

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

MINUTES

BUSINESS MEETING
Tuesday August 6, 2019
4:30 pm

The monthly business meeting for the month of August 6, 2019 was held this day in the Mercer Elementary School Superintendent's Conference Room, 2nd Floor, 1020 Old Trenton Road, Hamilton, NJ.

The Board of Education took the following actions:

1. CALL TO ORDER: Board of Education President Camille Rainiero called the meeting to order at 4:30 pm.

OPEN PUBLIC MEETING STATEMENT: Ms. Rainiero read the following statement:

In accordance with the provisions New Jersey Open Public Meetings Law, the Board of Education has caused notice of this meeting to be posted in the Board Office and in the Mercer County Clerk's Office and mailed to the *Trenton Times*.

ROLL CALL:

Present: Camille Rainiero, Lisa Vena, Samuel Floyd, & Jan Lewis

Also Present: Dr. Kimberly Schneider, Superintendent, Deborah Donnelly, Business Administrator/Board Secretary, Dana Hice-DePugh, Assistant Superintendent, and Walter Bliss, Board Attorney.

2. PLEDGE OF ALLEGIANCE: Ms. Rainiero led the assembly in the Pledge of Allegiance.

3. PUBLIC SESSION: None

4. Approval of the July 11, 2019 Reorganization Board Meeting and Regular Minutes:

A Motion by Jan Lewis and seconded by Samuel Floyd to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Abstain	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero - Yes

5. Bills To Be Approved totaling \$ 3,107,482.40 and authorization of transfers within program areas as approved by the Superintendent

A Motion by Lisa Vena and seconded by Jan Lewis to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Yes

6. Board Secretary/Treasurer’s Report for June 2019

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

7. Correspondence & Communications –

Ms. Donnelly reported MCSSSD has received the Association of School Business Official (ASBO) International Certificate of Excellence in Financial Reporting Award for fiscal year ending June 30, 2018.

8. Committee Reports – None

9. Superintendent’s Report - None

New/Special Projects: None

PERSONNEL & ADDENDUM

BE IT RESOLVED That the Board of Education does hereby approve the following appointments, reappointments, adjustments, resignations, terminations, retirements, leaves, transfers, suspensions, and requests for expedites, emergency certification for the School Year 2019 – 2020 as recommended by the Superintendent.

BE IT FURTHER RESOLVED That the Board of Education submit to the County Superintendent, as required, applications for emergency hiring and the applicants’ attestations that they have not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq, N.J.S.A. 18A:39-17 et seq, or N.J.S.A. 18A:6-4.13 et seq.

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

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

- 2019 Extended School Year, Hourly Staff (Attachment 9B-1)

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

- 2019 Extended School Year, Contracted Staff (Attachment 9B-2)

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

- Agreement between Johnathan Mattson, Human Resources Manager and MCSSSD effective September 19, 2019 through June 30, 2020 (Attachment 9B-3)

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

MISCELLANEOUS:

Recommend Board approve the following:

- Continuation of Policy 5512 Harassment, Intimidation and Bullying last approved on November 12, 2013 for the 2019-2020 school year.

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

- Reaffirming the District Mentoring Plan for 2019-2020 (available for review in the Superintendent’s Office)

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

- 2019-2020 Professional Development Plan(s) for Mercer High, Mercer Elementary, Joseph F. Cappello Schools and the MCSSSD Plan (Attachment A)

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

- 2019-2020 Nursing Services Plan (Attachment B)

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

- 2019-2020 ScIP Committee Members (Attachment C)

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

- 2019-2020 School Preparedness & Emergency Planning drill schedule for Mercer High, Mercer Elementary and Joseph F. Cappello schools (Attachment D)

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

	<u>06/30/19</u>	<u>07/31/19</u>
Mercer High School	248	212
Mercer Elementary School	224	202
Regional Day	9	8
J. F. Cappello School	<u>107</u>	<u>75</u>
TOTAL:	588	497

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

- Harassment, Intimidation & Bullying as of July 2019:

Month	Investigations	HIB	Non-HIB
July	0	0	0
TOTAL	0	0	0

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

11. **NEW BUSINESS**

Recommend Board approve the following:

- a. Approve the revised increased amount for Parker McCay, P.A. as Attorney for Negotiation Services for the school year 2018/2019 not to exceed \$30,000.

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

- b. Approve Mallory’s Army Foundation to provide an assembly presentation to the students of Mercer Elementary School on the impact of bullying at no cost to the District to be held October 29, 2019.

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

- c. Approve Stewart Business Systems to cover maintenance for the following Xerox machines at \$2662.50 per quarter to include 75,000 copies B/W, 15,000 color, overage is 0.0135 b/w & 0.11 color. FMA015782, WTM766578, FLB026965, VDR556579, FMA015795 & VDR570068, AYX991138 & XKP068909 for the period 7/1/2019 through 6/30/2020.

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

- d. Approve Tools of the Mind to provide Professional Development training and program curricula for certified staff members (one MD teacher and one AU teacher), non-certified staff members (two classroom assistants) and one Behavior Specialist at Joseph F. Cappello School. Training is scheduled for August 20, 2019, August 21, 2019, October 23, 2019, January 15, 2020 and March 26, 2020. Staff will be trained on Tools of the Mind Curriculum. The cost of the training is not to exceed \$7,500.00.

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

- e. Approve Kirk Behnke to provide Professional Development training for Mercer High School staff, specifically those that work with students using AAC systems on September 4, 2019. The “LAMP Training” - Language Acquisition through Motor Planning – will provide information regarding the importance of motor memory, modeling and using the devices consistently throughout the school day. Mr. Jason Grochala, a former student, will also be attending with Mr. Behnke. There is no cost for the training.

- f. Staff and Student Travel (Attachment 11-f).

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

g. Approval of Transportation Contract(s), Bids, Renewals and Addendum (11-g).

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

h. Miscellaneous Equipment Disposal List (Attachment 11-h).

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

i. Approval for Dr. Michael Chen, Alexander Road Associates, to provide Professional Development training for the staff at Joseph F. Cappello School on September 4th, 2019. Dr. Chen is a clinical psychiatrist who specializes in children and adolescents. The training will be one hour in length and there is no cost to the District.

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

j. Approve Handle With Care Behavior Management System, Inc., to provide recertification training for the District staff members who will turnkey train staff in proper restraint handling of the students as per the State of New Jersey guidelines. The recertification training is scheduled for Monday, October 28, 2019. The amount of the training is not to exceed \$3,200 which includes \$2,400 for the first ten (10) participants, \$250 each for an additional two (2) participants (if necessary) and \$300 for additional expenses (mileage, tolls, etc.)

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd -	Yes	
	Ms. Vena -	Yes	Ms. Hernandez-Manno - Absent
	Ms. Lewis -	Yes	Ms. Rainiero – Yes

- k. Approve Reading Horizons to provide professional development training/curriculum lesson follow up for Mercer Elementary School BD and MD certified staff who are implementing the Reading Horizon Elevate and Discovery curriculum in their classrooms. The date of the training is September 4, 2019. The training will be 2.5 hours in length and there is no cost to the District for the training.

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

- l. Continuation of Wage Works Reimbursement Services Agreement for the 2019-2020 school year (Attachment 11-l).

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

- m. Approve to award the Student Transportation Services Bid# 20-103 to Rick Bus Company and George Dapper, Inc., on an as needed basis as per attached (Attachment 11-m).

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

- n. Approve to accept the Association of School Business Official (ASBO) International Certificate of Excellence in Financial Reporting Award for fiscal year ending June 30, 2018 (Attachment 11-n).

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

- o Approve member participation in the PEPPM (Pennsylvania Education Purchasing Program for Microcomputers) National Technology Cooperative Purchasing Program.

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

- 11-p Approve to accept donations from Rita Nini, Manager of Community Relations ETS (Educational Testing Service) for classroom supplies to the teachers and students of Mercer Elementary School.

A Motion by Jan Lewis and Seconded by Samuel Floyd was made to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes
 Ms. Vena - Yes Ms. Hernandez-Manno - Absent
 Ms. Lewis - Yes Ms. Rainiero – Yes

12. PUBLIC SESSION II:

Brian Kozakowski, Principal at Mercer High School shared a report of the Graduating Class of 2019 (attached).

13. ADJOURNMENT

A Motion by Lisa Vena and Seconded by Jan Lewis to adjourn the meeting passed by unanimous voice vote, (4) ayes (0) nays. Meeting was adjourned at 4:41 pm.

Respectfully submitted by:

Deborah Donnelly
 Business Administrator/Board Secretary