

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

MINUTES

BUSINESS MEETING
Tuesday, March 1, 2016
4:30 pm

The monthly business meeting for the month of March 1, 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, Russell White (arrived at 4:33pm), Dr. Laura Morana (arrived at 4:31pm), Samuel Floyd, Lisa Vena, and Sally Gillespie.

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

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

- 3a. **EXECUTIVE SESSION:** Held at the end

- 3b. **PUBLIC SESSION:**

Lucy Reside, Teacher at Mercer Elementary School – I was going to have one of my students read something tonight but the student is not feeling well so we have Jabril here who will read something to the board.

Jabril read to the Board for Read Across America and handed out an invitation to the Board members to read at Mercer Elementary School. Jabril said I want to thank Mr. Harris for being the best principal.

Ashley Beraupit, parent of a Joseph F. Cappello student said I want to know when we are getting a permanent principal. Where are we with the search? Since our previous principal left, there seems to

be a lack of communication with the child study team. I have called several times and I could not get a hold of anyone. There seems to be a problem between quality and quantity as this person splits their time between two (2) schools.

Statement # 1 (attached).

Ms. Rainiero said we do appreciate all that you do.

Statement # 2 was read (attached).

John Baldino, Teacher, Mercer County Technical Schools, said I am here to ask about the recent hire of the senator and her role at Mercer County Technical Schools, and also speaking as a taxpayer it seems kind of questionable with how the hiring was done.

4a. Approval of the February 2, 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 - Abstain
	Ms. Vena - Yes	Dr. Morana - Yes
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

4b. Approval of the February 2, 2016 Board Meeting Executive Minutes: NONE

5. Bills To Be Approved totaling \$ 4,417,756.38 and authorization of transfers within program areas as approved by the Superintendent

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

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

6. Treasurer’s Report for January 2016

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

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

- 7. Correspondence & Communications – Presentation by Danielle Holly, Supervisor Mercer Elementary School and Carline Mirthil, Supervisor Mercer High School on Dynamic Learning Maps (presentation attached).

Budget Presentation – Tanya Dawson presented the tentative 2016/17 Budget. District enrollment was presented for the 2016/17 school year showing a decrease for September. District funding source was presented making a special note that most of our funding comes in way of tuition from the sending districts. History of the tax levy was presented. Total operating budget was presented next followed by appropriations by categories that make up the budget. Lastly, important issues supporting our budget were presented along with some concerns our sending districts may be experiencing.

- 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 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 - Yes
 Ms. Vena - Yes Dr. Morana - Abstain*
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

*Note: Dr. Morana abstains from Emergent hire.

Job Description:

- Bus Driver (*Attachment B*)

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 - Yes
	Ms. Vena - Yes	Dr. Morana - Abstain
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

MISCELLANEOUS:

Recommend Board approve the following:

Submission of Equivalency Waiver for QSAC (*Attachment C*)

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

Dr. Schneider thanked the QSAC Committee. We were eligible for the QSAC waiver this year because of how well we did in the past. Congratulations.

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

2016-2017 School Calendar (*Attachment D*)

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

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

Affirmative Action Team (AAT) Members, School Year 2015-2016 (*Attachment E*)

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

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

REPORTS:

Fire & Security Drills for February 2016 (*Attachment F*)

A Motion by Dr. Laura Morana and Seconded by Sally Gillespie was made to approve the aforementioned was carried by roll call vote.

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

Enrollment Data as of February 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				

	<u>01/29/16</u>	<u>02/26/16</u>
Mercer High School	311	309
Mercer Elementary School	222	220
Regional Day School	11	11
J. F. Cappello School	<u>122</u>	<u>121</u>
<i>TOTAL:</i>	666	661

A Motion by Dr. Laura Morana and Seconded by Sally Gillespie was made to approve the aforementioned was carried by roll call vote.

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

Harassment, Intimidation & Bullying as of February 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
TOTAL	2	1	1	0

A Motion by Dr. Laura Morana and Seconded by Sally Gillespie was made to approve the aforementioned was carried by roll call vote.

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

10. Old Business: – None

11. New Business:

Ms. Rainiero called for approval for a motion to approve the following:

- a. Approve the Affiliation Agreement between Mercer County Special Services School District Project Child Clinic Program and Lakeview Child Care Center beginning July 1, 2016 through June 30, 2017 (Attachment 11-a).

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

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

- b. Approve the Affiliation Agreement between Mercer County Special Services School District Project Child Clinic Program and The Learning Center beginning July 1, 2016 through June 30, 2017 (Attachment 11-b).

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

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

- c. Approve the Special Child Health Services Staff Meeting Dates (Attachment 11-c).

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

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

- d. Approve Young Audiences NJ Creativity Consulting Program to provide Professional Development training for the Mercer Elementary staff. The trainings will be two (2) hours held on Thursday, April 21, 2016 and May 16, 2016. The April training will instruct staff on creating and implementing board games and the May training will address enhancing poetry with movement and pictures. No cost to the district. Funding is provided through the Creative Consulting Program and Burke Foundation.

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

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

- e. Approve Special Parent Advocacy Network (SPAN) to provide Professional Development training to the Mercer High School's certified and non-certified staff. The training is designed to provide staff with information regarding student transition into the community following graduation. The training will be held on Thursday, April 21, 2016 from 8:15 am - 9:45 am. Cost of training not to exceed \$600 GAAP account #11-000-223-390-02-DOCI.

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

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

- f. Approve professional Development training for District staff. The training is designed to provide staff working with students with speech generating devices information regarding various devices and software such as Sono Suite, PCEye Explore, EyeMobile, PCEyeGo, Communicator 5

software, and Compass software. Presenter: David Goldberg of Tobii Dynavox. Training to be held on April 21, 2016 from 8:30 am - 10:30 am at no cost to the District.

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

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

- g. Approve Cy Masterpole to provide CPR Recertification Professional Development training for the District's nurses. The training will provide the nurses with the required recertification training program. Training to be held on Monday, March 21, 2016 at 3:00 p.m. The cost of the training not to exceed \$350 GAAP account# 11-000-223-590-30-MHS, 11-000-223-590-40-JFC and 11-000-223-590-80-MES.

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

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

- h. Approve to award Inter Agency Service Agreement with the Mercer County Office for the Disabled for the following grant programs effective July 1, 2016 until June 30, 2018
- Special Child Health Services Program - Award Amount \$208,690 (\$104,345/year)
 - Project ADULTS - Award Amount \$200,000 (\$100,000/year)
 - Project Child Clinic Program - Award Amount \$38,658 (\$19,329/year)

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

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

- i. Approve Wallaby Tales, LLC One Hour Travel Zoo Program at Mercer Elementary School “Eyes of the Wild” – Mammal Mania, May 24, 2016 at a cost of \$295 GAAP Account # 11-000-270-512-80 TRIP.

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

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

- j. Approve Philadelphia Zoo on Wheels "Who's Who at the Zoo" at Mercer Elementary School on April 12, 2016 - from 10 - 11am at the cost of \$725.00 GAAP Acct. #11-214-100-890-80-AUT.

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

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

- k. Approve the Franklin Institute Interactive Science Shows for Young Learners at Mercer Elementary School on April 14, 2015 from 10 – 11am at the cost of \$300 GAAP account #11-209-100-890-80-BD.

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

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

- l. Approve the out of state field trip to Disney World, Florida, Tuesday May 3, 2015, Sponsored by Sunshine Foundation for approximately 35 staff and students. No cost to the District.

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

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

- m. Approve Resolution to submit tentative 2016/17 Mercer County Special Services School District Budget to the Executive County Superintendent (Attachment 11-m).

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

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

- n. Approve to accept a donation from Hamilton Home Depot of 2,350 lbs. of retaining wall bricks and a full pallet of pavers, 1450 lbs. to be used in expanding the garden at Mercer High School.

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

Ms. Vena said I just want to say I think this is great of them (Home Depot) to donate these items.

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

- o. Approve resolution authorizing member participation of the Manalapan-Englishtown Regional School District with Mercer County Special Services School District as the lead agency for a Cooperative Pricing Agreement for the purchase of goods and services (Attachment 11-o).

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

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

- P. Approve NJSchoolJobs.com for posting position vacancies for the period March 2, 2016 through June 30, 2016 at a cost of \$1,600 prorated amount \$533 GAAP Account #11-000-30-590-01-ADV (Attachment 11-p).

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

Ms. Vena asked is this new?

Ms. Dawson responded yes, it is another way for us to advertise for jobs.

Ms. Vena asked what do we currently do, post on our website?

Ms. MacDonald said yes, and we also advertise in the newspaper but the newspaper is very expensive. For one ad the cost is \$400.

Mr. White said I don't think we should advertise in the newspaper any more.

Ms. MacDonald said this site is geared toward educators and a better pool of applicants.

Mr. White said I think that is the way to go.

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

- q. Approve closeout documents for Northeastern Interior Services, LLC for Capital Improvements Door & Hardware at Mercer Elementary and Mercer High Schools Project # 14.366 with a reduction in total cost of \$5,000 (Attachment 11-q).

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

Mr. Floyd asked, can you explain what this is for?

Ms. Dawson said this was a bid we awarded last year for the door projects. We are approving to close this out as all the work has been completed with a reduction of \$5,000 of the award amount that goes back to the Board.

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

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

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

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

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

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

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

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

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Yes
	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:

Negotiations and student matters,

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 Dr. Laura Morana the Board unanimously voted to go into Executive Session at 5:34 PM.

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

Dr. Laura Morana was excused from Executive Session due to conflicts with the agenda items.

On a Motion by Russell White and Seconded by Samuel Floyd the Board unanimously voted to return to the open meeting at 6:23 PM.

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

13. SECOND PUBLIC:

Dr. Schneider said there is a new event at the Mercer High School. The opening of the Museum of Cultural Art at the Mercer High School on March 22, 20126 at 11:15 am. This is being done by Mr. Gould, Ms. Spicer and Mr. Garvie's class.

Also at the Mercer High School is the Fashion Show being held on March 24, 2016.

14 ADJOURNMENT

A Motion by Lisa Vena and Seconded by Russell White to adjourn the meeting passed by unanimous voice vote, (5) aye's (0) nay's. Meeting was adjourned at 6:23 pm.

Respectfully submitted by:

Tanya Dawson
Business Administrator/Board Secretary