

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

AGENDA

REGULAR BUSINESS MEETING

Tuesday, February 7, 2017

4:30 p.m.

1. Meeting called to Order – Sunshine Law Opening Statement – Roll Call
2. Pledge of Allegiance
3. Executive Session/Public Session
4. Approval of December 6, 2016 Board Minutes
5. Bills to be Approved and Transfer Report for December
6. Board Secretary/Treasurer’s Report
7. Correspondence & Communications
8. Committee Reports
9. Superintendent’s Agenda

**SUPERINTENDENT’S AGENDA**

**NEW/SPECIAL PROJECTS:**

Recommend Board approve the following: (None)

**PERSONNEL:**

Recommend Board approve the following:

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

Black Seal Stipend for MCSSSSA Custodial Staff (revised) (*Attachment 9-A-1*)

Carline Mirthil, Supervisor, Mercer High School as HIB (Harassment, Intimidation and Bullying) Coordinator for the District, effective March 1, 2017.

Paul Cicchini, Supervisor, Administrative Offices, as Americans with Disabilities Act (ADA) Coordinator for the District, effective February 1, 2017.

Paul Cicchini, Supervisor, Administrative Offices, as Affirmative Action Officer (AAO) for the District, effective February 1, 2017.

**MISCELLANEOUS:**

Recommend Board approve the following:

Approval to amend Special Child Health Early Intervention Services (SCHEIS) Grant DFHS17EIM002 from project period 07/01/16 through 06/30/17 to a project period 07/01/16 to 03/31/17 and a reduction in funds from \$64,120 to \$48,425.

2017-2018 School Calendar (*Attachment 9-B*)

Revision(s)/ New Policies/Regulations/ By-Laws – ***First Reading*** (*Attachment 9-C*)

***POLICIES***

1550 Americans with Disabilities Act (M)  
5116 Education of Homeless Children  
5330.04 Administering an Opioid Antidote (New)  
8330 Student Records (M)

***REGULATIONS***

R1550 Americans with Disabilities Act (M)  
R8330 Student Records (M)

Revision(s)/ New Policies/Regulations/ By-Laws – ***Second Reading***

*None*

Policies/Regulations – ***Abolished***

*None*

**REPORTS:**

Fire and Security Drills for month of December 2016 (*Attachment 9-D*)

Fire and Security Drills for month of January 2017 (*Attachment 9-E*)

Harassment, Intimidation & Bullying Report for December 2016 & January 2017:

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

Enrollment Data as of December 31, 2016 and January 31, 2017:

YEAR	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2015-2016	521	519	654	659	665	661	666	661	657	660	657	652
2016-2017	511	508	586	598	601	600	603					

	<u>11/30/16</u>	<u>12/31/16</u>	<u>01/31/17</u>
Mercer High School	297	294	295
Mercer Elementary School	205	206	204
Regional Day	9	9	9
J. F. Cappello School	<u>90</u>	<u>91</u>	<u>95</u>
<i>TOTAL:</i>	<i>601</i>	<i>600</i>	<i>603</i>

11. New Business

Recommend Board approve the following:

- a. Approve Revised Budget Planning Schedule (Attachment 11-a).
- b. Approve the following Affiliation Agreement(s) between Mercer County Special Services School District and: (Attachment 11-b).

Temple University  
 Mercer County Technical Schools Health Career Center  
 The College of New Jersey  
 Philadelphia University

## AGENDA

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- c. Approve Keith Frye of Reasonable Priced Magician to present a Magic Show for the students of Joseph F. Cappello School on January 13, 2017 in the amount of \$225 Gaap Account # 95-000-210-890-40-MISC.
- d. Approve the NJ Symphony Orchestra to perform at Mercer High School, January 20, 2017. There will be two performances, 10-10:30AM and 10:45-11:15AM. The NJSO will perform at no cost to the District.
- e. Approve the Proposed Tuition Rates for 2017/2018 School Year (Attachment 11-e).
- f. Approve to accept the NJDOE Certified Tuition Rates for the school year ending 2015/2016. Based on administration's financial analysis, recommends the Board of Education to approve a waiver of 25% for the Behavioral Disabilities (BD) Program. Sending districts with students in this program during the 2015-2016 school year will have the waiver applied to the amount due to MCSSSD for that program (Attachment 11-f).
- g. Approve to submit the alternate revenue waiver request for the 2017/18 school year in the amount of \$250,000.
- h. Approve Thea Jackson, Owner of Just Bead Yourself to provide a Professional Development training session for Occupational Therapists at Mercer High School. The purpose of the training is to provide therapy related support to students at MHS. Training will be held during the month of February 14, 2017 at a cost not to exceed \$600 GAAP account# 11-000-223-610-07-DRSS.
- i. Approve Kate Ahern to provide Professional Development training for staff at Mercer High School. The purpose of the training is to provide MHS staff with in-depth training with regard to Rhatt Syndrome. The training to be held February 10, 2017 from 8:00 am- 2:00 pm, cost not exceed \$800. GAAP account# 11-000-223-590-02-DOCI (Attachment 11-i).
- j. Approve Angela Caccibaudo, MCSSSD PE teacher to provide professional development training and recertification training of American Red Cross CPR/AED for physical education teaching staff, related services educational staff, respite staff and Special Olympic coaches to be held on March 16, and May 15, 2017 during the District's PD training sessions. Training limited to no more than thirty (30) participants at a cost not to exceed \$600 each totaling \$1,200.00. GAAP accounts #11-000-223-390-02-DOCI, 11-000-223-590-30-MHS, 11-000-223-590-40-JFC and 61-00-223-590-80-MES
- k. Approve Robin Eubanks, PH.D., to provide Professional Development Training for certified and non-certified staff at Mercer High School. The purpose of the training is to provide information on the topic of "Caring for the Caregiver: Understanding the Caregiver's Journey", to be held on March 16, 2017 8:15 a.m. - 9:45 a.m. Cost not exceed \$500, GAAP account #11-000-223-590-02-DOCI.
- l. Approve to accept \$1,000 from Burlington County Insurance Pool Joint Insurance Fund for Financial Excellence and \$2,000 for the Safety Incentive Program for a total of \$3,000.
- m. Approve a new student work site: Prime Storage Bordentown, 800 US Route 206, Bordentown, NJ 08505

- n. Approve New Jersey Symphony Orchestra to provide an instrumental assembly for the students at Mercer Elementary School, to be held on Friday, February 10, 2017 from 10:00 a.m. - 12:00 p.m. at no cost to the District.
  - o. Approve donation from the Hamilton Barnes and Noble for assortment of LEGO items for the students of Mercer Elementary School.
  - p. Approval of Transportation Contract (s), Bids, Renewals & Addendums (Attachment 11-p).
  - q. Staff and Student Travel (Attachment 11-q).
  - r. Miscellaneous Equipment for Disposal (Attachment 11-r).
  - s. Approve Garden State Discovery Museum Assembly “Spectacular Science” Traveling Science Show presentation at Mercer Elementary School to be held on March 14, 2017 from 10:30 – 11:30AM at a cost of \$368 GAAP Account #11-222-100-890-80-CS.
  - t. Approve Franklin Institutes Interactive Traveling Science Show “Everyday Hot and Cold” presentation at Mercer Elementary School to be held on April 4, 2017, from 10:30 - 11:30AM, at a cost of \$420 GAAP Account #11-214-100-890-80-AUT.
  - u. Approve Six Flags Great Adventure, LLC presentation of “Fur, Feathers and Scales Program and “Read Across America” at Mercer Elementary School to be held on February 27, 2017 at a cost of \$450 GAAP account # 11-212-100-610-80-MD.
  - v. Approve continuation to participate in a cooperative pricing agreement with Educational Services Commission of New Jersey (formerly known as Middlesex Regional Educational Services Commission) of year five (5) of five (5).
  - w. Approve to continue to the use the services of Benefit Express Services, LLC for COBRA Retiree Administrative Services to be paid by Conner Strong & Buckelew on behalf of Mercer County Special Services School District year three (3) of five (5) for the period February 28, 2017 to February 28, 2020 originally Board approved February 11, 2014.
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- 12. Public Session
  - 13. Executive Session
  - 14. Adjournment