

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

MINUTES

BUSINESS MEETING
Tuesday October 1, 2019
4:30 pm

The monthly business meeting for the month of October 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, Lisa Vena, & Jan Lewis.

Also Present: 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.

- 3a. 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:

Legal 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 4:35 PM.

Roll Call:

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

On a Motion by Lisa Vena and Seconded by Jan Lewis the Board unanimously voted to return to the open meeting at 4:45 PM.

Roll Call:

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

3b. PUBLIC SESSION:

Leah Durastanti, MCSSETA President handed out and read a statement to the Board (attached).

Maureen Welsh, Teacher at Mercer High School attended Freeholder meetings last week, noting that the Freeholders hope is that we settle this contract.

Camille Rainiero, Board President read a statement regarding negotiations.

Tina Jablonski, Teacher at the Joseph F. Cappello School spoke about negotiations and the Board’s willingness to continue to negotiate.

Leah Durastanti asked to have the MCSSSD attorney reach out to their NJEA representative before the January Meeting.

4. Approval of the August 6, 2019 Board Meeting Regular 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

5. Bills to Be Approved totaling \$7,439,949.23 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

6. Board Secretary/Treasurer’s Report for July and August 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

7. Correspondence & Communications

Carline Mirthil, Supervisor at the Mercer High School presented the Semi-Annual HIB School Self-Assessment Grade Report (attached).

Kris Gould & Carline Mirthil, Supervisors of Mercer High School presented the Spring 2019 Statewide Assessment Results

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, Re-Appointments, Resignations, Leaves, Retirements, etc., (Attachment 9A) 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 -	Abstain*
Ms. Lewis -	Yes	Ms. Rainiero -	Yes

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

NEW/SPECIAL PROJECTS: None**MISCELLANEOUS:**

Recommend Board approve the following:

- Presentation of Harassment, Intimidation, or Bullying (HIB) Semi-Annual Report for the period: 01/01/2019-06/30/2019 – Carline Mirthil, Supervisor

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

- Presentation of the Spring 2019 Statewide Assessment Results – Building Test Coordinators

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

- Self-Assessment findings regarding the “Commissioner’s Program and Guidance for Determining Grades under the Anti-Bullying Bill of Rights Act” (P.L.2010,c.122), for each of the schools within MCSSSD for the 2018-2019 School Year. (*Attachment 9-B*)

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

- Updated Curriculum (*available for review in the Office of the Assistant Superintendent*)

Buildings and Grounds Curriculum (Grades 9 – 12)

Career Family Education – Life Skills Curriculum (Grades 9 -12)

Career Family Education – Life Skills Curriculum (Grades K – 8)

Counseling Curriculum

Food Marketing Curriculum (Grades 9 – 12)

Food Services Curriculum (Grades 9 – 12)

Office Skills Curriculum (Grades 9 – 12)

Technology Curriculum (Grades 9 – 12)

Video Production Curriculum (Grades 9 – 12)

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

- Extended School Year Calendar – Summer 2020 (*Attachment 9-C*)

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

- **Revised** NJQSAC District Performance Review (DPR) for the 2018-2019 School Year (*Attachment 9-D*)

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

- 2019-2020 Statement of Assurance Regarding the Use of Paraprofessional Staff (*Attachment 9-E*)

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

- Week of Respect, October 7–11, 2019 and School Violence Awareness Week, October 21-25, 2019

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

- School Safety and Security Plan – Mercer High School/Regional Day School Annual Update (*available for review in the Administrative Offices*)

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

- School Safety and Security Plan – Joseph F. Cappello School Annual Update (*available for review in the Administrative Offices*)

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

- School Safety and Security Plan – Mercer Elementary School Annual Update (*available for review in the Administrative Offices*)

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

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

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)

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

- Revised and/or New Policies, Regulations, or By-Laws- Second Reading (*changes made from first reading)

BYLAWS – None

POLICIES – None

REGULATIONS - None

REPORTS:

Recommend Board approve the following:

- Fire and Security Drill(s) for the months of August 2019 (*Attachment 9-G*)

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

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

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

- Harassment, Intimidation & Bullying as of September 2019:

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

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

• Enrollment Data as of September 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									

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

	07/31/2019	08/31/2019	09/30/2019
Mercer High School	212	212	254
Mercer Elementary School	202	203	208
Regional Day	8	8	9
J. F. Cappello School	<u>75</u>	<u>75</u>	<u>77</u>
TOTAL:	<u>497</u>	<u>498</u>	<u>548</u>

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

11. **NEW BUSINESS**

Recommend Board approve the following:

- a. Approve to accept SFY 2020 Special Child Health Services, Case Management, Grant Application, in the amount of \$208,000, for the period 07/01/2019-06/30/2020 (attachment 11-a).

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

- b. Approve the Affiliation Agreement between Mercer County Special Services School District Project Child Clinic Program and The CYO - Yardville Branch School beginning September 1, 2019 through June 30, 2020 (Attachment 11-b).

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

- c. Approve 36-month lease with Canon USA, Incorporated for a Canon Imagerunner500if to be located in the Nurse’s Office at the Joseph F. Cappello School at a cost of \$111.53/month.

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

- d. Approve the following student worksites for the 2019/2020 school year:

Quakerbridge Mall	Hamilton Marketplace
Costco	MCCC Conference Center
Shop Rite	MCCC Kelsey Theater
Walgreens	Lowes
McDonalds	

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

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

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

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

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

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

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

h. Approve the Roxey Ballet Dance Program for the students of Mercer Elementary School at no cost to the District. Program dates: January 6, 7, 8, 13, 14, 2020, two classes: 9:30-10:30 & 10:30 – 11:30 Likely 5th & 8th grade for Science Informal Showing Date will occur Friday, January 17, 2020 from 1:30 – 2:15. Make up dates: January 21 & 22, 2020 (Attachment 11-h).

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

i. Approve PESI to provide professional development training on December 9, 2019. Victoria Grinman will present “Treating Traumatic Stress in Kids: Sensory, Yoga and Mindfulness Techniques to Rewire the Young Brain”. Certified occupational therapists, physical therapists and Cognitive Severe teachers will be provided with ready-to-use techniques for challenging diagnoses and behaviors. The cost of the full day training will not exceed \$4,800 (Attachment 11-i).

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

j. Approve Facilities Annual Maintenance Budget amount worksheet M-1 per N.J.A.C.6A:26A to be submitted to the Department of Education County Office and the Mercer County Special Services School District Comprehensive Maintenance Plan Report for and 2020/2021 school year (Attachment 11-J).

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

- k. Approve resolution to solicit and negotiate a vendor for the Provisions and Installation of Kitchen Equipment Project (Attachment 11-k).

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

- l. Approve “Let’s Get Talking” AAC/AT Vendor Fair 2019 on October 15, 2019 from 12:30 – 3:30PM at MHS, Presenter: Tonya F Sherin. The Bancroft School, Voorhees, NJ, Teacher of the Handicapped, Teacher of the Deaf, MS in Information Systems. The purpose of this workshop is to show educators how they can incorporate XBOX 360 Kinect and XBOX One with the Adaptive Controller, into the classroom. There are many interactive games that teachers will be able to include throughout their lessons. The workshop will show the different ways you can use the XBOX to teach and motivate students along with some behavior modification techniques.

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

- m. Approve the Statement of Appreciation Resolution for Board Member Samuel J Floyd (Attachment 11-m).

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

- n. Approve Mercer County Division Of Mental Health, Department of Human Services to provide professional development training for the district’s certified staff. Lead Trauma Consultant, PJ Wenger will provide “Suicide Prevention Training”. The PD training will be held on October 15, 2019 from 1:10 pm – 3:10 pm. There will be no cost for the training.

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

- 11-o Approve to accept the resolution accepting the settlement agreement of a legal issue discussed in Executive Session with noted verification.

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

- 11-p Approve Tools of the Mind presentation by trainer Luis Gallo at JFC for staff on October 15, 2019 In-Service at a cost of \$1,500. The presenter will survey the building and classrooms to make recommendations for improving the environment and provide a 2 hour presentation with an emphasis on Self-regulation (Pending paperwork).

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

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 5:12 pm.

Respectfully submitted by:

Deborah Donnelly
Business Administrator/Board Secretary