

**BOARD OF EDUCATION OF THE SPECIAL SERVICES SCHOOL DISTRICT AND
THE INSTITUTE OF TECHNOLOGY OF THE COUNTY OF BURLINGTON**

REGULAR MEETING

The Regular Meeting of the Board of Education of the Special Services School District and The Institute of Technology of The County of Burlington was held on Tuesday evening, October 21, 2014, at the Rutgers Media Center, 2 Academy Dr., Westampton, NJ.

The meeting was called to order at 5:30 p.m. by President Robert Silcox, followed by the flag salute.

Swearing In: Mr. John Ferry was sworn in by Theresa Margiotta

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 type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Kathleen Burgess	Term Ex.	6/30/16	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
John J. Ferry	Term Ex.	6/30/17	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Leon E. Jones, Jr.	Term Ex.	6/30/14	<input type="checkbox"/> Present	<input checked="" 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; Brand, Jim; Bonsall, Todd; Colwell-Stingel, Margaret; Conpra, Trudy; Dodulik Swern, Doriann; Gambale, Larisa; Gardiner, Kelly; Harris, Keturah; Kamau, Jermaine; Margiotta, Nicole; McDonald, Susan; McGuinness, Jackie; McLemore, Russell; Scherer, Helen; Stevenson, Charleen; Thurman, Donna.

Communication & Correspondence: Nothing at this time.

Minutes: Theresa Margiotta presented Minutes of September 24, 2014 and October 16, 2014. On a motion by Kathleen Burgess and seconded by John Ferry the Board approved the Minutes.

Roll Call:

Absent Christopher Baxter Yes Kathleen Burgess Yes John Ferry Absent 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:

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

Presentation: Burlington County Special Services School District, Lumberton Campus Principal, Jermaine Kamau gave a presentation on Lumberton Campus consisting of an overview of the program, school culture, discipline and academics.

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

Roll Call:

Absent Christopher Baxter Yes Kathleen Burgess Yes John Ferry Absent Leon Jones
Abstained Addendum: IV. A.1. Paula Lee Absent Todd Flora Yes Robert Silcox

Public Comments:

BCSSSD: Helen Scherer: presented a poster of students learning Opera through sensory techniques: Phantom of the Opera, baking, visual, etc. Ms. Scherer thanked all staff who assisted her class with this project.

BCIT: Jackie McGuinnes asked: What is the plan for BCIT? There have been a lot of changes, what is the Vision? “Shared Services” what does that mean and where are the two schools going?

Board Remarks:

President Silcox: Ms. McGuinnes brought up some great points. This has been a monster job and the county is excited with our plans and visions. Changes will be made and we will move forward. The Board of Education members have been here for years and are committed to students and staff.

Dr. Manno: We are focused on teamwork and restructuring the organization, *People First and Innovation Second*. Multiple communications regarding the vision and mission of the school has been made available on the district website, Superintendent’s page and posting of monthly updates. Major issues to address is compliance with all statutes, code, policies and procedures. First phase is approval by the Board of Education and the second phase is district implementation. Our vision is for our school to be the premier academic and workforce development leader.

Kathleen Burgess: This Board is dedicated and they care about the kids. This is the communication age and we are getting there. Dr. Manno keeps us informed with weekly reports.

Paula Lee: Being an Educator myself for many years, I can feel your concern. Be assured we support Dr. Manno’s vision and we am proud to be involved, as one team.

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 6:20 p.m. with the next meeting to be the on Tuesday, November 25, 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. Job Description** (Exhibit #1)
Assistant Superintendent for Special Education

A. Burlington County Special Services School District

1. Retirement: Full-Time

Name	Position	Reason	Effective
Wikowski, Judith	Teacher Assistant	Retirement	01/01/15

Resignation: Hourly

Name	Position	Reason	Effective
Bernstein, Heather	Teacher Assistant	Resignation	10/15/14
Parker, Meghan	Teacher Assistant	Resignation	09/26/14
Ressler-Bhatia, Megan	Autism Consultant	Resignation	12/12/14

2. Employment: Full Time Pro-rated

Name	Position	Pro-Rated	Effective
Cohen, Amanda	Business Office Secretary	Step 4 \$39,426.00	11/16/14

- 3. Employment: Hourly** Effective date pending pre-employment requirements.
*Administrative Approval,

Name	Position	Rate	Effective
Davis, Amir	Teacher Assistant Elem	\$13.00	11/01/14
Gardiner, Kelly	Teacher of the Deaf ESU	\$36.00	11/01/14
Southerland, Orlando*	Teacher Assistant PASC	\$16.00	10/16/14

- 4. Employment: Substitutes** *Effective date pending pre-employment requirements.
Custodian, \$16.50 Hourly **Nurse, \$150.00 per Day**
Fennell, Barry Eff:10/22/14 Flanagan, June * Eff:11/01/14

5. Status Changes, Degree, Pro-rated Effective: 11/01/14

Name	From	To	Effec.
Marquette, Shelli	FT Teacher Assistant	FT APF Step 3 \$35,511	11/01/14
McMahon, Kathy	FT Teacher Assistant	FT APF Step 11 \$44,706	11/01/14
Radsniak, Raymond	Hrly Educ. Interpreter	FT Step 2 \$34,362	11/01/14

6. Leave of Absence

Employee	Position	Type	Effective
Beaulieu, Dean	Teacher	Intermittent FMLA/NJFLA	09/05/14-06/17/15
Dennion, Matthew	Teacher	FMLA	09/26/14-10/08/14
Hornor, Pamela	Teacher Assistant	LOA	09/01/14-10/31/14
Mackenzie, Rose Marie	Hourly Teacher	Child Rearing	09/19/14-06/30/15
Stevenson, Margaret	Teacher Assistant	FMLA	09/19/14-11/19/14

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

<p><u>Lumberton</u> Armour, Tymirah Gallagher, Paul James, Rahvion Rojas, Jonathan</p> <p><u>Vision Quest</u> Coleman, Leonard Cuero-Lucumi, Julissa</p>	<p><u>High School</u> Block, Samuel Curzio, Thomas DeOleo, Ronald Frazier, Anthony Frazier, Selena Harkless, Dalon Llamas, Kelsey Lund, Kyle</p> <p><u>Jr/Sr</u> Dugan, Jessica Dugan, Megan Evans, Lyric</p>	<p>Mecum, Sean Newbill, Daniel Santiago-Quintana, Henry Sarvant, Elizabeth Smith-Sturgis, Lorne Stetser, Melissa</p> <p>Hutchison, Jazzmina Thompson, Dominique Wilson, DeAndre'</p>
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8. Staff Approval for Student Transport 2014-2015 SY

<u>High School</u>	<u>Jr/Sr</u>	<u>PASC</u>
Brand, James	Caplan, Lisa	McMahon, Kathy
Fennell, Barry	Guenther-Misunas, Beth	Arena, Adrienne
	Hayes, Lori	
	Higgs, Jennifer	
	McLemore, Russell	

9. Student Teacher/Internship/Observations

Student Teacher	Placement	College	Dates
Drachler, Lenthal	Field Wk-MSW	Our Lady of the Lake Univ	10/14-06/15
Henderson, Latoya	Observation-OT	Philadelphia University	Fall 2014

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

Employee	Extra-Curricular	Stipend
Davis, Michael K.	Home Instruction	\$35.00 per hour
Brandt, Lauren	Detention Worker - Jr/Sr	\$27.50 per hour
Cummings, Brian Travaglione, Kristina	Respite Workers	\$21.50 per hour
Hepkin, Lauren	Respite Nurse	\$25.50 per hour
Forvour, Jaime Hogan, Erin	Yearbook Coordinator - Jr/Sr Yearbook Coordinator - Lumberton	\$1,170.00 a year \$1,170.00 a year
Stewart, Michelle	Team Leader - Jr/Sr	\$3,205.00 a year

11. Course Approvals

Employee	Position	College	Credits
Hewitt, Christine	Teacher	TCNJ/RTC	3
Liedtka, Anne	Teacher	Gratz College	3
Scheetz, Kimberly	OT	Gratz College	3

12. Course Reimbursements

Employee	Position	College	Credits	Amount
Schouten, Simone	Teacher	Western Governors Unv	9	\$1,000

13. Sidebar Agreement

Burlington County Special Services Administrative Association and the Board of Education sidebar agreement confirms the understanding that an annual stipend of \$4,500 has been negotiated and established for the Administrator assigned to the additional position of Principal. (Eileen Price High School and Elementary Campus, pro-rated effective 7/1/14)

14. Conferences

Personnel	Conference	Date(s)	Cost (over milage)
Davies, Kristy	Pittsburgh AAC Language Seminar Series, Pittsburgh, PA	11/04-05/14	None
Hewitt-Portnoy, S.	Using Evidence Based, Standardized Tests and Measures, Eatontown, NJ	10/23/14	\$179
Lovejoy, Heather	Play, Play Therapy, & Games, Cherry Hill	11/21/14	\$150
Mahan, Blair Wajda, Cathleen	Northeast Conference for School-Based Speech Language Pathologists, West Orange	12/08-09/14	\$150
Patriarca, Michael	Response to Intervention: Practical Strategies for Intervening with Students Before They Fall Too Far Behind in Reading Cherry Hill,	12/05/14	\$229
Read, Kristen Severino, Angela	Self Regulation in Children, Cherry Hill	12/12/14	\$150
Schieber, Kendra	Explosive, Challenging & Resistant, Cherry Hill	10/22/14	\$150

B. Burlington County Institute of Technology

1. Employment: Full-Time Effective date pending pre-employment requirements.

Name	Position	Salary (pro-rated)	Effective
Anenberg, Anne Marie	Teacher Phy Science	Col A Step 10 \$62,859	12/10/14

2. Employment: Hourly

Name	Position	Rate	Effective
Mozelewski, Joseph	School-to-Work Supervision	\$34.00	11/01/14

3. Substitutes (Employment effective pending the completion of all New Hire Requirements)
Custodian - Medina, Isaac

4. Stipends/Extra-Curricular Pay for 2014-15 School Year
Westampton

Name	Extra-Curricular	Stipend
Aiken, Frederick Bouchard, Heidi Harman, Danielle Lee, Valerie Milanowicz, Lauren Murtagh, Thomas Parker, Michael Pino, Christian Venuto, Joseph	Conduct Adult Education Evaluations	\$40.00
Bangs, Robert	Robotics Club Advisor	\$2,560.00
Boczany, Jocelyn Cooper, Kristine Holbrook, Henry McGuinness, Jacq. Rossini, Louis	Extra Block Coverage - Science	per diem rate
Brown, Charles	After School & Saturday Det. Coverage-Tch Non-Credit Coverage - Teacher	\$29.00 \$34.00
Cardinal, Marilee	Homebound Instructor	\$34.00

Duong, Nancy	Title I Study Skills Enrichment Teacher	\$34.00
Evangel, Victoria	After School TA-Academic Support Class Enrichment Program Support Aide	\$29.00 \$29.00
Fazzie, Karen Mayes, Kristin McDevitt, Nicole	Student Supervision (Child Care)	Overtime
Kling, Lois	AHSA Teacher Title I Study Skills Enrichment Teacher	\$34.00 \$34.00
Lawrence, Kyle Urian, Marissa	Class of 2018 Advisor Class of 2018 Advisor	\$1,831.00 \$1,831.00
Lindsay, Katina	FCCLA Advisor	\$2,560.00
Rivera, Joseph	Assistant Baseball Coach	\$5,150.00
Rossini, Louis	PRIDE Advisor	\$2,560.00
Taylor, Ann	Student Supervision (Stage Crew)	\$34.00
Williams, Natalie	After School & Saturday Det. Coverage-Tch	\$29.00
Brown, Glenwood	Bus License	\$1,376 yrly

5. Leave of Absence

Name	Position	Type	Effective
Baptiste, Donna	Nurse	Intermittent FMLA/NJFLA	09/16/14 - 06/17/15

6. Stipend Resignation

Name	Position	Effective
Baker-Jernigan, John	Assistant Boys Basketball Coach	9/24/14

7. Student Teacher/Internship/Observations

Student Teacher	Placement	College	Date
Gingrich, Evan	Social Studies, Jason Bodnar	TCNJ	3/16/15-5/8/15
Hajzer, Shane	Social Studies, Michael Jones	BCC	10/23/14

8. Employment, Work Study Students, \$8.50 Hourly, Effective 10/30/14-06/30/15

	Department	Campus
Boas, Hailey	Media Center	Med
Tucker, Amber	Nurse's Office	Med
Adepogu, Samuel Brown, Jackson Handcock, Kayla Lafleur, Amina Morris, Quayla Richardson, Janell Rodriguez, Isaias	Culinary Arts	West
Griffin, Isaiah Scott, Isaiah	Entertainment/Tech Crew	West
Lewis, Isaiah	Marketing	West

9. Volunteers - Declined Position

Name	Volunteering	Original Board Approval
Baker-Jernigan, Jonathan	Open Gym Program	09/24/14

Volunteers (Pending pre-employment requirements.)

Name	Volunteering	Campus
Murray, Laura	Assistant Girls Basketball Coach	Medford
Hall, Nia	Assistant Girls Basketball Coach	Westampton

10. Conferences

Personnel	Conference	Date(s)	Cost (over mileage)
Apgar, Alison	Strengthening your Special Needs Students, Cherry Hill	12/16/14	\$239.00 (local)
Barker, Christopher Valenti, Gina	Athletic Trainer Series, Cooper Bone & Joint Institute, Collingswood	11/11/14	\$40.00 each (local)
Boczany, Jocelyn	Navigating Next Generation Science Standard, Rowan University, Glassboro	12/17/14	\$135.00 (local)
Bouchard, Heidi	Legal One Training, Monroe	11/18,20/14 1/5, 2/9, 3/31, 5/6/15	\$750.00 (district)
Callaghan, Colleen	Statistics, Probability, and Modeling, Rowan University, Glassboro	12/05/14	\$135.00 (local)
Canfield-Gaskill, Melody	Flipping the Math Classroom, Voorhees	12/17/14	\$229.00 (local)
Cerminara, Wendi	Adolescent Health Conference, NJ Adv. Group, Flemington	10/27/14	None
Cheney, Karen	Altn Assmt, Projects Designed to Enhance Thinking Needed Common Core, Rutgers	02/18/15	\$195.00 (local)
Cacciatore, Anna Witcher, Timothy	Culinary/Agricultural Entrepreneurship/Enterprise Meeting, BCC, Mt. Holly	10/29/14	None
Conpra, Gertrude Holbrook, Henry	Barneгат Bay Ecology One Day Workshop, Jacques Cousteau Reserve, Tuckerton	11/06/14	None
Conpra, Gertrude Holbrook, Henry	Project Wet Curriculum Guide Workshop, Jacques Cousteau Reserve, Tuckerton	02/28/15	\$15.00 each (local)

Conpra, Gertrude Holbrook, Henry	Wow! Wonders of Wetlands Workshop, Jacques Cousteau Reserve, Tuckerton	05/02/15	\$15.00 each (local)
Davies, Ruth	Lawfully Managing Student Records without Violating Privacy Rights, Cherry Hill	12/10/14	\$299.00 (local)
Dinovelli, Diane Schroeder, Julie	Including Students w Disabilities in State Assmnt System, Monroe Twp.	10/21/14	\$149.00 each
District Personnel	Apple Pro Apps Ed, BCIT-W	11/12/14	None
Dinovelli, Diane Rosetti, Lauren	Social Skills for Building Social Competence in Children and Adolescents, Cherry Hill	11/14/14	189.99 each (local)
Dogostino, Michelle	Share the Keys, Union,	11/14/14	None
Evans, Judith	NJ Children's System of Care Statewide Conference, Iselin	10/28/14	None
Flood, Thomas	HESAA Fall 2014 Training for School Counselors, Richard Stockton College, Galloway	10/30/14	None
Geltch, Laura	Media Training Boot Camp; Making Social Media Work for You: Communications Plan and Best Practices; Pennington	11/18/14; 01/28/15; 03/17/15	None
Greathouse, Stacey	Using Projects to Assess Student Understanding of HS Mathematics, Rowan Univ.	11/14/14	\$135.00 (local)
Greathouse, Stacey	STEM Projects in Middle and HS Math Class, Rowan Univ.	01/13/15	\$135.00 (local)
Harris, Keturah	Deafness Hearing Loss, BCSSSD	10/28/14	None
Humphrey, Elisabeth	Panasonic CDC Professional Workshop, Newark	10/29/14	None

LaRocca, Sherry Pinardo, Karen Williams, Kimberlee	Hair Loss Forum and The Hair Loss & Trichology Conference, Philadelphia, PA	11/01-03/14	\$299.00 each (local)
Mariano, Anthony	ASE Testing, Laurel Springs ASE Testing, Hamilton	10/28/14 11/12/14	None
McGuinness, Jacq.	Navigating the Next Generation Science Standards, Rowan University, Glassboro	12/17/14	\$135.00 (local)
McGuinness, Jacq.	Cutting-Edge, Practical Strategies to “FLIP” Your Clssrm Inst., Philadelphia, PA	11/25/14	\$235.00 (local)
Murtagh, Thomas	Gang Awareness Issues in Schools, FEA, Monroe Twp.	11/24/14	\$150.00 (local)
Nasuta, Elaine	UDL 101 Marrying UDL Principles to Inclusive Classrooms/Understanding Universal Design for Learning Principles, BCSSSD	12/16/14	None
Purcell, Drew Stevenson, Herbert	Achieve Inclusion Successes with the CCSS; Planning for Inclusion Success, BCSSSD	11/10/14	None
Schroeder, Julie	Preparing for PARCC: Shift into High Gear, Monroe Twp	12/01/14	\$149.00
Sheehan, Anna Maria	Rutgers Health Science Careers, Scotch Plains	10/30/14 12/11/14 03/12/15 05/07/15	None
Smith-Evans, S.	Dyslexia: Impact on Learning and Effective Strategies, TCNJ A Basic Guide to I & RS, Monroe Twp.	10/27/14 11/10/14	\$149.00 (local) \$149.00 (local)
Steich, Susan	Master of Modern Photography, Philadelphia, PA	10/29/14	None

II. PROGRAMS:

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

- 1.** **Nursing Services Plan** *These items will be available in the Superintendent’s Conference Room 48 hours prior to the Board meeting.
Approval of the 2014-2015 Nursing Services Plans.

- 2.** **Policies/Regulations** *These items will be available in the Superintendent’s Conference Room 48 hours prior to the Board meeting.
Revised:
2431 Athletic Competition (BCIT)
5570 Sportsmanship (BCIT)
R5600.A Student Discipline/Code of Conduct (BCSSSD)
R5600.B Student Discipline/Code of Conduct (BCIT)

A. Burlington County Special Services School District

- 1.** **Resolution, School Safety Plan**
Resolution to approve the School Safety Plan, Unsafe School Choice Option Policy Provision I for the Burlington County Special Services School District, Lumberton Campus for the 2014-2015 school year. (Exhibit #2)

- 2.** **Guest Speakers**

Guest	Speaking to Students	Date
Fred Downs, Tish Smith	Military Appr. Presentation	11/13/14
Michael Matheis, Cindy Johnson	Military Appr. Presentation	11/14/14
Lynda Keebler - Pennco Tech	Auto Shop Students	11/11/14

- 3.** **Constitutionally Protected Prayer Assurance**
Submission of the Constitutionally Protected Prayer Assurance.

- 4.** **Submission and Acceptance, Grant Application** (Exhibit #3)
Approval for application submission and acceptance of funds of the Acellus Grant (Angel Donor Grant) in the amount of \$21,730 for Special Education.

B. Burlington County Institute of Technology

1. Guest Speakers

Guests	Speaking to Students	Date
Adasczik, Erin, Atlantic Com. College	Culinary Arts-M	10/27/14
Carey, Peter, Skills USA	SkillsUSA-M	11/21/14
Daniel, Jackie; Dempsey, Emily; Glisson, Tamara; Hardrick, David; Jackson, Tanya; Kuzniar, Krystin; McCleod, Erica; McMullen, Ann Marie; Santiago, Cindy; Vallejo, Jacqueline	Big Brothers Big Sisters 2014-2015-M	Various
Devlin, Elizabeth, Red Cross	Blood Drive-M	11/24/14
Forline, Joseph, PSEG	Seniors-M	11/04/14
Herman, Noah, Walnut Street Theater	Performing Arts-M	11/14/14
Sanford, Caressa, BCC	Seniors-M	11/04/14;02/17/15
Schaeffer, John, Del Valley College	Veterinary-M	11/20/14
Shirley, Amy, Johnson and Wales	Culinary Seniors-M	11/10/14
Wolon, Kate, BCC-nursing student	Health Occupations-M	10/28/14
Tedeschi, Vincent, Culinary Chef, ACC	Culinary Arts-W	11/03/14
Escobedo, Juana, Culinary Demonstrator, Johnson & Wales Unv	Culinary Arts-W	11/10/14
DeStefano, Laura, Automotive Training Center, Warminster, PA	Automotive Tech-W	11/18/14
Henken, Bob, Universal Technical Institute, Exton, PA	Auto Tech/HEDT-W	12/19/14

2. CTE Testing-Medford

Use of the Certified Veterinary Assistant exam as the senior exit exam for the Veterinary Technology program in place of the NOCTI which is currently being utilized. The certification requires 200 hours of classroom instruction and 300 hours of hands-on training under the supervision of a veterinarian. The curriculum supports the instruction necessary for the exam. Students will be required to take the exam but are not required to complete the hours for certification in order to graduate. Students will have 6 months to complete the required hands-on training following graduation if they wish to complete the requirements.

3. Submission, Grant Application

Approval to submit application for the County Vocational School District Partnership Grant.

4. Submission, Grant Application

Approval to submit application for the Opportunity4Jersey Training Grant program to train qualified displaced unemployed workers in occupational demand skills in: Advanced Manufacturing; Health Care; and, Technology and Entrepreneurship.

III. STUDENT ACTIVITIES

A. Burlington County Special Services School District

1. Suspensions:

BCAHS	1	Junior/Senior	2
Elementary	1	PASC	0
High School	1	Lumberton/VQ	31

2. School Activities

Campus	Activity	Dates
BCAHS	2nd Annual Thanksgiving Feast	11/26/14
PASC	PTO Family Fun Night	10/16/14
PASC	PTO: Evan Cohn Storytelling with Music	10/17/14
PASC	Red Ribbon Week	10/27,31/14
PASC	PTO Autism Awareness Turkey Trot Indian Acres Tree Farm, Medford	11/22/14
PASC	Thanksgiving Food Drive	10/01-11/21/14
PASC	Campus Art Activity	11/07/14
PASC	Spirit Week	11/17-21/14
PASC	Support Our Troops Yellow Ribbon - District Wide	2014-2015
LC	Harvest Feast	11/20/14
JR/SR	Thanksgiving Food Drive	11/03-21/14
JR/SR	Basketball Club	11/04/2014- 03/31/2015
JR/SR	Thanksgiving Luncheon	11/19/14
JR/SR	BI Movie	11/26/14
HS	Make-up Pictures - Media Center	11/04/14
HS	Fun Day	11/21/14

HS	1st Marking Period Assembly	11/26/14
ELEM	Make Up Picture - Elem	11/4/14
ELEM	Believe for Kids Fundraiser	`
ELEM	Thanksgiving Luncheon	11/18/14

3. Field Trips *Alternate dates

Campus	To	Date	Instructor	S	A
LC	Spirit of Philadelphia, PA	05/15/15	Angelini	40	10
ELEM	Friendly's Restaurant, Mt. Holly	01/21, *22, *23/15	Wilkins/Level 4 Trip	25	5
ELEM	Broadway Theater of Pitman, Pitman	03/19, *20/15	B Clark, Bennett, Friel	30	9
ELEM	Adventure Aquarium, Camden	03/24, *26/15	Stolarski/ Brinson	18	16
ELEM	Laurel Lanes Bowling, Maple Shade	3/26/15 *3/24, 27/15	Wilkins/Level 4 Trip	25	5
PASC	Target - Westampton	11/05,19/14 11/13,14/14 11/12,26/14 11/20/14 12/05/14 01/9/15 02/6; 4/17; 5/1; 3/05, 6 03/4, 12, 18, 19, 26,/15	Bakely Fletcher Brunetto Reuter Dennion/Pressner Dennion/Pressner Dennion/Pressner Dennion/Pressner Fletcher/Bakely/ Brunetto/Reuter/ Brambilla	8 9 8 9 9 18 9 18 9	8 8 8 7 11 17 11 11 11
PASC	Shoprite - Lumberton	12/3, 4, 10, 11, 17, 18; 04/1, 2, 15, 16, 22, 23, 29, 30;	Fletcher/Bakely/ Brunetto/Reuter/ Brambilla	9	11
PASC	Walmart - Burlington	01/7, 8, 14,	Fletcher/Bakely/	9	11

		15, 21, 22, 28, 29/15	Brunetto/Reuter/ Brambilla		
PASC	McDonalds - Burlington	02/4, 5, 11, 12, 18, 19, 25, 26	Fletcher/Bakely/ Brunetto/Reuter/ Brambilla	9	11
PASC	Soft Pretzel Factory-Burl.	05/7,6,14, 20,21,28,27/ 15	Fletcher/Bakely/ Brunetto/Reuter/ Brambilla	9	11
PASC	Human Services Bistro Mon/Tue/Wed through 2015	10/14/14	Fletcher	3	3
PASC	Westampton Fire Dept.- CBI	2014-15	TBD		
ELEM/ JR/SR	Lumberton Campus Harvest Festival	11/20/14	Cook	6	3
JR/SR	Holiday Skating Center	11/14/14	Stewart	90	12
JR/SR	Rancocas Nature Center	11/21/14	Cassel	14	3

4. Fundraisers

Campus	Event	Proposed Use of Funds	Date
LC	Senior Candy Sale	Senior Class	Weekly
LC	Dress Down Fridays	Student Activity Acct.	Weekly
LC	Bake Sales	Student Activity Acct.	Monthly
LC	Pie Sales	Student Activity Acct.	November/April
LC	Cookie Tray Sales	Student Activity Acct.	December
LC	Valentines Day Bake Sale	Student Activity Acct.	February
LC	Plant Sales	Student Activity Acct.	December/May
LC	Valentine Grams	Senior Class	February

LC	Silent Auction	Senior Class	March
LC	Pretzel Sale	Student Activity Fund	Nov/Jan/March
JR/SR	Fall Holiday Raffle Basket	Student Activity Fund	11/03-26/14
JR/SR	Hat Day	Student Activity Fund	Wkly/Fridays
JR/SR	Staff Breakfast	Student Activity Fund	11/03-26/14
JR/SR	Staff Jean Day	Student Activity Fund	Wkly/Fridays
JR/SR	Basketball Shoot-Out	Student Activity Fund	11/25/14
JR/SR	Pastry Shop	Student Activity Fund	11/14/14
JR/SR	Pumpkin Bread Sale	Student Activity Fund	11/24-25/14
PASC	Believe Kids Fundraiser	Student Activity Fund	Fall/Winter
PASC	\$1 Jeans Fridays	Student Activity Fund	Wkly/Fridays
PASC	Candy Bar Sale	Student Activity Fund	On-going
PASC	Guessing Jar	Student Activity Fund	November

B. Burlington County Institute of Technology

1. Transfers, Withdrawals, Suspensions, Homebound (Exhibit #4)

		<u>Medford</u>	<u>Westampton</u>
a.	Transfers in County	6	4
b.	Transfers out of County	1	0
c.	Dropouts	2	2
d.	Transfer to West/Medford Campus	0	0
e.	Suspensions	5	9
f.	Homebound	1	0

2. Field Trips

Students	Trip	Date	Personnel
10 Culinary Arts	Somerset Vocational School, Bridgewater-no cost	11/17/14	Mark Saxton Larry Tisdale
48 Culinary Arts	Academy of Culinary Arts, Mays Landing-no cost	12/1/14	Mike Romano; Mark Saxton; Larry Tisdale
20 Prom Committee	Adventure Aquarium, Camden-no cost	11/21/14	Alex Gonzalez JoAnn Sienkiewicz
9 Performing Arts	Walnut Street Theater, Philadelphia, PA-no cost	11/2/14	Scott Cooney
80 Youth Symposium	Burlington County Youth Symposium, Mt. Laurel-no cost	10/20/14	Susan MacDonald; Michael Spitz; Linda McCardell; James Say; Jarrett Rossi; Mark Saxton; Joe Fisicaro
40 Westampton Sophomores	Burlington County Youth Symposium, Mt. Laurel	10/20/14	Joseph Mozelewski
5 Auto Tech HEDT	Automotive Dealers Assoc. of Greater Phila., East Norriton, PA-no cost	10/31/14	Thomas Fawcett David Sitchler
48 US History II	Washington, DC-no cost	11/13/14 04/23/15	V. Evangel; K. Gill; O. Musick; A. Tillery; M. Williams
150 US History I	National Constitution Center, Philadelphia, PA-students	11/20/14	J. Breisacher; C. Brown; C. Callaghan; D. Colombo; K. Fitzgerald; K. Gill; J. McCollum; O. Musick; M. O'Neill; A. Purcell; L. Sims; H. Stevenson; A. Tillery; M. Williams
15 Human Relations Club	Trenton Area Soup Kitchen, Trenton-no cost	11/25;12/17;01/16	Laura Sims Alexander Tillery

20 FFA Vet Tech	Rutgers Univ., New Brunswick-no cost	12/13/14	Amanda Hoch Ellen Inman
30 Auto Tech/HEDT	Pennsylvania Convention Center, Philadelphia, PA-no cost	02/06/15	J. Evans; T. Fawcett; R. Goatley; D. Sitchler; M. Williams
65 Juniors/Seniors	Burlington County College, Mount Laurel -no cost	04/17/15	J. Daily; K. Digney; K. Fitzgerald; T. Flood; B. Johnson; M. O'Neill
30 Auto Tech/HEDT	UTI, Exton, PA-no cost	04/24/15	J. Evans; T. Fawcett; R. Goatley; D. Sitchler; M. Williams
50 Seniors	Disney World, Orlando, FL-students	05/4-8/15	L. Hannon; R. Johnston; M. Jones; G. Reyes; R. Quick; V. Lee

3. 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 #5 :Report is considered privileged in nature.)

4. Activities
Medford

1. Interact to collect items during the month of November to make care packages for military personnel overseas for the holidays.
2. Interact to collect items during the month of March for the children who attend the Ronald McDonald House in Delaware.
3. Trick or Treat so Kids Can Eat (TOTS-Eat) is the International Thespian annual nationwide community service on October 31 where members trick or treat for can goods for children in need.
4. Robotics Club to host a VEX Robotics NJ State Qualifying Competition in the cafeteria on Saturday, January 24, 2015 from 6:00 am to 6:00 pm. Robotic clubs advisors, and parents from all over the state will attend.
5. The class of 2015 would like to host a WaWa hoagie coupon fundraiser. The fundraiser will be ongoing and the coupons will be sold at various school functions.
6. The class of 2016 would like to sell concessions at all home basketball games.
7. Girls/Boys basketball team to travel and practice on alternating weeks throughout winter sports season at BCSSD 71 Ark Road, Lumberton.
8. The Dance Career Major will be utilizing the dance studio for Nutcracker rehearsals

on November 2nd and 16th from 12:30-4:30 pm.

9. Health Occupations to sponsor a Blood Drive on November 24, 2014.

Westampton Campus

1. Key Club: Trick or Treat Collection Boxes (UNICEF) 10/22-11/01/14
2. Key Club: Penny Wars Fundraiser against shops 11/1-30/14
3. Boys Basketball: Dress Down Day Fundraiser 11/5/14
4. Human Relations Club - Hospice Awareness Month - wristbands & cookie sale - 11/03-21/14

IV. BUSINESS/FINANCIAL

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

1. Submit Comprehensive Maintenance Plan

It is recommended a resolution be adopted approving the submission of the Comprehensive Maintenance Plan and M-1, for the years 2012-2013 through 2014-2015 in compliance with the New Jersey Department of Education requirements. (Exhibit #6)

A. Burlington County Special Services School District

1. Professional Services Agreements 2014-2015 School Year (ESU)

Gloucester City	Professional Services Agreement
NJ Dept. of Children and Families	Professional Services Agreement
Northern Burlington	Nonpublic Chapters 192/193
Medford Lakes	Professional Services Agreement
Pace Charter School	Professional Services Agreement
Riverbank Charter School	Professional Services Agreement
Southampton Township	Professional Services Agreement

2. Transportation: 2014-2015 Joint Transportation Agreements

It is recommended a resolution be adopted for the following new joint transportation agreement, in accordance with N.J.A.C. 6A:27-9.16, between the Burlington County Special Services School District and Morris County Educational Services Commission. BCSSSD to transport one Morris County ESC student to Bancroft School in Haddonfield, NJ for the 2014-2015 school year for the sum total of \$22,207.50.

3. Use of Facilities

Agency	Building/Room - Campus	Date(s)
Adult Cardio Club	Gym - W	Sept 2014-June 2015
AKKA Soccer	Gyms - W	Jan 2015-June 2015
ARC of Burlington County	Gym - W	11/21/14; 01/16/15
Amici Della Lingua - BCC	Classrooms - W	Oct 2014 - June 2015
B.C. Bar Association	Media Center - W	Various dates, 14-15
B.C. Boy Scouts	Gym/Grounds - W	Various dates, 14-15
B.C. Office of Education	Media Center - W	Various dates, 14-15

B.C. LDT/C Group	Media Center - W	Various dates, 14-15
B.C. Tax Board	Media Center - W	Various dates, 14-15
BCSSSD Ed. Foundation	Media Center - W	Various dates, 14-15
B.C. Police Chief Assoc.	Media Center - W	Various dates, 14-15
B.C. School Nurse Assoc.	Media Center/Gym - W	Various dates, 14-15
B.C. Special Olympics	Gyms/Fields - W	Various dates, 14-15
BCIT Athletic Department	Gyms/Fields - W, L	Various dates, 14-15
Delran HS Project Grad.	Grounds/Gym/Dining Hall-L	June 2015
Medford Strikers	Fields - L	Sept 2014-June 2015
Universal Soccer Academy	Fields/Gym - L	Sept 2014-June 2015
Westampton Twp. Rec Dpt	Gyms - W	Nov 2014-March 2015
4H Cloggers	Gym - W	Sept 2014-June 2015
You First Community Day	MPR/Classrooms - W	11/15/14

B. Burlington County Institute of Technology

1. Use of Facilities

Agency	Building/Room - Campus	Date(s)
Adult Ed - Advisory Dinner Mtg	Atrium-West No Fee - Category A	11/10/14
BCIT Child Care - Holiday Show	Atrium-West No Fee - Category A	12/18/14
United Way- PECC Kickoff	Atrium-West No Fee-Adm. Appr.	10/21/14

2. Donation

Express Scripts, donated Labcoats and Earloop Masks, to be utilized in our Allied Health and Dental Occupations Programs.

V. ENTERPRISE

B. BCIT, Adult Education

1. **Employment: Full-Time** Effective date pending pre-employment requirements.
*Administrative Approval and Pro-Rated.

Name	Position	Salary	Effective
Lazarus, Euphemia Marlene	Allied Health Occ. Inst./ Coordinator	*Col F Step 17 \$86,301	on or before 01/05/15

2. **Employment, Hourly Staff**
Recommend approval (*pending background check), of the following hourly staff, effective 11/01/14-07/31/15, as needed:

Name	Position	Hourly Rate
Flanagan, June	CNA Instructor	\$34
Garrette-Lloyd, Fifi	LPN Instructor	\$34

3. **Guest Speakers**

Guest Speaker	Speaking to Students	Date
Ron Johnston, Barber	Cosmetology	03/02-03/15

4. **Field Trips**

Students	Trip	Date(s)	Personnel
Dental Assisting	Greater NY Dental Meeting, New York, NY "Give Kids A Smile" Pemberton	12/01/14 02/06/15	A. Kaczorowski Claire Heston

5. **Student Teacher/Internship/Observations**

Student Teacher	Placement	College	Dates
Nsiah, Theresa	Certified Nurse Aide	BCC	10/23/14 10/28/14

6. Affiliation Agreements

Recommend approval of the affiliation agreement for the period of November 1, 2014 through October 31, 2015 between BCIT Adult Education and Life Choice Hospice for the LPN students.

7. New Courses

Recommend approval of the following three (3) new course offerings:

- a. Heating, Ventilation, Air Conditioning, and Refrigeration Licensing Exam Prep
- b. Introduction to Entrepreneurship, Business Planning and Sustainability
- c. Introductory Survey to Vocational Career Paths for Adults

8. Evaluation (Exhibit #7)

Approval of the Evaluation Instrument for Adult Education Instructors.

Fire Academy

1. Amended Rate of Pay, 2014-2015

Name	Emergency Services Position	Previously Approved Rate	Corrected Rate
Askenstedt, Gregory	Instructor	\$16.00	\$17.00
Aylesworth, Brian	Instructor	\$17.00	\$18.00
Bigoss, Patrick W.	Instructor	\$24.00	\$25.00
Carr Jr., Robert	Instructor	\$24.00	\$25.00
Drangula, Philip	Staff	\$24.00	\$25.00
Friddell, Marc	Aide	\$22.00	\$23.00
Gardner, Brian H.	Instructor	\$22.00	\$23.00
Hempel, Matthew	Staff	\$18.00	\$19.00
Johnson III, Wylie C.	Staff	\$22.00	\$23.00
Lewis, Ryan	EMT	\$20.00	\$21.00
Lynch, Sandra	EMT	\$21.00	\$22.00
Martin, Kenneth	Aide	\$22.00	\$23.00

Miller, Donna	Instructor	\$24.00	\$25.00
Norman, Danny	Instructor	\$17.00	\$18.00
Opizzi, Christine	EMT	\$21.00	\$22.00
Ramsey, Douglas	Instructor	\$24.00	\$25.00
Reis, Raymond P.	Staff	\$22.00	\$23.00
Robleto, Forrest	Staff	\$20.00	\$21.00
Ruggiano, Edward	Aide	\$16.00	\$17.00
Sanders, George	Instructor	\$22.00	\$23.00
Schnaudt, Steven B.	Aide	\$21.00	\$22.00
Scully, Keith S.	Aide	\$22.00	\$23.00
Stranko, Marc J.	Aide	\$22.00	\$23.00
Taylor, Steven C.	Instructor	\$22.00	\$23.00
Whitley, Melissa	Staff	\$22.00	\$23.00

ADDENDUM --October 21, 2014

I. PERSONNEL

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

1. Status Change

Name	From	To	Salary	Effective
Copper, Gina	BCSSD BO/Cafeteria Sec.	BCSSSD/BCIT BO/Cafeteria Sec.	BCSSSD plus BCIT: \$10,000 pro-rated	11/01/14

A. Burlington County Special Services School District

5. Job Title Change

Name	From	To	Effective
Alberti, James	Ed. Facilities Manager	Director of Facilities	11/01/14

6. Leave of Absence *Intermittent

Employee	Position	Type	Effective
Mazzagatti-Wilsey, Lisa	Teacher	FMLA	09/26/14-01/04/15
Vickers, Jason	Maintenance	*FMLA/NJFLA	10/06/14-06/30/14

B. Burlington County Institute of Technology

1. Retirement: Full-Time

Name	Position	Reason	Effective
Diepold, Katie	Teacher of Health & PE	Retirement	12/23/14

2. Resignation: Hourly

Name	Position	Reason	Effective
Cohen, Jeffrey	Teacher Aide	Resignation	10/22/14

4. Stipends/Extra-Curricular Pay for 2014-15 School Year
Westampton

Name	Extra-Curricular	Stipend
Canfield-Gaskill, Melody Faucett, Kathleen Harris, Keturah Pine, Victoria Pursell, Mary	Homework Club	\$34.00

II. PROGRAMS:

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

3. District Crisis Plan Available in the Superintendent’s Conference Room 48 hours before meeting.
 Resolution to approve District Crisis Plan for 2014-2015 School Year

B. Burlington County Institute of Technology

5. NJQSAC Statement of Assurance

Approve NJQSAC Statement of Assurance (SOA, in the areas of Instruction and Program, Fiscal Management, Governance, and Personnel and Operations) as reviewed and certified by the Superintendent of Schools.

IV. BUSINESS/FINANCIAL

A. Burlington County Special Services School District

1. Professional Services Agreements 2014-2015 School Year (ESU)

Lenape Regional High School	Nonpublic 192/193
	Nonpublic IDEA
	Nonpublic Nursing
	Nonpublic Technology
	Nonpublic Textbook
Willingboro Township	Title 1