

**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 Thursday evening, February 26, 2015, at the Rutgers Media Center, 2 Academy Dr., Westampton, NJ.

The meeting was called to order at 5:33 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.	6/30/17	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Leon E. Jones, Jr.	Term Ex.	6/30/17	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Paula E. Lee	Term Ex.	6/30/15	<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 checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

**Public Attendance:**

Bonsall, Todd; Brand, Jim; Cavallo, Lucille; Colwell-Stingel, Marge; Compra, Trudy; Dodulik-Swern, Doriann; Evans, Judith; Finn, David; Harris, Keturah; King, Denise; Kwartin, Deborah; Lewis, Kristine; MacDonald, Susan; Maguire, Natalie; Margiotta, Nicole; McGuinness, Jackie; McLemore, Russell; Morgan, Dawn; Nagy, Christopher; Price, Eileen; Scherer, Helen; Simpson, Nadiyah; Stevenson, Charleen; Thurman, Donna; Webster, Kathleen; Will, Barbara

**Communication & Correspondence:** None at this time.

**Minutes:** Theresa Margiotta presented Minutes of January 29, 2015. On a motion by Leon Jones and seconded by Kathleen Burgess the Board approved the Minutes.

**Roll Call:**

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

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

On a motion by Paula Lee and seconded by Leon Jones, the Board approved the Financial Report.

**Roll Call:**

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

**Public Comments - Superintendent Agenda Only:** None at this time.

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

**Roll Call:**

Yes Christopher Baxter    Yes Kathleen Burgess    Yes (Abstain-IV.1.) John Ferry    Yes Leon Jones  
Yes Paula Lee    Yes Todd Flora    Yes Robert Silcox

**Public Comments:**

Nadiyah Simpson, Parent BCIT student, 1). Requested a bus be provided for “fans” to sporting event. 2). PARCC testing “opt out” (Dr. Manno explained policy was on website and all district administrators were fully aware of policy). 3). Lack of school supplies for students in Cosmetology, unable to purchase kit through school store (Dr. Manno. Ms. Margiotta and Dr. Bonsall first time hearing of not having supplies, will investigate and get details from Mr.Venuto) 4). Procedure for purchasing, new SOP policies, vendors not getting paid (Ms. Margiotta and Dr. Bonsall have not heard of any vendors not getting paid, need details from Mr. Venuto as there have been numerous administrator meetings and this has not been reported as an issue) 5). Treatment of teachers/moral low; Supt not attending enough Westampton Campus functions. (President Silcox: Disagrees with statement, in 25 years has never seen another Supt attend as many events as Dr. Manno has. Will not discuss personnel issues.)

Kristine Lewis. Lumberton Capital One. 1). Concern that not all computers are ready at the Lumberton Campus for Capital One students, who are excited about taking test. 2). Thanked Dr. Manno for attending the Lumberton Campus Black History Luncheon.

Helen Shears: BCSSSD: presented four poster boards “Poetry Wall” which will on display in Supt.’s foyer.

James Brand: BCSSSD: gave update on Float for Band which will be debut on March 7 at Mt. Holly St. Patrick Day Parade.

Lucille Cavallo: BCSSSD: distributed invitation to the 2nd Annual Art Exhibit, March 13, 2015 and thanked all those who assisted and will be participating.

Denise King: BCIT PAC: thanked Mr. Venuto, coaches, staff and County crisis team, for their leadership and support to students.

Dr. Manno: Asked for a moment of silence in memory of BCIT Westampton Student - Meshon Rickard.

**Board Remarks:**

Todd Flora: Having worked in many counties, Burlington County Crisis team is second to none, Thanked the ESU team for job well done. Glad to hear that students are excited about taking the PARCC, applaud the schools effort. Always appreciate and love to see the artwork the students have done.

John Ferry: Good luck to teams in State Tournament.

Paula Lee: Was at Lumberton Campus with Dr. Manno for Black History Luncheon and also saw IT working on computers for PARCC. Attended the BCIT Robotics competition at Medford fascinating to watch all the teams.

Kathleen Burgess: Thanked everyone and was impressed with rapport of seeing students “high fiving” Superintendent in the hallway. Dr. Manno makes all attempts to attend district functions and events.

Leon Jones: Deaf and Hard of Hearing Bridge Program Open House - well done and well attended; Alternative School Open House -impressive; Congratulations to Dr. Nagy and for apprenticeship numbers being up and expanding programs; He tries to make as many functions as possible and states Dr. Manno is visible and supporting students/staff during school and after hour events.

**Adjournment**

Since there was no further business, President Silcox asked for a motion to adjourn. On a motion by Leon Jones and second by Paula Lee the Board adjourned at 6:18 p.m. with the next meeting to be the on Thursday, March 26, 2015, at Rutgers Media Center at 5:00 p.m.

Respectfully Submitted,

Theresa L. Margiotta  
Board Secretary/School Business Administrator



**6. Status Change/Transfers \*Pro-rated**

Employee	From	To	Effective
Csolak, Bridget	Substitute Speech Lang. Pathology	Hourly Speech Lang. Pathology \$52.00/Hour	04/02/15
Hopkins, Paul	Teacher Assistant	* Interim Replacement \$52,143	04/20/15- 05/18/15
DeVito, Joyce	Principal PASC	Director of Autism (with Academic Tenure)	07/01/15
McLemore, Russ	Principal Jr/Sr	Principal BCSSSD West	07/01/15
Pennock, Shannon	Teacher Assistant	* Interim Replacement \$52,143	02/18/15- 05/08/15
Price, Eileen	Principal HS/Elem	Director of ESU (with Academic Tenure)	07/01/15

**7. Salary Adjustments - Unpaid Absences**

Name	Position	Rate	Dates
Briggs, Donna Glover, Celeste	Sub. Certificate Stipend (Failure to keep current)	-\$1,425.00 -\$1,120.00	03/01/15 - Pro-rated
Beaulieu, Dean	Teacher	-\$135.78	½ Day 01/26/15
Chamberlain, Brandi	Teacher Assistant	-\$233.26	1/21, 1/28 & 2/04/15
Charry, Anthony	Teacher Assistant	-\$112.38	02/28/15
Clark, Steven	Teacher Assistant	-\$82.73	02/04/15
Hewko, Kathleen	Teacher Assistant	-\$113.97	01/28/15
Honor, Pamela	Teacher Assistant	-\$175.64	01/14/15; 02/03/15
Kurtz, Thomas	Teacher Assistant	-\$1,424.12	01/29, 02/2-02/04/15
Long, Caroline	Secretary	-\$259.77	01/29/15; 02/09/15
Moses, Brandee	Teacher Assistant	-\$157.64	02/04/15; 02/05/15

**8. Substitute Bus Aide \$14.00/Hour, Effective 02/27/15**

Waller, Justin

**9. Leave of Absence \*Amended**

Employee	Position	Type	Effective
Baskerville, Jason	Custodian	FMLA	01/05/15-03/19/15
DeMarco, Joseph	Teacher Assistant	Intermittent FMLA	01/15/15-06/17/15
Employee ID#4412	Teacher	Admin.Paid Leave	02/04/15-TBD
Engman, Donna	Teacher	FMLA/NJFLA	03/16/15-05/15/15
Knighton, Monique	Teacher Assistant	FMLA	01/28/15-02/12/15
Langan, Lauren	Teacher	FMLA/NJFLA	01/20/15-05/08/15
Petz, Lynn	Teacher Assistant	*FMLA	01/05/15-03/13/15

**10. Employment, Work Study Students, at \$8.38 Hourly, Effective 03/02/15**

<u>Lumberton</u>	<u>High School</u>	<u>Vision Quest</u>
Francesco, Dominic	Johnson, Chante'l	Davis, Munir
<u>Jr/Sr</u>	Lynch, Michael	Dotson, Lacle
Kruty, Michael	Terry, Matthew	Petruzzello, Steven
		Richardson, Jasmine

**11. Student Teacher/Internship/Observations**

Student Teacher	Placement	College	Dates
Edmond, Keith	Wilt, Lorelee	Wilmington Univ.	Spring 2015

**12. Stipends/Extra-Curricular Pay**

Employee	Extra-Curricular	Stipend	Effective
Rambo, Erin	Sub. Certificate Stipend BA, Pro-rated	\$1,425	03/01/15
Marcincak, Sara	Yearbook Assistant - Elem - Amended	\$763	2014-2015

**13. Course Approvals**

Employee	Position	College	Credits
Bergman, Aimee	TA	BCC	3
Farmer, Megan	TA	BCC	3
Hoge, Jessica	TA	BCC/FDU	3
Welch, Caroline	Occupational Therapist	Temple	3

**14. Course Reimbursements**

Employee	Position	College	Credits	Amount
Jones, Madison	TA	University of Phoenix	3	\$750

**15. Conferences**

Personnel	Conference	Date(s)	Cost (over mileage)
Alberti, James	NJSBGA Expo, Atlantic City	03/16-18/15	NJSBGA
Atkins, Cynthia	Pediatric Yoga/Self Reg., Mt. Laurel	03/06/15	\$150
Bonfanti, Celeste	Pediatric Audiology, Phila., PA	03/13/15	\$150
Braude, Elizabeth Brock, Sandra	EIRC The Annual Symposium for Speech Pathologists, Swedesboro	03/20/15	\$150
Colella, Donna	Pediatric Problems, Emergencies & Lab Interpretation, Cherry Hill	05/13/15	\$150
DeVito, Joyce Valasek, Adell	Princeton Lecture Series-Treatment/ Awareness of Autism, Princeton	03/20/15	\$75 each
Gallagher, Pat Yanoschak, Barbara	PARCC Training, Saddle Brook HSPA & PARCC Training, Trenton PARCC Training, Bordentown	01/30/15 02/19/15 02/24/15	None
Grelling, Tiffany	Evidence Based iPad Interventions for Speech Lng. and Sp. Ed., Online	03/03/15	\$99.99
Kuhla, Michelle	NJLM-A Review of OPR -Burlington	05/08/15	\$75

Kneringer, Mary Miller, Denise Reuter, Jamie	Legal Issues When Schools Provide Applied Behavior Analysis Srv & Use of Restrictive Proc/Punishment, Mt. Laurel	03/20/15	\$95 each
Lewis, Eileen	American Occupational Therapy Annual Conference, Nashville, TN	04/16/15	\$150
Rowe, Roseanne	NJ Prevention Network Annual, AC	03/06/15	\$100
Rodgers, Keith	Service Calculations Workshop Pools, Spas & Hot Tubs & VFD's Lighting I, Lighting II, Bordentown	03/18/15 03/19/15 03/20/15	\$495

**B. Burlington County Institute of Technology**

**1. Job Description** (Exhibit #2)

Performing Arts Center Manager Job Description

**2. Procedure for Sick Day Donation** (Exhibit #3)

The Superintendent of Schools recommends the donation/transfer of up to 60 sick days to employee #101868 in accordance with the attached Sick Day Donation procedures.

**3. Retirements: Full-Time**

Name	Position, Campus	Reason	Effective
Cardinal, Marilee	Teacher of English, West	Retirement	04/01/15
Larsen, Patricia	Teacher of English, Med	Retirement	07/01/15

**4. Resignation: Hourly**

Name	Position, Campus	Effective
Myers, James	Career Major Tutor - Law & Public Safety, West	02/27/15

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

Name	Position	Salary (pro-rated)	Effective
Hajzer, Shane	Teacher Aide, West	Step 1 Col E \$25,928	03/02/15
Waldis, Kerrie	Secretary/Business Office-Personnel	Non-aligned \$34,500	03/09/15



**6. Status Change**

Employee	From	To (*pro-rated)	Effective
Rauch, Richard	Sub Security	Hrly Security \$15.00/Hr	02/27/14
Rossi, Jarett	Teacher Aide	Interim Replacement \$54,207	02/09-06/30/15

**7. Substitute Security \$15.00/Hour** (Effective pending the completion of New Hire Requirements)  
Simonini, Harry (Williams, Kevin - Declined Position)

**8. Salary Adjustments - Unpaid Absences**

Name	Position	Campus	Rate	Dates
Hirt, Judy	Secretary	AdEd	-\$208.33	02/13/15
Johnston, Ronald	Teacher Aide	West	-\$128.22	02/09/15
Mullarkey, Joseph	Teacher	West	-\$860.50	½ 1/14;1/15-16/15
Valenti, Gina	Teacher	West	-\$152.70	½ 02/11/15

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

Name	Extra-Curricular	Stipend
Callaghan, Colleen; Greeby, Rachel; Kling, Lois; Nevadomski, Kerry; Rista, Jessica; Williams, Natalie	In-Class Support - Teacher of Mathematics	Extra Block
Bodnar, Jason	Financial Literacy	Resignation
Faucett, Kathleen	Financial Literacy	\$34
Gage, Kathleen	Extra Block Coverage	per diem
Grater, John	Robotics Club	\$34
Greathouse, Stacey	Financial Literacy	\$34
Hodges, Marguerite	DECA Advisor (eff. 2/17/15) Student Supv.	pro-rated \$2,560 \$34
Murray, Laura	Financial Literacy	\$34

Callaghan, Colleen; Coleman, Richelle; D'Antonio, Maureen; Fessenbecker, Rachel; Gill, Karen; Hodges, Marguerite; Lawrence, Kyle; Pensabene, Jeff; Quick, Rachelle; Ruder, Laura; Spitz, Michael	Admission Assistant	\$34
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**10. Leave of Absence**

Name	Position	Type	Effective
Employee ID#101135	Teacher	Adm.Pd Leave	02/13/15-TBD
Cerminara, Wendi	Teacher Health/PE	FMLA/LOA	01/21/15-06/17/15
Hannon, LaChan	Teacher Wld Lang	FMLA	02/05/15-02/27/15
Paliotta-Nevadomski, K.	Teacher Math	FMLA	01/30/15-02/13/15

**11. Employment, Work Study Students, \$8.50 Hourly, Effective 02/27/15-06/30/15**

Students	Department	Campus
Kumar, Sagrika	Administrative Offices	West

**12. Volunteers**

Name	Volunteering	Campus
Palazzo, Joseph	Assistant Boy's Baseball Coach	Medford

**13. Course Approvals**

Employee	Position	College	Credits
Bouchard, Heidi	Assistant Principal	Concordia University	3.5

**14. Conferences**

Personnel	Conference	Date(s)	Cost (over milage)
Acree, Pamela Bernal, Ascanio	101 Best Strategies to Enhance World Lng Instr, Cherry Hill	04/14/15	\$235 each
Auleta, John Knaak, Fred	NJSBGA Expo 15 Safe Sustainable Schools, AC	03/16-17/15	NJSBGA
Adams, Cynthia Cacciatore, Anna Sbraga, Jesmary Witcher, Timothy	Culinary Expo 2015 MetLife Stadium, East Rutherford	03/10/15	None
Cacciatore, Anna Sbraga, Jesmary Witcher, Timothy	Students Competition in Culinary/Baking, Wegman's Food Market, Mount Laurel	03/12/15	None
Gill, Karen	The Global Economy & NJ Wrkrs/Exp Paterson Tour, American Labor Museum/Botto House, Haledon	05/13/15	\$25
Lawrence, Kyle Pensabene, Jeffrey	Anti-Bullying and School Safety Conference, AC	05/27-28/15	\$200
McCardell, Linda	BCSCRT Training, BCSSSD	03/03/15	None
Schneider, Vicky	NJLM - A Review of OPRA Seminar, Burlington Twp	05/08/15	\$75
Sims, Laura	Increase Student Learning Mobile Devices and Best, New Apps, Cherry Hill Real World Experiences Create College-and-Career-Ready Students, AC	03/20/15 04/15/15	\$235 None

**15. Termination, Effective 02/26/15**

Name	Campus
Employee #104367	Westampton

**II. PROGRAMS:**

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

**1. Policies/Regulations** (Exhibit #4)

R8460 General Investigative Procedures - 1st Reading

R5111 and 5111 Policy and Regulation for Admissions-Revision (BCIT only)

5120 Assignment of Students (BCIT Section Only)-Revision

**2. Revised 2014-2015 School Year Calendars**

BCSSSD change March 25 to early dismissal for students; ½ day In-service teachers.

BCIT change March 27 to early dismissal for students; ½ day In-service teachers.

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

**1. Restructure Plan**

Recommend the BoE accept BCSSSD Westampton Campus Restructure Plan as presented by the Superintendent to include the following campuses: Elementary (ages 3- grade 5), Middle School (grades 6-8), High School (grades 9-age 21), Pioneer Autism Sensory Center (PASC) classrooms to be clustered on each campus age appropriately.

**B. Burlington County Institute of Technology**

**1. Guest Speakers/Visitors**

Guests	Speaking to Students	Date
Brown, John; Gano, Tom, Gift of Life	Drivers Ed Students	03/20/15
Carmichael, Robert, Oakwood Unf.	Law and Public Safety	TBD
Cheney, Emily; Goldberg, Aileen; Stahl, Marissa; Tenka, Ann-Judges	Performing Arts auditions	03/21, 04/18 05/30/15
Dilmore, Jennifer; Fabisch, Dedria; Gorskie, Walter; United States Search and Rescue Task Force K9 Team	Law and Public Safety	04/17/15
Johnson, Chip -M.I.L.O. Training, Medford Police Department	Law and Public Safety	various dates
Kain, Rebecca, Pippin Musical Drctr	Performing Arts	02/27-5/2/15
Leone, Eva; Graduate of BCIT	English IV	03/02,09/15
Mosca, Gene; Formal Exp. Prom	Juniors & Seniors	03/09, 04/07, 05/06/15
Jeff Johnson, Jostens Class Ring	All Lunches/Act Prd	03/17,26/15

**III. STUDENT ACTIVITIES**

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

**1. Harassment, Intimidation and Bullying (HIB)**

Recommend acceptance of the January and February monthly Harassment, Intimidation and Bullying Report of Incidents per Board of Education Policy #5512 and the NJ Anti-Bullying Bill of Rights Act. (Exhibit #5 :Report is considered privileged in nature.)

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

**1. Suspensions:**

BCAHS	17	Junior/Senior	9
Elementary	2	PASC	0
High School	0	Lumberton/VQ	50

**2. School Activities**

Campus	Activity	Dates
Elem Jr/Sr	NJ Transit Safety Ed Program -Operation Lifesaver Barbara Lazarro 9 AM - JR/SR; 10 AM - Elem	03/03/15
Elem	Sportsmanship Month - Daily activities	03/02-31/15
HS	Student of the Month Luncheon	03/03/15
HS	2nd Annual Art Exhibit	03/13/15
HS	Movie Day	03/27/15
HS	PARCC Testing	03/03-18/15
HS	PARCC Testing - Make-Up	03/19 -27/15
Elem	Respite	03/14/15
PASC	PASC PTO Family Fun Night	03/19/15
PASC	Read Across America -BCSSSD Jr./Sr. Students to read to younger PASC classes	03/27/15
PASC	100th Day of School Poster Contest	03/02/15

**3. Field Trips \*Alternate dates**

Campus	To	Date	Instructor	S	A
VQ Lumb	Camden Adventure Aquarium	03/5/15 *03/10/15	Kelly Roberts	17	5
HS	Human Services Building - Basement Bistro	03/17/15	Thomas Cook	15	5

**4. Fundraisers**

Campus	Event	Proposed Use of Funds	Date
Jr/Sr	Iron Hill Brewery-Maple Shade	20% to Jr/Sr Student Fund	03/24/15

**B. Burlington County Institute of Technology**

**1. Transfers, Withdrawals, Suspensions, Homebound (Exhibit #6)**

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

**2. Field Trips (\*Administrative Approved)**

Students	Trip	Date	Personnel
14 Robotics Team	NJ State Championship, Cherry Hill	*02/21/15	Humphrey, Elizabeth Persichetti, Matthew
3 Pre-Engineering	CDC Design Team, Newark	04/21/15	Humphrey, Elizabeth
6 Allied Health	Masonic Center, Burlington	02/23,26,27; 03/2,4,9,10,11, 16,18,23,25,30; 4/1,13,15,20,22, 27,29; 5/4,8,11, 13,18,20,27/15	Flanagan, June Wood, Diane
30 Fine Art	The PA Academy of the	05/01/15	Harder, Lisa; Jeff

	Fine Arts, Philadelphia		Pensabene
9 Cosmetology	PSI Processing Center, Hamilton	3/30/15	Ogden, Carla, McNulty, Janine
10 FCCLA	Habitat for Humanity of BC, Maple Shade	03/07/15	Genevieve Cross Katina Lindsay
17 Printing	Atlantic City Convention Center, AC	03/13/15	David Finn Ann Taylor
20 HOSA	Passaic County Technical Institute, Wayne	03/21-22/15	Christopher Barker Gina Valenti
3 Skills USA	Cumberland County Vo- Tech, Bridgeton	03/21/15	Steven Scalici
10 Eng/Perform. Arts Club	Creative Arts High School, Camden	03/28/15	Danielle Hartman
20 Key Club	Philadelphia Museum of Art, Philadelphia	04/26/15	Vicki Malsbury Oceanna Musick

### **Overnight Field Trips**

Students	Trip	Dates	Personnel
Class of 2015	Senior Class Trip Disney World, Lake Buena Vista, FL	05/04-08/15	Cooney; Murro; Gonzalez; Murrenburke; Sienkiewicz; Aiken
FCCLA	State Leadership Conference, Cherry Hill	03/25-27/15	Cross; Lindsay

### **Change/Additions of Chaperones for Previous Board Approved Field Trips**

Students	Date	Personnel
Robotics Competitions	3/12-14/15; 3/20-22/15	Grater, John; McGuinness, Jacqueline
DECA Conference	02/22-24/15	Hodges, Marguerite

**3. Approval, NOCTI Performance Evaluators**

<u>Ad Art</u> Kerekes, Brandi	<u>Early Childhood Ed.</u> Briggs, Sharon Hoffman, Penny Strandskov, Jennifer	<u>Fashion</u> Harris, Shanay	<u>Printing</u> Riley, Aimee Wright, Asia
<u>Culinary</u> Fass, Bennett Field, Steve Hagan, Francis Peacock, Darius Ricketts, Jessica Tirado, Jocelyn	<u>Electronics</u> Chindian, Konrad Santiago, Jaasiel	<u>Law &amp; Public Safety</u> Bucs, Ian Fields, William Horne, Tim Spitler, Richard Strother, Kenneth Wiltsey, Michael	<u>Vet. Tech.</u> Familiar, Hannah Grab, Dana Hoch, Amanda Karwacki, Elizabeth Perez, Dana Roddy, Shelton Rodgers, Deborah
<u>Drafting</u> Jedda, Dennis	<u>Ent. Tech.</u> Kell, Joshua	<u>Plumbing</u> Modica, Joseph	

**4. Activities/Fundraisers**

**Medford**

1. Student Council Talent Show- February 27, 2015 (2 shows 4th block and 6:30pm). Tickets are \$5.00. All ticket sales will go to Christine's Hope for Kids.
2. Interact Dress Down Day-March 25, 2015. All proceeds will go Leukemia Foundation.
3. Freshmen Boys Basketball Team-tournament at Pennsauken HS on February 28.
4. Class of 2016 Popcorn Sale March 16-31, 2015.
5. Class of 2017 to sell t-shirts during Pride Week, March 1-April 1, 2015
7. Performing Arts to hold auditions for Pippin, March 21 for the role of an elementary school age male. Parents will sign a Permission Slip and provide transportation.

**Westampton Campus**

1. Mr. and Mrs. BCIT, sponsored by Student Council on March 20, 2015
2. Softball Team's Chick-Fil-A Fundraiser - April 15, 2015
3. Class of 2018 Cookie Dough Fundraiser - March 2-31, 2015
4. FCCLA's Pancake Breakfast Fundraiser at Applebee's - February 28, 2015
5. Class of 2016 Variety Show Auditions - March 5, 2015
6. IMPACT Bible Club Dress Down Day Fundraiser - March 26, 2015



**IV. BUSINESS/FINANCIAL**

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

**1. Resolution, 2015-2016 Budget Submission to the County Superintendent**

BE IT RESOLVED that the tentative budget be approved for the 2015-2016 School Year and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<b><u>General Fund</u></b>	<b><u>Special Revenue</u></b>	<b><u>Total</u></b>
BCSSSD	\$38,108,549	\$0	\$38,108,549
BCIT	\$37,255,722	\$811,201	\$38,066,923

**2. Tuition Rates 2015-2016**

It is recommended a resolution be adopted approving the tuition rates established for the 2015-2016 school year:

**Burlington County Institute of Technology** at the annual rate of \$3,184.00

**Burlington County Special Services School District:**

<b>PROGRAM</b>	<b>PER STUDENT</b>
Auditory Impaired	\$37,500
Autism	\$45,935
Behavioral Disabilities	\$38,092
Cognitive Impairment Severe	\$42,015
Multiple Disabilities	\$40,334
Preschool Full Time	\$36,980
Providing 1:1 Teacher Assistants	\$37,000
Alternative-Lumberton Campus	\$29,040
Alternative-Briggs Road Campus	\$18,678
*Extended School Year Tuition	\$3,600
*Extended School Year 1:1 Teacher Assistant	\$4,800
Out of County Resident Fee	\$3,100

**3. Travel and Related Expense Reimbursement, 2015-2016**

WHEREAS, the Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms.

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

**1. Use of Facilities**

Agency	Building/Room - Campus	Date
BCSSSD Respite	Room 573 - Elementary	03/14/15

**B. Burlington County Institute of Technology**

**1. Use of Facilities**

Agency	Building/Room - West	Date(s)
Renegade Cloggers Workshop	Auditorium, Cafeteria	05/09/15
NJ Board of Cosmetology Testing	Atrium, Auditorium	05/18-19/15
West Rec Adult Coed Softball League	Baseball/Softball Field	03/29-07/26/15 Sundays
Westampton Rec Adult Coed Fall Softball	Baseball/Softball Field	08/02-11/22/15 Sundays

**2. Outstanding Checks**

It is recommended a resolution be adopted writing-off the following Susquehanna Bank: **General Checking Account** outstanding checks, per the auditors:

Issue Date	Check #	Amount	Issue Date	Check #	Amount
10/31/13	89022	\$20.00	12/19/13	89562	\$45.00
04/30/14	90207	\$6.20	04/30/14	90285	\$95.00
04/30/14	90296	\$1,020.37	05/28/14	90369	\$70.00
05/28/14	90415	\$45.00	05/28/14	90483	\$45.00
06/30/14	90733	\$20.00		<b>Total:</b>	<b>\$1,366.57</b>

**Westampton Student Activities Account** outstanding checks, per the auditors:

Issue Date	Check #	Amount	Issue Date	Check #	Amount
02/05/14	4308	\$52.00	05/05/14	4473	\$56.00
06/05/14	4550	\$26.00	06/05/14	4551	\$700.00
				<b>Total:</b>	<b>\$834.00</b>

**Medford Student Activities Account** outstanding checks, per the auditors:

Issue Date	Check #	Amount	Issue Date	Check #	Amount
02/27/14	2974	\$52.00	03/12/14	2992	\$20.00
				<b>Total:</b>	<b>\$72.00</b>

V. ENTERPRISE

B. BCIT, Adult Education

**1. Resignation: Hourly Instructor, Effective 02/10/15**

Librizzi, Suellen

**2. Employment, \$34 Hourly, Effective 03/02/15 - 07/31/15** (Pending background check)

D'Autrechy, Albert Substitute Plumbing Instructor

Woods, Rashawn Electrical Instructor

**3. Field Trips**

Students	Trip	Date(s)	Personnel
LPN	BCC, Pemberton BCC, Mount Laurel	04/28/15 05/05/15	Chapman, Tammy
Adv. Pet Grooming	Burlington County Animal Shelter, Westampton	03/19, 26/15 04/02, 16/15	Link, Simone

**4. Affiliation Agreements, Effective 02/26/15**

Practical Nursing, Certified Nurse Aide, Medical Assisting Students

Virtua Health, Inc.

Medical Assisting Students

Virtua Medical Group, P.A.

Dental Assisting Students

Lanzi & Burke Oral & Maxillofacial Surgeons.

Berlin Dental Associates.

**5. New Course Proposal**

OEWC License Agreement

Software License Agreement