

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

MINUTES

BUSINESS MEETING
Tuesday March 3, 2020
4:30 pm

The monthly business meeting for the month of March 2020 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, Lisa Vena, Jan Lewis & Gerald Stockman.

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

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

3. **PUBLIC SESSION:**

Denise Dombkoski, Occupational Therapist at the Joseph F. Cappello School said the Translative/Interpretive Services are lacking. Some staff can be pulled for Spanish speaking students but none for other languages. She recommends a translating call-in service.

Dr. Schneider responded and asked that a narrative should come to her from her Principal.

Barbara Brunelli, Teacher at the Joseph F. Cappello School gave a MCSSETA PRIDE update handout (attached).

4. **Approval of the March 3, 2020 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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Abstain	

5. Bills to Be Approved totaling \$4,561,233.88 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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

6. Board Secretary/Treasurer’s Report for January 2020

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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

7. Correspondence & Communications –

Dr. Schneider gave an update on COVID-19 (Coronavirus):

- The information of the website still applies
- There is a State-wide conference call happening during this meeting.
- Information will be coming through principals and nurses
- Dr. Sharlin can come to building to help.
- We are to follow same protocol as other health concerns.

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 9A) and addendum.

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

Roll Call:

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

- Job description – Assistant Superintendent (*Attachment 9-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:

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

MISCELLANEOUS:

Recommend Board approve the following:

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

BYLAWS - None

POLICIES - None

REGULATIONS - None

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

BYLAWS – None

POLICIES – None

REGULATIONS – None

ABOLISHED -None

REPORTS:

- Fire and Security Drill(s) for the month of February 2020 (*Attachment 9-C*)

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

Roll Call:

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

- Harassment, Intimidation & Bullying as of February 2020:

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
December	0	0	0
January	0	0	0
February	0	0	0
TOTAL	0	0	0

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

Roll Call:

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

- Enrollment Data as of February 2020

	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	551	544	559				

	1/31/2020	2/29/2020
Mercer High School	254	254
Mercer Elementary School	211	209
Regional Day	9	11
Joseph F. Cappello School	<u>70</u>	<u>85</u>
TOTAL:	<u>544</u>	<u>559</u>

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

Roll Call:

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

11. **NEW BUSINESS**

Recommend Board approve the following:

- a. Approve Wiss & Company, LLP, Engagement Letter for Mercer County Special Services School District Financial Audit for year ending June 2020 in the amount not to exceed \$64,900 (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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- b. Approve DJ Michael Gaspari for the Annual Spring Fling at the Joseph F. Cappello school to be held on March 27, 2020 at no cost to the District.

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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- c. Approve the Kiwanis Club of Trenton to hold the Annual Easter Egg Hunt for the student of the Joseph F. Cappello School on April 9, 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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- d. Approve Cy Masterpole to provide professional development training for the District’s School Nurses and annual recertification of the American Red Cross CPR/AED. The training to be held on Thursday, March 19, 2020 and limited to the seven (7) school nurses at a cost not exceed \$450.

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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- e. Approve to accept a donation in the revised amount of \$800 from Matthew Hunt for the students of the Mercer High 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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- f. Approve the Hamilton High West Chorus to perform for the students of the Mercer Elementary School on April 3, 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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- g. Approve Hops Pearce of the Harlem Globetrotters to provide an Anti-Bullying Assembly to the students of the Mercer High School on February 26, 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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- h. Approve Chef Ray Gennaro to visit the Mercer High School Foodservice Classroom to provide our students with a cooking demonstration on March 8/9, 2020, Chef Ray will provide the foods he will prepare at no cost to the District.

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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

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

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

- j. Approve Transportation Contract(s), Bids, Renewals and Addendum (Attachment 11-j).

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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- k. Miscellaneous Equipment Disposal List (Attachment 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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- l. Approve acceptance of quote to contract with Orbit Software Inc for Bus Boss Professional Transportation Routing and Management Software beginning March 4, 2020 through June 30, 2021 in the amount of \$27,935 (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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- m. Approve Resolution to submit tentative 2020/21 Mercer County Special Services School District Budget to the Executive County Superintendent (Attachment 11-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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- n. Approve to contract with Monmouth Ocean Educational Services Commission (M-OESC) for the period July 1, 2020 to June 30, 2021 on an as needed nursing basis for nursing services (Attachment 11-n).

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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- o. Approve the revised Resolution to adopt a Maximum Travel Budget for 2020/2021 (Attachment 11-o).

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 - Absent
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Yes	

- p. Approve to submit the Regional Day school Budget for the 2020/2021 school year in the amount of \$421,360 to the New Jersey Department of Education (Attachment 11-p).

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 -	Absent
Ms. Lewis -	Yes	Ms. Rainiero -	Yes
Mr. Stockman -	Yes		

12. ADJOURNMENT

A Motion by Jan Lewis and Seconded by Lisa Vena to adjourn the meeting passed by unanimous voice vote, (4) aye’s (0) nay’s. Meeting was adjourned at 5:01 pm.

Respectfully submitted by:



Deborah Donnelly
Business Administrator/Board Secretary

MCSSETA PRIDE Update

The goal of PRIDE is to develop community awareness and to involve parents and families in their children's education through programs and events to help improve student achievement and ensure that families feel welcome and connected to our schools.

Programs developed for the 2019-2020 School Year:

Thanksgiving Food Bags-helped fund 92 bags of food that were sent home with our students.

Christmas Food Bags-helped fund 107 bags of food that were sent home with our students.

Easter Food Bags-will help fund as many as is needed.

March of Dimes Walk-Sunday, April 26, 2020 9:00 Mercer County Park, Ice Skating Rink. MCSSETA will be sponsoring a mile of the walk, and have a table to provide information and provide giveaways. Staff is needed to help at the table, and if anyone is interested, create a MCSSETA Team to walk.

POAC Walk- Sunday, May 17, 2020 11:00-2:00 Fisher Middle School 1325 Lower Ferry Road, Ewing, N.J.

MCSSETA will have a sponsor table that is interactive for the children with bubble fun, and informative for the parents about our school district and the work that we do. Staff is needed to help play with the children and talk to the parents. If anyone would like to create a MCSSETA Team to walk, that would be great.

Henry J. Austin Health Center- MCSSETA staff is developing an in-service that will be presented to the staff at H.J.A. this spring to make them aware of our programs and services that we provide.

If anyone is interested in being part of any of this, please speak with a Union Representative in your building.