

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

MINUTES

BUSINESS MEETING  
Monday, November 5, 2018  
4:30 pm

The monthly business meeting for the month of November 5, 2018 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, Yasmin Hernandez-Manno, Samuel Floyd, Lisa Vena,  
Jan Lewis

Also Present: Deborah Donnelly, Business Administrator/Board Secretary, Dana Hice-DePugh,  
Assistant Superintendent, Arlene Biesiada, Human Resource Manager and Walter Bliss,  
Board Attorney.

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

- 3a. PUBLIC SESSION:

Maureen Welsh, Teacher, thanked the Board President for her negotiations attendance and hopes it will continue.

- 3b. EXECUTIVE SESSION:

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discussion certain matters, now therefore

BE IT RESOLVED, that the Mercer County Special Services Board of Education shall recess to executive session for the purpose of discussing:

*Personnel*

BE IT FURTHER RESOLVED, that the discussion of such subject matter in closed session will be disclosed to the public when the need for confidentiality no longer exists, unless such is otherwise prohibited by law.

On a Motion by Lisa Vena and Seconded by Jan Lewis the Board unanimously voted to go into Executive Session at 4:32 PM.

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

On a Motion by Samuel Floyd and Seconded by Jan Lewis the Board unanimously voted to return to the open meeting at 4:47 PM.

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

4. Approval of the October 2, 2018 Board Meeting Regular Minutes:

A Motion by Jan Lewis and seconded by Lisa Vena 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

5. Bills To Be Approved totaling \$4,153,600.44 and authorization of transfers within program areas as approved by the Superintendent

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

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

6. Treasurer's Report for September 2018

A Motion by Jan Lewis and seconded by Lisa Vena 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

7. Correspondence & Communications

Kris Gould, Supervisor Mercer High School gave the results on the 2017-2018 PARCC Testing (handout attached).

Carline Mirthil, Supervisor Mercer High School gave the results on the 2017-2018 Dynamic Learning Maps (DLM) Testing (handout attached).

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 2018 – 2019 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, Re-Appointments, Resignations, Leaves, Retirements, etc., (Attachment A) and addendum.

A Motion by Jan Lewis and Seconded by Lisa Vena was made 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

\*Note: Ms. Hernandez-Manno abstains from Emergent hire.

Approve Motion to approve, on the recommendation of the Superintendent, the Fit for Duty evaluation of employee #7533.

A Motion by Lisa Vena 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 - Yes
	Ms. Lewis -	Yes	Ms. Rainiero - Yes

*Revised Job Description - Transportation Coordinator (Attachment 9A-1)*

A Motion by Jan Lewis and Seconded by Lisa Vena was made 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

**MISCELLANEOUS:**

Presentation of Assessment Results – Carline Mirthil & Kris Gould, Supervisors

A Motion by Samuel Floyd 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

MCSSSD Special Education & Child Study Team Procedure Reference Guide  
*(For Review in the Assistant Superintendent’s Office)*

A Motion by Samuel Floyd 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

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

<i>US History</i>	<i>Grades 7-8; Grades 9-12</i>
<i>Social Studies</i>	<i>Grades K-5</i>
<i>World History and Cultural Studies</i>	<i>Grade 6</i>
<i>Mathematics</i>	<i>Grades K-5; Grades 6-8</i>
<i>Financial Literacy</i>	<i>Grades 9-12</i>

A Motion by Samuel Floyd 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

**REPORTS:**

Fire and Security Drills for month of October, 2018 (*Attachment 9-C*)

A Motion by Samuel Floyd 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

Harassment, Intimidation & Bullying Report for October, 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	0	0
TOTAL	0	0	0	0

A Motion by Samuel Floyd 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

Enrollment Data as of October, 2018:

YEAR	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2017-2018	505	502	579	586	583	587	583	585	587	587	592	593
2018-2019	454	454	547	567								

	<u>09/30/18</u>	<u>10/31/18</u>
Mercer High School	266	259
Mercer Elementary School	193	205
Regional Day	0	11
J. F. Cappello School	<u>88</u>	<u>92</u>
<b>TOTAL:</b>	<b>547</b>	<b>567</b>

A Motion by Samuel Floyd 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

## 11. NEW BUSINESS

Recommend Board approve the following:

- a. Approve the MCSSSD Budget Planning Schedule for 2019/2020 (Attachment 11-a).

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

- b. Approve to accept the Association of School Business Official (ASBO) International Certificate of Excellence in Financial Reporting Award for fiscal year ending June 30, 2017 (Attachment 11-b).

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

- c. Approve to dispose of two (2) pianos from Mercer Elementary School. These pianos a Kawai upright and a Kimball upright are not in working condition and cannot be repaired.

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

- d. Approve Trenton Thunder’s Mascot “Boomer” to visit the students of Mercer Elementary School on November 7 & 16, 2018 at no cost to the District.

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

- e. Approve Roe Consulting to provide professional development training on three dates to be determined between November 6, 2018 and June 15, 2019 for the Mercer Elementary School staff. The three series training "Moving Toward a More Trauma Informed School" is designed to address specific school based needs which include accessing community resources for the students and their families, assisting students who are experiencing anxiety/depression and working to form meaningful family connections. Each training will be two hours in length. The cost of the three series training is not to exceed \$1,050.00.

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

- f. Approve the assembly provided by Mr. Bubble of Currier’s Magical Mania to the students of the Joseph F. Cappello School to be held on November 30, 2018 at no cost to the District, paid for by the NJPTA.

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

- g. Approve to add Ronald Cancelliere, Interim Principal to the Student Activity Account and Petty Cash Account at Joseph F. Cappello School.

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

- h. Approve resolution authorizing member participation of the Woodcliff Lake Board of Education with Mercer County Special Services School District as the lead agency for the Cooperative Pricing Agreement 103-MCSSSDCPS for the purchase of goods and services (Attachment 11-h).

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

- i. Approve Transportation Contract (s), Bids, Renewals & Addendums (Attachment 11-i).

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

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

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

- k. Miscellaneous Equipment for Disposal (Attachment 11-k).

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

- l. Use of Buildings and Grounds (Attachment 11-l).

A Motion by Lisa Vena and Seconded by Jan Lewis was made 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

### 13. ADJOURNMENT

A Motion by Jan Lewis and Seconded by Lisa Vena to adjourn the meeting passed by unanimous voice vote, (5) aye's (0) nay's. Meeting was adjourned at 4:47 pm.

Respectfully submitted by:

Deborah Donnelly  
Business Administrator/Board Secretary