

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

MINUTES

BUSINESS MEETING
Tuesday March 5, 2019
4:30 pm

The Board of Education took the following actions:

1. CALL TO ORDER: Board of Education Vice President Lisa Vena called the meeting to order at 4:30 pm.

OPEN PUBLIC MEETING STATEMENT: Ms. Vena 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: Lisa Vena, Yasmin Hernandez-Manno, Samuel Floyd, & Jan Lewis

Also Present: Dr. Kimberly Schneider, Superintendent, Deborah Donnelly, Business Administrator/Board Secretary, Caterina Cimilluca, Human Resource Manager and Walter Bliss, Board Attorney.

2. PLEDGE OF ALLEGIANCE: Ms. Vena led the assembly in the Pledge of Allegiance.
- 3a. 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 Jan Lewis and Seconded by Samuel Floyd the Board unanimously voted to go into Executive Session at 4:43 PM.

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

On a Motion by Samuel Floyd and Seconded by Jan Lewis the Board unanimously voted to return to the open meeting at 4:43 PM.

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

3b. PUBLIC SESSION:

Tina Jablonski, Teacher at Joseph F Cappello School and NJEA Union VP read a statement to the Board on concerns of lower enrollment at JFC (statement attached).

Lisa Pusillo, Teacher at Joseph F. Cappello School stated at last meeting spoke on contract and nothing has been done on contract settlement. Seems always under negotiations, I don't understand why we have to do this, waste time and money to settle a contract. We are doing more with less. I have been at JFC since I started working, we are all concerned with enrollment, there are no 3 year olds coming in. How are we marketing the District-not out there selling ourselves?
 We lack behavioral support personnel in JFC. We used to have 1.5 – but moved to MHS and no replacement since; current students experience unspeakable trauma causing behavior from their emotional status. Why don't we have support?
 We lack subs, not regular staff due to worker's compensation.
 Sending districts? If we have students with behavior needs they are sent to MES.
 Dr. Schneider, you are the one that can help work this out.
 We just want a fair contract and help for these kids.

Nick Pappano, Speech Therapist and Mercer Elementary School, regarding marketing the District, we do not have a marquee at either entrance.
 Went through additional employee's salary after medical costs; higher costs and lower net salary (attached).

Karen Burke, Nurse at Mercer Highs School thanked the Board for changing the 2019/2020 calendar for Professional Development days.

4. Approval of the February 5, 2019 Board Meeting Regular and Executive Minutes:

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 -	Abstain	Ms. Hernandez-Manno - Yes
	Ms. Lewis -	Yes	Ms. Rainiero - Absent

5. Bills To Be Approved totaling \$ 4,113,813.12 and authorization of transfers within program areas as approved by the Superintendent

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 - Yes Ms. Hernandez-Manno - Abstain
 Ms. Lewis - Yes Ms. Rainiero - Absent

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

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

7. Correspondence & Communications

Deborah Donnelly, School Business Administrator gave a Presentation on the 2019/2020 Budget and CAFR Update.

8. Committee Reports – None

9. Superintendent’s Report - None

New/Special Projects: None

PERSONNEL:

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

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 - Yes Ms. Hernandez-Manno - Abstain
 Ms. Lewis - Yes Ms. Rainiero - Absent

Agreement between the Board of Education and Dana Hice-DePugh, Assistant Superintendent, for the period July 1, 2019 through June 30, 2020 shared with Mercer County Technical School District, pursuant to the approval by the Executive County Superintendent on February 14, 2019. (*Attachment 9A-1*)

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 - Yes Ms. Hernandez-Manno - Abstain
 Ms. Lewis - Yes Ms. Rainiero - Absent

Agreement between the Board of Education and Frederick Hillman, Manager, Technology and Buildings & Grounds, for the period July 1, 2019 through June 30, 2020 shared with Mercer County Technical School District. (*Attachment 9A-2*)

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 - Yes Ms. Hernandez-Manno - Abstain
 Ms. Lewis - Yes Ms. Rainiero - Absent

Job Description – Administrative Assistant to the Superintendent (Confidential) (*Attachment 9A-3*)

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

Maryann Moller, Interim District Test Coordinator, effective 2/11/19-04/07/19.

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

Michelle DiCoio, District Test Coordinator, effective 4/8/19-6/30/19.

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

MISCELLANEOUS:

Recommend Board approve the following:

2019-2020 MCSSSD School Year Calendar, (*Attachment 9-B*)

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

Approve to submit Christine’s Hope Grant in the amount of \$3,000.00 for an Eye Gazer Device with stand, for the Joseph F. Cappello School.

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

Revised and/or New Policies, Regulations, or By-Laws - (*Attachment 9-C*)

First Reading -- Revised and/or New Policies, Regulations, or By-Laws

BYLAWS - None

POLICIES

P2431.3 Practice and Pre-Season Heat Acclimation for Interscholastic Athletics
 P2610 Education Program Evaluation (M)
 P4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M)
 P5330.04 Administering and Opioid Antidote (M)
 P5600 Student Discipline/Code of Conduct (M)
 P5611 Removal of Students for Firearms Offenses (M)
 P5612 Assaults on District Board of Education Members or Employees
 P5613 Removal of Students for Assaults with Weapons Offenses (M)
 P5756 Transgender Students (M)
 P7440 School District Security
 P8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Offenses (M)
 P8561 Procurement Procedures for School Nutrition Programs (M)
 P8860 Memorials

REGULATIONS

P2460.08 Special Education – Free and Appropriate Public Education (M)
 R5530 Substance Abuse (M)
 R5330.04 Administering and Opioid Antidote (M)
 R5600 Student Discipline/Code of Conduct (M)
 R5611 Removal of Students for Firearms Offenses (M)
 R5612 Assaults on District Board of Education Members or Employees
 R5613 Removal of Students for Assaults with Weapons Offenses (M)
 R7440 School District Security
 R8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Offenses (M)

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 -	Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis -	Yes	Ms. Rainiero - Absent

Second Reading -- Revised and/or New Policies, Regulations, or By-Laws - *None*

Abolished -- Policies, Regulations, or By-Laws - *None*

Reapprove the following Curriculums:

Algebra I
 Algebra II
 Art - Grade 3
 Biology
 Dance Curriculum - Grades PreK - 2
 Dance Curriculum - Grades 3 - 12
 Early Childhood Math - Grades K - 2
 English Language Arts - Grades K - 2
 English Language Arts - Grades 3 - 8
 English Language Arts - Grades 9 - 12
 Financial Literacy - Grades 9 - 12
 Geometry
 Health and Physical Education - Grades 6 - 8
 Health and Physical Education - Grades 9 - 12
 Health and Physical Education - Grades PK - 2
 Health and Physical Education - Grades 3 - 6
 Mathematics - Grade 3
 Mathematics: Equals Math - Grades 6 - 8
 Science - Grades PreK - 2
 Science - Grade 3
 Science - Grade 7
 Social Studies - Grades PreK - 5
 US History - Grade 7
 US History I - Grades 9 - 12
 US History II - Grades 9 - 12
 Visual Arts - Grade 7
 Visual Arts - Grades 9 - 12
 World History - Grades 9 - 12
 World History and Cultural Studies - Grade 6
 World History - Grade 8
 World Language: Spanish - Grades 5 - 8
 World Language: Spanish - Grades 9 – 12

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 -	Yes	Ms. Hernandez-Manno - Abstain
	Ms. Lewis -	Yes	Ms. Rainiero - Absent

REPORTS:

Fire and Security Drills for month of February, 2019 (*Attachment 9-D*)

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

Harassment, Intimidation & Bullying Report for February, 2019

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
November	0	0	0	0
December	0	0	0	0
January	0	0	0	0
February	1	0	0	1
TOTAL	1	0	0	1

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

Enrollment Data as of February 2019:

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	571	575	579	580				

	<u>01/31/18</u>	<u>02/28/18</u>
Mercer High School	254	249
Mercer Elementary School	218	221
Regional Day	10	10
J. F. Cappello School	<u>97</u>	<u>100</u>
<i>TOTAL:</i>	579	580

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 -	Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis -	Yes	Ms. Rainiero - Absent

11. NEW BUSINESS

Recommend Board approve the following:

- a. Approve Junk Jam: The Language of Drumming at Mercer Elementary School Residency Dates: March 12, March 19, March 26, April 5 & April 12, 2019. Students play, compose, conduct, and perform traditional and student-composed original percussion music. The emphasis is on the teamwork and awareness required to play in an ensemble. School-wide assembly to be held in the spring of 2019 (Attachment 11-a).

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 -	Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis -	Yes	Ms. Rainiero - Absent

- b. Approve Resolution to submit tentative 2019/20 Mercer County Special Services School District Budget to the Executive County Superintendent (Handout).

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 -	Yes	Ms. Hernandez-Manno - Abstain
	Ms. Lewis -	Yes	Ms. Rainiero - Absent

- c. Approve the annual out of state field trip to Walt Disney World, Florida, Tuesday May 7, 2019; Sponsored by the Sunshine Foundation. Approximately 25 Students and 7 staff members will be attending at no cost to the District.

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 -	Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis -	Yes	Ms. Rainiero - Absent

- d. Review, accept and approve the June 30, 2018 Comprehensive Annual Financial Report, Management Report on Administrative Findings – Financial, Compliance and Performance and Synopsis (Summary of Fiscal year 2017-2018 Audit Report) as required by N.J.S.A. 18A:23-4 (Attachment 11-d).

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

- e. Approval of Transportation Contract (s), Bids, Renewals & Addendums (Attachment 11-e).

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

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

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

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

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

- h. Approve to accept the grant contract (#DVRS 2019-PRS-1) between NJ Department of Labor and Workforce Development and MCSSSD, in the amount of \$28,405, for the period: 04/01/19-03/31/20. (Attachment 11-h).

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 - Yes Ms. Hernandez-Manno - Yes
 Ms. Lewis - Yes Ms. Rainiero - Absent

13. ADJOURNMENT

A Motion by Jan Lewis and Seconded by Samuel Floyd to adjourn the meeting passed by unanimous voice vote, (4) aye's (0) nay's. Meeting was adjourned at 5:11 pm.

Zac Vena presented the upcoming Play at Hamilton High School West titled "The Fine Tapestry of Motherhood".

Respectfully submitted by:

Deborah Donnelly
Business Administrator/Board Secretary