

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

AGENDA

REGULAR BUSINESS MEETING

Tuesday, August 7, 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
- 4a. Approval of July 2, 2018 Board Minutes
- 4b. Approval of the Executive Minutes of July 2, 2018 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:

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

MISCELLANEOUS:

Recommend Board approve the following:

Continuation of Policy 5512 Harassment, Intimidation and Bullying last approved on November 12, 2013 for the 2018-2019 school year.

Reaffirming the District Mentoring Plan for 2018-2019 - (For review in the Superintendent’s Office)

2018-2019 Professional Development Plan(s) for: Mercer High, Mercer Elementary, Joseph Cappello Schools and the MCSSSD Plan (*Attachment 9-B*)

2018-2019 Nursing Services Plan (*Attachment 9-C*)

MISCELLANEOUS: (continued)

Submission of Infosys Foundation USA Grant Application for Mercer Elementary School. If awarded, the grant would provide Tynker software to implement a Computer Science program for the students. Tynker is a complete learning system that enables the students to code with intuitive, interest-based activities. The program is self-paced allowing the students to progress at their educational levels. The Computer Science program will be used by the Autism and MD programs. (No cost to the district)

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

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

BYLAWS - None

POLICIES

1613 Disclosure and Review of Applicant's Employment History (M)
5512 Harassment, Intimidation, and Bullying (M)

REGULATIONS

1613 Disclosure and Review of Applicant's Employment History (M)

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

BYLAWS -None

POLICIES - None

REGULATIONS - None

Abolished -- Policies, Regulations, or By-Laws

R5512 Harassment, Intimidation, and Bullying Investigation Procedure (M)

REPORTS:

Fire and Security Drills for month of July 2018 (*Attachment 9-E*)

Harassment, Intimidation & Bullying Report for July, 2018

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

Enrollment Data as of July 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	549											

	<u>06/30/18</u>	<u>07/31/18</u>
Mercer High School	287	272
Mercer Elementary School	198	188
Regional Day	6	6
J. F. Cappello School	<u>102</u>	<u>83</u>
<i>TOTAL:</i>	<i>593</i>	<i>549</i>

11. **NEW BUSINESS**

- a. Approve Handle with Care for the 2018/2019 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 the students as per the State of New Jersey guidelines. The training is scheduled for Thursday, October 4, 2018, GAAP account #11-000-223-390-02-DOCI not to exceed \$3,200 which includes \$2,400 for the first 12 participants, \$250 each for an additional 2 participants (if necessary) and \$300.00 for additional expenses (mileage, tolls, etc.)
- b. Approve Starr Global Learning Network to provide professional development training on September 4, 2018 for MCSSSD staff. The training "Trauma Informed Schools" will be presented to the certified and non-certified staff at MCSSSD. In addition, teaching staff from preschools in Mercer County Special Services School District will be invited to attend the presentation. The training will be six hours in length. The cost of the training not to exceed \$23,500. This cost includes the PD training, training materials and presenter travel expenses. GAAP Account #'s 66-215-213-590-04-PURS and 64-990-320-590-00-CMRS.
- c. 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 8, 2019 thru May 10, 2019; at a cost of \$169 per person for an approximate total of \$6,860 Gaap Account # 11-403-100-610-30-XTRA (Attachment 11-c).

- d. Approve the following student affiliation agreements between Mercer County Special Services School and (Attachment 11-d).
 - Mercer County Community College
 - Rider University
 - Rowan University
 - Rutgers University
- e. Approve the agreement between Mercer Oaks Catering and Mercer County Special Service School District in the amount of \$2,655 for the Mercer High School Prom to be held on May 31, 2019 at the Mercer Oaks Golf Course, Princeton, NJ Gaap Account #11-403-100-610-30-XTRA (Attachment 11-e).
- f. Approve to increase the amount not to exceed from \$22,500 to \$33,000 for Comegno Law Group, P.C. as Special Counsel for the period July 1, 2017 through June 30, 2018 Gaap Account #11-00-230-331-01-LEG.
- g. Approve the corrected breakfast pricing from the Sodexo agreement from the amount of \$1.60 to \$1.65 originally approved on the June 5, 2018 agenda.
- h. Approve Rutgers University to provide professional development training on August 27, 2018 for the custodial and maintenance staff of MCSSSD. The training "Respectful Workplace Communications" will help staff to identify the differences between respectful and disrespectful communication which will in turn help to increase the understanding of the impact disrespectful communication has on the individual and the workplace. The training will be two hours in length. The cost of the training is not to exceed \$950 which includes the training as well as the trainer's travel expenses, Gaap Account #11-000-223-390-02-DOCI.
- i. Approve a donation of 32 LCD talking calculators from ETS Center for Advocacy and Philanthropy for the students of Mercer County Special Services School District.
- j. Approve to contract with Delta-T Group under CO-OP #ESCNJ 18/19-11 for nurses on an as needed basis for the 2018/2019 school year Gaap account # 11-000-213-330-00-CONT for an amount not to exceed \$5,000 (Attachment 11-j).
- k. Approve the Shared Service Agreement between the Participating Boards of Education and the Central Jersey Program for Recruitment of Diverse Educators (CJ Pride) including the annual membership fee in the amount of \$100 for the 2018/19 school year Gaap account #11-00-230-890-01-MISC (Attachment 11-k).
- l. Approve the following student worksites for the 2018/2019 school year:
 - Walgreen's, 2021 Nottingham Way, & 1702 Kuser Road, Hamilton, NJ
 - Advanced Auto, 3150 S. Broad St., 750 N. Olden Avenue, & 2129 Nottingham Way, Hamilton, NJ
 - Mercer ARC, 180 Ewingville Road, Ewing, NJ
 - Hamilton Market Place, Hamilton NJ
 - Quakerbridge Mall, Lawrenceville, NJ

- m. Approve the Outreach Program from the Zoological Society of Philadelphia to visit the Joseph Cappello School on February 27, 2019. Program paid through the NJPTA.
 - n. Approve to accept a donation of 3 patio umbrellas and bases to be used by the students of Mercer Elementary School in the outside garden area. The umbrellas can be moved when activities outdoor need to provide shade for medically fragile students. The PTA also purchased some perennials to be placed below the school sign in the front flower bed. Students will plant and care for these plants as a part of their summer program.
 - o. Approval for Reading Horizons to provide professional development training on September 25, 2018 and October 1, 2018 for Mercer Elementary certified staff currently working with the Reading Horizon Elevate and Discovery Curriculums. The cost of the training is not to exceed \$4,000 Gaap Account #64-990-320-590-00-CMRS (Attachment 11-o).
 - p. Approve revised maintenance agreement for Stewart Business Systems from \$2,227.50/quarter to \$2,862.50/quarter, increase due to color copy allowance (Attachment 11-p).
 - q. Approve agreement between Dynamic Security and Mercer County Special Services School District to provide, install and configure three additional Aiphone IX Master stations in the amount of \$3,970.80 Gaap account # 11-000-230-530-00-POS (Attachment 11-q).
 - r. Approve the contract between DJ Nebbs Entertainment and Mercer County Special Services School District for entertainment services for the Mercer High School Prom being held at Mercer Oaks Golf Course on May 31, 2019 from 6-9PM, in the amount of \$600 Gaap account #11-403-100-610-30-XTRA (Attachment 11-r).(Pending certificate of insurance).
 - s. 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 October 19, 2018 and February 27, 2019 at no cost to the District, paid for by the NJPTA.
 - t. Approve the confirmation to The Conference Center at Mercer for the Mercer High School Scholarship Awards Reception to be held on June 13, 2019 from 5:30pm to 7:30 pm in the amount of \$1,555.20 Gaap Accounts #11-403-100-610-30-XTRA.
 - u. Approve the confirmation to The Conference Center at Mercer for the Mercer High School Senior Breakfast to be held on June 11, 2019 from 9:00 am to noon in the amount of \$972 Gaap Account #11-403-100-610-30-XTR.
 - v. Staff and Student Travel (Attachment 11-v).
 - w. Miscellaneous Equipment Disposal List (Attachment 11-v).
 - x. Approval of Transportation Contract(s), Bids, Renewals and Addendum (handout)
- 12. Public Session
 - 13. Executive Session
 - 14. Adjournment