

**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 Wednesday evening, **May 28, 2014**, at the Rutgers Media Center, 2 Academy Dr., Westampton, NJ.

The meeting was called to order at 5:35 p.m. by 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:

Christopher Baxter	Term Ex.	6/30/16	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Kathleen Burgess	Term Ex.	6/30/16	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
John J. Ferry	Term Ex.	6/30/14	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Leon E. Jones, Jr.	Term Ex.	6/30/14	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Paula E. Lee	Term Ex.	6/30/15	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Robert C. Silcox	Term Ex.	6/30/15	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Todd Flora	Ex. County Supt		<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent

**Public Attendance:**

Also present were: Adams, Cynthia; Bonsall, Todd; Brand, Jim; Clark, Gwen; Colwell-Stingel, Margaret; Fiscarn, Joseph; Geltch, Laura; Hagovsky, Al; Ilconich, Ingling, Keith; Lori; Kenney, Ed; Kneringer, MaryJean; Mercantini-Bocci, Josephine; Milanowicz, Lauren; Nagy, Christopher; Patterson, Kelli; Pavlik, Margiotta, Nicole; Megan; Quick, Rachelle; Scherer, Helen; Schott, Greg; Smith-Evans, Samantha; Stevenson, Charleen; Swern, Doriann; Thurman, Donna; Trzaska, Barbara; Vance, Jasmine; Vidal, Sarah; Webster, Kathleen.

**Communication & Correspondence:**

None

**Minutes:** Theresa Margiotta presented Minutes of April 30, 2014. On a motion by Leon Jones and seconded by Paula Lee the Board approved the Minutes.

Roll Call:

Abstained Christopher Baxter    Yes Kathleen Burgess    Absent John Ferry

Yes Leon Jones    Yes Paula Lee    Absent Todd Flora    Yes Robert Silcox

**Financial Report:** Theresa Margiotta, Board Secretary, presented Financial Report.

On a motion by Paula Lee and seconded by Kathleen Burgess, the Board approved the Financial Report.

Roll Call:

Yes Christopher Baxter   Yes Kathleen Burgess   Absent John Ferry   Yes Leon Jones  
Yes Paula Lee   Absent Todd Flora   Yes Robert Silcox

**Public Comments - Superintendent Agenda Only:**

None

**Superintendent Report:** Christopher M. Manno, Ed.D., Superintendent, presented and recommended approval of the report including Addendum. On a motion by Kathleen Burgess and seconded by Paula Lee the Board approved the report.

Roll Call:

Yes Christopher Baxter   Yes Kathleen Burgess   Absent John Ferry   Yes Leon Jones  
Yes Paula Lee   Absent Todd Flora   Yes Robert Silcox

Dr. Manno:

- Recognized and introduced new personnel “A solid team to execute big goals”: Shared Assistant Superintendent-Dr. Todd Bonsall; BCIT Adult Education Principal/CAC-Dr. Christopher Nagy; BCIT CPA-Mr. Keith Ingling; BCIT Assistant Principal, Medford-Ms. Lauren Milanowicz; Shared Coord. Of Program Exploration/Community Relations-Ms. Laura Geltech; Shared Security-Andy Demidont.
- Discussed: Evaluation of Lumberton Campus; Curriculum and Instruction Team in compliance with NJ Statues; Adult Education rates reduction; Safety/Task Force; First District Wide Parent Meeting; Technology-Geneses/IEP Direct.

**Public Comments:**

- Helen Scherer, BCSSSD: presented a poster of the Reunion Dance, which is held every year for all graduates and thanked the Board of Education for attending and assisting at the event. She also thanked Dr. Banks for everything.
- James Brand, BCSSSD School-to-Work Coordinator: gave handouts to Board Members regarding brochure of brief synopsis for employers regarding job applicants. 65 students experienced world of work.
- Dusty Parker and students, BCSSSD: before the meeting presented Board Members with wooden hangers.

**Board Remarks:**

- Kathleen Burgess: thanked Dr. Manno for all he has been doing and stated the Reunion Dance was fabulous.
- Paula Lee: There have been so many amazing events. Told a story of a “heart touching” occurrence at one of the events. Appreciates all the staff does.

**Adjournment**

Since there was no further business, Mr. Silcox asked for a motion to adjourn. On a motion by Kathleen Burgess and second by Paula Lee the Board adjourned at 6:05 p.m. with the next meeting to be the on Thursday, June 26, 2014, at Rutgers Media Center at 5:30 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

**A. Employment: Shared, Effective 06/16/14 (pro-rated) and Reappointment for 14-15**

Recommend employment of **Laura M. Geltch** as Shared Coordinator of Program Exploration and Community Relations, effective 06/16/14, at the salary of \$80,000.00 (pro-rated) and reappointed for the 2014-2015 school year.

**B. Employment: Shared, Effective 08/01/14 (pro-rated)**

Recommend employment of **Dr. Todd G. Bonsall** as Shared Assistant Superintendent for Curriculum and Instruction, effective 08/01/14, at the salary of \$155,000.00 (pro-rated).

**C. Employment: Shared, Effective 05/01/14**

Recommend approval for **Ryan Van Laeys**, Coordinator of Technology employment to change from BCSSSD to Shared BCSSSD/BCIT, effective 05/01/14, salary adjustment \$20,000 pro-rated.

**D. Employment Substitute Bus Driver, Effective 05/29/14**

**Warfield, Theodore**

### **1. Burlington County Special Services School District**

**A. Resignation/Retirements - Full-time**

<u>Name</u>	<u>Position</u>	<u>Campus</u>	<u>Reason</u>	<u>Effective</u>
<b>Eisenberg, Evan</b>	Teacher Assistant	PASC	Resignation	06/12/14
<b>Hersh, David</b>	Teacher	HS	Retirement	01/01/15
<b>Hersh, Mary Ann</b>	Teacher Assistant	HS	Retirement	01/01/15
<b>Morris, Nancy</b>	Registered Nurse	Elem	Retirement	10/01/14

**Resignations – Part Time**

<b>Boston, Rickey</b>	Teacher Assistant	Lumb	Declined Empl. (App. BoE 03/27/14)	04/16/14
<b>Mitchell, Jean Marie</b>	Registered Nurse	ESU	Resignation	06/18/14

**B. Employment: Full-time**

<u>Name</u>	<u>Position</u>	<u>Campus</u>	<u>Salary</u>	<u>Effective</u>
<b>Vidal, Sarah</b>	Physical Therapist	ESU	MA Step 3 \$61,502	09/01/14
<b>Krisanda, Scott</b>	Cust. Foreperson	Dist	\$50,000	07/01/14

**C. Employment: Part-time**

<u>Name</u>	<u>Position</u>	<u>Campus</u>	<u>Hourly Rate</u>	<u>Effective</u>
Layden, Kristina	Teacher Assistant	PASC	\$12.00	07/01/14
O'Malley, Grace	Teacher Assistant	PASC	\$13.00	09/01/14
Pavlik, Megan	LDTC	ESU	\$43.00	07/01/14
Vidal, Sarah	Physical Therapist	ESU	\$44.00	07/01/14
Wineland, Keirstie	Teacher Assistant	PASC	\$15.00	07/01/14
Wolenski, Danielle	Teacher Assistant	PASC	\$16.00	07/01/14

**D. Employment, Extended School Year Personnel 2014** (Exhibit #1)

**E. Reappointments**

Reappointment of the employees outlined below and identified on the attached exhibit for the 2014/2015 school year. \* Employees are Shared BCSSSD/BCIT. (Exhibit #2)

- Cafeteria Personnel
- Custodial Maintenance Personal
- Non Certified Licensed Personnel
- Secretarial Personnel
- Technology Personnel
- Transportation Personnel
- Warehouse Personnel
- Non Certified Teacher Assistants

**F. Course Approvals**

<u>Name</u>		<u>Campus</u>	<u>College/Course</u>	<u>Credits</u>
Gates, Christopher	Teacher Assistant	Elem	Rowan University	3
Konzelman, Sarah	Teacher Assistant	PASC	Rowan University	6
Roggio, Deborah	Teacher Assistant	PASC	Camden County College	3

**G. Leave**

Employee ID #5977	Administrative Paid Leave	05/01/14-TBD
Holloway, Gary	Teacher Asst. Amended FMLA/NJFLA	04/01/14-05/26/14
Jones, Dana	Teacher Assistant PASC FMLA/NJFLA	05/21/14-09/20/14
LeCompt-Yankson, Laura	Teacher Assistant, HS FMLA	03/30/14-05/02/14

**H. Increment Withholding 2014-2015 School Year**

Employee: ID#4186 ID#7074

**I. Employment, Work Study Student, at \$8.25 per hour, Effective 05/29/14**

Watt, Daquan Lumb

**J. Salary Adjustments, Excessive Absences**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Campus</u></b>	<b><u>Rate</u></b>	<b><u>Dates</u></b>
Carlson, Wendy	Teacher Assistant	Elem	-\$ 162.03	04/28/14 ½ Day
Chandler, Teresa	Teacher Assistant	PASC	-\$ 69.40	05/08/14 ½ Day
Ferrell, Michelle	Teacher Assistant	PASC	-\$ 51.13	05/06/14 ½ Day
Jabkowski, Deborah	Teacher Assistant	PASC	-\$ 104.87	05/07/14
Jamison, April	Teacher	PASC	-\$ 666.78	04/28,29/14
Lodge, Helene	Occ. Therapist	Elem	-\$ 463.84	05/13/14
Paris, Tracey	Cafeteria Assistant	Cafe	-\$ 145.61	05/02/14
Phillips, Dorothy	Teacher Assistant	HS	-\$ 68.03	04/30/14 ½ Day
Rowlette, Henry	Social Worker	Elem	-\$1,408.20	05/05-07/14
Scannell, Deanna	Occ. Therapist	Elem	-\$ 319.70	05/09/14

**K. Student Teacher/Internship/Observations**

<b><u>Student Teacher</u></b>	<b><u>Placement Type</u></b>	<b><u>College</u></b>	<b><u>Dates</u></b>	<b><u>Coop. Teacher</u></b>
Arnao, Samantha	OT Observation	West Chester Univ	05/14	K. Niehaus
Douglas, Tina	Student Teacher	Rowan University	07-08/14	TBD
Emery, Alison	Nursing Clinical Hrs	Rutgers Schl/Nrsng	07-08/14	R. Rowe
Fritz, Deborah	Nursing Clinical Hrs	Rutgers Schl/Nrsng	09-12/14	R. Rowe
Fitzpatrick, Amanda	OT Observation	St. Joseph's Univ	06/14	K. Flade
Fitzpatrick, Bernadette	Speech Observation	Seton Hall	05/14	T. Grelling
Frymire, Amy	Student Teacher	Rowan University	07-08/14	TBD
Lullucci, Rebecca	Student Teacher	Rowan University	07-08/14	TBD

**L. Stipends/Extra-curricular Pay 2014-2015, Rates as per Negotiated Agreement**  
**Substitute Certification HS+90 -Effective 06/01/14**

Jones, Madison

**Custodial & Maintenance Stipends - Effective 07/01/14 - 06/30/15**

Burke, Ronald	Pool License
Landante, James	Pool License; HVAC
Rodgers, Keith	Electrical
Smith, Karl	HVAC
Vickers, Jason	Pool License; HVAC

**Black Seal Stipend**

Brumbaugh, Glenn	Freck, Tammy	Landante, James	Vance, Jr., James
Burke, Ronald	Horton, Richard	Mobley, Gregory	Vaughn, Anna
Dorety, Daniel	Jones, Paul	Peyton, Charles	Vickers, Jason
Duckett, Jon	Jordan, Bert	Sachs, Robert	

**M. Conferences/Professional Workshops**

<b><u>Personnel</u></b>	<b><u>Conference</u></b>	<b><u>Date</u></b>	<b><u>Cost (over mileage)</u></b>
<b>Atkins, Cindy</b>	Vestibular Rehabilitation, Cherry Hill	05/02/14	\$219.00
<b>Basehore, Maureen</b>	Making the Connections Common Core, West Windsor	06/05/14	None
<b>Brunetto, Lori</b>	Gearing up for PARCC, Wayne	06/05/14	None
<b>Celso, Beth</b>	Topics in Pediatric PT, CHOP, Phila	06/06/14	\$150.00
<b>Devito, Joyce Valasek, Adell</b>	SGO Training, Monroe Twp, NJ	06/05/14	None
<b>Holmes, Michele</b>	Smart but Scattered, Exec Dysfunction at Home, Cherry Hill	06/13/14	\$189.99
<b>Jackson, Debbie</b>	Theory of Mind, Mt Laurel	06/06/14	\$199.00
<b>McHugh, Al Will, Barbara</b>	SGO Training, Monroe Twp, NJ	05/22/14	None
<b>Milliken, Deborah</b>	NJ Speech Lang. Assn Convention, Long Branch	05/01/14	\$250.00
<b>Sheetz, Kimberly</b>	Social Emotional Dvlpmnt, Somerset	06/11/14	\$199.00
<b>Szymula, Agnes</b>	Play Therapy PESI Video, Westampton	06/06/14	\$169.00

**2. Burlington County Institute of Technology**

**A. Resignation, Retirement**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Reason</u></b>	<b><u>Effective</u></b>
<b>Jackson, Frederick</b>	Part-Time Hourly Aide/W	Resignation	05/22/14

**B. Employment: Full-time**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Salary</u></b>	<b><u>Effective</u></b>
<b>Ingling, Keith</b>	CPA	\$120,000 (pro-rated)	06/16/14
<b>Lotierzo, Anthony</b>	Custodian	Step 1, Col. C \$32,467	07/01/14
<b>Milanowicz, Lauren</b>	Asst. Principal-M	Step 1, Rank 2 \$118,950	07/01/14
<b>Nagy, Christopher, Ed.D.</b>	Ad. Ed. Prin./CAC	Step 7, Rank 1 \$143,200 (+\$13,500 Stipend)	07/01/14

**C. Employment: Part-time**

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>	<u>Effective</u>
Pitt, James	Security	\$15.00	09/01/14

**D. Reappointments**

Reappointment of the employees listed below for the 2014-2015 school year. \*Salaries will be determined as per Guide in negotiated agreement.

**SECRETARIES**

Bayley, Dawn	Irizarry, Doris	Ruilova, Deborah
Benzel, Karen	Kwartin, Deborah	Rushen, Lynnette
Butler, Michele	Pagan-Colon, Katrina	Shinn, Brenda
Chandler, Mary	Palmer, Sherri	Siddell, Stephanie
Colwell Stingel, Margaret	Powell, Marie	Spinogatti, Kathryn
Davies, Ruth	Riches, Teresa	Thompson, Diane
Geib, Catherine	Rodriguez, Joelle	White, Kellie
Hagan, Christine	Rodriguez Muldrow, Irene	Williams, April

**TEACHER AIDES**

Abdallah, Ibtisam	Jedda, Dennis	Rabinowitz, Brittany
Bova, Caitlin	Johnston, Ronald	Ranieri, Steve
Brown, Charles	Larocca, Sherry	Rossi, Jarett
Campanella, Robert	Lopez, Lydia	Say, James
Cimoch, Leo	Marione-Dickinson, Vanessa	Taylor, Ann
Davies, Lawrence	Mayes, Kristin	Thornton, Clara
Donnelly, Dorothy	Mccollum, Jairus	Tillery, Alexander
Dragish, Ellen	McDevitt, Nicole	Wain, Robert
Dudley, Kenneth	Munford, Andre	Wheatley, Tamie
Evangel-Rindosh, Victoria	Musick, Oceanna	Williams, Michael
Fisicaro, Joseph	Palazzo, Joseph	
Huckleberry, Jennifer	Powell, Nickolas	

**CUSTODIANS**

Adams, James	Hitchon, Ashley	Palmero, Anthony
Adams, Norman	Johnson, Damon	Powell, Beverly
Aumendo, Gerald	Kennedy, Ryan	Russell, Jason
Biscomb, Samgar	Klingler, Debra	Santana, Mary
Calderone, Samuel	Lucas, Amy	Scaffidi, Dominic
Chavarria, Ricaurte	Marshall, Nathlene	Scelza, Robert
Collier, Douglas	Medina, Wilfredo	Whited, Andrew
Destinoble, Marc	Morano, Mark	Williamson, Andrew
Gallagher, Michael	Murren-Burke, Quinn	

Bell, Sammy - Receiving Clerk      Hess, William - Electrician  
Dennison, Billy - Shift Foreperson      Weisman, William-Shift Foreperson/Receiving



**NON-ALIGNED**

<u>NAME</u>	<u>TITLE</u>	<u>SALARY</u>
Auleta, John	Director of Facilities	\$103,223
Beach, Joan	Personnel	\$ 69,547
Cox, Kelly	Administrative Assistant	\$ 75,839
Fazzie, Karen	Secretary to Business Administrator/Board Secretary	\$ 50,339
Halas, Margaro	Payroll	\$ 53,273
Ingling, Keith	CPA	\$120,000
Knaak, Fred	Director of Facilities	\$103,223
Mack, Nereida	Secretary to Assistant Superintendent	\$ 47,990
Mari, Cathy	Coordinator, Computer Account	\$ 35,429
Mozelewski, Joann	Business Office, Secretary	\$ 71,533
Povlosky, Joseph	Evening Facility Foreman	\$ 48,263
Schroeder, Julie	Coord. of Assessment and Accountability	\$ 52,910
Stahl, Fred	Evening Facility Foreman	\$ 44,906
Stevenson, Charleen	(Shared) Exec. Administrative Assistant to the Supt.	\$ 83,856

**E. Stipends/Extra-curricular Pay for 2013-2014 School Year**

<u>Name</u>	<u>Extra-curricular</u>	<u>Hourly Rate</u>
<b>Boczany, Jocelyn</b>	Homebound Instructor	\$34.00
<b>Hannon, LaChan</b>	Admin.-SRI Reading Assmnt-incoming 9 <sup>th</sup> , 10 <sup>th</sup> graders	\$34.00
<b>Ross, Earline</b>	CNA Evaluator & Test Coordinator	\$34.00

**F. Employment, School-to-Work Students, at \$8.50 per Hour**

<u>Medford Tech Crew 05/29/14-06/30/14</u>	<u>Westampton 05/01/14-06/30/14</u>
<b>Carson, Emilee</b>	<u>Tech Crew</u>
<b>Cosper, Chase</b>	<b>Wood, Brian</b>
<b>Frasier, Sidney</b>	
<b>Hill, Jalaia</b>	<u>Culinary Arts</u>
<b>Sabree, Talesha</b>	<b>Kelly, Djuana</b>
<b>Schrope, Cameron</b>	<b>Whitaker, Hali</b>
<b>Smith, Angelica</b>	

**G. Course: Approvals**

<u>Name</u>	<u>Position</u>	<u>College/Course</u>	<u>Credits</u>
<b>Cooper, Kristine</b>	Teacher	Univ. of Pennsylvania	3
<b>Demree, John</b>	Teacher	BCC	3
<b>Polizzi, Nicole</b>	Teacher	Temple/Tyler School of Art	6

**Reimbursements**

<u>Name</u>	<u>Position</u>	<u>Reimburse</u>	<u>Credits</u>
<b>Cooper, Kristine</b>	Teacher	\$3,888.00	6
<b>Demree, John</b>	Teacher	\$ 280.00	3
<b>Milanowicz, Lauren</b>	Teacher	\$ 616.00	1
<b>Ogden, Carla</b>	Teacher	\$ 324.00	1

**H. Student Teacher/Internship/Observations**

<u>Student Teacher</u>	<u>Placement</u>	<u>College</u>	<u>Dates</u>	<u>Coop. Teacher</u>
Compton, Samantha	Clncl Practicum	Stockton	06/01/14-08/29/14	S. Swinehart

**I. Salary Adjustments Excessive Absences**

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Dates</u>
Capasso, Catherine	Teacher	-\$266.11	05/08/14
Johnson, Damon	Custodian	-\$158.80	05/13/14
Johnston, Ronald	Teacher Aide	-\$117.88	05/01/14
Smith-Evans, Samantha	Learning Consultant	-\$481.77	05/19-20/14
Wheatley, Tamie	Teacher Aide	-\$ 85.50	05/22/14
Williams, Malcom	Teacher	-\$306.26	05/23/14

**J. Conferences**

<u>Personnel</u>	<u>Conference</u>	<u>Date</u>	<u>Cost (over mileage)</u>
Allen, Penny	All Things Google, Stockton College,	07/23/14	\$178.00
	A Symposium for Media Specialist, Stockton College, Galloway	10/20/14	\$178.00
Cannon, Nancey	ASM Materials Camp 2014, University of Delaware, Newark, DE	06/23-27/14	None
Evans, Judith	Enhancing Trauma Awareness, Westampton	07/17,31/14 08/14,28/14 09/11,25/14	None
Evans, Judith Lawrence, Kyle	Wkng with Anxious Students-Current Knlwdg & Next Steps, Westampton	06/04/14	None
Flood, Thomas Spitz, Michael	BCSCA Spring Luncheon, Braddock's Tavern, Medford	06/06/14	None
Leshner, Joseph	Putting the Pieces Together: Integrating Civics and Economics, Rutgers University, Piscataway, NJ	7/23-24/14	\$50.00 (local)
Malsbury, Vicki	A Symposium for Media Specialists, Richard Stockton College, Galloway	10/21/14	\$178.00 (local)
McCardell, Linda	HESAA/Financial Aid, Rider University	10/15/14	None
Ogden, Carla Pinardo, Karen Williams, Kimberlee	2014 CTE Conference, Ewing	05/20/14	None
Steich, Susan	VAST: Looking Closely, Thinking Critically, Phila Museum of Art, Phila	07/7-11/14	None

**II. PROGRAMS**

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

- A. Job Description (Exhibit #3)**  
District Safety and Security Director
- B. Annual Statement of Assurance for the Comprehensive Equity Plan (Exhibit #4)**

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

- A. Job Description (Exhibit #5)**  
Business Manager, ESU
- B. Guest Speaker**

Gail Maguire, Artist	Speaking to Vision Quest and Lumb Girls	Date: TBD-June
Dan Binai	Speaking to Vision Quest Students	Date: TBD-June
Eddie Burner	BBQ Show for Elementary	Date: TBD-June

**2. Burlington County Institute of Technology**

- A. Job Descriptions (Exhibit #6)**  
Supervisor of Humanities  
Ad. Ed. Business Office Secretary/Accounting
- B. Program Re-Approval Application**  
Submit the **Pre-Engineering** Program Re-approval Application.

**C. Guest Speakers**

<u>Medford Campus</u>	<u>Speaking To Students</u>	<u>Date</u>
Medford Police and Fire Officials	<b>Law and Public Safety</b>	06/13/14
Craft Advisory Committee: Abbate, R., Beam, H., Beam, P., Carey, B., Carey, J., Douglas, D., Finley, D., Gomes, D., Gribbin, M., Hoixt, R., LaCerra, R., Moore, J., Roberts, N., Russell, J., Russell, M., Spang, D., Weber, A., Wrigley, K.	<b>Pre-Engineering</b>	06/13/14
May, Carl, Kenney, Robert, -World War II Veteran/Biographer	<b>US History II</b>	05/30/14
 <u>Westampton Campus</u>		
Scaiengille, Catherine, Owner, Air Makeup	<b>Cosmetology</b>	06/02/14

### III. STUDENT ACTIVITIES

#### **1. Burlington County Special Services School District**

##### **A. Suspensions for** (Exhibit #7)

Elementary. . . . . 9  
 High School. . . . . 0  
 Junior/Senior. . . . . 6  
 Lumberton. . . . . 65  
 PASC . . . . . 0

##### **B. School Activities**

<u>School/Campus</u>	<u>Activity</u>	<u>Date</u>	<u>Location</u>
HS/Jr Sr/PASC	Senior Graduation	06/20/14	Central Gym
Jr Sr/VQ/Elem/PASC	8th Grade Graduation	06/19/14	Central MPR
High School	HERSHEY PARK TRIP	06/4-5/14	Hershey, PA
High School	End of Year Assembly	06/13/14	Central Gym
High School	Graduation Breakfast	06/16/14	Media Center
High School	Graduation Rehearsal	06/16,17,18,19/14	Central Gym
High School	Daycare Graduation	06/17/14	Media Center
Jr Sr	Talent Show	06/03/14	MPR
Jr Sr	Spelling Bee	06/12/14	MPR
Jr Sr	Phillies Night	06/13/14	Citizens Bank Park
Jr Sr	End of Year Picnic	06/12 or 13/14	MPR and Outside
Elementary	Picnic	06/11/14	Elementary
Elementary	Awards Ceremony	TBD	Elementary
Elem/PASC	PreSchool Graduation	06/18/14	EMPR
Lumberton	Lumberton Softball Game	06/05/14	Softball Field
Lumberton	Lumberton Softball Game	06/10/14	Softball Field
Lumberton	Lumberton Softball Game	06/12/14	Softball Field
Lumberton	Field Day	06/13/14	School Grounds
Lumberton	Senior Breakfast	06/18/14	Cafeteria
Lumberton	Graduation Rehearsal	06/18/14	Gym
Lumberton & VQ	Senior Graduation	06/20/14	Gym
PASC PTO	Water Activities	06/06/14	Playground Area

##### **C. Field Trips**

<u>Campus</u>	<u>To</u>	<u>Cost</u>	<u>Date</u>	<u>Staff</u>	<u>Students</u>	<u>Staff</u>
PASC Host	Westampton Pool	\$0.00	05/06/14	Johnstone/Miller/Reuter	12	8
PASC Host	Westampton Pool	\$0.00	05/16/14	Reuter	12	8
PASC Host	Westampton Pool	\$0.00	05/30/14	Johnstone/Miller/Reuter	12	8
PASC Host	Westampton Pool	\$0.00	06/13/14	Reuter	12	8
Elementary	Funplex	\$320.60	06/06/14	Friel/Bennett	8	6

**2. Burlington County Institute of Technology**

		<u>Medford</u>	<u>Westampton</u>
<b><u>A.</u></b>	<b><u>Transfers, Withdrawals, Suspensions/Homebound</u></b> (Exhibit #8)		
1.	Transfers in County	0	1
2.	Transfers Out of County	0	1
3.	Dropouts	0	0
4.	Transfers to Westampton/Medford Campus	0	0
5.	Suspensions	17	3
6.	Homebound	5	3

**B.** **Field Trips** (Exhibit #9)

**C.** **Activities, Medford Campus** (Exhibit #10)

1. 2014-2015 Sport Schedules
2. 2014-2015 Student Activities Calendar

**D.** **Fundraiser-Medford**

Building Men and Women of Tomorrow would like to raise money for a former student named Dylan Matthews, Class of 2013 graduate. He is also a former member of Building Men. Dylan is in need of a heart transplant. Both groups would like to sell dress down passes for \$3 and collect any donations for Dylan. This will be a two week event starting June 2<sup>nd</sup> and ending June 13<sup>th</sup>. Dress down will be June 13<sup>th</sup>.

**E.** **Long Term Suspension**

Recommend Long Term Suspension of student #170471, Westampton Campus, pursuant to Board of Education Regulation #5610, pending Board of Education Discipline/Expulsion Hearing.

## IV. BUSINESS/FINANCIAL

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

#### A. Award of Food Services Contract Addendum, District, 2014-2015 School Year

A one year contractual agreement effective July 1, 2014 through June 30, 2015, with Sodexo Management, Inc. (FSMC) based on the following terms:

##### **BCSSSD:**

##### **a. Administrative Fee:**

General Support Services Allowance equal to Ninety Five Thousand Seventy Nine Dollars (\$95,079.00) for the 2014-2015 contract year, payable in ten equal installments of Nine Thousand Five Hundred Seven Dollars and 90/100, (\$9,507.90), September through June, computed at the end of each Accounting Period and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

##### **b. Guarantee:**

District and Sodexo shall work together to ensure a financially sound operation and shall guarantee financial results for the 2014-2015 school year as follows:

##### **Deficit Guarantee:**

If Food Service operations result in a Deficit greater than Three Hundred Sixty Five Thousand Two Hundred Ninety Eight Dollars (\$365,298.00) for the 2014-2015 school year, the following shall apply. Sodexo shall reimburse District for the Deficit greater than Three Hundred Sixty Five Thousand Two Hundred Ninety Eight Dollars (\$365,298.00) in amount not to exceed one hundred percent (100%) of Sodexo's General Support Services Allowance.

##### **BCIT:**

##### **a. Administrative Fee:**

General Support Services Allowance equal to Thirty Two Thousand Five Hundred Fifty Dollars (\$32,550.00) for the 2014-2015 contract year, payable in ten equal installments of Three Thousand Two Hundred Fifty Five and 00/100 Dollars (\$3,255.00), September through June, computed at the end of each Accounting Period and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

##### **b. Management Fee:**

District shall pay Sodexo a Management Fee in an amount equal to Fifty Five Thousand Three Hundred Thirty Five Dollars (\$55,335.00) payable in ten equal installments of Five Thousand Five Hundred Thirty Three and 50/100 dollars (\$5,533.50), September through June for the 2014-2015 contract year. The Management Fee shall be calculated at the end of each Accounting Period during the school year and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

##### **c. Guarantee:**

District and Sodexo shall work together to ensure a financially sound operation and shall guarantee financial results for the 2014-2015 school year as follows:  
Surplus Guarantee:

Sodexo guarantees that District shall receive a surplus of Forty Thousand Dollars (\$40,000.00) for the 2014-2015 school year. If the actual surplus for the Food Service Program falls short of the aforementioned amount, Sodexo shall pay the difference to District in an amount not to exceed one hundred percent (100%) of Sodexo's annual Management Fee. Sodexo reserves the right to recover any such reimbursement made during the current contract year from that year's surplus on a monthly basis.

**B. Student Breakfast and Lunch Prices, 2014-2015 School Year**

**BCSSSD:**

Student paid Breakfast, Elementary/Middle School - \$1.55

Student paid Breakfast, High School - \$1.65

Student paid Lunch, Elementary/Middle School - \$2.55

Student paid Lunch, High School - \$2.65

Student milk price - \$.55

Student juice price - \$.50

**BCIT:**

Breakfast - Regular \$1.85

Lunch - Regular \$3.25

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

**A. Professional Services Agreements (ESU)**

Burlington City	Professional Services Agreement
Maple Shade Township	Nonpublic 192/193 Nonpublic IDEA Nonpublic Nursing Nonpublic Technology
North Hanover Township	Professional Services Agreement
Cinnaminson Township	Nonpublic 192/193 Nonpublic IDEA Nonpublic Nursing
Eastampton Township	Professional Services Agreement Nonpublic 192/193 Nonpublic IDEA
Mansfield Township	Professional Services Agreement
Medford Township	Professional Services Agreement Nonpublic 192/193 Nonpublic IDEA Nonpublic Nursing Nonpublic Technology

**B. ESU Employee Evaluation Compensation Rates for 2014-2015**

<u>Type</u>	<u>Rates</u>	<u>Type</u>	<u>Rates</u>
Speech Artic	\$190	Psychological	\$245
OT/PT	\$210	Learning	\$245
OT Sensory Profile	\$245	Social Work	\$210
Language	\$245	Language Artic	\$265

**C. Transfer of Funds for 2014 Extended School Year Program**

It is recommended a resolution be adopted requesting the New Jersey Department of Education to transfer funds in the amount of **\$3,000,000.00** for the operation of the Burlington County Special Services 2014 Extended School Year Program.

**D. Daycare Fees 2014-2015**

It is recommended a resolution be adopted approving the following fees via payroll deduction for Daycare at Burlington County Special Services School District for the 2014-2015 School Year:

\$232.00 without lunch    \$258.00 with lunch  
\$360.00 ESY or \$20.00 per session for Drop-in

**E. Change Order to Awarded Contract - Phase 1 Partial Re-roofing Westampton Campus (Exhibit #11)**

It is recommended a resolution be adopted changing the following construction contract for the Westampton Partial Roof Replacement - Patriot Roofing Change Order GC-01 Authorizing and Accepting Alternate No. 3. Roof Area B-13 \$32,969.00.

**F. Transportation: 2014-2015 Joint Transportation Agreements**

It is recommended a resolution be adopted approving the following joint transportation agreements, in accordance with N.J.A.C. 6A:27-9.16, between the Burlington County Special Services School District and all of the districts of Burlington County for the 2014-2015 school year:

County Jointure

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

**G. Approval to Submit Proposals for Following Grants, 2014-2015 (Exhibit #12)**

- A. Kistler-Tiffany Foundation
- B. Aetna Foundation Regional Grants Program
- C. HSHC 2015 Access to Care Grants
- D. So Delicious #140 Difference Micro-Grant Contest
- E. Acellus Grant #798773

**H. Approval, Clinical Affiliation Agreement, Rutgers University (Exhibit #13)**



**I. Custodial Supply Vendors Bids, 2014-2015 (Exhibit #14)**

It is recommended a resolution be adopted awarding the following Purchases as a result of bids received on 05/12/14 between the Burlington County Special Services School District and the vendors indicated for the 2014-2015 school year:

Accommodation Mollen, Inc.	\$ 5,670.80
Calico Industries	\$ 26.88
Central Poly	\$ 2,934.95
Grainger	\$ 249.71
Interline Brands Inc.	\$12,085.14
Simplify Chemical Solutions	\$24,787.50
Unipak	\$ 7,509.00
Spruce Industries	Bid received too late for consideration

**J. Source 4 Teachers/Mission One (ESU) Contract Renewal 2014-2015**

It is recommended a resolution be adopted renewing the following contract with Source 4 Teachers/Mission One:

**WHEREAS**, the Burlington County Special Services School District Board of Education (“Board”) has determined that the Educational Services Unit has a need for the provision of comprehensive services providing substitute certificated staff on a regular basis; and

**WHEREAS**, the nature and extent of the services to be provided cannot be reasonably described by written specifications given the unique nature of the credential, training and expertise required to provide such services as stated in the attached description of services; and

**WHEREAS**, the Business Administrator/Board Secretary has certified the availability of funds for payment of such services; and

**WHEREAS**, N.J.S.A. 18A:18A-5(a)(2) requires that the resolution authorizing the award of a contract for extraordinary unspecifiable services without competitive bids state the supporting reasons therefore and a brief notice thereof be published and a copy of the contract be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the Board that the Board President and Board Secretary are hereby authorized and directed to execute the attached contract with Teacher Placement L.L.C., d/b/a Source 4 Teachers/Mission One; and that the contract is awarded without competitive bidding as an extraordinary unspecifiable service in accordance with N.J.S.A. 18A:-18A-5(a)(2) of the Public School Contracts Law because as stated herein, the services to be provided are not susceptible to bidding by specification; and

**BE IT FURTHER RESOLVED** that notification of this contract award shall be published in The Burlington County Times as required by N.J.S.A. 18A:18A-5(a)(2).

**K.**     **Vision Quest MOU**

Recommended a resolution be adopted for the Vision Quest Memorandum of Understanding defining the educational services provided by BCSSSD.

**2.**     **Burlington County Institute of Technology**

**A.**     **Use of Facilities**

<b><u>Agency</u></b>	<b><u>Building/Room - Campus</u></b>	<b><u>Date</u></b>
F.W. Holbein School - Graduation	Auditorium - West	06/23/14
Burlington County ESTC - Graduation	Auditorium/Café. - West	06/25/14
Westampton Rec. - Basketball Camp	Gymnasium - West	07/07-11/14
Westampton Rec. - Basketball Camp	Gymnasium - West	08/04-08/14

**B.**     **Resolution, MOA BCIT Child Study Team** (Exhibit #15)

1.     Resolution to approve the negotiated agreement between the Burlington County Special Services School District/Burlington County Institute of Technology Board of Education and the Burlington County Institute of Technology Child Study Team for the years 2011-2012 and 2012-2013 as per the Memorandum of Agreement signed on 05/14/14.
2.     Resolution to approve the negotiated agreement between the Burlington County Special Services School District/Burlington County Institute of Technology Board of Education and the Burlington County Institute of Technology Child Study Team for the years 2013-2014, 2014-2015, and 2015-2016 as per the Memorandum of Agreement signed on 05/14/14.

**V. ENTERPRISE**

**Adult Education**

**A. Field Trips, Cosmetology Students, Staff: Donna McGinty and Marie Gardner**

<b><u>Trip</u></b>	<b><u>Date</u></b>
Beauty Palooza II Hair/Beauty Show, Atlantic City, NJ	09/22/14
Raylon Beauty Supply, Cos Prof Beauty Supply, East Coast Salon Mt. Laurel, Delran, Somerdale, NJ	10/02/14
The Salon Centric Beauty Hair Show, NJ Convention Center, Edison, NJ	10/22/14
Hillsboro Barber/Beauty Salon, Robert James Salon, Hamilton, NJ Salon Centric Beauty Supply, Hamilton, NJ	11/05/14
Great Clips, Medford, NJ Christopher Raymond Spa/Salon, Westampton, NJ	12/22/14
IBS New York Beauty Show, New York, NY	03/10/15
Edge Salon & Spa, Moorestown, NJ	05/26/15
Super Cuts, Hello Gorgeous, Scruples Salon, Marlton, NJ	06/02/15

**B. Conferences**

<b><u>Personnel</u></b>	<b><u>Conference</u></b>	<b><u>Date</u></b>	<b><u>Cost</u></b> (over mileage)
<b>Rodriguez-Muldrow, Irene</b>	NJAVPA meeting, Lawrenceville, NJ	06/12/14	None

**C. Guest Speakers for Cosmetology Students**

<b><u>Speaker</u></b>	<b><u>Date</u></b>
Kathy Scarengelli, Air Make-up, Inc.	09/15/14 & 05/05/15
Loren Vaughn, BioElements	11/05/14
Roy Fuller, Cosmo Prof/Kenra	01/08/15
Amy Rivell, Salon Raymond Christopher & Spa	01/13/15
Irina Ratovich, Borgota Spa	02/18/15
Stephanie Pucci, Academy Pro Hair Extensions	03/09/15 & 03/16/15
Joyce Ernst, Lindip Barber Shop/Beauty Salon	04/13/15
Tina DeProspro, Matrix Cosmo Prof Beauty	05/05/15
Carol Franzychen, State Board of Cosmetology	05/11/15
Donna Calafato, The Edge Salon & Spa	06/02/15
Jigisha Shah, Sajani Beauty	06/03/15

**D. Student Handbooks (\*Exhibit available 48 hours before Board Meeting in Supt.'s Office)  
Recommend approval of the 2014-2015 BCIT Handbooks: Adult Education,  
Cosmetology, Dental Assisting, Dental Radiology, Practical Nurse, Veterinary Assistant.**