

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

MINUTES

BUSINESS MEETING
Monday, November 4, 2019
4:30 pm

The monthly business meeting for the month of November 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), Lisa Vena, 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:

Ms. Rainiero, Board President – Introduced and welcomed Mr. Gerald Stockman as our new Board Member.

Nick Pappano – Speech Therapist, Mercer Elementary School – handed out photos of new campus signage renditions.

Ms. Rainiero, Board President - announced she is happy to report a tentative agreement has been reached with MCSSETA. More to report when this is finalized.

Leah Durastanti, MCSSETA President – read a statement and thanked the Administration for meeting and for a reaching a fair and equitable agreement (statement attached).

4. Approval of the October 1, 2019 Board Meeting Regular and Executive Minutes:

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

Roll Call:

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

5. Bills To Be Approved totaling \$ 4,507,417.97 and authorization of transfers within program areas as approved by the Superintendent

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

Roll Call:

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

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

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

Roll Call:

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

7. Correspondence & Communications – None

8. Committee Reports – None

9. Superintendent’s Report - None

New/Special Projects: None

Recommend Board approve the following:

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

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

Roll Call:

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

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

- Updated job description – Confidential Secretary to the Assistant Superintendent for Curriculum & Instruction (*Attachment 9-B*)

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

Roll Call:

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

MISCELLANEOUS:

Recommend Board approve the following:

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

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

Roll Call:

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

- Approval to submit SFY 2020 Special Child Health Services, Early Hearing Detection and Intervention, Grant Application, amendment for the additional amount of \$12,653, for the period 04/01/2019 - 03/31/2020

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

Roll Call:

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

- Approve Updated Curriculum (*For review in the Office of the Assistant Superintendent*)

Life and Career Education Skills (LACES) Curriculum: Grades 12 – 12+
 Life Skills Curriculum: Grades 9 – 12+
 Advanced Structured Learning Experiences Curriculum: Grades 12 – 12+
 Social and Communication Skills Curriculum: Grades 9 – 12+

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

Roll Call:

Ms. Vena -	Yes	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

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)

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

Roll Call:

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

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

BYLAWS – None

POLICIES

- P3159 Teaching Staff Member-School District Reporting Responsibilities (M)
- P6112 Reimbursement of Federal and Other Grant Expenditures (M)
- P8600 Student Transportation (M)
- P8630 Bus Driver-Bus Aide Responsibility (M)
- P8670 Transportation of Special Needs Students (M)
- P9210 Parent Organizations
- P9400 Media Relations

REGULATIONS

- R6112 Reimbursement of Federal and Other Grant Expenditures (M)
- R8600 Student Transportation
- R8630 Emergency School Bus Procedures (M)

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

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

Roll Call:

- Ms. Vena - Yes 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 October 2019 (*Attachment 9-D*)

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

Roll Call:

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

- Harassment, Intimidation & Bullying as of October 2019:

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

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

Roll Call:

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

- Enrollment Data as of October 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								

	09/30/2019	10/31/2019
Mercer High School	254	250
Mercer Elementary School	208	208
Regional Day	9	9
J. F. Cappello School	<u>77</u>	<u>79</u>
TOTAL:	<u>548</u>	<u>546</u>

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

Roll Call:

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

11. **NEW BUSINESS**

Recommend Board approve the following:

- a. Approve the MCSSSD Budget Planning Schedule for 2020/2021 (Attachment 11-a).

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

Roll Call:

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

- b. Approve to renew membership in the Burlington County Insurance Pool Joint Insurance Fund (BCIPJIF) effective through June 30, 2023(attachment 11-b).

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

Roll Call:

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

- c. Approve the following affiliation agreements: (attachments 11-c)

Mercer County Community College
 William Patterson University * Revised handout
 Ryder University

A Motion by Jan Lewis and Seconded by Lisa Vena was made to approve the aforementioned as edited by Walter Bliss was carried by roll call vote.

Roll Call:

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

- d. Approve for Reading Horizons to provide professional development training/curriculum lesson coaching for Mercer Elementary Certified staff who are implementing the Reading Horizon Elevate and Discovery curriculums in their classrooms. The dates of the training/coaching lessons will be scheduled during the month of December 2019 once board approved. The cost of the training is not to exceed \$4,500.

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

Roll Call:

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

- e. Approval to accept SFY 2020 Special Child Health Services, Early Hearing Detection and Intervention, Grant Application, for an additional amount of \$12,653 for the period 04/01/2019-03/31/2020.

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

Roll Call:

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

- f. Approve to accept three (3) donations each in the amount of \$1,000 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 Lisa Vena was made to approve the aforementioned was carried by roll call vote.

Roll Call:

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

- g. Approve to accept a donation in the amount of \$250 from George & Kikuye Adamson to the Mercer Elementary School.

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

Roll Call:

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

- h. Approve to continue the Group Disability coverage with Standard Life Insurance Company beginning January 1, 2020 to December 31, 2021 with a rate guarantee of \$25.15 per employee per month (attachment 11-h).

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

Roll Call:

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

- i. Approve the Resolution to appoint Fredrick Hillman as the District Designated Employer Representative (DER) and Deborah Donnelly, alternate, authorized to take immediate action to remove suspected intoxicated (drug or alcohol) employees from safety-sensitive duties (attachment 11-i).

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

Roll Call:

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

- j. Staff and Student Travel (Attachment 11-j). *with revision of trip 2048 moved to 11/19/2019.

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

Roll Call:

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

- k. Approval of Transportation Contract(s), Bids, Renewals and Addendum (11-k).

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

Roll Call:

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

- l. Miscellaneous Equipment Disposal List (Attachment 11-l).

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

Roll Call:

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

12. 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:

Negotiation Update

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 4:40 PM.

Roll Call:

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

On a Motion by Lisa Vena and Seconded by Jan Lewis the Board unanimously voted to return to the open meeting at 4:49 PM.

Roll Call:

Ms. Vena -	Yes	Ms. Hernandez-Manno -	Yes
Ms. Lewis -	Yes	Ms. Rainiero -	Yes
Mr. Stockman -	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 4:49 pm.

Respectfully submitted by:

Deborah Donnelly
Business Administrator/Board Secretary