

**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, September 24, 2014, at the Rutgers Media Center, 2 Academy Dr., Westampton, NJ.

The meeting was called to order at 5:35 p.m. by President Robert Silcox, followed by the flag salute.

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

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

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 checked="" type="checkbox"/> Present	<input 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; Barbagiovanni, Joan; Brain, Jim; Bonsall, Todd; Colwell-Stingel, Margaret; Conpra, Trudy; Crosby, Deborah; Dodulik Swern, Doriann; Downs, Bobbie; Fitzgerald, Steve; Grant, Janice; Graven-cells, Maureen; Harris, Keturah; Hoffman, Matt; Maisita, Cathy; Margiotta, Nicole; McCarthy, Diane; McGuinness, Jackie; McLemore, Russell; Mercantini-Bocci, Josephine; Scherer, Helen; Shinn, Deborah; Skin, Alfred; Smith, Celeste; Stevenson, Charleen; Thurman, Donna; Ward, Terence.

**Communication & Correspondence:**

BCSSSD: Teacher Association letter to commence negotiations.

**Minutes:** Theresa Margiotta presented Minutes of August 28, 2014. On a motion by Kathleen Burgess and seconded by Christopher Baxter the Board approved the Minutes.

**Roll Call:**

Yes Christopher Baxter    Yes Kathleen Burgess    Yes 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 Leon Jones and seconded by Kathleen Burgess, the Board approved the Financial Report.

**Roll Call:**

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

**Presentation:** Burlington County Alternative High School staff and administration were introduced. Principal Joan Barbagiovanni and Assistant Director Bobbie Downs stated they have approximately 70 students, are excited about relocating to the BCC Mt. Laurel Site, thanked the Board that the students now have free/reduced lunche opportunities, new textbooks and new technology.

President Bob Silcox: Welcomed the staff and administration stating; this project has really taken off and we wish you the best of luck.

**Superintendent Report:** Christopher M. Manno, Ed.D., Superintendent, presented and recommended approval of the report. On a motion by Kathleen Burgess and seconded by Leon Jones the Board approved the report. Dr. Manno made note of the Uniform Memorandum of Agreement and the calendar change of October 10 to a ½ day for BCSSSD students.

**Roll Call:**

Yes Christopher Baxter    Yes Kathleen Burgess    Yes John Ferry    Yes Leon Jones  
Yes Paula Lee    Absent Todd Flora    Abstained IV. A. 3. Robert Silcox

**Public Comments:**

**BCSSSD:**

Helen Scherer: presented Placque from PASC graduate student Lamar Collman and read statement.

Deborah Crosby: presented Flyers for PASC PTO iPad 4 Autism fundraiser event at Indian Acre.

**BCIT:**

Terence Ward: Contract has been setteled and MOA signed would like to know when it will be posted on staff intranet.

**Board Remarks:**

Chris Baxter: Welcome everyone back.

John Ferry: BCAHS, wish you good luck.

Paula Lee: Schoolpalooza was a nice event at Moorestown Mall and showed off our school.

Kathleen Burgess: Wished everyone a happy, successful, healthy school year.

Leon Jones: Welcomed Alternative High School. Getting the schools ready was a monumental task and thanked maintenance and technology departments for their hard work.

**Adjournment**

Since there was no further business, President Mr. Silcox asked for a motion to adjourn. On a motion by Paula Lee and second by Kathleen Burgess the Board adjourned at 6:00 p.m. with the next meeting to be the on Tuesday, October 21, 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**

**1. Substitute Bus Driver Effective 10/01/14**

Lodge, Robert  
Simeon, Karl

**2. Evaluation of the Chief School Administrator**

Recommend approval of the evaluation of the Chief School Administrator, Christopher M. Manno, Ed.D.

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

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

Name	Position	Reason	Effective
Berg, Susan	Teacher Assistant	Resignation	08/31/14
Colombo, Melissa	Speech Language Spec.	Resignation	10/15/14
DiNapoli, Pamela	Teacher	Retirement	01/01/15
Vance, Jasmine	Teacher Assistant	Resignation	09/12/14
Zegas, Rebecca	Autism Consultant	Resignation	11/03/14

**2. Resignations: Hourly**

Name	Position	Reason	Effective
Bader, Janet	Registered Nurse	Resignation	10/17/14
Campbell, Mary	Registered Nurse	Declined Position (App. BOE 8/28/14)	09/01/14
Layden, Kristina	Teacher Assistant	Declined Position (App. BOE 5/28/14)	07/01/14
Meredith, Scott	Teacher Assistant	Resignation	09/19/14
Progar, Felicia	Registered Nurse	Resignation	08/15/14

**3. Employment: Full-Time** Pro-Rated, effective date pending pre-employment requirements.

Name	Position	Salary	Effective
Hepkin, Lauren	Registered Nurse	NCLP Step #2 \$34,362	10/01/14
Stanfield, Edward	Custodian	Step #2 \$36,357	10/01/14

**4. Employment: Hourly \*Executive Approval**

Name	Position	Rate	Effective
Bernstein, Heather	Teacher Assistant	\$12.00	10/01/14
Campbell, Philip*	Security Aide	\$15.00	09/17/14
Cribb Alan*	Security Aide	\$15.00	09/17/14
Joslin, Diane	Teacher Assistant	\$14.00	10/16/14
Loffredo, Michael*	Security Aide	\$15.00	09/17/14
Voza, Sara	Teacher Assistant	\$15.00	10/01/14
Williams, Grant	Teacher Assistant	\$16.00	10/01/14

**5. Substitute Employment Effective: 10/01/14**

**Bus Aides**

Charry, Anthony      Watson, Michael  
 Petz, Lynn              Wyllner, Robert

**Nurse**

Howe, Danielle

**6. Status Changes**

Employee	From	To	Effective
Hoge, Jessica	Hrly Teacher Assistant	FT: HS+60 Step #2 \$20,056	09/16/14
Jones, Dwayne	Hrly Security Aide	Hrly: Lead Security \$19.00	10/01/14
Nixon, John	Hrly Teacher Assistant	FT: HS+60 Step #2 \$20,056	09/16/14
Walker, Sherahn	Hrly Teacher Assistant	FT: HS+60 Step #1 \$19,711	10/01/14

**7. Salary Adjustments**

Name	Position	Rate	Effective
Snow, Debbi	Substitute Certificate Stipend (Failure to keep current)	-\$916.00 Pro-rated	10/01/14

**8. Leaves**

Employee	Position	Type	Effective
Beaulieu, Dean	Teacher Assistant	FMLA/NJFLA	09/22/14 - 10/03/14
Charry, Anthony	Teacher Assistant	FMLA/NJFLA	09/22/14 - 10/03/14

**9. Employment, Work Study Students, at \$8.25 Hourly, Effective 09/01/14**

<u>Lumberton</u>	<u>High School</u>	<u>Jr/Sr High</u>
Brown, Trevon	Ball, Robert	Bender, Zachery
Clayborne, Byron	Brown, Morgan	Borden, Willie
Huey, Daiquan	Collins, Taj	Hardin-Courtney, Daiquon
Williams, J'Quan	Griffin, Kierra	Haynie, Kristin
<u>Vision Quest</u>	Thomas, Kevin	McGee, Brandon
Cintron, Isaac	Van Syckle-Snyder, Allyn	McKenna, Justin
Gell, Justin	Worden, Tyler	Staley, Jamel

**10. Student Teacher/Internship/Observations**

Student Teacher	Placement	College	Dates
Bennett, Katherine	TBD	Rowan Univ.	10/01/14
Colomy, Alexander	OTA, Level II Fieldwork	Rutgers Univ.	Fall-Spring
Fuerst, Perri	PASC	Rowan Univ.	10/01/14
Myers, Heather	TBD	Rowan Univ.	10/01/14
Newman, Alan	OTA I	Phil Univ	01/15-04/15

**11. Staff Approval for Student Transport 2014-2015 SY**

**Lumberton**

Bonnee-Anne', Mona	Cummings, Bryan	Mangus, Jody
Cabello, Donald	Knighton, Monique	Rabinowitz, Jay
Castellane, Mark	Lentini, David	Stevenson, Ryan

**High School                      Elementary**

Price, Eileen	Rowlette, Henry	Briggs, Donna	Walker, Sherhan
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**12. Stipends/Extra-Curricular Pay for 2014-15 School Year**

Extra-Curricular		
<b><u>Detention Coverage</u></b>		\$27.50 hrly each
Armstrong, Theresa Bonne-Annee', Mona Caplan, Lisa Cummings, Bryan Davis, Chenita Forvour, Jaime	Hayes, Lori Knighton, Monique Levin, Rhonda Lopez, Cathrine Mollica, Cynthia Misunas, BethAnn	Ray, Sharon Stevenson, Ryan Stewart, Michelle Stewart, Joshua
<b><u>Substitute Certification</u></b> <b><u>HS+60</u></b>	Hoge, Jessica Nixon, John	\$916 each prorated
<b><u>Respite Workers</u></b>		\$21.50 hrly each
Arena, Adrienne Armstrong, Theresa Artale, Cindy Austin, Russel Bergman, Aimee Bonne-Anne, Mona Boyle, Brian Boyle, Marie Brown, Ella Buono, Zach Caffrey, Scott Caporale, Antoinette Chandler, Teresa Crosby, Deborah	Davis, Chenita Davis-Patterson, Rietta Duckett, Tracy Forvour, Jaime Fryer, Livi Gallo, Roni Hall, Kerry Hayes, Jenny Jabkowski, Deborah Jones, Madison Karr, Doris Libucki, Monica Mazahreh, Asmahan McKeon, Adrea	Misunas, Bethann Murdy, Mark Panetta-Hagen, Lenore Pennock, Shannon Ring, Beth Robinson, Marguerite Schouten, Simone Stewart, Josh Torio, Patricia Travaglione, Jenn Walentukonis, Joann Webb, Cynthia Wilcox, Sandra Wilcox, Vanessa Zawadzki, Katrina

<b><u>Respite Leader</u></b>	Dennion, Matt Ferstein-Bush, Amy Mollica, Cindy	\$24.50 hrly each
<b><u>Black Seal</u></b>	Gim, Philip	Stipend \$967.00 pro-rated
<b><u>Yrbk Coord Multi Campus</u></b>	Petz, Lynn	Stipend \$1,679.00
<b><u>Certified Wkshp Presenter</u></b>	Wiley, Jacqueline Will, Barbara Wilt, Lorelee	Stipend \$51.00 each
<b><u>Job Coaches</u></b>	Artale, Cynthia Artale, Daniel Hall, Kerry Mollica, Cindy	Hrly Rate

**13. Volunteer**

Carrington, William Chess Club Elementary Campus

**14. Course Approvals**

Employee	Position	College	Credits
Edmond, Keith	Teacher Assistant, Jr/Sr	Wilmington Univ.	6
Niehaus-Scheetz, K.	OT, Elementary	Gratz College	3

**15. Course Reimbursements**

Employee	Position	College	Credits	Amount
Hewitt, Christine	Teacher, Elementary	TCNJ	3	\$1,000.00
McLarney, Carol	Teacher, Elementary	TCNJ	3	\$1,000.00

**16. Teacher Assistant Evaluation Committee Work, \$18.50 Hourly, Not to Exceed 10 Hours, 2014-2015 SY**

**PASC**

Chandler, Theresa

Crosby, Deb

Parker, Beth

**Lumberton**

**Elementary**

Dodrill, Lisa

McGrogan, Kelly

Wilcox, Sandy

**High School**

**Jr/Sr**

Misunas, Bethann

Wyllner, Robert

Heron, Jack  
Knighton, Monique

Cann, Michelle  
Fazzie, Greg

Micucci, Vera  
Rola, Beverly

**17. DLM Teacher Training, at \$25.50 Hourly, Not to Exceed 1 Hour, 2014-2015 SY**

**PASC**

Arena, Adrienne  
Beaulieu, Dean  
Brambilla, Elijah  
Dennion, Matthew  
Engman, Donna  
Karkowski, Debbie  
Kurtz, Tom  
Presner, Angela  
Reuter, Jamie  
Rooney, Fionna  
Seibold, Mary  
Shinn, Debra

**Elementary**

Bennett, Jill  
Brinson, Mary  
Brogan, Carla  
Clark, William  
Friel, Wendy  
McLarney, Carol  
Shields, Belle  
Stolarski, Sherry

**Jr/Sr**

Meekins, Candace

**High School**

Patriarca, Michael  
Will, Barbara

**18. Conferences**

Personnel	Conference	Date(s)	Cost (over milage)
Bertoli, Erin *Devito, Joyce Keen, Johnna Kind, Rosalind Ressler-Bhatia, M. Thomsen, Kristen *Valasek, Adell	Annual Autism Conference Atlantic City	10/23-24/14	\$150 each  *\$350 each
Clark, William	Braille for Jr High, West Windsor	10/16/14	None
Colona, Casey Mangini, Maria	Post-Retirement/Pensions/Leave, NJSBA Headquarters, Trenton	10/02/14	None
Giorla, Sarah Szymula, Agnes	Kaufman Speech to Language Protocol Seminar, Mount Laurel	10/10/14	\$150
Letcher, Kelly	The NJ Association of Learning Consultants Fall Symposium '12 "Testing the Limits," Princeton	10/24/14	\$195
Schouten, Simone	Commission of the Blind Wkshp,	10/17/14	None



	West Windsor		
Yeo, Pierrette	Astronaut Training-Visual, NY	10/12-13/14	\$460

**B. Burlington County Institute of Technology**

**1. Separation/Resignation Agreement and Mutual Release**

Approval to accept the Separation/Resignation Agreement and Mutual Release between BCIT and Paul Whitman.

**2. Resignation/Retirement: Full-time**

Name	Position	Reason	Effective
Giambrone, Salvatore	Security Supervisor	Resignation	09/26/14
Weber, Linda	Science Teacher	Retirement	11/14/14
Whitman, Paul	Business Adm/Bd Sec	Retirement	11/01/14

**3. Resignations: Hourly**

Name	Position	Reason	Effective
Jowana, Michele	Mathematics Teacher	Declined Position (App. BOE 8/28/14)	09/01/14

**4. Terminations**

Name	Position	Effective
Palladino, Annette	Career Major Tutor-Westampton	09/02/14

**5. Employment: Hourly - Executive Approval**

Name	Position	Rate	Effective
Braun, William	Security Aide	\$15.00	09/17/14
Hamilton, Gregory	Security Aide	\$15.00	09/17/14
Ivins, George	Security Aide	\$15.00	09/17/14

**6. Substitute Custodians** (Employment effective pending the completion of all New Hire Requirements)

**Custodians**

Benjamin, Gabe

Fulton, Earl

**7. Salary Adjustments - Unpaid Absences**

Name	Position	Rate	Dates
Chandler, Mary Lou	Secretary	\$-1,521.22	09/03 ½; 09/04-05; 09/15-19/14
Gallagher, Katie	Health & PE Teacher	-\$1,944.60	09/11,12,15-19/14

**8. Status Changes**

Employee	From	To	Effective
Durham, Thomas	Hrly Security Aide (M)	Hrly Lead Security \$19.00	10/01/14
Pineiro, Jose	Hrly Security Aide (W)	Hrly Lead Security \$19.00	10/01/14

**9. Column Change: Effective: 09/01/14**

Name	Position	From	To
Burns, Joseph	Guidance	Step 7 Col C \$65,197	Step 7 Col E \$67,714
D'Antonio, Maureen	Teacher	Step 4 Col B \$55,990	Step 4 Col C \$57,135
Gill, Karen	Teacher	Step 10 Col D \$66,291	Step 10 Col E \$67,435
Hodges, Andre	Teacher	Step 8 Col B \$60,108	Step 8 Col C \$61,252
Jones, Michael	Teacher	Step 5 Col B \$56,701	Step 5 Col C \$57,847
Kenny, Edward	Teacher	Step 3 Col B \$55,278	Step 3 Col C \$56,424
Pensabene, Jeffrey	Teacher	Step 3 Col B \$55,278	Step 3 Col C \$56,424
Quick, Rachelle	Teacher	Step 3 Col C \$56,424	Step 3 Col E \$58,712

**10. Stipends/Extra-Curricular Pay for 2014-15 School Year**  
**Declined Position**

Name	Extra-Curricular	Original Board Approval
Bangs, Robert	Robotics Club Advisor	08/28/14
Bova, Caitlin	Performing Arts Club Advisor	08/28/14
Grater, John	Robotics Club Advisor	08/28/14
	Stage Crew Advisor	08/28/14
	Student Supervision	08/28/14

**Medford**

Name	Extra-Curricular	Stipend
Faucett, Kathleen	Extra Block Coverage	per diem
Greathouse, Stacey	Extra Block Coverage	per diem
Humphrey, Elisabeth	Robotics Club	\$2,560.00

**Westampton**

Daily, Jennifer	PSAT Proctor	\$34.00
	Scholarship Coordinator	\$,1910.00
Edelman, Barbara	Newspaper Advisor	\$1,142.00
Fitzgerald, Kieshea	National Honor Society Advisor	\$1,142.00
Finn, David	District Printing	\$34.00
Johnson, Beth	PSAT Advisor	\$34.00
Johnston, Ronald	Class of 2015 Advisor	\$2,037.00
	Student Supervision	\$34.00
Murtagh, Thomas	After School & Saturday Det Coverage Supv	\$40.00
	AHSA Supervisor	\$40.00
	Non-Credit Coverage - Supervisor	\$40.00
Sprague, Meagan	Student Supervision	\$34.00

Tarantini, Mary	Newspaper Advisor	\$1,142.00
Williams, Natalie	After School/Saturday Det Coverage-Tch Non-Credit Coverage - Teacher	\$29.00 \$34.00

**11. Employment, Work Study Students, at 8.50 Hourly, Effective 09/26/14-06/30/15**

Name	Department	Campus
Merant, Dorothy Patel, Rutush	Administrative Offices	West
Cordero, Ana Lassiter, Janae'	Nurse's Office	West

**12. Tuition Reimbursements**

Name	Position	Reimburse	Credits
Demree, John	Teacher	\$288.00	3
Polizzi, Nicole	Teacher	\$3,888.00	6
Sbraga, Jesmary	Teacher	\$1,458.00	4.5

**13. Course Approvals**

Employee	Position	College	Credits
Demree, Kristin	Teacher Aide	TCNJ	3

**14. Volunteers (Pending pre-employment requirements.)**

Name	Volunteering	Campus
Baker-Jernigan, John	Open Gym Program	M
White, Darrell	Fitness Club	W

**15. Conferences**

Personnel	Conference	Date(s)	Cost (over mileage)
All Participating Staff	TCNJ's PDSN Teachers as Scholars Seminars *Participant info will be available in the Asst Supt's Office during the 14-15 SY.	Various Dates	Funded by NCLB Grant
Adams, Cynthia	Jamac Food Show, NY, NY	10/07/14	None
Bayley, Dawn Daily, Jennifer Hannon, LaChan Evans, Judith Iconich, Lori Lawrence, Kyle Pensabene, Jeff Pirozzi, Rose Mary Ruder, Laura Webster, Kathleen	Special Education and Section 504 Boot Camp, Westin, Mount Laurel	10/09-10/14	\$349.99 each local
Boczany, Jocelyn Gotta, Peter Hodges, Andre McGuinness, Jacq. Rossini, Louis	2014 New Jersey Science Convention, Princeton Marriott Forrestal, Princeton	10/14, 15/14 (3 going on 10/14/14 and 2 going on 10/15/14)	\$170.00 each local
Callaghan, Colleen 1-Gill, Karen	1-Using Seinfeld, the Beatles and I Love Lucy to Teach Economics and Personal Finance, New York, NY. 2-Using Projects to Assess HS Students, Rowan University. 3-STEM Projects in HS Math Class, Rowan University	10/16/14  11/14/14 01/13/15	None  \$135.00 NCLB \$135.00 NCLB
Cheney, Karen	Formative Assessments Algebra One and Two, Rowan University	11/18/14	\$135.00
Cooney, Scott	Acting on Camera, Montclair	10/21/14	\$68.00

	University		
Cutler, Karen	1-Mandatory Update for Inst. Evaluators, Trenton 2-Teachers Adv. Meeting, Rutgers, Scotch Plains	09/24/14 10/30, 12/11/14 03/12, 05/7/15	None
Daily, Jennifer McCardell, Linda	Transfer Conference, BCC, Mt Laurel	10/03/14	None
Daily, Jennifer	Fall 2014 Training Institute for School Counselors, Rider University, Lawrenceville	10/15/14	None
Dinovelli, Diane Swinehart, Sharlotte	Dyslexia: Research into Practice, Ewing	10/10/14	\$50.00
Dogostino, Michelle, McCoy, Tammy	Adolescent Health Conference, West Deptford	11/05/14	None
Fitzgerald, Kieshea KMacDonald, Susan	New Jersey HESAA Financial Aide, BCC, Mt. Laurel	10/28/14	None
Gebhart, Lauren	National Dance Education Conference, Chicago, Ill	11/5-9/14	None
Geib, Catherine	Genesis Users Group, Moorestown High School	11/12/14, 01/28, 04/15, 06/3/15	None
Grobelny, Barbara	Adolescent Health Conference, Flemington	10/27/14	None
Hannon, LaChan Jenkins, Monique	Chromebooks and the Common Core Summit, FEA, Monroe Township	11/03/14	\$199.00
Harder, Lisa Steich, Susan	Teacher's Night Out, Moore College, Philadelphia, PA	10/1/14	None
McCardell, Linda	Crisis Response Team, BCC, Mt Laurel	10/30, 12/2/14	None
Pensabene, Jeff	ASAP-NJ, Camden County	11/17/14,	None

	Technical School, Sicklerville	01/23/ 03/26, 05/15/15	
Swinehart, Charlotte	Clinical Education Students: They're Not On Campus Anymore, Galloway	10/17/14	None
Velzy, Sharon	Post-Retirement/Pensions/Leave, NJSBA Headquarters, Trenton	10/02/14	None

**II. PROGRAMS:**

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

- 1. Policies/Regulations** (These items are available in the Superintendent’s Office 48 hours before the Board meeting)  
**2nd Reading**  
6160.1 Corporate Funds from Private Sources  
R6421.1 Standard Operating Procedures: Purchasing  
R6421.2 Standard Operating Procedures: Receiving  
R6421.3 Standard Operating Procedures: Accounts Payable
  
- 2. Uniform State Memorandum of Understanding**  
Approval of the Uniform State Memorandum of Agreement between Burlington County Special Services School District and Burlington County Institute of Technology and Law Enforcement Officials for the 2014-2015 school year.
  - a. Westampton: BCIT/BCSSSD
  - b. Lumberton: BCSSSD
  - c. Medford: BCIT
  - d. \*Pemberton/Mt. Laurel: BCAHS
  
- 3. Job Description** (Exhibit #1)  
Lead Security Aide

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

**1. Guest Speakers**

Speaker	Speaking to Students	Date
Officer Zell - School Violence	Lumberton	10/22/14
Quintin Whitehead - Red Ribbon Week	Lumberton/JrSr/VQ	10/28/14
Drew Barrett - Red Ribbon Week	HS	10/29/14
Steered Straight - School Violence	Lumberton	11/14/14

**2. Calendar Change**

Approval to change 2014-2015 calendar: October 10, 2014 changed to ½ day for students; ½ day in-service for staff.



**B. Burlington County Institute of Technology**

**1. District Mentoring Plan**

Recommend approval of the District Mentoring Plan for the 2014-2015 school year and the New Jersey Department of Education District Mentoring Plan Statement of Assurance. (This item is available in the Superintendent’s Office 48 hours before the Board meeting)

**2. Guest Speakers**

Speaker	Speaking to Students	Date
Kristianne Dowd, NJ State FFA President	Veterinary Technology	10/01/14
David Shaw, West. Twp Fire Chief	Early Childhood Ed	10/10/14
Faceless Inc.	All students	10/20/14
Love, Brian, Freelance Artist	Fine Arts	10/22/14
Dr. Kristi Lupinetti, Orthopaedic/Physical Therapist	Sports Medicine	11/(TBD)/14
Various Representatives-College Day-Devry, US Army, Marines, Navy, Rowan, Stockton, Rider, Walnut Hill	Seniors	11/04/14 02/03/15
Sharon Austin, Sr. Marketing Mgr.	Seniors	12/11/14
Charles Middleburg, Holocaust Survivor	US History Two, English, World History	05/14/15

**3. Articulation Agreement**

Recommend approval of the Articulation Agreement between BCIT and The College of New Jersey Professional Development School Network from July 1, 2014 to June 30, 2017.

\*Available 48 hour prior to Board Meeting

### 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 New Jersey Anti-Bullying Bill of Rights Act. (Exhibit #2 :Report is considered privileged in nature.)

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

##### 1. Suspensions:

Elementary	1
High School	0
Junior/Senior	0
PASC	0
Lumberton/VQ	8

##### 2. School Activities

Campus	Activity	Dates
BCAHS	BCAHS School Calendar	2014-2015
Lumb	School Pictures	10/08/14
Lumb	Red Ribbon Week	10/23-31/14
Lumb	Violence Awareness Week	10/20-24/14
Lumb	Harvest Festival	10/15-16/14
Lumb	Drugs are Junk Basketball	10/30/14
PASC	Community Based Inst.-Volunteer Oppt. Pilot Program	2014-2015
PASC	Farmer's Market Participation-Whole Foods Pilot Program	2014-2015
PASC	Cooking Club-Whole Foods Pilot Program	2014-2015
PASC	Boy Scout/Girl Scouts Pilot Programs	2014-2015

BCAHS	Week of Respect	10/6-10/14
BCAHS	Violence Awareness Week	10/20-24/14
BCAHS	Red Ribbon Week	10/23-31/14
BCAHS	Lee National Denim Day-Breast cancer awareness	10/03/14
ELEM	Fire Prevention Week, West. Fire Dpt Fire Truck	10/06,10/14
ELEM	Red Ribbon Week	10/27-31/14
ELEM	Harvest Festival	10/15-16/14
ELEM	Halloween Parade, Trick-or-Treating & Dance: Younger Dance 9:15am Older Dance 10:15 Trick-or-Treating 12:45	10/31/14
HS	Cap & Gown Picture Day	10/07/14
HS	Movie Day	10/24/14
HS	Red Ribbon Week	10/27-31/14
HS	Red Ribbon Week Assembly	10/29/14
HS	Harvest Dance	10/31/14

**3. Field Trips**

Campus	To	Date	Inst.	S	A
BCAHS	BCC, Mount Laurel Campus	October (ongoing)	Barbagiovanni, J.	20	3
BCAHS	Eastern State Penitentiary, Philadelphia, PA	11/13/14	Downs, Bobbie	25	3
BCAHS	Edgar Allan Poe House Philadelphia, PA	12/19/14	Smith, Celeste	25	2
BCAHS	Franklin Institute, Philadelphia, PA	02/26/15	Maista, Cathy	25	3
BCAHS	McCarter Theater,	12/05/14	Downs, Bobbie	18	2

	Princeton				
BCAHS	Spirit of Philadelphia, Philadelphia, PA	09/26/14	Barbagiovanni, Joan	22	2
BCAHS	The Shakespeare Theatre of NJ, Drew University	10/22/14	Downs, Bobbie	18	2
BCAHS	Funplex, Mt. Laurel	10/08/14	Downs, Bobbie	25	3
ELEM	Lumberton Harvest Festival	10/15/14 10/16/14 *10/17/14	Hepp, Mary Wilkins, Patricia	100	61
ELEM	Funplex, Mount Laurel	10/24/14 *10/23/14	Hepp, Mary Wilkins, Patricia	25	5
JR/SR	Special Olympics Sports Complex, Lawrenceville	10/04,18,25/14 11/01/14	Caplan, Lisa Geunther-Misunas, Bethann	12	2
JR/SR HS	Special Olympics Bowling, Burlington	10/20,27/14 11/03,10,17,24/14 12/01,08,15/14	Armstrong, Theresa Guenther-Misunas, B., Lewis, Kristine	30	4
JR/SR	Special Olympics Floor Hockey, Sports Complex (TBD) & Stockton College, Galloway	11/08,15,22,29 12/06,13,20/14 01/10,11/15	Fuelle, Shelley Guenther-Misunas, Bethann Wyllner, Robert	16	3
JR/SR	Special Olympics Track and Swimming, TCNJ	06/05/15 06/12/15	Misunas, Bethann	30	5
JR/SR Respite	Laurel Lanes, Maple Shade & Regal Cinema, Burlington	10/25/14	Strug, Janice	25	6
PASC	Burger King, Westampton	10/02,08, 09, 16, 22,09,23 15,29,30/14	Bakely, K.; Brambilla, E.; Brunetto, L.; Reuter,	11	8

		11/02,16,30/14	J.; Fletcher, K.		
PASC	Discovery Museum, Cherry Hill	03/11/15 *03/18/15 *03/25/15	Flood, Michelle Langdon, Lauren Sclaraw, Kimberly Traino, Nicole	28	19
PASC	Discovery Zone, Cherry Hill	05/14/15	Kurtz, Tom/Rooney, Fionna/Seibold, Mary	18	13
PASC	Laurel Lanes, Maple Shade	05/13/15	Beaulieu, Dean Karwoski, Debra Shinn, Deb	18	17
PASC	Hayride, Lumberton Campus	10/16/14	Fletcher, Kelly	65	55
PASC	Target, Westampton	10/03/14	Dennion, Matthew Jamison, April	12	16
PASC/ HOST	BCSSSD Pool	10/10; 11/21; 12/19/14 01/23; 02/20 03/20; 04/24 05/22; 06/05/15	Arena, Adrienne Engman, Donna Miller, Denise	12	10
PASC	Pump It Up, Marlton	05/15/15	Engman, Donna Miller, Denise	8	7
PASC	Academy of Natural Sciences, Phil., PA	05/11/14	Arena, Adrienne	4	3
Vision Quest	Madame Tussauds, Washington DC	11/13/14 *11/18, 20/14	Kelly Roberts	22	8
Vision Quest	Friendly's Restaurant, Mount Laurel	10/2, 21, 11/11, 25 12/18/14, 01/8, 29/15	Roberts, Kelly	5	1
JR/SR	OTC, Burlington	10/08, *09/14	McKinney, Linda	15	5
JR/SR	One Stop, Westampton	10/22/14	McKinney, Linda	11	5

JR/SR	Rancocas Nature Center (stdt gvrnmnt), West	10/17/14	Cassel, Pamela	15	3
JR/SR	Burlington County Mall	9/19/14	McKinney, Linda	7	4
HS	Paws Farm, Hainesport	10/29/14	Arthur, Lori	19	4
HS	Westampton Diner	11/*04, 05/14	Corley, Jayne	20	12
HS	Human Services Bistro, Westampton	09/30/14 *10/01/14 11/03,21,*22, 28/14 *12/01,19/14 *01/05/15	Lyman, Rita	12	2
HS	Pump It Up, Marlton	12/12/14	Arthur, Lori	19	4
HS	Philadelphia Museum of Art, Phila., PA	10/14, 28/14	Cavallo, Lucille	11	11
LC	Batsto Village & Wharton State Park, Hammonton	10/3, *10, *18/14	Dennion, James	40	20
LC	Palmyra Nature Cove	10/15, *22/14	Warren, Linda Cottrell, Jack	15	4
LC	Independence Maritime, Phil., PA	11/18, *19, *20/14	Dennion, James	40	20
LC	Phila. Art Museum, Phil., PA	11/19/14	Hogan, Erin	20	5
LC	Penn Museum, Phila., PA	12/04, *10, *11/14	Guzman, Mimi	45	23
LC	Franklin Institute, Phila., PA	12/12, *16/14	Warren, Linda Cottrell, Jack	15	4
LC	Cherry Hill Mall	12/17/14	Mitchell, Alexis	20	4
LC	Elementary Campus-Room 506, Westampton	10/27,30, *31/14	Cook, Thomas	3	1

**\*Alternate Dates**

**4. Fundraisers**

Campus	Event	Proposed Use of Funds	Date
PASC	St. Andrews Episcopal Craft Fair	Student Activities	11/08/14
All Campuses	Special Olympics Swim-a-Thon	Special Olympics Swim Team	02/05,19/15
ELEM	Joe Corbi	Student Activities	10/23/14
HS	Pretzel/Churrio Sales	Graduate Trip/Yearbook	On-Going
HS	Basket Raffles	Grd Trip/Yearbook/Prom	On-Going
HS	Homeroom Change Challenge	Graduate Trip/Yearbook	Fall-Winter/Sprg
HS	Muffin Sales-Staff	Graduate Trip/Yearbook	On-Going
HS	WaWa Hoagie Coupon	Graduate Trip/Yearbook/Prom	On-Going
HS	Candy Bar Sale-Staff	Graduate Trip/Yearbook	On-Going
HS	Candle Sale	Graduate Trip/Yearbook	Jan-Feb
HS	Gift Wrap Paper Sale	Graduate Trip/Yearbook	Apr-May
HS	Joe Corbi-Dist Wide	Student Activity Fund	Sept-Oct
HS	Mixed Bag Design - District Wide	Student Activity Fund	Winter/Spring
HS	Guessing Jars	Graduate Trip/Yearbook	On-Going
HS	Bakeshop Days - Staff	Graduate Trip/Yearbook	On-Going
HS	Restaurant Night for BCS	Graduate Trip/Yearbook	On-Going
Jr/Sr	Joe Corbi	Activities Fund	09/15-10/03/14

Jr.Sr	Hat Day	Activities Fund	Every Friday
Jr.Sr	Staff Breakfast	Activities Fund	Every Day
Jr.Sr	Hat Day	Activities Fund	Every Friday
Jr.Sr	Staff Breakfast	Activities Fund	Every Day
Jr.Sr	Staff Jean Day	Activities Fund	Every Friday
Jr.Sr	Wawa Hoagie Sale	Activities Fund	On-going
Jr.Sr	Fall Candy Guess	Activities Fund	All of October
Jr.Sr	Thanksgiving Food Dr	Activities Fund	10/1-10/30/14
Jr.Sr	Senior School Supply	Activities Fund	10/1-5/29/14
Jr.Sr	Pastry Shop	Activities Fund	10/10/14
Jr.Sr	PJ Day	Activities Fund	10/17/14
Jr.Sr	String Cheese Sale	Activities Fund	10/20-10/30/14
Jr.Sr	Food Service Entree	Activities Fund	10/24/14



## B. Burlington County Institute of Technology

### 1. Transfers, Withdrawals, Suspensions, Homebound (Exhibit #3)

		<u>Medford</u>	<u>Westampton</u>
a.	Transfers in County	14	19
b.	Transfers out of County	0	5
c.	Dropouts	0	0
d.	Transfer to West/Medford Campus	1	0
e.	Suspensions	0	0
f.	Homebound	2	0

### 2. Field Trips-Medford/Westampton

Students	Trip	Date	Personnel
15 Human Relations Club	South Jersey Food Bank, Pennsauken, - no cost	09/26;10/17; 11/21; 12/19/14; 01/9; 02/20; 03/13;04/17; 05/15/15	Jairus McCollum Laura Sims
1 Entertainment Technology	BCIT Medford Campus - no cost	09/26/14	Meagan Sprague
1 Culinary Arts	NJ Council of Co. Vo-Tech Schools, Trenton- no cost	09/29/14	Joseph Venuto Timothy Witcher
5 Drafting	Hampton Lakes Volunteer Fire Co, Southampton-no cost	10/02/14	Matt Persichetti
16 Drafting	Burlington Bristol Bridge- no cost	10/09,29/14	Robert Bangs Andre Munford
20 Key and Human Relation Club	Burlington County College, Pemberton- no cost	10/10/14	Vicki Malsbury Laura Sims
5 FFA	Crowne Plaza Hotel, Monroe Township- cost students	10/10-11/14	Ellen Inman

6 Skills USA	FEA Conference, Monroe Township-no cost	10/10/14	Mark Saxton Timothy Witcher
20 Key Club	Six Flags Great Adventure, Jackson- cost students	10/12/14	Vicki Malsbury Natola Steer
1 FCCLA	TBD, Washington, DC - cost student	10/12-15/14	Genevieve Cross
10 Student Council	Fall Business Meeting, TCNJ, Ewing -cost local	10/14/14	M. Canfield-Gaskill Terence Ward
30 Preschoolers 8 Early Childhood Ed.	Johnson's Farm, Medford- cost students	10/28/14	Genevieve Cross Karen Fazzie Lydia Lopez Kristin Mayes Nicole McDevitt Brittany Rabinowitz
34 English	Philadelphia Museum of Art, Philadelphia, PA- cost students	10/29/14	Eleanor Nebbia, James Say, Kelly Cook
44 English	Grounds for Sculpture, Hamilton -cost students	10/31/14	Rachel Fessenbecker, Penny Allen, John Hurdlow, Robert Campanella
26 English	Grounds for Sculpture, Hamilton-cost students	11/05/14	Rachel Fessenbecker, Mary Pursell, Linda McCardell
5 FCCLA	TBD, New Brunswick, NJ - cost students	11/07-09/14	Genevieve Cross Katina Lindsay
40 Sports Medicine	National College Fair, Atlantic City - no cost	11/13/14	Kenneth Dudley Victoria Evangel Christopher Barker Gina Valenti
40 Veterinary Technology and	Franklin Institute, Philadelphia, PA-cost	11/14/14	Leigha Allen, JoAnn Sienkiewicz, Tamie

Sports Medicine	students		Wheatley, Nickolas Powell
30 Performing Arts	Lyric Theatre, New York, NY-cost students	12/06/14	Scott Cooney, Lauren Gebhart, Kara Laviola
25 Law & Public Safety	Medford Municipal Court, Medford -no cost	12/10/14	Joseph Latigona, Susan MacDonald
16 Law & Public Safety	Cooper Hospital, Camden-no cost	12/11/14	Joseph Latigona, Jeffrey Pensabene
30 Performing Arts Club	BCIT Medford Campus - cost students	12/14/14	Caitlin Bova LaChan Hannon Lia Hannon
20 FCCLA	TBD, Edison, NJ - no cost	01/03/15	Genevieve Cross Katina Lindsay
30 DECA	Crowne Plaza, Cherry Hill, NJ - cost students	01/06/15	Helen Morris Andre Munford Oceanna Musick
20 Performing Arts	STANJ Governors Award, New Brunswick-cost local	01/13/15	Scott Cooney, Lauren Gebhart
20 DECA	Crowne Plaza, Cherry Hill, NJ - cost students	02/22-24/15	Helen Morris Oceanna Musick
22 Performing Arts	Laura Pels Theatre, New York, NY-cost students	03/18/15	Scott Cooney, Lauren Gebhart
30 Performing Arts	Thespian Festival Competition, Trenton - cost students	03/28-29/15	Scott Cooney, Lauren Gebhart
10 DECA	TBD, Orlando, FL - cost students	04/23-25/15	Helen Morris

**3. Activities**

**Medford**

1. Start an after school Open Gym Program for students to engage in fitness/recreational activities. Supervised by John Jernigan on a volunteer basis.
2. Service Learning Project: *Our Little Buddy Walk* at Iron Works Park in Mt. Holly on October 12. Students will volunteer to serve food at the event and provide their own transportation to the event. District will allow use of the van (driven by Administrator), grill and use of the kitchen.
3. Students will design and build a float (which is to be inspected for safety) to participate in Medford Township, Halloween Parade, on October 25, 2014. Students will provide their own transportation to the event.

**Westampton Campus**

1. Class of 2015 would like to sponsor a fundraiser - NFL Jersey Day 10/10-17/14.
2. Class of 2015 would like to sponsor a cookie dough fundraiser 11/03-25/14.
3. FCCLA would like to host a fashion show - 12/11-12/14.

**IV. BUSINESS/FINANCIAL**

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

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

Chesterfield	Professional Services Agreement
Delran	Professional Services Agreement IDEA Nonpublic, Nonpublic Nursing, Nonpublic Chptrs 192/193
Florence	Professional Services Agreement
Maple Shade	NCLB-Basic Skills/ESL Services
Millville	Professional Services Agreement
Rancocas Valley	Professional Services Agreement
Stratford	Professional Services Agreement

**2. Facility Use Agreement**

Approval, Use Agreement between BCSSSD and Universal Soccer Academy, effective July 1, 2014 to June 30, 2015, \$300 monthly installments for 12 consecutive months.

**3. Lease Agreement**

Approval of a five year Lease Agreement with LSOP 3NJ3, LLC % Greenfield Partners, LLC, for the BCAHS program new location on Briggs Road, Mt. Laurel.

**B. Burlington County Institute of Technology**

**1. Use of Facilities**

Agency	Building/Room - Campus	Date(s)
Renegade Cloggers Practice	Auditorium - West \$900 + \$35 p/hr cust & light	10/01/14-07/30/15 (Weds if Avail)
New Jersey Orators	5 Classrooms/Atrium - West No fee - Category A	09/30/14-05/05/15
NJ State Board of Cosmetology	2 Classrooms/Atrium - West No fee - Category A	10/06/14;01/26/15; 03/23/15;05/04/15; 07/13/15;08/10/15
New Jersey DECA	Atrium/Panther Palate - West No fee - Category A	10/17/14
Dinoto Karate Ceremony	Gymnasium - West \$350 + \$35 p/hr cust	10/18/14

**2.** **Contracted Educational Nursing Services, 2014-2015** (as needed)

Interim Healthcare                      Bayada

**3.** **Affiliation Agreement**

Approval of the Affiliation Agreement between BCIT Allied Health Professionals and the Masonic Home for the 2014-2015 school year.

**V. ENTERPRISE**

**B.** **BCIT, Adult Education**

**1.** **Conferences**

Personnel	Conference	Date	Cost (over mileage)
Hirt, Judy	NJAVPA (Veterans Admin) Lakewood	9/26/2014	None