

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

MINUTES

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

The monthly business meeting for the month of November 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 4:33 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, Samuel Floyd, Lisa Vena, Jan Lewis and Sally Gillespie.

Also Present: 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.

- 3b. **PUBLIC SESSION:**

Presentation – Dynamic Learning Maps (DLM) results on the 2015-16 were presented by Supervisors, Maryann Moller and Carline Mirthil (handout)

4. **Approval of the October 4, 2016 Board Meeting Regular and Executive Minutes:**

A Motion by Jan Lewis 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	Ms. Hernandez-Manno - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

5. Bills To Be Approved totaling \$ 3,929,381.69 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:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Ms. Hernandez-Manno - Abstain
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

6. Treasurer’s Report for September 2016

A Motion by Jan Lewis 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	Ms. Hernandez-Manno - Abstain
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

7. Correspondence & Communications – None

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 2016 – 2017 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 Jan Lewis 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	Ms. Hernandez-Manno - Abstain
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

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

### **MISCELLANEOUS:**

Recommend Board approve the following:

2016-2017 Mercer High School Vocational Advisory Council Members  
(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:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

Submission of QSAC Statement of Assurance –School Year 2016-17 District Information and Score Summary Page to the New Jersey Department of Education (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:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Ms. Hernandez-Manno - Abstain
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

**REPORTS:**

Fire and Security Drills for month of October 2016 (*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:     Mr. Floyd -    Yes                     Mr. White -    Absent  
                   Ms. Vena -     Yes                     Ms. Hernandez-Manno - Yes  
                   Ms. Lewis -    Yes                     Ms. Rainiero - Yes  
                   Ms. Gillespie - Yes

Harassment, Intimidation & Bullying Report for October 2016

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
TOTAL	0	0	0	0

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

Mr. Floyd noted 2 (two) suspensions are not reflected in the above compared to our report.  
 Ms. Dawson responded that may be because those incidents may not be HIB related.  
 Mr. Bliss said not all suspensions are classified as HIB. To be considered HIB, certain characteristics must exist.  
 Mr. Floyd said thank you.

Roll Call:     Mr. Floyd -    Yes                     Mr. White -    Absent  
                   Ms. Vena -     Yes                     Ms. Hernandez-Manno - Yes  
                   Ms. Lewis -    Yes                     Ms. Rainiero - Yes  
                   Ms. Gillespie - Yes

Enrollment Data as of October 31, 2016:

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								

	<u>09/30/16</u>	<u>10/31/16</u>
Mercer High School	293	295
Mercer Elementary School	201	206
Regional Day	9	9
J. F. Cappello School	<u>83</u>	<u>88</u>

*TOTAL:* 586 598

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

## 11. New Business

Recommend Board approve the following:

- a. Approve the MCSSSD revised Budget Planning Schedule (Attachment 11-a).

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- b. Approve new student work site:  
Macy's Quakerbridge Mall, Lawrenceville, NJ

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- c. Approve the student affiliation agreement between Mercer County Special Services School District and William Patterson University at no cost to the District (Attachment 11-c).

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- d. Approve the donation of the following equipment: Mc Claren stroller insert cover, Rifton Tricycle Guide Bar, Rifton Tricycle Trunk Support System to the Mercer Elementary School from a parent of a current student of MCSSSD.

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- e. Approve Burlington County Insurance Pool Joint Insurance Fund (BCIPJIF) Membership Renewal Resolution and Indemnity & Trust Agreement effective July 1, 2017 through June 30, 2020 (Attachment 11-e).

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

Ms. Vena asked, why the JIF and not the County insurance?

Ms. Dawson responded; we looked into the County insurance a few years ago and did a comparison, we concluded the County did not offer all the services as the BCIPJIF does.

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- f. Approve the following donations for the Card Shop at Mercer High School:  
 Bruce Nobile from Brixmor donated card store furniture and racks  
 Muriel Klimek donated cards and gifts to be sold in the store

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

Roll Call:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Ms. Hernandez-Manno - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- g. Approve Transportation Contract (s), Bids, Renewals & Addendums (Attachment 11-g).

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

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

h. Approve Staff and Student Travel (Attachment 11-h).

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

Roll Call:     Mr. Floyd -    Yes                     Mr. White -    Absent  
                   Ms. Vena -     Yes                     Ms. Hernandez-Manno - Yes  
                   Ms. Lewis -    Yes                     Ms. Rainiero - Yes  
                   Ms. Gillespie - Yes

i. Approve Miscellaneous Equipment for Disposal (Attachment 11-i).

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

Roll Call:     Mr. Floyd -    Yes                     Mr. White -    Absent  
                   Ms. Vena -     Yes                     Ms. Hernandez-Manno - Yes  
                   Ms. Lewis -    Yes                     Ms. Rainiero - Yes  
                   Ms. Gillespie - Yes

j. Approve Donna McKeown as Homeless Liaison for the 2016/2017 school year.

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

Roll Call:     Mr. Floyd -    Yes                     Mr. White -    Absent  
                   Ms. Vena -     Yes                     Ms. Hernandez-Manno - Yes  
                   Ms. Lewis -    Yes                     Ms. Rainiero - Yes  
                   Ms. Gillespie - Yes

12. ADJOURNMENT

A Motion by Jan Lewis and Seconded by Lisa Vena to adjourn the meeting passed by unanimous voice vote, (6) aye’s (0) nay’s. Meeting was adjourned at 4:48 pm.

Respectfully submitted by:

Tanya Dawson  
 Business Administrator/Board Secretary