

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

MINUTES

BUSINESS MEETING

Monday, April 4, 2016

4:30 pm

The monthly business meeting for the month of April 4, 2016 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, Dr. Laura Morana, Samuel Floyd, Lisa Vena, and Sally Gillespie.

Also Present: Dr. Kimberly Schneider, Superintendent, Tanya Dawson, Business Administrator/Board Secretary, Dana Hice DePugh, Assistant Superintendent, Christine MacDonald, Human Resource Manager and Walter Bliss, Board Attorney.

Ms. Rainiero asked to observe a moment of silence for a current student of Mercer Elementary School who passed away.

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

- 3a. **EXECUTIVE SESSION:** Moved to end of the meeting.

Ms. Rainiero read a statement regarding Ms. Turner to the assembly (attached).

- 3b. **PUBLIC SESSION:**

A statement was read to the Board by Lisa Pusillo, Teacher at Joseph F. Cappello School (Statement #1 attached).

A statement was read to the Board by Mary Lou Reynolds, Speech Therapist at Mercer High School (Statement # 2 attached).

4a. Approval of the March 1, 2016 Board Meeting Regular Minutes:

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

4b. Approval of the March 1, 2016 Board Meeting Executive Minutes:

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

5. Bills To Be Approved totaling \$ 4,207,299.25 and authorization of transfers within program areas as approved by the Superintendent

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

6. Treasurer’s Report for February 2016

A Motion by Dr. Laura Morana and seconded by Samuel Floyd to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

7. Correspondence & Communications

Ms. Dawson presented the Regional Day School Budget for the 2016/2017 school year.

- 8. Committee Reports – None
- 9. Superintendent’s Report -

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 2015 – 2016 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 A) and addendum.

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Abstain*
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

*Note: Dr. Morana abstains from Emergent hire.

MISCELLANEOUS:

Recommend Board approve the following:

2016-2019 Comprehensive Equity Plan and Statement of Assurance (*Attachment B*)

A Motion by Dr. Laura Morana and seconded by Samuel Floyd to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Abstain
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

Approval to submit SFY 2017 Special Child Health Services, Case Management, Grant Application, in the amount of \$198,858.00 (*Attachment C*)

A Motion by Dr. Laura Morana and seconded by Samuel Floyd to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Abstain
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

Approval to submit SFY 2017 Special Child Health Services Early Identification and Monitoring, Grant Application, in the amount of \$64,120.00 (*Attachment D*)

A Motion by Dr. Laura Morana and seconded by Samuel Floyd to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Abstain
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

Fire & Security Drills for March 2016 (*Attachment E*)

A Motion by Dr. Laura Morana and seconded by Samuel Floyd to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Abstain
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

Enrollment Data as of March 2016

YEAR	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2014-2015	555	554	684	693	690	687	688	694	696	698	709	707
2015-2016	521	519	654	659	665	661	666	661	657			

	<u>02/26/16</u>	<u>03/31/16</u>
Mercer High School	309	307
Mercer Elementary School	220	217
Regional Day School	11	11
J. F. Cappello School	<u>121</u>	<u>122</u>
TOTAL:	661	657

A Motion by Dr. Laura Morana and seconded by Samuel Floyd to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Abstain
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

Harassment, Intimidation & Bullying as of March 2016:

Month	Investigations	HIB	Non-HIB	Pending
July	0	0	0	N/A
August	0	0	0	N/A
September	0	0	0	N/A
October	0	0	0	N/A
November	1	1	0	0
December	1	0	1	0
January	0	0	0	0
February	0	0	0	0
March	0	0	0	0
TOTAL	2	1	1	0

A Motion by Dr. Laura Morana and seconded by Samuel Floyd to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Abstain
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

A motion to introduce new agenda item:

Resolved that the determination by the Superintendent, that the allegations in HIB Incident 20-002-2015 do not satisfy the criteria for a HIB violation, is hereby affirmed, because there is nothing to indicate that the challenged conduct was motivated by the student’s disability or other discriminatory motive.

A Motion by Samuel Floyd and seconded by Dr. Laura Morana to approve the aforementioned was carried by roll call vote.

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Yes
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

Approve Resolution of the Board of Education affirming determination of the Superintendent in alleged HIB incident 20-002-2015

A Motion by Dr. Laura Morana and seconded by Samuel Floyd to approve the aforementioned was carried by roll call vote.

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Abstain
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

11. NEW BUSINESS

Recommend Board approve the following:

- a. Approval for Regalena "Reggie" Melrose, Ph.D. to provide Professional Development training to the District's educational staff. The training is for the purpose of Professional Development and Brain Charge Curriculum with site license to be held on September 7, 2016 from 8:00 a.m. - 5:00 p.m. The cost of the training not exceed \$5,000.00. GAAP account # 11-000-223-390-02-DOCI.

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- b. Approval for PCG Education to provide a Professional Development Training session for the District's related therapy services providers. The purpose of the training is to give service providers a thorough introduction to EasyTrac functionality through the lens of a direct service provider. The staff will review service documentation tools, service logs and running reports of services logged. Training to be held on Thursday, April 21, 2016 beginning at 8:30 a.m. There is no cost to the District for the training.

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- c. Approval of Mercer Cooperative Transportation System Agreement for the 2016/2017 school year (Attachment 11-c).

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- d. Approve the use of the Hamilton Police for the safety and security of students and staff at Mercer High School and Mercer Elementary School during 2016/17 school year as needed by the Principal at the Township extra duty hourly pay rate Gaap account # 11-000-262-340-00-PATR.

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

Ms. Vena asked is this something that we normally approve?
 Ms. Dawson said yes.

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- e. Resolution to adopt the 2016/17 Mercer County Special Services School District Budget (Attachment 11-e).

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Abstain
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- f. Approval to submit the Regional Day School Budget for the 2016/17 school year in the amount of \$817,700 to the New Jersey Department of Education (Attachment 11-f).

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Abstain
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- g. Approve to contract with Systems 3000 Visual Payroll to continue the employee portal for on line access to pay stubs and W2's for July 2016 through June 2017 in the amount of \$6471 not to exceed \$XXXX Gaap account #11-000-251-340-00-BUS

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- h. Approval of Consulting Service Fee Agreement with Connor Strong & Buckelew for Consulting Financial Reporting Services for the period July 1, 2016 to June 30, 2017 at a rate of \$1,450 per month not to exceed \$17,400 (same rate as last year) Gaap Accounts # 11-000-291-270-00-MED (Attachment 11-h).

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- i. Approval to accept \$1,000 reimbursement from BCJIF for the 2014-15 Safety Incentive Program (Attachment 11-i).

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- j. Approve the Model Written Indoor Air Quality Program complying with the Public Employees Occupational Safety and Health (POESH) Program, Indoor Air Quality (IAQ) Standard (N.J.A.S. 12:100-13) (Attachment 11-j).

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

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Yes
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

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

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

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Yes
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

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

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

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Yes
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

m. Use of Buildings and Grounds (Attachment 11-m).

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

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Yes
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

- n. Approve the following competitive contract responses for Speech Therapy Services (cc 17-01) for the 2016/17 school year:

All American
ARDOR
INVO
General Healthcare
OT Consultants
Staffing Plus
Therapy Source

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

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Yes
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

- o. Approve the following competitive contract responses for Occupational Therapy Services (cc 17-02) for the 2016/17 school year:

All American
ARDOR
General Healthcare
INVO
Staffing Plus
OT Consultants
Oxford Consulting
Therapy Source

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

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Yes
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

p. Approve the following competitive contract responses for Physical Therapy Services (cc-17-03) for the 2016/17 school year:

- All American
- ARDOR
- General Healthcare
- INVO
- Oxford Consulting
- Staffing Plus
- Therapy Source

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - 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:

HIB

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 Sally Gillespie the Board unanimously voted to go into Executive Session at 4:58 PM.

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

On a Motion by Lisa Vena and Seconded by Sally Gillespie the Board unanimously voted to return to the open meeting at 6:28 PM.

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

The Board adopted the following resolution: " Resolved, that the Board affirms the determination by the Superintendent that the allegations in HIB Incident 20-002-2015 do not satisfy the criteria for a HIB violation because there is nothing to indicate that the challenged conduct was motivated by the student's disability or other discriminatory motive, subject to adoption of a formal decision with findings at the Board's next meeting

13. PUBLIC SESSION # 2

Ms. Pitrowski, Teacher has grave concerns regarding Regional Day School. The conditions are poor, there are heating issues, no active shooter drills, no lockdown drills and no evacuation drills. There are not enough materials or supplies. Students feel alienated from the Mercer High School. Instead of one more program maybe we should reconsider the programs at Regional Day School.

14. ADJOURNMENT

A Motion by Samuel Floyd and Seconded by Dr. Laura Morana to adjourn the meeting passed by unanimous voice vote, (5) aye's (0) nay's. Meeting was adjourned at 6:50 pm.

Respectfully submitted by:

Tanya Dawson
Business Administrator/Board Secretary