

THE BOARD OF EDUCATION  
of the  
MERCER COUNTY SPECIAL SERVICES SCHOOL DISTRICT

AGENDA

REGULAR BUSINESS MEETING

Tuesday, August 22, 2017

4:30 p.m.

1. Meeting called to Order – Sunshine Law Opening Statement – Roll Call
2. Pledge of Allegiance
3. Executive Session/Public Session
- 4a. Approval of July 1, 2017 Reorganization and Regular Board Minutes
- 4b. Approval of the July 1, 2017 Executive Minutes for content, not for release.  
Release to be determined when the need for confidentiality no longer exists, unless such otherwise prohibited by law.
5. Bills to be Approved and Transfer Report
6. Board Secretary/Treasurer’s Report
7. Correspondence & Communications – None
8. Committee Reports - None
9. Superintendent’s Agenda
10. Old Business - None
11. New Business

**SUPERINTENDENT’S AGENDA**

**NEW/SPECIAL PROJECTS:**    *None*

**PERSONNEL:**

Recommend Board approve the following:

Appointments, Resignations, Leaves, Retirements and addendum etc. (*Attachment 9-A*)

Agreement between the Board of Education and Kimberly J. Schneider, Superintendent, for the period July 1, 2017 through June 30, 2022 shared with Mercer County Technical School District, pursuant to the approval by the Executive County Superintendent on May 15, 2017.  
(*Attachment 9A-1*)

**MISCELLANEOUS:**

Recommend Board approve the following:

Continuation of Policy 5512 Harassment, Intimidation and Bullying last approved on November 12, 2013 and Regulation 5512 Harassment, Intimidation and Bullying last approved on November 12, 2013 for the 2017-2018 school year.

Reaffirming the District Mentoring Plan for 2017-2018 - (For review in the Superintendent's Office)

2017-2018 Professional Development Plan(s) for: Mercer High, Mercer Elementary, Joseph Cappello Schools and the MCSSSD Plan (*Attachment 9-B*)

2017-2018 Nursing Services Plan (*Attachment 9-C*)

Self-Assessment findings regarding the "Commissioner's Program and Guidance for Determining Grades under the Anti-Bullying Bill of Rights Act" (P.L.2010,c.122), for each of the schools within MCSSSD for the 2016-2017 School Year. (*Attachment 9-D*)

Revised Curriculum Guides (For Review in Assistant Superintendent's Office)

<i>Early Childhood Social Studies</i>	<i>Grades PreK-2</i>
<i>Social Studies</i>	<i>Grades 3, 4 &amp; 5</i>
<i>World History &amp; Cultures</i>	<i>Grade 6</i>
<i>United States History</i>	<i>Grades 7 &amp; 8</i>
<i>Early Childhood Science</i>	<i>Grades PreK-2</i>
<i>Science</i>	<i>Grade 3 &amp; 5</i>
<i>Life Science</i>	<i>Grade 4</i>
<i>Physical Education</i>	<i>Grades: 6-8 and 9-12</i>
<i>Health Curriculum</i>	<i>Grades: 6-8 and 9-12</i>
<i>World Language – Spanish</i>	
<i>Language Arts Literacy</i>	<i>Grades 3-12</i>
<i>Performing Arts</i>	<i>Grades K-12</i>
<i>Music</i>	<i>Grades K-12</i>
<i>Life Skills</i>	<i>Grades K-12</i>
<i>Counseling</i>	
<i>Office Skills</i>	
<i>Marketing/Sales</i>	
<i>Video Production</i>	
<i>Buildings and Grounds</i>	

Revision(s)/New Policies/Regulations/ByLaws – **First Reading** – (*Attachment 9-E*)

***POLICIES***

- 2461 Special Education/Receiving Schools (M)
- 7424 Bed Bugs
- 7461 District Sustainability Policy

***REGULATIONS***

- 2461 Special Education/Receiving Schools (M)
- 2461.01 Special Education/Receiving Schools – IEP Implementation (M)
- 2461.02 Special Education/Receiving Schools – Suspension (M)
- 2461.03 Special Education/Receiving Schools – Student Records (M)
- 2461.04 Special Education/Receiving Schools – Special Education and Related Services (M)
- 2461.05 Special Education-Receiving Schools-IEP Compliance (M)
- 2461.06 Special Education-Receiving Schools-Highly Qualified and Appropriately Certified Staff (M)
- 2461.07 Special Education-Receiving Schools-Termination of Placement (M)
- 2461.08 Special Education-Receiving Schools - In-Service Training (M)
- 2461.09 Special Education-Receiving Schools - Statewide and District-wide Assessment Programs (M)
- 2461.10 Special Education-Receiving Schools - Full Educational Opportunity (M)
- 2461.11 Special Education-Receiving Schools - Staff Consultation (M)
- 2461.12 Special Education-Receiving Schools - Length of School Day and Academic Year (M)
- 2461.13 Special Education-Receiving Schools - Observation of Educational Programs (M)
- 2461.14 Special Education-Receiving Schools - Amending Policies, Procedures, the Services Provided, or the Location of Facilities (M)
- 2461.15 Special Education-Receiving Schools - Operation of an Extended Academic Year Program (M)
- 2461.16 Special Education-Receiving Schools - Employment of a Full-Time Non-Teaching Principal (M)
- 2461.17 Special Education-Receiving Schools - Submission of Fiscal Information and Obtaining Certificates (M)
- 2461.18 Special Education-Receiving Schools - Notice to Department of Education Prior to Ceasing Operation or Change of Ownership (M)
- 2461.19 Special Education-Receiving Schools - Behavior Modification Program (M)
- 7424 Bed Bugs

Revision(s)/New Policies/Regulations/By-Laws –**Second Reading**  
*(no changes from First Reading)*

***POLICIES***

- 1240 Evaluation of Superintendent (M)
- 1511 Board of Education Website Accessibility
- 3126 District Mentoring Program
- 3221 Evaluation of Teachers (M)
- 3222 Evaluation of Teaching Staff Members Excluding Teachers and Administrators (M)
- 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)
- 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M)
- 3240 Professional Development for Teachers and School Leaders (M)
- 5610 Suspension (M)
- 5620 Expulsion (M)

***REGULATIONS***

- 1240 Evaluation of Superintendent (M)
- 3126 District Mentoring Program
- 3221 Evaluation of Teachers (M)
- 3222 Evaluation of Teaching Staff Members Excluding Teachers and Administrators (M)
- 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)
- 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M)
- 3240 Professional Development for Teachers and School Leaders (M)
- 5610 Suspension (M)

**REPORTS:**

Fire and Security Drills for month of July 2017 (*Attachment 9-F*)

Harassment, Intimidation & Bullying Report for July, 2017

Month	Investigations	HIB	Non-HIB	Pending
July	0	0	0	0
<b>TOTAL</b>	0	0	0	0

Enrollment Data as of July 2017:

YEAR	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2016-2017	511	508	586	598	601	600	603	607	615	616	619	619
2017-2018	505											

	<u>06/30/17</u>	<u>07/31/17</u>
Mercer High School	291	240
Mercer Elementary School	211	163
Regional Day	9	9
J. F. Cappello School	<u>108</u>	<u>93</u>
<i>TOTAL:</i>	<i>619</i>	<i>505</i>

**11. NEW BUSINESS**

Recommend Board approve the following:

- a. Approve Handle With Care for the 2017/2018 school year. The contract between Handle with Care Behavioral Management System, Inc., and MCSSSD is for the purpose of providing recertification training for the district staff members who will turnkey train staff in proper restraint handling of students. Training is scheduled for Tuesday, October 3, 2017. The Gaap account #11-00-223-390-02-DOCI, not to exceed \$3,200 which includes \$2,900.00 (for 14 staff members) for the training and \$300.00 for additional expenses (mileage, tolls etc.) (Attachment 11-a).
- b. Approve contract between Mercer County Special Services School District and Bernie Environmental for the Mercer High School Annual Field Trip to Camp Bernie, Port Murray, NJ; dates: May 9, 2016 thru May 11, 2018; at a cost of \$165.50 per person for an approximate total of \$6,620 Gaap Account # 11-403-100-610-30-XTRA (Attachment 11-b).
- c. Approve one (1) year service agreement between Penn Center Systems Inc. and Mercer County Special Services School District for the terminal located in Chuck’s Place in the amount of \$1,010 GAAP account 69-990-320-890-00-CP.
- d. Approve the continuation of Agreement between Mercer County Special Services School District and TEC Elevator Incorporated thru Mercer County Co-Op #2015-12 for annual Preventative Maintenance and Service of the elevator beginning July 1, 2017 thru June 30, 2018 Gaap Account # 11-000-261-420-05-MES in the amount of \$2,080 and \$3,000 for parts and labor as needed.
- e. Approve to increase budget for EHDI Grant from \$52,687 to \$52,783 for the Grant period April 1, 2017 to March 31, 2018.
- f. Approve the agreement between Mercer County Special Services School District and Elizabeth Garcia of Parker McCay, P.A. as Attorney for Negotiation Services for the 2017/18 school year not to exceed \$26,000 Gaap account #11-000-230-331-00-NEG (Attachment 11-f).

- g. Approve IROC2 to provide professional development training on September 5, 2017 for all District staff. The training will provide instruction for staff to gain knowledge to promote responsible use of digital tools while also obtaining the wisdom to prevent negative and irresponsible digital behaviors and trends. IROC2 will provide two separate trainings - each two hours in length. The AM training will be held for Mercer High School staff and the PM training will be held for the Mercer Elementary School and Joseph F. Cappello School staff, the cost not to exceed \$1,000 Gaap account #11-000-223-390-02-DOCI (Attachment 11-g).
- h. Approve Jonathan Catherman, to provide professional development training on September 5, 2017 for staff at Mercer High School and Mercer Elementary School. The training "Leadership Training with Jonathan Catherman" will be presented in two separate trainings - each two hours in length. The AM training will be held for Mercer Elementary School staff and the PM training will be held for the staff at Mercer High School. Each training will be designed specifically for the individual schools. The cost of the trainings not to exceed \$3,350, Gaap account# 11-000-223-390-02-DOCI (Attachment 11-h).
- i. After an unsuccessful advertisement for bids on 5/31/2017 and 7/12/2017, approve to award contract #ER2017-2020-Telco to Windstream as the Telephone Circuits and Service vendor in the amount of \$18,606 per year for contract period August 1, 2017 through June 30, 2018 with a (2) year renewal option of \$18,606 for period 7/1/2018 through 6/30/2019 and \$18,606 for period 7/1/2019 through 6/30/2020 (Attachment 11-i).
- j. Approve the payment to Mercer Oaks Catering in the amount of \$2,530 for the Mercer High School Prom being held on June 1, 2018 at the Mercer Oaks Golf Course, Princeton, NJ Gaap Account #11-403-100-610-30-XTRA (Attachment 11-j).
- k. Approve the following student affiliation agreements between Mercer County Special Services School and (Attachment 11-k).
  - Mercer County Community College
  - Rider University
  - Rowan University
- l. Agreement to contract with Dr. William P. Hayes, President of ARA Associates of Alexander Road in Psychiatry, Psychology & Counseling, Princeton, NJ, for assessment services in the 2017/2018 school year at a rate of \$595 per evaluation, Gaap account # 11-000-216-320-XX - CONT (Attachment 11-l).
- m. Approve updated Maintenance Costs for Stewart Business System to include 2 additional copiers. Maintenance coverage to include the following District owned machines; FMA015782, WTM767492, FMA015795, VDR570068, WTM766578, VXW003250, VDR556579, FLB026965, FLA017182, XEH757892 & XKP068909 in the amount of \$3,274.85 per quarter with 220,000 B/W copies and 10,000 Color Per Year. Overage charges @ \$0.0125 B/W and \$0.11 Color. The period covers 7/1/2017 through 6/30/2018.
- n. Approve new Student Worksite(s): Walgreens, 1096 Rt. 33 Hamilton, NJ

- o. Approve to renew the Central Jersey Program for Recruitment of Diverse Educators Resolution (CJ Pride) in the amount of \$100 for the 2017/18 school year Gaap account #11-00-230-890-01-MISC (Attachment 11-o).
  - p. Staff and Student Travel (Attachment 11-p).
  - q. Approval of Transportation Contract(s), Bids, Renewals and Addendum (Attachment 11-q)
  - r. Use of Building and Grounds (Attachment 11-r).
  - s. Miscellaneous Equipment Disposal List (Attachment 11-s).
  - t. Approve to contract with Delta-T Group for nurses on an as needed basis for the 2017/2018 school year Gaap account # 11-000-213-330-00-CONT for an amount not to exceed \$5,000 (Attachment 11-t).
  - u. Approve to accept a donation of a Surface Pro 4 device to the Mercer High School from Lori McDonald, Occupational Therapist to run Eye-Gaze Software serial #058060271153, MCSSSD Tag # 7419.
  - v. Approve to award contract for Bid #103-MCSSSSDCPS-18-03 Building Physical Security Solutions to Dynamic Security for the 2017/2018 school year in the amount of \$69,736 with a (2) two year renewal option for period 7/1/2018 through 6/30/2019 in the amount of \$74,736 and period 7/1/2019 through 6/30/2020 in the amount of \$77,236 (Attachment 11-v).
- 12. Public Session
  - 13. Executive Session
  - 14. Adjournment