

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

AGENDA

REGULAR BUSINESS MEETING

Tuesday, February 6, 2018

4:30 p.m.

1. Meeting called to Order – Sunshine Law Opening Statement – Roll Call
2. Pledge of Allegiance
3. Executive Session/Public Session
4. Approval of January 9, 2018 Board Minutes
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
11. New Business

SUPERINTENDENT'S AGENDA

NEW/SPECIAL PROJECTS:

Recommend Board approve the following: *None*

PERSONNEL:

Recommend Board approve the following:

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

MISCELLANEOUS:

Recommend Board approve the following:

Mercer Elementary School to apply for the McCarthy Dressman Education Foundation grant in the amount of \$30,000 for the 2018-2019 school year. If awarded, the funding would provide an arts integration program through Young Audiences New Jersey Eastern Pennsylvania. School based programs could potentially include assembly performances, hands-ons workshops for students and professional learning for staff.

2018-2019 MCSSSD School Year Calendar (*Attachment 9-B*)

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

BYLAWS

0169.02 Board Member Use of Social Networks (New)

POLICIES

3437 Military Leave

4437 Military Leave

5516.01 Student Tracking Devices (New)

7425 Lead Testing of Water in Schools (New)

7440 School District Security (M)

7441 Electronic Surveillance in School Buildings and on School Grounds

8507 Breakfast Offer Versus Serve (OVS) (M)

8630 Bus Driver/Bus Aide Responsibility (M)

9242 Use of Electronic Signatures (New)

REGULATIONS

R5460.1 High School Transcripts (M)

R7101 Educational Adequacy of Capital Projects

R7440 School District Security (M)

R7441 Electronic Surveillance in School Buildings and on School Grounds

R8630 Emergency School Bus Procedures (M)

Revision(s)/New Policies/Regulations/ByLaws – **Second Reading** - None

REPORTS:

Fire and Security Drills for month of January, 2018 (Attachment 9-D)

Harassment, Intimidation & Bullying Report for January, 2018

Month	Investigations	HIB	Non-HIB	Pending
July	0	0	0	0
August	0	0	0	0
September	0	0	0	0
October	0	0	1	0
November	1	0	0	1
December	2	0	1	1
January	0	0	0	0
TOTAL	3	0	2	2

Enrollment Data as of January, 2018:

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	502	579	586	583	587	583					

	<u>12/30/17</u>	<u>01/31/18</u>
Mercer High School	288	286
Mercer Elementary School	185	184
Regional Day	9	8
J. F. Cappello School	<u>105</u>	<u>105</u>
<i>TOTAL:</i>	587	583

11. **NEW BUSINESS**

Recommend Board approve the following:

- a. Approve Revised Budget Planning Schedule (Attachment 11-a).
- b. Approve to amend and accept Grant for Special Child Health Services Early Hearing Detection and Intervention (EDHI) program [Early Identification and Monitoring] amount of \$5,000 to be used by 3/31/2018.
- c. Approve the Change order#1 in the amount of \$9,000 for the JFC Fire Alarm System Replacement and Intercom System Replacement Project. This change order is to provide items demanded to be installed by the Hamilton Township Fire Subcode Official after review (Attachment 11-c).
- d. Approve to accept the NJDOE Certified Tuition Rates for the school year ending 2016/2017. Based on administration’s financial analysis, recommends the Board of Education to approve a waiver of 30% to each sending district (Attachment 11-d).
- e. Approve to accept \$1,000 from Burlington County Insurance Pool Joint Insurance Fund for Financial Excellence and \$1,000 for the Safety Incentive Program for a total of 2,000.
- f. Approve to accept a donation from Evann Gleeson, parishioner of St. Ann’s, Lawrence, NJ in the amount of \$25 which was then matched by the Robert Wood Johnson Foundation five times for an amount of \$125. Both donations will be used for the Mercer High School Food Pantry.
- g. Approve the agreement between Mercer County Special Service School District and The Conference Center at Mercer for the Mercer High School Scholarship Awards Reception to be held on June 7, 2018 from 5:30pm to 7:30 pm in the amount of \$1,555.20 Gaap Accounts #11-212-100-890-30-MD, 11-214-100-890-AUT & 11-209-100-890-30-BD (Attachment 11-g).

AGENDA – MCSSSD

February 6, 2018

Page 4

- h. Approve the agreement between Mercer County Special Service School District and The Conference Center at Mercer for the Mercer High School Senior Breakfast to be held on June 14, 2018 from 9:00 am to noon in the amount of \$972 Gaap Account #11-403-100-610-30-EXTR (Attachment 11-h).
 - i. Approve Cy Masterpole to provide professional development training for the District's school nurses. The purpose of the training is to provide yearly recertification training of American Red Cross CPR/AED. The training will be held on Thursday, February 22, 2018 and is limited to the District's six (6) school nurses at a cost not to exceed \$300 Gaap account# 11-000-223-590-80-MES.
 - j. Approve Garden State Discovery Museum Farm and Nature Center to provide an assembly to the students of Mercer Elementary School titled “Paws on Wheels Outreach Program Cool Critters” on May 18, 2018 at 10:30 am at a cost of \$368 Gaap account #11-222-100-890-80-CS.
 - k. Approve Rutgers Master Gardeners of Mercer County Children’s Program Volunteers to provide a Garden Story program to the students of Mercer Elementary School at no cost to the District. The program consists of preparing lessons with the classroom teacher to reinforce students’ current skills and provide hands on garden experience to prepare them for working in the school garden during the Spring. The program dates and titles are as follows:
 - February 13, 2018 “Ten Seeds”
 - February 27, 2018 “Dig In”
 - March 13, 2018 “The Very Hungry Caterpillar”
 - March 20, 2018 “The Carrot Seed”
 - l. Approval of Transportation Contract (s), Bids, Renewals & Addendums (Attachment 11-l).
 - m. Staff and Student Travel (Attachment 11-m).
 - n. Miscellaneous Equipment for Disposal (Attachment 11-n).
 - o. Approve Change Order reduction of \$7500 for unused allowance for Air Control Technology, Incorporated to close out HVAC Upgrade project at Mercer Elementary School (Attachment 11-o).
12. Public Session
13. Executive Session
14. Adjournment