

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

MINUTES

BUSINESS MEETING
Tuesday February 4, 2020
4:30 pm

The monthly business meeting for the month of February 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, Yasmin Hernandez-Manno(via phone), Lisa Vena, Jan Lewis.

Also Present: Dr. Kimberly Schneider, Superintendent, 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:

Karen Burke, School Nurse at the Mercer High School read a statement (attached) regarding concerns of our district.

Gina Marsala, Physical Therapist at the Joseph F. Cappello School voiced a concern regarding JFC enrollment and potential job loss. The discussion followed about student recruitment, the marketing committee achievements upcoming open houses and the need to advertise what the district does regarding specialized education.

Concerns were also voiced by staff regarding the training of staff on various instructional programs since staff are transferred between programs – Dana Hice-DePugh, noted that training is available when needed by certified staff.

Building usage was also raised in connection with budget development. Deborah Donnelly noted that considerations were being made as we are in budget preparation.

4. Approval of the January 7, 2020 Board Meeting Regular and Executive Minutes:

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 -	Absent		

5. Bills To Be Approved totaling \$4,538,948.83 and authorization of transfers within program areas as approved by the Superintendent

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 -	Absent		

6. Board Secretary/Treasurer’s Report for December 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 -	Yes
Ms. Lewis -	Yes	Ms. Rainiero -	Yes
Mr. Stockman -	Absent		

7. Correspondence & Communications –

We would like to thank Mercer Elementary school and Dr. Sharlin for the In-Service on Coronavirus. We had a student with the flu, but none with the new strain of coronavirus. Dr Sharlin met with staff at MES and is available if needed at other schools.

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

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

- MCSSETA Certified Staff Revised Salaries for 2018-2019 (*Attachment 9-A1*)

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

- MCSSETA Assistants Revised Salaries for 2018-2019 (*Attachment 9-A2*)

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

- MCSSETA Crisis Intervention Specialist Salaries for 2018-2019 (*Attachment 9-A3*)

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

- MCSSETA Certified Staff Revised Salaries for 2019-2020 (*Attachment 9-A4*)

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

- MCSSETA Assistants Revised Salaries for 2019-2020 (*Attachment 9-A5*)

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

- MCSSETA Crisis Intervention Specialist Salaries for 2019-2020 (*Attachment 9-A6*)

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

MISCELLANEOUS:

- 2020-2021 MCSSSD School Year Calendar (*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 - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Absent	

- 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, previously approved by the Board on December 9, 2019 (*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 -	Yes
Ms. Lewis -	Yes	Ms. Rainiero -	Yes
Mr. Stockman -	Absent		

- Approve to ratify the attached Memorandum of Agreement between the Board of Education of the Mercer County Special Services School District (MCSSSD) and the Mercer County Special Services Principals and Supervisors Association (MCSSPSA) covering the period July 1, 2019 thru June 30, 2022 (*Attachment 9-D*)

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

- Approve to ratify the attached Memorandum of Agreement between the Board of Education of the Mercer County Special Services School District (MCSSSD) and the Mercer County Special Services Support Staff Association (MCSSSSA) covering the period July 1, 2019 thru June 30, 2022 (*Attachment 9-E*)

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

- Approval to submit application for HPS/MAG Grant sponsored by Hardy Plant Society/MidAtlantic Group. The purpose of the grant is to further grow the community gardens at Mercer High School with a focus on improved irrigation and increased crop variety. If selected, recipient would receive \$500.00

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

- 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

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

REPORTS:

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

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

- Harassment, Intimidation & Bullying as of January 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
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 -	Yes
Ms. Lewis -	Yes	Ms. Rainiero -	Yes
Mr. Stockman -	Absent		

- Enrollment Data as of January 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					

	12/31/2019	1/31/2020
Mercer High School	255	254
Mercer Elementary School	206	211
Regional Day	9	9
Joseph F. Cappello School	<u>81</u>	<u>70</u>
TOTAL:	<u>551</u>	<u>544</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 -	Yes
Ms. Lewis -	Yes	Ms. Rainiero -	Yes
Mr. Stockman -	Absent		

11. **NEW BUSINESS**

Recommend Board approve the following:

- a. Approve to accept the NJDOE Certified Tuition Rates for the school year ending 2018/2019. Based on administration’s financial analysis, recommends the Board of Education to approve a waiver of 30% to each sending district (Attachment 11-a).

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

b. Approve Revised Budget Planning Schedule (Attachment 11-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 - Yes
Ms. Lewis -	Yes	Ms. Rainiero - Yes
Mr. Stockman -	Absent	

c. Approve the Center for Learning Garden State Discovery Museum Program titled “Bubble Magic: Science of Suds” for the students of the Mercer Elementary School to be held on March 27, 2020 paid for by the MES Student Activity Account - no cost to the District.

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

d. Approve Marie Dicks “the Cat in the Hat” scheduled for the students of the Joseph F. Cappello School to be held on February 24, 2020.

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

e. Approve Sandra Lippman and her Certified Therapy Dog Mattie for the students of the Joseph F. Cappello School. Dates to be determined.

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

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

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

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

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

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

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

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

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

- j. Approve the resolution to authorize DIGroup Architecture, LLC to submit to the Department of Education an application for the Roof Replacement to the Joseph F. Cappello School (Attachment 11-j).

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

- k Approve the Request from The Standard Insurance Company for the Short-Term Disability Policy Amendment (Attachment 11-k).

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

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 5:15 pm.

Respectfully submitted by:

Deborah Donnelly
Business Administrator/Board Secretary