

**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, September 26, 2017, at the Rutgers Center, 2 Academy Dr., Westampton, NJ.

The meeting was called to order at 6:00 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 type="checkbox"/> Present	<input checked="" 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:** Acosta, Nicholas; Adams, Cynthia; Allen, Penny; Aman, Courtney; Barbagiovanni, Joan; Bonsall, Todd; Cruet, Patrick; DeVito, Joyce; Dinovelli, Diane; Evan, Judith; Evangel, Victoria; Fessenbecker, Rachel; Finn, David; Fletcher, Kelly; Flora, Todd; Geltch, Laura; Hagan, Christine; Hajzer, Shane; Hampton, Jerry; Hampton, Nicole; Hannon, Lia; Hewitt, Christine; Ilconich, Lori; Kneringer, MarJean; Livengood, Michael; Mobley Alexis; Morgan, Dawn; Parker, Michael; Roman, Nicole; Scherer, Helen; Schouten, Simone; Smith-Evans, Samantha; Stevenson, Charleen; Thurman, Donna; Tisdale, Larry; Trzaska, Barbara; Varga, Ryan; Venuto, Joseph; Vincent, Cinnamon; Wiled, Sandi; Will, Barbara.

**Communication & Correspondence:** Nothing at this time.

**Minutes:** Theresa Margiotta, Board Secretary, presented Minutes of August 31, 2017.

On a motion by Paula Lee and seconded by John Ferry, the Board approved the Minutes.

**Roll Call:**

Yes Kathleen Burgess    Yes John Ferry    Absent 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 Kathleen Burgess and seconded by Paula Lee, the Board approved the Financial Report.

**Roll Call:**

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

**Presentations:** PAARC Scores were presented by Superintendent, Dr. Nagy and Assistant Superintendent of Curr/Inst., Dr. Bonsall. We are moving in the right direction, trending upwards. AP scores are showing an upward trend. Contribute it to interventions and support of new programs online and professional development provided last year. We are proud of our staff.

**Public Comments - Superintendent Agenda Only:**

J. Hampton, Parent BCIT Medford, asked for an explanation of Affiliation Agreement between BCSSSD and Stockton and Rutgers.

Dr. Bonsall, Asst. Supt. Curr/Ins, explained this affiliation allows internships and student teachers from these universities to complete their programs at our school.

Superintendent Agenda

Dr. Nagy asked for a moment of silence for BCSSSD Teacher Aide, Russell Austin and the hurricane victims.

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

**Roll Call:**

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

**Public Comments:** None at this time.

**Board Comments:**

Kathleen Burgess: Welcome back, hope everyone has a wonderful year.

Paula Lee: Welcome back, received combined list of all activities looking forward to attending as many as I can.

Ferry, John: Keep doing good job, students do listen.

President Silcox: Great start to the new year, thanked everyone for all their efforts.

**Executive Session: 6:17**

**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 NOT reconvene at the conclusion of closed session, at approximately 6:30 p.m. this evening, as no action will be taken.

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 involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing, 124 N.J. 478, the employee(s) and nature of discussion is BCSSSD Personnel;

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 September 26, 2017.

**Adjournment**

Since there was no further business, President Silcox asked for a motion to adjourn. On a motion by Paula Lee and second by Kathleen Burgess the Board adjourned at 6:30 p.m. with the next meeting to be the on October 31, 2017, at Rutgers Media Center at 6:00 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: Full Time (pro-rated) (pending new hire requirements)**

Name	Position	Salary	Effective
Maher, Joseph*	HVAC Specialist	\$40,000	10/16/17

**2. McKinney-Vento Homeless Officers**

BE IT RESOLVED by the Board of Education that Kiesha Fitzgerald be appointed the McKinney-Vento Homeless Officer for the Burlington County Institute of Technology and Jeremy Cohen appointed for the Burlington County Special Services School Districts from July 1, 2017 to June 30, 2018.

**3. Conferences/Professional Workshops**

Personnel	Conference	Date	Cost (over milage)
Bonsall, Todd	NJSBA Workshop, AC	10/25/17	None

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

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

Name	Position	Reason	Effective
Brown, Howard	Teacher Assistant	Abandon position	09/06/17
Byrdsong, Hannibal	Teacher Assistant	Declined position	09/01/17
Arthur, Lori	Teacher of Home Economics	Retirement	01/01/18

**2. Employment: Full Time (pro-rated) (pending new hire requirements)\*Executive Approval**

Name	Position	Salary	Effective
Chancey, Tawanda	Teacher Assistant	BA Step 2 \$22,919	10/01/17
Cox, Michelle	Teacher Assistant	BA Step 10 \$25,782	10/16/17
Higgenbotham, Michelle	Teacher Assistant	BA Step 10 \$25,782	10/16/17
Kelly, Carol	Teacher Assistant	BA Step 6 \$24,439	10/16/17

Lipscomb, A'Taya	Teacher Assistant	HS+30 Step 3 \$14,882	10/16/17
Rogers, Brianna	Teacher Assistant	BA Step 3 \$23,312	10/16/17
Roman, Nicole	Teacher Assistant	BA Step 3 \$23,312	10/16/17
Rosen, Dana	Reading Specialist	MA+30 Step 11 \$74,289	09/19/17*
Talkpa, Geraldine	Teacher Assistant	HS+90 Step 3 \$23,237	10/16/17

**3. Leaves**

Employee	Position	Type	Effective
Emp #4581	Teacher	Administrative	09/08/17-09/26/17
Dance, Charlene	Teacher Assistant	LOA	09/05/17-11/06/17
Friel, Wendy	Teacher	Intermittent FMLA	09/01/17-06/19/18
Moses, Jennifer	Social Worker	Intermittent Military	09/17/17-06/19/18
Nizio, Jennifer	Occupational Therapist	Intermittent FMLA	09/05/17-02/28/18
Shinn, Debra	Teacher	Intermittent FMLA	09/17/17-06/19/18

**4. Salary Adjustments, Status Change**

Name	Position	From	To	Effective
Capriotti, Matthew	Warehouse Asst	Step 9 \$46,172	Step 10 \$47,312	07/01/2017

**5. Employment, Work Study Students - Lumberton, at \$8.44 Hourly, Effective 09/27/17**

Rugg, Michael	Woodginski, Reese
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**6. Stipends/Extra Curricular**

Name	Extra Curricular	Stipend
Caffery, Scott	Yearbook Coordinator MS	\$1,600
Cook, Thomas	Performing Arts Director	\$2,800
Crosby, Deborah	Special Olympics Coordinator	\$2,900

Cunnane, Lori	Substitute Bus Aide	\$14.50/hr
Edmond, Keith	Special Olympics Track Head Coach	\$1,600
Estanislau, Jennifer	Yearbook Coordinator ES	\$1,600
Fletcher, Kelly	Team Leader-Trans Campus	\$3,600
Guenther-Misunas, B	Special Olympics Track Head Coach	\$1,600
Hogan, Erin	Yearbook District Coordinator	\$1900
Husted, Gina	Yearbook Assistant MS	\$1,200
Kiczek, Renee	Spec Olympics Swimming Head Coach	\$2,300
Maccar, Shelby	Yearbook Assistant ES	\$1,200
Panetta-Hagan, L	Special Olympics Bowling Head Coach	\$1,600
Schouten, Simone	Yearbook Assistant HS	\$1,200
Voelker, Suzanne	Special Olympics Bowling Asst Coach	\$1,200
Watson, Michael	Special Olympics Track Asst Coach	\$1,150
Zielinski, Peter	Performing Arts Assistant Sp Events Coord (Lights & Sound)	\$2,300 \$770
Detention		\$30/hr
Armstrong, Theresa Bodden, Yolanda Chilton, Megan Daly, Emily DeSopo, Carmine Edmonds, Phyllis Edmond, Keith	Forvour, Jaime Guenther-Misunas, Bethann Hall, Kerry Hayes, Lori Hewitt, Christine Levin, Rhonda Mazahreh, Asmahan	Mollica, Cindy McKinney-Dewson, L Ring, Beth Stewart, Diana Stewart, Michelle Williams, Nicole
After Hours Events/Support Staff		\$27/hr
Bennett, Henrietta Edmond, Keith Harris, Shannon	Herron, John Heussaff, Morgan Karr, Doris	Watson, Michael Widson, Linda

Respite Worker			\$27/hr
Arena, Adrienne Barnes, Patricia Bodden, Yolanda Boyle, Brian Caffery, Scott Caporale, Antoinette	Crosby, Deborah Hall, Kerry Levin, Rhonda Lucas-Macphee, Nancy Mazahreh, Asmahan Mollica, Cindy	Ogden, Monica Penetta-Hagan, L Ring, Beth Williams, Nicole Wilcox, Vanessa	
After Hours Events/Certificated Staff			\$37/hr
Dickerson, Candace	Wyllner, Robert		
Home Instruction			\$37/hr
Engman, Donna Gorman, Peggy Mitchell, Alexis	O'Brien, Deborah Parker, I Stewart, Diana	Stewart, Michelle White, Leroy	

**7. Course: Approvals**

Name	Position	College	Credits
Angelini, Maria	Teacher	Rowan University	6
Colona, John	Teacher Assistant	RCBC	15
Csakan, Stephanie	School Psychologist	Caldwell University	3

**8. Course: Reimbursements**

Name	Position	College	Credits	Amount
Cann, Victoria	OT	Bowling Green Univ.	10	\$4,000
Cohen, Jeremy	Director	Wilmington University	3	\$1,806
Roggio, Deborah	Teacher Assistant	Camden County College	6	\$642
Schouten, Simone	Teacher	Wilmington University	3	\$2,000
Stoeckel, Sara	Teacher Assistant	University of Cincinnati	6	\$2,000

**9. Student Teacher/Internship/Observation 2017-2018 School Year**

Student	College	Type	Effective
Acevedo, Janelle Jaconetti, Desiree Thum, Allison Young, Kaitlyn	Rowan University	TOSD Field Exp	09/27-12/18/17
Circello, Christine Russell, Angelica	Rutgers University	MSW Field Placement	09/27-06/30/18

**10. Transfers**

Employee	From	To	Effective
Guzman, Mimi	Lumberton	Westampton	09/27/17

**11. Conferences/Professional Workshops**

Personnel	Conference	Date	Cost (over mileage)
Barbagiovanni, J Margiotta, Theresa Nagy, Christopher	Natl Forum Char Ed, Arlington, VA	10/19-20/17	None
Bonsall, Todd	NJ DOE Reg Networking Mtg, Sewell	10/06/17	None
Cohen, Jeremy	Leadership Academy, Monroe Twp	09/26;11/2; 12/12/17	None
Dennion, James	Teaching Students with Visual Impairment, New Brunswick	10/18/17	None
Fekete, Michele	Updated Guide to Sec 504, Cherry Hill	10/04/17	\$219.99
Goff, Alyce	Payroll Law Seminar, Edison	10/31/17	\$149
Hayes, Lori	BurlCo Crisis Team Mtgs, Westampton	09/14; 12/05/17;01/ 25; 06/07/18	None
Hirt, Judith	Fall Sp Ed Medicaid Int, Mt. Laurel	10/20/17	None



Holmes, Michelle	Dyslexia: Building New Neuropathways, Cherry Hill	10/27/17	\$199.99
Husted, Gina	Teaching Student with Visual Impairment, New Brunswick	10/19/17	None
Husted, Gina Parker, Barbara	Strategies for Working with Braille Readers, Cherry Hill	10/26/17	None
Cibrian, Marita McMahon, Kathie O'Brien, Jacqueline	Autism Conf, Atlantic City	10/19 or 1/20/17	\$175 ea
McNamara, Virginia	Teaching Students w/Vision Impairment New Brunswick	10/19/17	None
Nizio, Jennifer	Yoga to Improve Sensory Self Reg & Motor Skills, Trevoese, PA	11/30/17	\$199.99
Paetzold, Thera	Brain Rules Pediatric Treatment, Phila	10/19/17	\$209.99
Palmer, Rhonda	Bucks County Tour of Honor, Bensalem, PA	10/02/17	None
Scannell, Deanna Scheetz, Kimberly	Narrative Intervention for Bldg Social Emotional Skills, King of Prussia, PA	10/05/17	\$199.99 ea

**B. Burlington County Institute of Technology**

**1. Resignation: Stipend**

Name	Position	Effective
Murphy, Travis	Cross Country Head Coach	09/22/17
Rossi, Jarett	Assistant Girls Basketball Coach	09/18/17
Tarantini, Mary	Panther Press Advisor	09/01/17
Urian, Marissa	Cross Country Asst Coach	09/22/17

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

**\*Salaries Pending Settlement of Negotiated Agreement**

Name	Position	Salary	Effective
Orwan III, Glenn	Custodian	Step 6 Col A \$34,731	11/01/17

**Employment: Substitute** (pending new hire requirements)

Name	Position	Rate	Effective
Duke, Megan	Substitute Nurse	\$150 per diem	10/01/17

**3. Leaves**

Employee	Position	Type	Effective
Hannon, LaChan	Teacher of English	FMLA/LOA	09/19/17-01/01/18

**4. Stipends/Extra-Curricular for 2017-18 School Year**

**District \*ESEA Grant Funded**

MATHia Training*			\$34/hr
Canfield-Gaskill, Melody Gifford, Ellen	Morgan, Dawn Rista, Jessica	Schott, Gregory Sims, Laura	Vallei, Alex

**Medford**

Name	Extra-Curricular	Rate
Hrabal, Thomas	Homework Club Instructor	\$34/hr
Rossi, Jarett	Assistant Bowling Coach	\$5,547
Staff, Frank	Tabletop Games Club	Volunteer
Thornton, Clara	After School Aide	\$29/hr

**Westampton \*ESEA Grant Funded \*\* pro-rated \*\*\*\*Varies (per neg agreement)**

Name	Extra-Curricular	Rate
Barker, Christopher	Extra Block (10/30/17-05/14/18 tentative) (temporary leave replacement; non-pensionable)	Per Diem
Breisacher, Jennifer	Blended Learning Human Behavior*	\$2,700
Derickson, Martha	Push-In Support*	\$34/hr

Maira, Michael	Fitness Club Supervisor	Volunteer
Jacob, Nicole	Panther Press Advisor	\$1,142
Orwan III, Glenn	Custodial/Repair Person - effective 11/01/17	\$2,500**
Talar, Kelly	Auxiliary Personnel	****
Tarantini, Mary	Blended Learning Creative Writing*	\$2,700
Urian, Marissa	Cross Country Head Coach - effective 09/22/17	\$6,143**

**5. Course: Approvals**

Name	Position	College	Credits
Cermatori, Diana	Teacher	Wilmington University	6

**6. Course: Reimbursements**

Name	Position	College	Credits	Amount
Bouchard, Heidi	Asst Principal	Concordia University	2	\$1,510
Cattanea, James	Teacher	NJ City University	6	\$3,399.30
Rista, Jessica	Math Spec	Stockton University	3	\$1,950

**7. Conferences**

Personnel	Conference	Date	Cost (over mileage)
Bouchard, Heidi	Beyond Gender Identity & Sexual Orientation, Monroe Twp	10/25/17	None
Brownell, J Hartman, Danielle	NJ DOE Reg Networking Mtg, Sewell	10/06/17	None
Demree, John	NJ Master HVACR Cont Ed, Cherry Hill	10/12/17	\$190
Dinovelli, Diane Rosetti, Lauren	FAPE after Andrew F, BCSSSD West	01/18/18	None
Gebhart, Lauren	CTE Arts Cluster Workshop, Trenton DancEdNJ on the Move, Sewell	10/03/17 11/03/17	None None

Geib, Catherine	Fall SEMI Reg Mtg, Mt Laurel	10/20/17	None
Mack, Nereida	RCBC Google Gmail, Mt Laurel	10/24,26/17	\$70
Mari, Cathy	Payroll Law Seminar, Edison	10/31/17	
Pinardo, Karen Williams, K	NJ State Board of Cosmetology/Hairstyling Practical Licensing Exam, Westampton	Various	None
Steich, Susan	Assessment Methodologies for the Visual & Perf Arts, Trenton	10/03; 11/03/17	None
Steich, Susan Willey, Megan	Josten's Yearbook Workshop, Lindenwold	10/06/17	None
Turowski, Pamela	SJBODA Fall Meeting, Sewell All-County Jr. High Honors Band Concert, Kendall NY	10/11/17; 02/01-03/18	None

**II. PROGRAMS**

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

1. **Policies/Regulations**, (Exhibit #1-These items are available on the website.)  
**Second Reading: Special Education/Receiving Schools (M) (BCSSSD)**  
 R2461.13 Observation of Education Programs  
 R2461.14 Amending Policies, Procedures, The services provided, or the location of facilities  
 R2461.15 Operation of an Extended Academic Year Program  
 R2461.16 Employment of a Full-time Non-Teaching Principal  
 R2461.17 Submission Fiscal Information and Obtaining Certificates  
 R2461.18 Notice to Department of Education Prior to Ceasing Operation or Change of Ownership
  
2. **NJ QSAC (Exhibit #2)**  
 Recommend a resolution be adopted attesting to accuracy of the New Jersey Quality Single Accountability Continuum Statement of Assurance for the school year 2017-2018 for BCIT and BCSSSD.

**3. Guest Speakers**

Speaker(s)	Audience	Date
Tolerance, Forgiveness, Respect & Unity - Lubbe, Chris; Cameron, Alan	All	10/02-03/17
Gallaudet University - Tami Santimyer	BCIT-Med & BCSSSD-Jrs Srs	10/13/17

4. **Annual District Achievement Report (Exhibit #3)**  
 Annual District Achievement Report for 2016-2017 presented by Dr. Christopher Nagy,  
 Superintendent and Dr. Todd Bonsall, Asst. Superintendent of Curriculum/Inst.

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

**1. Guest Speakers**

Speaker(s)	Audience	Date
Sharon Austin - FAFSA workshop	BCAS	10/2; 11/15; 12/6/17

Capt David Shaw, Westampton Fire CO	BCSSSD Grades 3-8	10/18/17
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**2. School Safety/Climate Team**

Castellane, Mark Cohen, Jeremy Delaney, Michelle	Flade, Katrina Roberts, Kelly Shields, Bell	Varga, Ryan (Coord) Willey, Jacqueline
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**3. Affiliation Agreements**

Recommend approval of the following affiliation between BCSSSD and Stockton University School of Social and Behavioral Sciences; between BCSSSD and Rutgers University School of Social Work.

**B. Burlington County Institute of Technology**

**1. Approval Amended, Carl D. Perkins Grant Secondary Funding FY'18 (Exhibit# 6)**

Recommend approval to submit amended and accept the Carl D. Perkins Secondary Grant Funds for \$301,951, effective 07/01/17-06/30/18.

**2. Guest Speakers**

Speaker(s)	Audience	Date
Walnut Hill College-Taylor, Kristen	Cul Art	10/05/17
Westampton Twp Fire Dept-Shaw, David & Additional Firefighters TBD	Child Care	10/05/17
Track Olympian-Gardner, English	Sports Med	10/13/17
Flu Clinic-Patel, Harnisha; Noll, Rebecca	Staff	10/17/17
Johnson & Wales Univ- Kann, William	Cul Art	10/17/17
Portfolio Prep & Varts Majors-Levsner, Caroline	Ad Art	10/18/17
RCBC Spring Ahead Program Info Session	Srs	11/02/17
RCBC Spring Ahead Accuplacer Exam	Srs	02/09/18
Bucci, Taylor & 2 Guests TBD (Both Sessions)		
Engineering-Ben Hirschhorn	Robotics	Tues-01/31/18
Military Exp & Opportunities-Sauerwald, Michael	LPS	10/11/17

Accuplacer Exam-Taylor Buccie	Srs-Med	10/18/17 01/24/18
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**3. School Safety/Climate Team**

Aiken, Frederick Daily, Jennifer Digney, Kelly	Frable, Jason Johnson, Beth O'Neill, MaryKate	Ortega, Ellie Parker, Michael Pino, Christian	Williams, Kimberlee Venuto, Joseph (Coord)
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**4. NJIT, Rowan, RCBC & BCIT Construction Technology Talent Development Centers Grant Partnership**

Recommend approval of partnership between BCIT and NJIT, Rowan & RCBC Talent Development Centers Grant Partnership Opportunity.

**5. RCBC & BCIT Transportation Distribution and Logistics Talent Development Centers Grant Partnership**

Recommend approval of partnership between BCIT and RCBC Transportation Distribution & Logistics Talent Development Centers Grant Partnership Opportunity.

**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: (August)**

BCAHS	0	High School	0
Elementary	0	Lumberton/CA	0

**2. Activities**

Campus	Activity	Dates
Lumb	Harvest Festival	October 17 & 18, 2017

**3. Field Trips**

Campus	To	Date	Inst.	S	T
ES	Burl County Library, Westampton	10/03,10,17,24; 11/14,21,28/17; 03/06,13,27;04/10,17; 05/01,08,15,29/18	Fletcher, K.	18	10
MS	Burger King, Burlington Burger King, Burlington	10/10,11, 24,25, 27/17 10/03, 04/17	Fletcher, K. Flade, K.	20	15
HS	Special Olympics Bowling, Burlington Bowl, Burlington	10/16,23,30;11/13,27; 12/4,11,18/17;1/8/18	Panetta-Hagan, L	20	4
ES	BCSSSD Harvest Fest, Lumberton	10/17/17	Hewitt, C.	65	40
ES/ Daycare	BCSSSD Harvest Fest, Lumberton	10/18/17	Hewitt, C.	60	30
LUM	Archway Academy, Atco	10/18/17	Herron, J.	15	5



BCSS	Jazz Band & Cheer Halloween Parade, Medford	10/28/17	Cook, T.	20	10
AS	Keswick Theatre, Glenside, PA	11/30/17	Celeste Willis	30	4
MS	Burger King, Burlington	10/03,04/17	Flade, K.	25	19
MS	Burger King, Burlington	10/10,11,24,25,27/17	Fletcher, K.	20	15
TRANS	Burger King, Burlington	10/17,18,31/17	Fletcher, K.	18	12
TRANS	911 Call Center, Westampton	10/20,27/17	Fletcher, K.	12	4
TRANS	One Stop Employment Ctr, Westampton	10/27/17	Fletcher, K.	12	4
MS	Dollar Tree, Mt. Holly	11/17,21,22; 12/05/17; 06/17/18	Fletcher, K.	20	10
MS	Big Lots, Lumberton	01/09,10,23,24/18	Fletcher, K.	20	12
MS	WalMart, Lumberton	01/26,02/13,14,27, 28/18	Fletcher, K.	20	10
Ms	Target, Burlington	02/23/17	Fletcher, K.	9	4
MS	ShopRite, Lumberton	03/20,21,23,04/10,11/ 18			
MS	Moorestown Mall, Moorestown	04/27/18	Fletcher, K.	9	4
MS	Breaking Grounds Cafe, Mt. Holly	05/01,02,15,16,25/18	Fletcher, K.	9	4
MS	McDonalds, Burlington	06/08/17	Fletcher, K.	9	4

**4. Fundraisers**

Fund/Campus	Activity	Dates
District-wide	Loose Change Collection for Hurricane Relief	10/01-31/17

**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	2	4
b. Transfers out of County	0	4
c. Dropouts	0	0
d. Transfer to West/Medford Campus	0	0
e. Suspensions	0	3
f. Homebound	2	1

**2. Field Trips** (\*Executive Approval)

Students	Trip	Date	Personnel	S	C
Cul Arts-M/W	JMAC Food Show, New York, NY	*09/18/17	Saxton, M; Lloyd, J; Sbraga, J; Baez, P; Wain, R; Tirado, J	35 45	2 4
C/O 2018	Cathedral Kitchen, Camden	Various	Lee, V	10	1
Cul Arts Jrs/Srs	Walnut Hill College, Phila, PA	10/11/17	Saxton, M; Tisdale, L	32	2
Const Tech	BAC/ADC of NJ, Bordentown	10/24/17	Pino, C; Reed, R; Spitz, M	23	3
SkillsUSA	SkillsUSA Leadership Conf, Monroe Twp	10/27/17	Ward, T	5	2
Eng, Arch Des, Adv Manuf	Lockheed Martin, Moorestown	10/30/17	Humphrey, E	25	3
SkillsUSA	SkillsUSA Day, Pennington	11/03/17	Ward, T	10	2
Human Relations/ Impact Bible Club	SJ Food Bank, Pennsauken	Various	Sbraga, J; Sims, L	10	1
Fine Arts	PA Academy of the Arts, Phila, PA	11/28/17	Willey, M	40	4

Robotics	Robotics Competitions, Sicklerville Cape May Court House	12/16/17 01/27/18	Humphrey, E	30 30	2 2
Auto/Diesel	Phila Auto Show, Phila, PA	02/02/18	Sitchler, D	40	4
C/O 2018	RCBC Reg & Visit, Mt Laurel	03/23/18	Daily, J	80	6
HVAC Jr & Sr	BCIT West to Medford	11/15/17	Crowley, R	24	24
Plumbing	BCIT West to Medford	11/15/17	Shelton, W	12	2

**3. Activities (\*Executive Approval)**

Campus	Activity	Dates
M/W-Cross Country	RV XC Challenge, Eastampton	09/23/17*
M	PA Winter/Spring Concert	11/30/17, 05/17/18
M	PA SJ Chorus/Band Auditions	11/18, 12/9/17
W	Human Relations Students Change Hunger Donation Drive	9/27-12/11/17
W	Class of 2020 - Class Ring Parent Night Presentation	11/20/17
W	Class of 2020 - Class Ring Day	11/20/17
M	RCBC Spring Ahead	10/18/17, 01/24, 03/06/18
W	Yearbook Club to host Herff Jones Fall Yearbook Seminar & Training	10/24/17

**Fundraisers**

Fund/Campus	Activity	Dates
PA/Med	Car Show The Crown formerly "Mr. BCIT"	11/04/17 11/22/17
Performing Arts/M	Winter Concert	01/26/18

**IV. BUSINESS/FINANCIAL**

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

**1. Use of Facilities**

Agency/Program	Building/Room - Campus	Date(s)
ARC/Dance	Gym - Transition Gym - Central	11/17/17 01/19/18
BCCC/Meetings	Media Center - Central	10/13; 12/01/17;01/23; 05/30/18
PRPC/Meetings	Media Center - Central	Various Thursdays

**2. Lumberton Student Resources Office (SRO) Program Agreement 2017-2020**

Recommend approval of the Agreement with the Township of Lumberton for a School Resources Office (SRO) Program in the Lumberton Campus effective July 1, 2017 through June 30, 2020.

**B. Burlington County Institute of Technology**

**1. Donation**

Donor	Item	Utilized
Hogan, Christina	1998 Pontiac Grand Prix	Auto
Appion Star Performance	Appion G5TWIN Recovery Machine	HVAC
Rectorseal	Condensate switch, pan, alarm and treatment	HVAC

**2. Use of Facilities**

Agency/Program	Building/Room - Campus	Date(s)
4H Players/Shakespeare Production	Auditorium, D402 - West	01/12,19,26; 02/02,09,23; 03/02,09,16,23; 04/13,20,23-27/18

**V. ENTERPRISE**

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

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

Name	Position	Reason	Effective
Bigelow, Pennie	LDTC	Resignation	10/13/17

**2. Employment: Hourly (pending new hire requirements)**

Name	Position	Hourly Rate	Effective
Mandel-Jamison, Debra	Registered Nurse	\$26	10/16/17
Tisone, Megan	Registered Nurse	\$26	10/16/17

**3. Professional Services Agreements 2017-2018 School Year**

District	Type
Chesterfield Twp	Professional Services Agreement Nonpublic 192/193 Nonpublic IDEA Nonpublic Nursing
Delran Twp	Professional Services Agreement
Gloucester Twp	Professional Services Agreement
Greater Egg Harbor Regional HS	Professional Services Agreement
Maple Shade Twp	ESEA-NCLB
Mount Holly Twp	Nonpublic 192/193 Nonpublic Nursing
Pemberton Twp	Basic Skills Services Nonpublic 192/193 Nonpublic Nursing
Willingboro Twp	Professional Services Agreement ESEA-NCLB

**4. 2017-2018 Joint Transportation Agreements**

It is recommended a resolution be adopted for the following new transportation jointures, in accordance with N.J.A.C. 6A:27-9.16, between the Burlington County Special Services School District ESU and the county/district listed below for the 2017-2018 school year:

**Camden County ESC**

Joint Transportation Agreement with Central Regional. BCSSSD ESU to transport one Camden County student to Garfield Park Academy in Willingboro, NJ for the 2017-2018 school year for the sum total of \$8,127.00.

**Central Regional**

Joint Transportation Agreement with Central Regional. BCSSSD ESU to transport one Central Regional student to BCSSSD Transition Westampton, NJ for the 2017-2018 school year for the sum total of \$4,405.60.

**East Brunswick Public Schools**

Joint Transportation Agreement with East Brunswick Public Schools. BCSSSD ESU to transport one East Brunswick Public Schools student to Eden Institute in Princeton, NJ for the 2017-2018 school year for the sum total of \$13,116.60.

**East Windsor Twp BOE**

Joint Transportation Agreement with East Windsor BOE. BCSSSD ESU to transport one East Windsor BOE student to Mercer County Special Services in Hamilton, NJ for the 2017-2018 school year for the sum total of \$26,460.00.

**Hamilton Twp BOE**

Joint Transportation Agreement with Hamilton Twp BOE. BCSSSD ESU to transport one Hamilton Twp student to Kingsway Learning Center in Moorestown, NJ for the 2017-2018 school year for the sum total of \$12,383.80.

**Lacey Twp BOE**

Joint Transportation Agreement with Lacey Twp BOE. BCSSSD ESU to transport one Lacey Twp student to BCSSSD Elementary in Westampton, NJ for the 2017-2018 school year for the sum total of \$2,282.10.

**Trenton BOE**

Joint Transportation Agreement with Trenton BOE. BCSSSD ESU to transport one Trenton student to Garfield Park Academy in Willingboro, NJ for the 2017-2018 school year for the sum total of \$8,127.00.

**5. Salary Adjustments, Status Change**

Name	Position	From	To	Effective
Bosman, Artavious	Computer Technician	\$38,587	\$42,179	07/01/17
Gravett, Gary	Computer Technician	\$38,587	\$40,000	07/01/17
Park, Charles	Network Administrator	\$56,998	\$60,000	07/01/17

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

**1. Field Trips**

Students	Trip	Date(s)	Personnel	S	C
Vet Tech	Burl-Moor-Driben, Moorestown	10/19/17	Cassano, P	12	1

**2. Affiliation Agreements**

Recommend approval of affiliation contract between Dental Assisting students and Moorestown Smile Center.

**3. Student Handbooks**

Recommend approval of 2017-2018 LPN Student Handbook, and 2017-2018 Dental Assisting Student Handbook.

**4. Curriculum**

Recommend approval of Dental Radiology Curriculum for Dept. of Environmental Protection for the Radiology portion of the CODA accredited Dental Assisting Program.

**5. Remediation**

Recommend approval for former LPN student remediation. Student will receive 40 hours of remediation in lab & clinical. Cost to student for remediation will be \$1,800.

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

**1. Appointments, 2017-2018 School Year**

**Hourly Staff**

Name	Position	Hourly Rate
Tomer, Brent	Emergency Services Instructor	\$15