we

have started WORK BASED LEARNING (WBL) at RCBC in Saxby Student Cafe and their student Bookstore.

- October kicked off with the start of our annual Thanksgiving food drive. This year, the Transition campus has 15 families that we will send Thanksgiving meals home to.
- October was also the start of our Popcorn fundraiser every Friday through the month of October.
- The Autism students on Transition enjoyed an interactive musical presenter named Jim Gaven.
- Our PBS Financial Literacy Strive program is off to a great start. Not only are students learning positive behavior, but also bill-paying.
- WBL unpaid work experiences started this week with 35 students participating and 14 Business Partners. Three days per week.
- Paid- total 21 students employed- 8 work study and 13 community (2 are HS).
- BCAS campus updates
  - This month the students at BCAS participated in the first field trip of the school year. We traveled to Philadelphia to partner with Rise Against Hunger to assist with meal creation and production for those in need. Students worked hard and will be awarded service-learning credit for their participation
  - Also, we congratulate our first graduate of the school year-Arianna from the Bordentown Regional School District.

Upon completing his oral report, Dr. Nagy noted that all are continually impressed with the innovation and ongoing efforts on the campuses to position students for success while maximizing their potential.

Dr. Nagy noted that the District had a great kick-off to the Month with the dedication and ribbon-cutting ceremony for the new State of the Art Playground on the West Campus. Dr. Nagy commented that he will never forget what happened at the conclusion of the ceremony – students stormed the playground and it has been used throughout the day ever since. It marks the need and the impact. What is great is that the playground is also open to the public after school hours or on the weekend when not in use for a school function such as respite.

Dr. Nagy quipped that even though he is not a Giants fan, he was happy for some of the special Olympians and their coaches who will be heading to attend the NFL Play 360 event at the Special Olympics facility on October 19th. How exciting.

Mr. Cook was acknowledged and congratulated for the great work he has done with the band. The band and he bring so much joy to those who are fortunate to hear them play. Dr. Nagy mentioned as well as to how great he knows the band will be at the Medford Halloween Parade

Mr. Burrell requested the Board of Education members to make a motion to approve the superintendent's agenda and addendum. On a motion by Mr. Raymond Marini and seconded by Ms. Michelle Parker, the Board approved the superintendent's agenda and addendum.

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

Odise Carr	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Tiffany Cohen	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Raymond Marini Exec. County Supt.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Abstain
Dr. Charles McCabe	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Michelle Parker	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
Tyler J. Burrell	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain

**Public Comments:** Board President Mr. Tyler Burrell moved to the public comments section. Mr. Odise Carr made a motion and Ms. Tiffany Cohen seconded to open the public comments. Mr. Burrell requested anyone interested in making a public comment to raise their hand. Mr. Willmott invited anyone on the Zoom link to raise their hand to address the Board.

Mr. Frank Staff, BCIT EA President, hopes that the negotiations will move forward soon in an equitable, fair manner.

Mr. Lee Huges, a teacher at BCIT Medford for 19 years, read an article from another district about settling their contract.

Mr. Matt Azzarone, BCIT EA Negotiation Chair, expressed the importance of settling the contract and would like the Board of Education to come to the negotiations.

Ms. Michelle Burke, 5th year teacher, expressed her passion for teaching, especially history. Teaching is her dream and feels the teachers should be earning more.

**Board Comments:** Mr. Tyler Burrell stated their commitment to negotiations and that the Negotiation Committee informs the board of the meetings. Mr. Burrell thanked the student representatives. Mr. Burrell commented on behalf of the board about how great the ribbon-cutting ceremony was and was happy the students were able to attend.

Meeting Adjournment: Mr. Tyler Burrell called for a meeting adjournment. Ms. Michelle Parker motioned to approve and Ms. Tiffany Cohen seconded the motion. Meeting adjourned at 6:38 pm.

Respectfully submitted,

Andrew Willmott, CPA  
Board Secretary/Business Administrator

**I. PERSONNEL**

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

**1. Employment: Substitute** \*executive approval

Name	Position	Hourly Rate	Effective
Watkins, Jasmine	Substitute Bus Driver	\$25.60	10/11/23*

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

Name	Position	Salary	Effective
Ray, Sujata	Exec Admin Asst to Superintendent (Shared)	Non-Align \$77,000	TBD

**2. Conferences/Professional Workshops** \*exclusive of mileage \*\* administrative assignment

Personnel	Conference	Date	Cost*
Harris, Veldon	Special Education Directors' Toolkit - NJSPA, Monroe, NJ	11/17/23	\$149
Holley, Ashanti	Panelist/Facilitator at Rowan College/RCBC Education Symposium, Mount Laurel, NJ	11/15/23	None

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

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

Name	Position	Reason	Effective
Pressley, Shaquania	Teacher Assistant	Resignation	10/06/23
Rowlette, Henry	Social Worker	Retirement	12/01/23 Resignation 01/01/24 Retirement
Ste Claire, Celestina	School Psychologist	Retirement	02/01/24 Retirement

**2. Employment: Full Time** (Prorated) pending new hire requirements \*amended \*\*all salaries pending contract settlement

Name	Position	Salary	Effective
Clauges, Andrea	Teacher Assistant	BA Step 8 \$27,806	TBD
Hicks, Jaslin	Teacher Assistant Previously approved 09/27/23 TBD	HS Step 2 \$19,790	10/16/23*
Hunter, Ashley	Teacher Assistant	HS+60 Step 3 \$23,548	TBD
Richards, Donna	Teacher Assistant Previously approved 09/27/23 TBD	BA Step 1 \$25,230	10/02/23*
Sanderson, Melissa	Teacher Assistant	HS+60 Step 6 \$24,906	TBD
Welch, Jennifer	Teacher Assistant Previously approved 09/27/23 TBD	BA Step 5 \$26,801	10/10/23*

**3. Status Change, Degree** (Prorated) \*\*all salaries pending contract settlement

Name	Position	From	To	Effective
Freitas, Diane	Teacher Assistant	HS+30 Step 9 \$20,706	HS+60 Step 9 \$26,332	11/01/23

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

Employee	Position	Type	Effective
Arcomano, Jessica	Teacher	LOA/FMLA/NJFLA	10/20/23 - 05/16/24
O'Malley, Katharine	Teacher	LOA/FMLA	09/13/23 - TBD
Rooney, Karen	School Nurse	LOA	10/23/23 - 12/17/23

5. **Salary Adjustments, Unpaid Absences**

Name	Position	Rate	Date
Pressley, Shaquania	Teacher Assistant	-\$100.98	09/27/23

6. **Employment, Work Study Students, 23-24 SY**  
**\$14.13/hr 07/01/23 - 12/31/23; \$15.13/hr 01/01/24 - 06/30/24**

Student	Department	Campus
Gove, Ronald	Sodexo	Transition
Roberts, Joaquin	Custodial	Transition

7. **Extra Pay/Volunteer Positions** \*\*all rates pending contract settlement

Name	Campus	Extra-Curricular	Rate
Burke, Nicole	East	Conducting RBT Competency Assessment for the certification renewal of Paul Torres.	Volunteer
Crayton, Candice	East	Respite Worker	\$30/hr
Cruz, Jeanne	Transition	WBL Coordinator	Volunteer
Downs, Bobbie	CST	Writing Curriculum	\$40/hr
Holley, Ashanti	Westampton	Writing Curriculum	\$40/hr
Tees-Sternchos, Vanessa	East	Respite Worker	\$30/hr
Walentukonis, JoAnn	South	Respite Worker	\$30/hr

8. **Mentor**

Name	Mentor
Nowlan, Maryann	Burke, Nicole
Urso, Christina	Guenther-Misunas, Bethann

9. **Student Teacher/Internship/Observation** \*executive approval

Name	College	Type	Effective
Davis, Jacob	Rutgers University	OT Level II	01/16/24 - 05/10/24
McNair, Brianna	Monmouth University	OT Level II	01/08/24 - 03/30/24
Perlmutter, Autumn	Jefferson University	Speech Therapy	01/08/24 - 04/26/24

10. **Course: Approvals**

Name	Position	College	Credits
Burkert, Jillian	Speech Therapist	Colorado State University - Pueblo	6
Hewitt-Portnoy, Susan	Physical Therapist	Lourdes University	3



Stepp, Diana	Occupational Therapist	Lourdes University	6
Treiber, Alyssa	Speech Therapist	Lourdes University	6
Zakir, Tayyaba	Teacher Assistant	Thomas Edison State University	6

11. **Course: Reimbursements**

Name	Position	College	Credits	Amount
Scannell, Deanna	Occupational Therapist	Educators' SEL Training - Breathe for Change	3	\$1,995

12. **Conferences/Professional Workshops** \*exclusive of mileage \*\* administrative assignment  
\*\*\* executive approval

Personnel	Conference	Date	Cost*
Downs, Bobbie	Special Education Directors' Toolkit, NJPSA, Monroe NJ **	11/17/23	None
Hickey, Bayley	NJAHPERD 2023 Conference, Somerset, NJ	11/13/23	\$99
Kneringer, Mary Jean	41st Annual Autism Conference, Atlantic City, NJ	10/19 - 20/23 ***	\$580
Sheldon, Timothy	41st Annual Autism Conference, Atlantic City, NJ	10/20/23 ***	\$300
Ware, Amy	Children with ADHD and Self Regulation, Virtual	10/19/23	\$269.99
Yanoschak, Barbara	Enhancing Teacher Well-Being, BCPDI, Westampton, NJ	12/13/23	None

**B. Burlington County Institute of Technology**

1. **Employment: Full Time** (Prorated) pending new hire requirements \*\*all salaries pending contract settlement

Name	Position	Salary	Effective
Onal, Johna	Guidance Counselor	Col C Step 2 \$64,572	TBD
Trainor, Jill	Director of Pupil Personnel Services	Rank 1 Step 1 \$150,875	TBD

2. **Leaves** \*Intermittent \*\*Amended

Employee	Position	Type	Effective
Antinoro, Jessica	Literacy Specialist	LOA/FMLA/NJFLA	09/26/23** - 03/24/24
Avila, Amanda	Guidance Counselor	LOA/FMLA/NJFLA	02/27/23 - 12/19/23**
Reigelsperger, Laura	Director Pupil Personnel Services	FMLA	09/27/23 - 11/26/23

3. **Employment, Work Study Students, 23-24 SY**  
**\$14.13/hr 07/01/23 - 12/31/23; \$15.13/hr 01/01/24 - 06/30/24**

Student	Department	Campus
Davis, Aleiha	Childcare	Westampton
Goodman, Rayona	Childcare	Westampton
Mitchell, Kayla	Nurses Aide	Medford
Vasquez, Syann	Nurses Aide	Medford

4. **Extra Pay/Volunteer Positions** all rates pending contract settlement \*\*executive approval  
**Medford**

Name	Extra-Curricular	Rate
Brown, Kelly	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Chiriac, Danut	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Cooney, Scott	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
David, Jonathan	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Demree, John	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Eriksson, Sean	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Graham, Leah	Class of 2025 (Only Advisor) (Leave replacement A. Avila 10/2023-12/2023)	\$773.10
Hagar, Timothy	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Harris, Keturah	Social Studies Extra Block 10/03/23-01/29/24**	Per diem
Jaworski, Leonard	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Latigona, Joseph	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Malesich, Elizabeth	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Marino, Michael	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Ogden, Carla	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Reed, Richard	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Saxton, Mark	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Sprague, Meagan	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Staff, Frank	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Turowski, Pamela	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Zilai, April	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs

**Westampton**

Name	Extra-Curricular	Rate
Acosta, Nicholas	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)
	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Antunes, David	I&RS Team	Volunteer
Baider, Kyra	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)

	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Barsony, Scot	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Benson, Laura	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)
	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Bond, Laura	I&RS Team	Volunteer
Bouchard, Joseph	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)
	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Bowlsbey, William	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Burdalski, Doreen	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Cabrera, Jilys	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)
Conlin, Elizabeth	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)
	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
D'Antonio, Maureen	I&RS Team	Volunteer
Daily, Jennifer	I&RS Team	Volunteer
Earlen, Lionel	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)
	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Fine, Erika	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)
	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Finn, David	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Fowler, Heather	I&RS Team	Volunteer
Gregg, James	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Hagaman, Daniel	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)
Hawco, Caitlin	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Hernandez, Jocelyn	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Heston, Claire	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)
	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Holbrook, Henry	I&RS Team	Volunteer
Huchel, Lauren	Muslim Student Association Advisor	Volunteer
Inman, Ellen	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Mason, Thomas	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Rivera, Joseph	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)
	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Sitchler, David	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Sitchler, Dawn	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)

	After school Supplemental Tutoring not to exceed 5 hours per week starting 10/02/23-06/07/24 (previously approved for 4 hours max.)	\$42/hr
Tijani, Usman	Boys Assistant Basketball Coach	Volunteer
Valenti, Gina	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Wain, Robert	Fall Program Advisory Committee Meeting	\$42/hr not to exceed 4 hrs
Williams, Kimberlee	5th Exploratory Cycle (5 days-10/10-24/23)**	\$42/hr not to exceed 15 hrs (Perkins V Grant Funded)

**Extra Pay/Volunteer Position Resignation**

Name	Campus	Extra-Curricular
Gaither, Taro	Westampton	Boys Assistant Basketball Coach

**5. Mentor** \*executive approval

Name	Mentor
Paras, Melania	Holbrook, Henry*

**6. Conferences/Professional Workshops** \*exclusive of mileage \*\*executive approval

Personnel	Conference	Date	Cost*
Burdalski, Doreen	DECA Advisor Training, Kean University, Union, NJ	10/06/23**	None
Christopher, Carly	Fall Workday - Yearbook, Sicklerville, NJ	11/17/23	None
Quinn, Christopher	Rutgers University ESL Certification, Virtual	09/29/23	\$2,971 cost increase (previously approved TBD 08/25/22, ESSER III Grant Funded)
Taylor, Erin	Rutgers ESL Certification, Virtual	09/06/23	\$2,971 cost increase (previously approved TBD 08/25/22, ESSER III Grant Funded)
Turowski, Pamela	Jason Vodicka: Musically Speaking, West Deptford, NJ	11/16/23	None
Ward, Terence	High School Data Science, Rowan University, Glassboro, NJ	01/09/24	\$199
Wright, Amanda	Fall Workday - Yearbook, Sicklerville, NJ	11/17/23	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 - First Reading**

**New - Second Reading**

**Revised - First Reading**

P & R 3212 Attendance

P & R 3218 Use, Possession or Distribution of Substances

P & R 4218 Substance Abuse (M)

P & R 5530 Substance Abuse (M)

**Revised - Second Reading**

**2. Nursing Services Plans**

Approval of the 2023-24 Nursing Services Plans

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

**1. Affiliation Agreements**

Institution	Date(s)
Delaware Valley University	11/01/23 - 10/31/24
LaSalle University School of Nursing and Health Sciences	12/01/23 - 11/30/24

**2. Guest Speakers** \* executive approval

Speaker(s)	Audience	Cost	Date
DiStefano, Missie, Frontline/IEP Direct Training	Staff	\$1,600	10/04/23, 10/11/23 *
Sterling, Sara Presentation: Importance of AAC - Virtual	1:1 Staff	None	10/11/23 *
Gaus, Amanda, Narcan Training	Nursing and District Staff	None	10/23/23
Nigro, Christopher, Wild Hunt Press	Transition	None	10/23/23 - 06/20/24 (one hour weekly)
Friedrich, Ed, JJC	BCAS	None	10/24/23 - 06/11/24 (every Tuesday)
Eiserle, Christine w/therapy pony	Trunk or Treat Participants	None	10/28/23
TBD, Genesis Educational Services Representative(s)	Genesis South Jersey User Group	None	11/01/23, 01/10/24, 03/06/24, 05/01/24
Defillippo, Eliza, RCBC	BCAS	None	11/03/23
Inge, Anaiyah, Studio 10 Twenty-Nine	BCAS	None	11/07/23
Donnelly, Helene, Pennco Tech	BCAS	None	11/14/23
Guerini, Ben Westampton Fire Company	South	None	11/15/23

Parson, Ron, Lincoln Tech	BCAS	None	11/15/23
Carpenter, Nancy & Defillippo, Eliza, RCBC	BCAS	None	11/16/23
Kassoff, Abbie, Say it With Clay	BCAS	\$2,600	12/06/23, 02/07/24, 03/13/24, 05/08/24

**3. Appointment of Anti-Bullying Specialist**

**BE IT RESOLVED** by the Board of Education that Mikayla Kalapuch, Jennifer Hilinski, and Christopher Principato be appointed as Anti-Bullying Specialists for the 2023-2024 school year.

**B. Burlington County Institute of Technology**

**1. Guest Speakers** \*executive approval

Speaker(s)	Audience	Cost	Date
ASE Education Foundation Re-Accreditation: Dru Goodman, Brandon Lovendoski, Jimmie Van Nortwick, Christopher Scheuerman	Automotive Technology	None	10/17/23*
Johnson and Wales University: Fallon LaForge	Culinary Arts (Med)	None	10/31/23
RCBC Info Session: TBD	Seniors	None	11/02/23
Johnson and Wales University: Fallon LaForge	Culinary Arts (West)	None	11/03/23
Montclair State University: Ryan Davila	Advertising, Art & Computer Graphics/ Entertainment Technology	None	11/06/23
Prime Suspect: Lisa Desire	Criminal Justice	\$3,130 (ESSER III Grant Funded)	TBD

**2. Articulation Agreements**

Institution	Date(s)
Walnut Hill College	2023-2024 SY

**3. BCIT Promotional Videos**

Recommend approval of Soon To Be Rich Films, LLC to create Career & Technical Education Promotional videos for Westampton and Medford campuses.

**4. QSAC District Performance Review**

Recommend approval to accept and submit the QSAC District Performance Review and Self Assessment Score for the 2023-2024 school year.

**5. Curriculum**

Recommend approval of the revised curriculum for Welding.

**6. Recommend Approval: Girls Wrestling Assistant Coach \*Superintendent Remarks**

Recommended approval of an additional Coach for Wrestling to address a need to have a Girl's Wrestling Coach given the popularity and compliance with Title IX.

**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	2	Transitions	4	North	6
South	3	East	1		

**2. Activities**

Campus	Activity	Dates
Transition	Take Charge Event	Reschedule date 10/27/23, Previously approved 10/13/23; Rain Date 10/20/23
Transition and Westampton	Lifetouch Pictures	11/01/23
Transition and Westampton	Thanksgiving Feasts	11/17/23
Westampton	Thanksgiving Food Drive	10/23/23-11/18/23
Westampton	Culinary Arts Bake Sales	10/26/23, 10/28/23, 10/30/23, 10/31/23, 11/02/23, 11/30/23, 01/11/24, 01/25/24, 02/22/24, 03/07/24, 03/21/24, 04/11/24, 04/25/24, 05/09/24, 05/23/24
Westampton	Halloween Parade	10/31/23
Westampton	Culinary Arts Thanksgiving Sale	11/01/23-11/15/23
Westampton	Culinary Arts Take Home Meals	11/03/23, 11/17/23, 12/01/23, 12/08/23, 12/15/23, 01/05/24, 01/12/24, 01/19/24, 01/26/24, 02/02/24, 02/09/24, 02/23/24, 03/01/24, 03/08/24, 03/15/24, 03/22/24, 04/12/24, 04/19/24, 04/26/24, 05/03/24, 05/10/24, 05/17/24, 05/24/24, 05/31/24
Westampton	Turkey Trot	11/20/23-11/23/23
Westampton	Culinary Arts Holiday Sale	12/01/23-12/08/23
Westampton	Culinary Arts Super Bowl Sale	02/01/24-02/07/24
Westampton	Culinary Arts Spring Sale	03/01/24-03/15/24
Westampton	Culinary Arts Mother's Day Sale	05/01/24-05/08/24
Westampton-East	Student Spotlight Breakfast	*date corrections, (previously approved on 09/27/23) 10/17/23, 11/14/23, 12/19/23, 01/17/24, 02/13/24, 03/19/24, 04/23/24, 05/21/24, 06/11/24
Westampton-East	PBIS Movies	*date corrections, (previously approved on 09/27/23) 10/16/23, 11/13/23, 12/18/23, 01/16/24, 02/12/24, 03/18/24, 04/22/24, 05/20/24, 06/10/24

Westampton-East	PBIS Dances	*date corrections, (previously approved on 09/27/23) 10/19/23, 11/16/23, 12/21/23, 01/18/24, 02/15/24, 03/21/24, 04/25/24, 05/23/24, 06/13/24
Westampton-North	Pumpkin Contest	10/27/23
Westampton-North	Halloween Social	10/31/23
Westampton-North	MP1 Awards Ceremony	11/29/23
Westampton-North	Student Spotlight Event	*date correction, (previously approved on 09/27/23 for 04/19/24) 04/12/24
Westampton-South	Pumpkin Contest	10/23/23
Westampton-South	Star Student of the Month Activity	11/15/23
Westampton-South	MP1 Awards Ceremony	11/17/23

**3. Fundraisers**

Campus	Activity	Dates
North	Christmas Giving Drive	11/27/23 - 12/15/23
North	Candy Gram Sale	12/01/23 - 12/15/23

**4. Field Trips \* Executive Approval**

Campus	To	Date	Inst.	S	C
Band	Holiday Parade, Moorestown, NJ	12/02/23	Cook, Thomas	28	15
East	Walmart, Lumberton, NJ	11/02/23, 11/16/23, 11/30/23, 12/07/23, 12/14/23, 12/21/23	Flade, Katrina	18	18
South	Fire Academy, Westampton, NJ	10/24/23	Hewitt, Christine	60	30
South	Burlington County Library, Westampton, NJ	11/14/23, 11/28/23	Hewitt, Christine	7	4
Special Olympics	Special Olympics of NJ Complex, Lawrenceville, NJ	10/19/23 *	Guenther-Misunas. Bethann	20	20
Transition	Burlington County Job and Resource Fair, Westampton, NJ	10/23/23	Fletcher, Kelly	12	2
Transition	Acme, Mount Holly, NJ	11/08/23, 11/21/23	Fletcher, Kelly	17	8
Transition	ShopRite, Hainesport, NJ	11/08/23, 11/21/23	Fletcher, Kelly	19	5
Transition	Walmart, Mt. Holly, NJ	11/08/23, 11/21/23	Fletcher, Kelly	17	9
Transition	Burger King, Burlington, NJ - AM	11/13/23, 11/16/23, 11/20/23, 11/27/23	Fletcher Kelly	16	15
Transition	Burger King, Burlington, NJ - PM	11/13/23, 11/16/23, 11/27/23	Fletcher Kelly	16	15

**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	2
b. Transfers out of County	2	0



c.	Dropouts	0	0
d.	Transfer to West/Medford Campus	0	0
e.	Suspensions	6	7
f.	Homebound	1	3 *as noted in meeting minutes

**2. Activities**

Campus	Activity	Dates
Med	GSA Buddy System (Periodic Meetings)	10/19/23 - 06/14/24
Med	Student Council Thanksgiving Drive	11/01-11/07/23
Med	NHSDA Love Your Body Week	11/13 - 11/17/23
Med	Red Cross Blood Drive	12/04/23
Med	Class of 2024 Gingerbread Competition	12/08/23
Med	Class of 2024 Holiday Party + Toys for Tots Drive	12/08/23
Med	NHSDA Holiday Dance Class	12/19/23
Med	Poetry Out Loud School Competition	01/09/24
Med	Hairspray Open Dress Rehearsal	03/19/24 (alternate date) 03/21/24
Med	Red Cross Blood Drive	05/23/24
West	Junior-Senior Prom - Lucien's-Berlin, NJ	05/16/25

**3. Fundraisers**

Fund/Campus	Activity	Dates
Performing Arts/Med	APA Car Magnets and Stickers	11/01/23-06/14/24
Class of 2024/Med	Principal Grinch	12/04/23-12/07/23
SkillsUSA/West	Goodies & Gifts by Custom Resources	11/01/23-12/04/23
SkillsUSA/West	Country Meats - Beef Jerky Sales	11/01/23-06/30/24

**4. Field Trips** \*\*executive approval

Campus	To	Date	Inst.	S	C
Med	Rowan Shadow Day for Future Music Majors, Rowan University Wilson Hall, Glassboro, NJ	11/06/23	Turowski, P.	15	2
Med	Poetry Out Loud School Winder and Friends for Audience Support, Rutgers Camden - Center for the Arts, Camden, NJ	02/13/24	Pappler, S.	10	1
Med	Poetry Out Loud NJ State Competition, Count Basie Center for the Arts, Red Bank, NJ	03/14/24	Pappler, S.	10	1
Med	Spamalot - Broadway, St. James Theatre, New York, NY	04/13/24	Cooney, S.	30	3
West	Rutgers University Camden Pre-College Arts Program, Rutgers University, Camden, NJ Registration fees for six students will be Title IV - ESEA Grant Funded (Parent(s)/guardian(s) providing transportation; chaperoned by parent(s)/guardian(s) of students)	10/14/23,** 10/21/23, 10/28/23, 11/04/23, 11/18/23 12/02/23, 12/09/23, 12/16/23	Pendleton, A.	6	0

West	Decision for Dentistry, Rutgers Dental School, Newark, NJ	10/19/23, 02/20/24, 04/16/24	Heston, C.	4	1
West	Philadelphia Museum of Art, Philadelphia, PA	12/04/23 12/11/23	Huchel, L. Marencin, J.	40	4
West	STEM Field Trip, Franklin Institute, Philadelphia, PA	01/31/24	McMullen, S.	42	4

**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 N/A, 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 N/A 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. Submission of Comprehensive Maintenance Plan & M1 Worksheet**

**WHEREAS**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and **WHEREAS**, the required maintenance activities as listed in the submitted document for the various school facilities of the Burlington County Special Services School District and the Burlington County Institute of Technology are consistent with these requirements, and

**WHEREAS**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and keep their system warranties valid,

**NOW THEREFORE BE IT RESOLVED**, that the Burlington County Special Services School District and the Burlington County Institute of Technology hereby authorizes the School Business Administrator to submit Comprehensive Maintenance Plan & M1 Worksheet for the Burlington County Special Services School District and the Burlington County Institute of Technology in compliance with Department of Education requirements.

**3. Acceptance of ROD Grant Funds**

**RECOMMENDED** approval for the Burlington County Special Services School District and the Burlington County Institute of Technology Board of Education to accept the ROD Grants Funds in the following amounts:

- BCIT Roofing Project                      \$3,399,600.00
- BCIT HVAC Project                         \$4,076,816.00
- BCSSSD HVAC Project                     \$5,695,900.00

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

**1. Use of Facilities**

Agency/Program	Room - Campus	Date(s)
Westampton Recreation	Gym/MPR - Westampton Gym - Transition	Various dates 12/01/23 - 03/30/24

**2. Donation**

Donor	Item	Utilized
Lumberton Campus	Gymnasium signs	Kopp Family
Lumberton Campus	File cabinet	Adult Education

**3. Sodexo Management Inc. Per Meal Price**

<b>BCSSSD</b>	<b>Price</b>
Breakfast	\$5.4000
Lunch/Dinner	\$7.9942
Adult & A la Carte Meals Equiv.	\$7.9942

**4. Renewal of Food Services Contract, 2023-2024 School Year**

A one year contractual agreement effective July 1, 2023 through June 30, 2024 with option to renew for three (3) additional years, with Sodexo Management, Inc. (FSMC) based on the following:

**A. Guarantee:**

The Burlington County Special Services School District and Sodexo shall work together to ensure a financially sound operation and shall guarantee financial results for the 2023-2024 school year as follows:

FSMC guarantees that the SFA invoiced Financial Obligations as stated on the monthly operating statement for current year shall exceed gross receipts for the current year by no more than Three Hundred Eighty-Four Thousand Four Hundred Twenty-Eight Dollars and Fifteen Cents (\$384,428.15) as stated and documented in the Response and Projected Operating Statement (Form #23FP).

**5. Approval of Food Service Contract Total Cost**

RECOMMENDED the Burlington County Special Services School District Board of Education hereby approves the total cost of the contract, with Sodexo Management Inc., in the amount of \$873,486.25.

**B. Burlington County Institute of Technology**

**1. Use of Facilities**

Agency/Program	Room - Campus	Date(s)
Burlington County ESTC - Defensive Driving	Parking Lot - Westampton	11/04/23
4-H Players	Auditorium - Westampton	Various dates 11/03/23 - 04/19/24
Burlington County ESTC - Leadership Seminar	Auditorium, Atrium - Westampton	11/18/23
Burlington County Bar Foundation - Holiday Party	Cafeteria - Westampton	12/02/23

**2. Donation**

Donor	Item	Utilized
Jason Harrington, County Sheriff	Oil; Cleaning Products; Dent Remover Kit, Hand Cleaner	Auto Collision Repair Technology
Audrey Worszylo	Stock Metal	CNC Machinist (4.0 Industry)

**3. Building Addition and Renovations, Medford Campus, Bid Award**

**WHEREAS**, on October 11, 2023 the Burlington County Institute of Technology School District conducted a public bid opening for the award of Building Addition and Renovations at Medford Campus which yielded the following for construction:

Contractor	Total Bid
Dandrea Construction Company, Inc	\$6,297,000

and;

**WHEREAS**, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq.; and;

**WHEREAS**, the Business Administrator has certified that funds are available for this purpose.

**NOW, THEREFORE BE IT RESOLVED**, that the Burlington County Institute of Technology Board of Education awarded the contract for the Building Addition and Renovations to Dandrea Construction Company, Inc., P.O. Box 13, Berlin, NJ in the total contract sum of \$6,297,000.

**4. Appointment of Construction Management Services**

**BE IT RESOLVED** by the Burlington County Institute of Technology Board of Education that M&M Construction, 540 North Avenue, Union, NJ be hereby appointed through the Burlington County Shared Service Agreement the Construction Management Services for the Burlington County Institute of Technology Building Addition and Renovations at the Medford Campus project up to \$288,000.

**5. Approval to Initiate Bidding Process for Roofing Project at Westampton Campus using Local and ROD Grant Funds**

**RECOMMENDED** the Burlington County Institute of Technology Board of Education hereby approves the Burlington County Institute of Technology, Westampton Campus, to initiate the bidding process for the Roofing Project using Local and ROD Grant Funds.

**6. Project Labor Agreement for Westampton Campus**

**RECOMMENDED** the Burlington County Institute of Technology Board of Education hereby approves the Project Labor Agreement for the Burlington County Institute of Technology, Westampton Campus, for the Roofing Project funded by Local and ROD Grant Funds.

V. ENTERPRISE

A. Burlington County Special Services School District: ESU

1. Resignations: Hourly

Name	Position	Reason	Effective
Oatman, Charles	Security	Resignation	09/22/23

2. Employment: Full Time (prorated) \*amended \*\*pending contract settlement

Name	Position	Salary	Effective
Kharlamenko, Julia	Speech Therapist Previously approved TBD 09/27/23	MA Step 4 \$66,927	10/04/23*
Piersig, Jessica	Occupational Therapist Previously approved TBD 09/27/23	MA Step 2 \$64,767	10/02/23*

Employment: Hourly \*amended

Name	Position	Hourly Rate	Effective
Brown, Larteshia	Teacher	\$36.00	TBD
Davenport, Nancy	Job Coach	\$22.85	TBD
Engram, Christopher	Security Previously approved TBD 09/27/23	\$20.70	10/02/23*
Moten, Ronald	Security Previously approved TBD 09/27/23	\$20.70	10/16/23*
Procopio, Rita	Teacher Previously approved TBD 09/27/23	\$38.00	10/10/23*

3. Status Change, Full Time (prorated) \*executive approval \*\*pending contract settlement

Name	Position	From	To	Effective
Abrams, Alyssa	Occupational Therapist	\$43/hr	MA Step 5 \$68,361	10/02/23*
Stanewick, Elizabeth	Physical Therapist	\$73.60/hr	MA Step 12 \$82,598	10/16/23*
Weisman, Corey	Computer Technician	Network Administrator	\$54,000	11/01/23

4. Leaves

Employee	Position	Type	Effective
Hoffman, Rachel	Teacher	FMLA/NJFLA	02/03/24 - 08/31/24
Terreri, Erin	Secretary	LOA	10/26/23 - 11/12/23
VanSciver, Susan	Secretary	LOA (hourly)	10/12/23 - 11/13/23

5. Professional Services Agreements

District	Type
Chesterfield Twp School District	2023-2024 ESSEA-ESSA Agreement
Greenwich Twp School District	2023-2024 Professional Services Agreement
Hamilton Twp School District	2023-2024 Professional Services Agreement

6. **Course: Approvals**

Name	Position	College	Credits
Weber, Gia	Occupational Therapist	Lourdes University	6

7. **Conferences** \*exclusive of mileage \*\* administrative assignment \*\*\* executive approval

Personnel	Conference	Date	Cost
Cope, Christina	Teen Mental Health First Aid, Virtual **	10/18-20/23 ***	None
Link, Allyson	National Association of School Psychology Annual Convention, New Orleans, LA	02/14/24	\$260

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

1. **Guest Speakers**

Guest Speaker	Audience	Cost	Date
Hair Cuttery Family of Brands: Brenda Luongo	Cosmetology	None	12/14/23

2. **Activities**

Campus	Activity	Date
West	Winter Coat Drive Club	11/13/23-11/30/23
West	Toy Drive Club	12/04/23-12/18/23
West	Animal Food Supply Drive Club	02/05/24-02/15/24
West	Food Drive Club	04/08/24-04/19/24

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

**No Action**