

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

MINUTES

BUSINESS MEETING
Monday, December 9, 2019
4:30 pm

The monthly business meeting for the month of December 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, Yasmin Hernandez-Manno (via phone), Jan Lewis & Gerald Stockman.

Also, Present: 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:**

Presentation of Comprehensive Annual Financial Report for June 30, 2019 by Kelly Denker, CPA, Wiss & Co, LLC. There were no deficiencies in internal control, no federal or state non-compliance findings and no corrective actions needed.

4. **Approval of the November 4, 2019 Board Meeting Regular and Executive Minutes:**

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno -	Yes
Ms. Lewis -	Yes	Ms. Rainiero -	Yes
Mr. Stockman -	Yes		

5. Bills To Be Approved totaling \$ 4,297,487.89 and authorization of transfers within program areas as approved by the Superintendent

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

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

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

7. Correspondence & Communications –

Mike Lanzoni, Custodian Maintenance has received the Safety Star Award from Our Insurance Company for his commitment to providing a safe learning environment, and for going above and beyond to ensure the entire District is safe. Congratulations to Mike!

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

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

MISCELLANEOUS:

Recommend Board approve the following:

- Amended Inter-local Services Agreement, July 1, 2017 to June 30, 2022, between Mercer County Technical School District and Mercer County Special Services School District, originally approved by the Board on April 18, 2017 (*Attachment 9-B*)

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

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

BYLAWS - None

POLICIES

P7740 School District Security (M)

REGULATIONS

R7740 School District Security (M)

- Revised and/or New Policies, Regulations, or By-Laws - Second Reading (no changes made from first reading)

BYLAWS – None

POLICIES

P3218 Use, Possession, or Distribution of Substances (M)

P4218 Use, Possession, or Distribution of Substances (M)

REGULATIONS

R3218 Use, Possession, or Distribution of Substances (M)

R4218 Use, Possession, or Distribution of Substances (M)

ABOLISHED - Policies, Regulations, or By-Laws -None

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

REPORTS:

Recommend Board approve the following:

- Fire and Security Drill(s) for the month of November 2019 (*Attachment 9-D*)

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- Harassment, Intimidation & Bullying as of November 2019:

Month	Investigations	HIB	Non-HIB
July	0	0	0
August	0	0	0
September	0	0	0
October	0	0	0
November	0	0	0
TOTAL	0	0	0

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- Enrollment Data as of November 2019

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
2018-2019	454	454	547	567	571	575	579	580	581	586	587	588
2019-2020	497	498	548	546	546							

	10/31/2019	11/30/2019
Mercer High School	250	253
Mercer Elementary School	208	206
Regional Day	9	9
J. F. Cappello School	<u>79</u>	<u>78</u>
TOTAL:	<u>546</u>	<u>546</u>

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

11. **NEW BUSINESS**

Recommend Board approve the following:

- a. Review, accept and approve the June 30, 2019 Comprehensive Annual Financial Report, Management Report on Administrative Findings – Financial, Compliance and Performance and Synopsis (Summary of Fiscal year 2018/2019 Audit Report) as required by N.J.S.A. 18A:23-4.

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- b. Approve Debbie Concenza, RN, to attend Camp Bernie with Mercer High School students and staff on May 6, 2020 through May 8, 2020 at a rate of \$1,000.

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- c. Approve Young Audiences of NJ Inc. for a performance titled “The Language of Music Workshop” for the students of Mercer Elementary School to be held on the following dates: 2/5, 2/12, 2/19, 2/24, 3/4 & 3/6/2020.

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- d. Approve Young Audiences of NJ Inc. for a performance of “The Amazing Junk Jam Band” for the students of the Mercer Elementary School on March 20, 2020.

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- e. Approve three (3) grants previously approved as donations each in the amount of \$1,000 each from The First Day of School Foundation, Inc in the total amount of \$3,000 to the Mercer Elementary School.

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- f. Approval for APFC – A Partnership for Change to provide professional development training for Mercer High School staff on March 19, 2020. The training entitled Teen Dating Abuse will include types of abuse, warning signs, safety planning, how to support a victim, intervention strategies and resources. The cost of the two-hour training will not exceed \$600.

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- g. Approve to accept various donations in the amount of \$555 to the students of the Mercer High School in memory of Dorothy Bracolini, mother of a former student.

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- h. Approval of Transportation Contract(s) Addenda, Bids, Renewals per N.J.A.C. 6A:27-11.2 (Attachment 11-h).

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- i. Approve Staff and Student Travel (Attachment 11-i).

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- j. Approve Miscellaneous Equipment for Disposal (Attachment 11-j).

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- k. Approve the affiliation agreement between Mercer County Special Service School District and Mercer County Technical Schools (Attachment 11-k).

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- l. Approve to accept a donation in the amount of \$1,000 to the students of the Joseph F. Cappello School from Eric Marozin, former JFC Music Teacher.

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- m. Approve to award Bid # 103-MCSSSDCPS-20-03 Electrical Technician to Magic Touch Construction, Inc as documented (attachment 11-m).

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- n. Approve to reclass donation funds in the amount of \$4,383.63 from Project Adults to the Mercer High school and Mercer Elementary School and reclass donation funds in the amount of \$1,795.55 from Early Intervention to the Joseph F. Cappello School.

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

Roll Call:

Ms. Vena -	Absent	Ms. Hernandez-Manno - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

13. ADJOURNMENT

A Motion by Jan Lewis and Seconded by Gerald Stockman to adjourn the meeting passed by unanimous voice vote, (4) aye’s (0) nays. Meeting was adjourned at 4:41 pm.

Respectfully submitted by:

Deborah Donnelly
Business Administrator/Board Secretary