

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 Tuesday evening, October 18, 2016, at the Rutgers Media Center, 2 Academy Dr., Westampton, NJ.

The meeting was called to order at 4:30 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.	6/30/16	<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
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: Adams, Cynthia; Aman, Courtney; Barbagiovanni, Joan; Brand, James; Conpra, Trudy; Cowell-Stingle, Marge; Cruet, Patrick; Demidont, Andy; Dinovelli, Diane; Finn, David; Fletcher, Kelly; Geltch, Laura; Graven-Eells, Maureen; Hartman, Danielle; Hewitt, Chris; Latimer, Suzanne; Lewis, Kristin; Margiotta, Nicole; Parker, Mike; Powell, Beverly; Roberts, Kelly; Scherer, Helen; Shields, Belle; Sienkiewicz, JoAnn; Stevenson, Charleen; Thurman, Donna; Venuto, Joseph; Ward, Terry; Wheatley, Tamie; White, Kellie; Wilcox, Sandra; Will, Barbara.

Communication & Correspondence: Nothing at this time.

Presentations:

Dr. Bonsall, Asst. Supt. of C&I presented information regarding the PARRC Assessment Results and Intervention.

Ms. Danielle Hartman, BCIT Supervisor of Instruction STEM, Discussed: Assessments and Interventions for improving scores.

Minutes: Theresa Margiotta presented Minutes of September 29, 2016. On a motion by Kathleen Burgess and seconded by Paula Lee the Board approved the Minutes.

Roll Call:

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

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

Roll Call:

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

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 Paula Lee and seconded by Kathleen Burgess the Board approved the report.

Roll Call:

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

Public Comments:

Maureen Graven-Eells, Suzanne Latimer, and April Jamison, BCSSSD: presented a poster board depicting the daily living skills, socialization skills and discussed the curriculum of the pre-school students.

James Brand, BCSSSD: Invited everyone to attend to support the BCSSSD Band and view the improved float, on the 29th Halloween Parade in Moorestown. Also stated Mt. Holly Pumpkin Festival has over 1,000 pumpkins this year.

Mary Purcell, BCIT: requested dates to take yearbook photo, and requested easier access on internet to locate names of Asst. Superintendents.

Board Comments:

Kathleen Burgess: Attended BCIT Foundation BINGO and was at a very lucky table that had two winners, enjoyed the night. Also was very impressed at the BCIT Adv. Manufacturing event at Medford Campus.

Leon Jones: Congratulated everyone on yesterday's Adv. Manuf. press release. Also thanked staff on a great job in getting the school ready.

Paula Lee: Also attended the BCIT Medford Adv. Manuf. press release. The instructor's presentation was "pearls of wisdom." Had a great time at BINGO. She is also on the Curriculum Council for both schools, was impressed with the ambition of the groups, they were so enthusiastic. Looking forward to Discovery Night.

John Ferry: Thank you.

President Silcox: Very important to see partnership between the Freeholders, RCBC, BCIT and looking forward to us taking the lead on future endeavors.

Roll Call:

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

Adjournment

Since there was no further business, President Silcox asked for a motion to adjourn. On a motion by Leon Jones and second by Kathleen Burgess the Board adjourned at 5:10 p.m. with the next meeting to be the on November 17, 2016, at BCSSSD 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. Employment: Substitute Pending New Hire Requirements

Name	Position	Salary	Effective
Muldrow, Patrice	Bus Driver	\$21	10/19/16

A. Burlington County Special Services School District

1. Resignation/Retirements: Full-Time

Name	Position	Reason	Effective
Cummings, Brianna	Teacher Assistant	Resignation	10/14/16
Durso, Rebecca	Physical Therapist	Retirement	07/01/17
Lee, Jason	Teacher Assistant	Rescind Appointment	10/16/16
Strug, Janice	Supervisor	Retirement	01/01/17

Resignations: Hourly

Name	Position	Reason	Effective
Anderson, Jennifer	Teacher Assistant	Resignation	09/01/16

2. Employment: Hourly

Name	Position	Hourly Rate	Effective
Davis, Russell	Warehouse	\$16	10/19/16

3. Transfers

Employee	From	To	Effective
Lentini, David	Lumberton	Westampton	10/14/16

4. Status Change (Pro-rated)

Name	Position	From	To	Effective
Capriotti, Matthew	Warehouse	\$43,720	Step 9 \$45,412	11/01/16
Cummings, Bryan	TA	\$26,827	HS+30 Step 21 \$27,819	11/01/16
Davies, Kristy	Speech	\$69,160	MA+30 Step 8 \$69,986	11/01/16
Garcia, Rasheda	Teacher	\$60,507	MA+30 Step 4 \$64,154	11/01/16
Goff, Alyce	Secretary	\$45,798	Step 12 \$48,672	11/01/16
Hayes, Jenny	TA	\$21,258	HS+90 Step 4 \$23,693	11/01/16
Jabkowski, Deborah	TA	\$21,992	HS+30 Step 16 \$22,793	11/01/16
Petz, Lynn	TA	\$27,819	HS+60 Step 17 \$28,341	11/01/16
Quigg, Carolyn	OT	\$61,481	BA Step 8 \$62,154	11/01/16
Ross, Deborah	Speech	\$60,008	MA Step 4 \$60,507	11/01/16
Waller, Justin	TA	\$15,563	HS Step 5 \$15,653	11/01/16

Degree (Pro-rated)

Name	Position	From	To	Effective
Garcia, Rasheda	Teacher	MA Step 4 \$60,507	MA+30 Step 4 \$64,154 Additional \$1,997.60	11/01/16 9/1/15-10/31/16
Hayes, Jenny	TA	HS+60 Step 4 \$21,258	HS+90 Step 4 \$23,693	11/01/16

5. Employment, Work Study Students, at \$8.38 Hourly, Effective 10/19/16

Campus	Name	Name
Lumberton	Antunez-ViaFranca, Luis	VanBlarcom, George

6. Stipends/Extra Pay 2016-2017

Name	Stipend	Rate
Artale, Daniel	Detention Worker- ES	\$29/hr
Cooke, Thomas	Performing Arts Director	\$2,750
Fennell, Barry Gizzi, Thomas Ketchell, Raymond Stewart, Joshua	Crisis Team Member - HS Crisis Team Member - MS Crisis Team Member - HS Crisis Team Leader - HS	\$1,050 \$1,550
Moyn Tracy	Workshop Presenter - CPI Trainer	\$52/hour
Nerolich, Yiwen	Performing Arts Assistant	\$2,250
Respite Leaders \$31/hr		Respite Nurse \$52/hr
Davis, Chenita Dennion, Matthew	Hagan-Panetta, Lenora Wilcox, Vanessa	Garrano, Connie Sue
Respite Workers		\$26/hr
Agos, Matthew Arena, Adrienne Armstrong, Theresa Austin, Russell Boyle, Brian Buono, Zachary Cabello, Donald	Caffrey, Scott Caporale, Antoinette Flood, Michelle Gallo, Roni Guenther-Misunas, Bethann Ipri, Rosemary Johnson, Erica	Maccar, Shelby Mazahreh, Asmahane Voelker, Suzanne Walentukonis, JoAnn Walker, Sherahan Zawadzki, Katarzyna

7. Course: Approvals

Name	Position	College	Credits
Wyllner, Robert	TA	Rowan University	3

8. Course: Reimbursements

Name	Position	College	Credits	Amount
Morris, Christopher	Teacher	Stockton University	3	\$1,780.92

9. Leaves *Amended

Employee	Position	Type	Effective
Clark, Gwen	Teacher	FMLA	10/04/16 - 11/11/16
Dennion, Matthew	Teacher	FMLA	11/07/16 - 01/02/17
Liedtka, Anne	Teacher	FMLA/LOA	09/01/16 - 10/31/16
Obermeier, Antoinette	School Psychologist	FMLA/LOA	09/01/16 - 12/30/16

10. Conferences/Professional Workshops

Personnel	Conference	Date	Cost (over milage)
BCAS Staff	County Tour of Community Resources	10/21/16	District cost \$0; Staffing Alt Cost \$143.88
Bradley, Kaitlyn	ASHA Convention, Philadelphia PA	11/18/16	\$210
Parker, Barbara Patriarca, Michael	Strategies for Working w/HS Braille Readers, New Brunswick	10/26/16	None
Quigg, Carolyn	Yoga and Mindfulness for Kids, Cherry Hill	12/08/16	\$199.99
Wesit, Lisa	Speech Sound Disorders in Schools	online	\$129

Workshops

Workshop	Presenter	Location	Date
CPI Refresher Training	Moyn, Tracy	LUM Campus Staff Cafeteria Media Center	10/18/16 10/20; 12/01/16 11/03,15/17
CPI Initial Training	Moyn, Tracy	Media Center	10/24-27/16

B. Burlington County Institute of Technology

1. Authorization to File Tenure Charges

Employee #
100166

2. Leave *Intermittent

Employee	Position	Type	Effective
Sommers, Kelly	Teacher	FMLA/NJFLA	02/01/17 - 05/19/17

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

Tech Crew		Nurse's Office
Braverman, Steven Johnson, Colin Lima, Jose	Quintas, Antonio Vaughan, Desaree	Gfell, Olivia

4. Course: Reimbursements

Name	Position	College	Credits	Amount
Bouchard, Heidi	Asst Principal	Concordia Univ	3	\$2,390
Fessenbecker, Rachel	Teacher	Univ of Arts	2	\$475

5. District Stipend/Extra Pay for 2016-2017 School Year

Name	Extra-Curricular	Rate
Jenkins, Monique	Summer Camp Coordinator	\$5,000

Medford Stipend/Extra Pay for 2016-2017 School Year *Grant Funded

Name	Extra-Curricular	Rate
Gonzalez, Alex McCoy, Tammy Powell, Nickolas	Fitness Club Supervisors	Volunteer
Greathouse, Stacey	Afterschool Enrichment *(NCLB)	\$34/hr
Klimowski, Robert	Stage Crew Club Supervisor	Volunteer
Milton, Antoine	Boys Basketball Asst. Coach	Volunteer

6. Conferences

Personnel	Conference	Date	Cost (over mileage)
Caton, Dean Milton, Antoine Pensabene, Jeffrey Suabedissen, Lee	Fund of Coaching, Robbinsville	11/01/16	\$75 ea
Cattanea, James Cooney, Scott Milton, Antoine	CPR/AED/FA, Trenton	11/01/16	\$40 ea
Frable, Jason	Fall 2016 Training Inst for School Counselors (Financial Aid), Mt Laurel	10/21/16	none
Gebhart, Lauren	DancEdNJ on the Move, Pottersville	11/17/16	none
Johnson, Beth	HESAA Fall 2016 Training Inst for School Counselors	10/28/16	none
Staff, Frank	HAAS First Time User Training, Bensalem, PA 19020	11/30/16	none

II. PROGRAMS

A. Burlington County Special Services School District

- 1. **Job Description** (Exhibit #1)
Teacher Assistant (revised)

2. **Guest Speakers**

Speaker(s)	Speaking to Students	Date
Military Appreciation Juan Cabal Fred Downs SMSgt Jordan Captain Colon-Aleman SrA Caldwell Major Castro SSgt Benskin	ES Media Center 9-2 pm	11/14/2016 11/18/2016 11/28/2016
Student Shopper Presenters: Barbara Trunk & Rachel Nance	HS	1/13, 20/17
Good Character Magic Show, Presenter: Ken Northridge	MS	06/13/17

B. Burlington County Institute of Technology

1. **Guest Speakers**

Speaker(s)	Speaking to	Date
Robotics Mentor-Campano, Steve	Robotics Club	Various
The Maltese Falcon Discussion-Wagner, Rosy	Media Center	11/07/16
Strive Phys Therapy-Agurkis, Barbara; Furrer, Rebecca; Gabriel, Amy; Koster, Matt; McMillan, Sean; Turner, Jackie	Sports Med	11/15/16
Careers in Marketing & Corp-Bennett, Gwen	Marketing	12/02/16
Refuge on Wheels/Our Feathered Friends-	Early Childhood	03/29/17

Peters, Denise; Kiefer, Erin	Ed Child	
------------------------------	----------	--

2. **Waiver**
 Recommend approval to request a Waiver from the County for an increase in the maximum number of students in pull-out resource classes. The waiver will allow us the flexibility to accommodate singular students in this educational setting without necessitating an additional section.

3. **Volunteer Stage Crew Club**
 Approval of Volunteer Stage Crew Club at BCIT-Medford.

4. **Meditation Group-Westampton**
 Approval of Meditation Group at BCIT-Westampton. Students will have options to participate in morning activities to promote wellness. Volunteer, Barbara Trzaska available to supervise the group.

5. **Fitness Club Proposal-Medford**
 Approval of Fitness Club at BCIT-Medford. Students will have options to participate in after-school fitness activities. Three (3) volunteer coaches available to supervise the club.

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 #2: Report is considered privileged in nature.)

A. Burlington County Special Services School District

1. Suspensions:

BCAHS	5	High School	2
Elementary	0	Lumberton/CA	26
Middle School	3		

2. Activities

Campus	Activity	Dates
ELEM	Chess Club; Mr. Carrington	11/1/16 - 6/16/17

3. Field Trips

Campus	To	Date	Inst.	S	T
HS	One Stop Emp. Ctr, Westampton	10/25/16	McKinney, Linda	12	2
HS	Jake’s Place, Cherry Hill	10/25/16	Willey, Jackie	112	53
HS	Occ. Training Ctr, Westampton	10/28/16	McKinney, Linda	12	2
HS	Resources for Ind. Living, Burl.	11/07,09	McKinney, Linda	12	2
MS	Holiday Parade, Moorestown Jazz Band and Cheer Team	12/03/16	Cook, Thomas	18	9
LUM	Mary Dobbins School, Mt. Holly	12/20/16	Herron, John	12	4
HS	Vocal, Basement Bistro, Mt. Holly	12/21/16	Cook, Thomas	10	5
HS	Occupational Training Ctr, Burlington	11/21/16 11/22/16 11/23/16	McKinney, Linda	12 8 10	4 3 4

LUM	Archway Academy, Atco	01/10/17	Herron, John	12	4
HS	Shop Rite, Hainesport	01/23,27	McKinney, Linda	24	10
LUM	Mercer Co Spec Svcs, Hamilton	01/24/17	Herron, John	12	4
LUM	Garfield Academy, Willingboro	02/07/17	Herron, John	12	4
LUM	Mary Dobbins School, Mt. Holly	02/23/17	Herron, John	12	4
HS	Eastampton Garden Apts, Eastampton	02/24/17 03/24/17	McKinney, Linda	12	2
LUM	Y.A.L.E. School, Cherry Hill	03/07/17	Herron, John	12	4
HS	Superior Court Clerk, Mt. Holly	03/13,20	McKinney, Linda	12	3
HS	Municipal Court, Mt. Holly	03/14/17 03/21/17	McKinney, Linda	12	2
HS	RCBC, Pemberton	03/17/17	Hogan, Erin	10	5
HS	Aaron's Furniture/DMV/CVS/ Urgent Care, Mt. Holly	04/07/16	McKinney, Linda	12	2
LUM	Archway Academy, Atco	04/11/17	Herron, John	15	5
HS	BC Health Clinic, Westampton	04/13/17	McKinney, Linda	24	3
LUM	Mercer Co Spec Svcs, Hamilton	05/02/17	Herron, John	15	5
HS	Cherry Hill Mall, Cherry Hill	05/05/17	Lyman, Rita	12	2
HS	911 Call Center, Westampton (group split into 3 sections of 12)	05/05,09 18/17	McKinney, Linda	36	6
HS	Bancroft Campus, Westampton (group split into 3 sections of 12)	05/09,22, 23/17	McKinney, Linda	36	6
LUM	Garfield Academy, Willingboro	05/17/17	Herron, John	15	5
MS	Broadway Theater, Pitman	05/19/17	Fletcher, Kelly	53	12
HS	Outdoor Playground, Marlton	05/26/17	Arthur, Lori	15	4
LUM	Mary Dobbins School, Mt. Holly	06/01/17	Herron, John	15	5

LUM	Westampton Campus, Westampton	06/08,09	Roberts, Kelly	5	3
LUM	Six Flags Great Adv, Jackson	06/09/17	Roberts, Kelly	25	7
LUM	Westampton Campus, Westampton	06/10/17	Roberts, Kelly	5	3

B. Burlington County Institute of Technology

1. Transfers, Withdrawals, Suspensions, Homebound (Exhibit #3 Report is considered privileged in nature.)

	<u>Medford</u>	<u>Westampton</u>
a. Transfers in County	7	6
b. Transfers out of County	1	1
c. Dropouts	1	0
d. Transfer to West/Medford Campus	0	0
e. Suspensions	9	3
f. Homebound	2	1

2. Field Trips (*Administrative Approved)

Students	Trip	Date	Personnel	S	C
Early Childhood Preschool	Burl Co Lib, Westampton	Various	Cross, G; Fazzie, K	32	5
Cul Arts	Walnut Hill College, Phila, PA	11/17/16	Saxton, M	24	2
Auto/Diesel	UTI Exton, PA	01/10/17	Sitchler, D	40	4
Auto/Diesel	The PA Convention Center, Phila, PA	02/03/17	Sitchler, D	40	4
Sports Med	Meadowlands Exposition Ctr, Secaucus	04/27/17	Valenti, G	29	2
Fund of Art	Grounds for Sculpture, Hamilton	05/17/17	Polizzi, N	40	4
US History II	9/11 Memorial & Museum, New York, NY	05/30/17	Purcell, D; Breisacher, J	50	5
Human Relations	Six Flags Great Adv, Jackson	06/09/17	Sims, L	200	20

3. Activities

Campus	Activity	Dates
M	College/Career Day	11/02/16, 02/02/17
M	PA Auditions	12/03/16
M	Fitness Club - Tuesday & Thursday	10/24/16 - 11/21/16
M	SJCDA Audition Preparations	11/19/16
W	Wrestling Holiday Tournament-Palmyra	12/30/16

Fundraisers

Fund/ Campus	Activity	Dates
PRIDE/W	PRIDE Dress Down	02/16/17
Boys Basketball/M	Super Bowl Jersey Dress Down	01/25-02/02/17, 02/03/17

IV. BUSINESS/FINANCIAL

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

1. Submit Comprehensive Maintenance Plan (Exhibit #4)

It is recommended a resolution be adopted approving the submission of the Comprehensive Maintenance Plan and M-1, for the years 2015-2016 through 2017-2018 in compliance with the New Jersey Department of Education requirements.

2. BANK RESOLUTIONS

Burlington County Special Services School District

RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$2,000,000 PROMISSORY NOTE OF THE BOARD OF EDUCATION OF THE BURLINGTON COUNTY SPECIAL SERVICES SCHOOL DISTRICT, IN THE COUNTY OF BURLINGTON, STATE OF NEW JERSEY

WHEREAS, the Board of Education of the Burlington County Special Services School District, in the County Of Burlington, State of New Jersey (the “Board”) is a special services school district organized pursuant to N.J.S.A. 18A:46-1 et seq. (the “Act”); and

WHEREAS, the Act allows the Board to assess and collect tuition from sending districts to offset the costs of providing services to pupils of serviced by the Board; and

WHEREAS, pursuant to N.J.S.A. 18A:24-2, the Board is permitted to issue a promissory note in such sum or sums not exceeding 80% of the amount due it for tuition from any school district; and

WHEREAS, the Board’s fiscal year runs from July 1 to June 30 of each year; and

WHEREAS, for the 2016-2017 fiscal year, the Board will receive \$26,000,000 in tuition from sending districts who send pupils to the Board; and

WHEREAS, 80% of that tuition figure is \$20,800,000; and

WHEREAS, to assist the Board in meeting expenses in the 2016-2017 fiscal year, the Board has arranged for a line of credit from Investor’s Bank to be secured by a promissory note of the Board in an amount not to exceed \$2,000,000 on the terms and conditions set forth in Exhibit A; and

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BURLINGTON COUNTY SPECIAL SERVICES SCHOOL DISTRICT, IN THE COUNTY OF BURLINGTON, STATE OF NEW JERSEY AS FOLLOWS:

Section 1. In anticipation of the collection of tuition during the current fiscal year, there are hereby authorized to be issued promissory notes of the Board (the “Notes”) in amounts not exceeding \$2,000,000. The proceeds of such Notes shall be applied only to purposes provided for in the budget or for which tuition is levied for the current fiscal year.

- Section 2. The following matters in connection with the notes are hereby determined:
- (a) The terms and conditions for the Notes, as set forth in Exhibit A, are hereby approved.
 - (b) Notes issued hereunder may be renewed from time to time, provided, however, that no renewal note shall be issued later than the last day of the fiscal year.
 - (c) All notes shall be executed by the Board President and the Business Administrator and attested by the Board Secretary.
- Section 3. The Business Administrator is authorized and directed to determine all matters in connection with the notes not determined by this or by a subsequent resolution, and such officer's signature upon the notes shall be conclusive as to such determination.
- Section 4. Any instrument issued pursuant to this resolution shall be a general obligation of the Board, and the full faith and credit of the Board are hereby pledged to the punctual payment of the principal and interest on the obligations.
- Section 5. The School Business Administrator, in connection with other professionals of the Board acting under her direction, is hereby authorized to prepare, and to update from time to time as necessary, a financial disclosure document for the Board, as it may be so updated from time to time, to be distributed in connection with the sale of obligations of the Board. The School Business Administrator is hereby authorized to execute such disclosure document on behalf of the Board.
- Section 6. This resolution shall take effect immediately.

Burlington County Institute of Technology

RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$4,600,000 PROMISSORY NOTE OF THE BOARD OF EDUCATION OF THE BURLINGTON COUNTY INSTITUTE OF TECHNOLOGY, IN THE COUNTY OF BURLINGTON, STATE OF NEW JERSEY

WHEREAS, the Board of Education of the Burlington County Institute of Technology, in the County Of Burlington, State of New Jersey (the "Board") is a county vocational school district organized pursuant to N.J.S.A. 18A:54-1 et seq. (the "Act"); and

WHEREAS, the Act allows the Board to assess and collect tuition from sending districts to offset the costs of providing services to pupils of serviced by the Board; and

WHEREAS, pursuant to N.J.S.A. 18A:54-20(l) and N.J.S.A. 18A:24-2, the Board is permitted to issue a promissory note (line of credit) in such sum or sums not exceeding 80% of the amount due it for tuition from any school district; and

WHEREAS, the Board's fiscal year runs from July 1 to June 30 of each year; and

WHEREAS, for the 2016-2017 fiscal year, the Board will receive \$6,000,000 in tuition from sending districts who send pupils to the Board; and

WHEREAS, 80% of that tuition figure is \$4,800,000; and

WHEREAS, to assist the Board in meeting expenses in the 2016-2017 fiscal year, the Board has arranged for a line of credit from Investor's Bank to be secured by a promissory note of the Board in an amount not to exceed \$4,600,000 on the terms and conditions set forth in Exhibit A; and

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BURLINGTON COUNTY INSTITUTE OF TECHNOLOGY, IN THE COUNTY OF BURLINGTON, STATE OF NEW JERSEY AS FOLLOWS:

Section 1. In anticipation of the collection of tuition during the current fiscal year, there are hereby authorized to be issued promissory notes of the Board (the "Notes") in amounts not exceeding \$4,600,000. The proceeds of such Notes shall be applied only to purposes provided for in the budget or for which tuition is levied for the current fiscal year.

Section 2. The following matters in connection with the notes are hereby determined:

- (a) The terms and conditions for the Notes, as set forth in Exhibit A, are hereby approved.
- (b) All notes issued hereunder shall bear interest at such rates or rates as may be determined by the Business Administrator.
- (c) All notes shall be in the form prescribed by law and otherwise as determined by the Business Administrator and such officer's signatures upon the notes shall be conclusive as to such determination.
- (d) Notes issued hereunder may be renewed from time to time, provided, however, that no renewal note shall be issued later than the last day of the fiscal year.
- (d) All notes shall be executed by the Board President and the Business Administrator and attested by the Board Secretary.

Section 3. Any instrument issued pursuant to this resolution shall be a general obligation of the Board, and the full faith and credit of the Board are hereby pledged to the punctual payment of the principal and interest on the obligations.

Section 4. This resolution shall take effect immediately.

A. Burlington County Special Services School District

1. Use of Facilities

Agency/Program	Room -Campus	Date(s)
Bancroft/ Concert	Gym - Bancroft	11/19/16
Bancroft/ Fair	Gym - Bancroft	11/17/16
BCI Spec Olympics/ Basketball	MPR - ES, MS MPR - HS	01/09/17-03/20/17 Mondays 01/10/17-03/21/17 Tuesdays
BCI Spec Olympics/ Floor Hockey	MPR - ES MPR - ES MPR - HS	11/02-30/16 Wednesdays 12/05-19/16 Mondays 01/03/17
BCIT Med/ Basketball Practice	Gym - Lumb	Various Nov-Feb
BCIT West/ Basketball Practice	Gym - Central	Various Nov-Feb
OPICS Spec Olympics/ Basketball	MPR - ES, MS MPR - HS	01/05/17-04/06/17 Thursdays 01/04/17-04/05/17 Wednesdays
Universal Soccer Academy/ Practice	Gym - Lumb	11/16/16
Westampton Rec/ Adult Indoor Soccer	Gym - Central	01/06/17-04/07/17 Fridays
Westampton Rec/ Futsal	Gym - Central	12/04/16-02/19/17 Sundays
Westampton Rec/ Youth Basketball	MPR - ES	12/22/16-03/16/17 Thursdays
Westampton Rec/ Youth Basketball	Gym/MPR - Central, ES,MS	12/13/16-03/15/17 Tuesdays & Wednesdays
Westampton Rec/Youth Indoor Soccer	Gym - Central	02/26/17

2. YMCA - Lenape Regional HS Facility Usage Agreement at BCSSSD 2016-2017

Recommend approval of the Agreement made August 24, 2016 between the YMCA and LRHS for use of the BCSSSD Lumberton pool in accordance with the YMCA/BCSSSD Pool Management Agreement.

B. Burlington County Institute of Technology

1. Use of Facilities

Agency/Program	Room - Campus	Date(s)
BCCC/ Workshop No Charge - Category A	Media Center - West	11/04/16
BCIT Foundation/ Chamber of Commerce Meeting No Charge - Category A	Atrium - West	11/29/16

2. Medford Student Resources Office (SRO) Program Agreement 2016-2019

Recommend approval of the Agreement with the Township of Medford for a School Resources Office (SRO) Program in the Medford Campus effective July 1, 2016 through June 30, 2019.

V. ENTERPRISE

A. Burlington County Special Services School District: ESU

1. Professional Services Agreements 2016-2017 School Year

District	Type
Beverly City	Professional Services Agreement
Southampton	Professional Services Agreement

B. Burlington County Institute of Technology: Adult Education

1. Field Trips

Students	Trip	Date(s)	Personnel
Vet Asst	Burl-Moor Vet Hosp, Moorestown	11/03/16	Cassano, P

2. Guest Speakers

Guest Speaker	Audience	Date
What Doctors Look For in a Good Dental Assistant- Dr. Aliya Kahn, DDS	Dental Asst	11/11/16
Dr. Ian Driben	Vet Asst	11/14/16

3. Customized Training

Recommend approval of Customized Trainings for:

- A. Very Small Water Systems at Remington and Vernick Engineers, Cherry Hill, NJ; \$270/per student; 12 hours; minimum of 9 students; 4 evenings (10/31, 11/02, 11/07, 11/09); 5:00pm-8:00pm.
- B. Welding Technology Training Thomas Phoenix International, Inc. at BCIT, Medford campus; \$6,009 total; 50 hours; 10 employees; price includes books and supplies; to be held on Wednesdays, Fridays, and Saturdays, dates TBD.