

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

MINUTES

BUSINESS MEETING

Tuesday, May 5, 2015

4:30 pm

The monthly business meeting for the month of May 5, 2015 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, Samuel Floyd, Lisa Vena (arrived at 4:35pm), Jan Lewis 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 Jean Durban, Board Attorney.

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

- 3a. EXECUTIVE SESSION: None

- 3b. PUBLIC SESSION: None

- 4a. Approval of the April 28, 2015 Board Meeting Regular and Executive Minutes: to be approved on the June 2, 2015 agenda

- 4b. Approval of the April 28, 2015 Executive Minutes: None

5. Bills To Be Approved totaling \$ 4,237,101.54 and authorization of transfers within program areas as approved by the Superintendent

A Motion by Jan Lewis 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 - Absent	Dr. Morana - Absent
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

6. Treasurer’s Report for April 2015

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

2014-2015 *Revised* MCSSSD School Calendar - (*Attachment B*)

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

2015 Governor’s Educators of the Year Participation and Recipients (*Attachment C*)

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

2015 Para-Professional of the Year Recipients (*Attachment D*)

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

Approval to submit SFY 2016 Special Child Health Services, Early Hearing Detection and Intervention, Grant Application in the amount of \$58,465.00 (*Attachment E*)

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

Revision(s)/New Policies/Regulations – **First Reading** (*Attachment F*)

Bylaws:

B0152 Board Officers

Policies:

P3212 Attendance
P3218 Substance Abuse (M)
P4212 Attendance
P4218 Substance Abuse (M)
P5460 High School Graduation (M)
P5465 Early Graduation (M)
P8630 Bus Driver/Bus Aide Responsibility (M)

Regulations:

R3218 Substance Abuse (M)
R4218 Substance Abuse (M)
R8630 Emergency School Bus Procedures (M)

Revision(s)/New Policies/Regulations – **Second Reading** (*no attachments*)

Policies:

P2622 Student Assessment (M)

Regulations:

None

Policies/Regulations – **Abolished**

Bylaws:

B0134 Board Self Evaluation

Policies:

P4211 Attendance

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

REPORTS:

Recommend Board approve the following:

Fire and Security Drill(s) for month of April 2015 (*Attachment G*)

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

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

Harassment, Intimidation & Bullying Report for April 2015

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	1
December	0	0	1	0
January	0	1	0	0
February	0	0	0	0
March	0	0	0	0
April	0	0	0	0

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

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

Enrollment Data as of April 2015:

YEAR	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2013-2014	559	543	656	663	672	676	694	694	701	713	708	708
2014-2015	555	554	684	693	690	687	688	694	696	698		

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

Roll Call: Mr. Floyd - Yes Mr. White - Absent
 Ms. Vena - Yes Dr. Morana - Absent
 Ms. Lewis - Yes 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. Approval for the 2015/16 school year for the services of David N. Sharlin, P.O., F.A.A.P. as the School Medical Director in the amount of \$49,940 Gaap Account # 11-000-213-340-00-HLTH (Attachment 11-a).

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

Ms. Vena asked is Dr. Sharlin new to us?

Ms. Dawson said, no he has been with us a few years.

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

- b. Contract with Eastern Armored Services, Inc. to transport District deposits from Mercer High School to PNC Bank per scheduled dates for the period July 1, 2015 thru June 30, 2016 at \$29.12 per diem not to exceed \$2,800 Gaap Account # 11-000-251-590-00-ARM-6071 (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:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Absent
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- c. Approval of Consulting Service Fee Agreement with Connor Strong & Buckelew for Consulting Financial Reporting Services for the period July 1, 2015 to June 30, 2016 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-c).

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

- d. Approval to continue year 2 of 2 the Horizon Blue Cross Blue Shield Dental Plans for staff for the 2015/16 school year per attached renewal summary prepared by Conner Strong & Buckelew (Attachment 11-d)

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

- e. Approval to renew the Benecard Prescription Plan for staff for the 2015/16 school year per attached renewal summary prepared by Conner Strong & Buckelew (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:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Absent
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- f. Approval to go out to bid for HVAC Services for the 2015/2016 school year.

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

- g. Approval to remove two (2) vertical unit ventilators in classroom 218 and 230 located in Mercer Elementary School as part of the Long Range Facility Plan (LRFP) HVAC Mechanical Upgrades (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:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Absent
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- h. Approval to contract with ALL AMERICAN HEALTHCARE SERVICES, INC., for the period of July 1, 2015 - August 31, 2015 on an as needed basis for therapy services GAAP Account #11-221-100-500-00-ESY (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:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Absent
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- i. Approval to contract with ALL SOURCE RECRUITING GROUP d/b/a ARDOR HEALTH SOLUTIONS for the period of July 1, 2015 - August 31, 2015 on an as needed basis for therapy services GAAP Account #11-221-100-500-00-ESY (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:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Absent
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- j. Approval to contract with GENERAL HEALTHCARE RESOURCES for the period of July 1, 2015 - August 31, 2015 on an as needed basis for therapy services GAAP Account #11-221-100-500-00-ESY (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:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Absent
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- k. Approval to contract with EBS HEALTHCARE (STAFFING) SERVICES for the period of July 1, 2015 - August 31, 2015 on an as needed basis for therapy services GAAP Account #11-221-100-500-00-ESY (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:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Absent
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- l. Approval to contract with PEDIATRIC THERAPY SOLUTIONS, LLC, for the period of July 1, 2015 - August 31, 2015 on an as needed basis for therapy services GAAP Account #11-221-100-500-00- ESY (Attachment 11-l)..

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

- m. Approval to contract with THERAPY SOURCE, INC. for the period of July 1, 2015 - August 31, 2015 on an as needed basis for therapy services GAAP Account #11-221-100-500-00-ESY (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:	Mr. Floyd - Yes	Mr. White - Absent
	Ms. Vena - Yes	Dr. Morana - Absent
	Ms. Lewis - Yes	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

- n. Approval to contract with TINY TOTS THERAPY for the period of July 1, 2015 - August 31, 2015 on an as needed basis for therapy services GAAP Account #11-221-100-500-00-ESY Attachment 11-n).

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

- o. Approval for Ms. Karen Velocci to provide professional development training to the Mercer Elementary School staff entitled "Technology for Life - iPad Training" on May 7, 2015. Training will provide staff with the iPad functionality overview with special attention to settings, restrictions and accessibility features used to manage successful integration of technology for IEP goals. Cost of two hour PD presentation plus travel is not to exceed \$345.00. The GAAP account #11-000-223-390-02-DOCI.

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	Dr. Morana - Absent
	Ms. Lewis - Yes	Ms. Rainiero - Yes

Ms. Gillespie - Yes

- p. Approval for Interactive Kids of Marlton, NJ to provide professional development training to the Mercer High School staff. Training will be held on May 7, 2015 to provide staff with training on the topics of Behavioral Management (non-certified staff) and Team Building (certified and non-certified staff). Trainings are being held at no cost to the district.

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

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

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

- r. Approval of Transportation Contracts(s) and Addendum (Handout).

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

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

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

- t. Approve Cynthia McKenna from the Mercer County Technical School District as a confidential Administrative Assistant to the Business Administrator on an as needed basis beginning May 6, 2015 through June 30, 2015 at an hourly rate of \$30 not to exceed \$3,000. Mercer County Special Services School District will pay 100% as per the Inter-local Services Act, N.J.S.A. 40:8A-1 et sq. Gaap Account # 11-000-251-340-00-BUS.

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

Ms. Vena asked what is this for?

Ms. Dawson replied my secretary will be out for personal reasons and she will only cover as needed.

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

- u. Community Resource/Assessment Service Fee Schedule - 2015/2016 school year
 Community Resource - Professional Hourly Rate - 2015/2016 school year
 Project Child Clinic Grant Services Fee Schedule - 2015/2016 school year
 Project ADULTS Grant Services Fee Schedule - 2015/2016 school year (Attachment 11-u).

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

12. PUBLIC SESSION

Dr. Schneider shared a letter from Kathleen Hirsh, commending our teachers Kathy Mott and Kathleen Poinsett who aided her and her 27 year old autistic daughter in crisis while shopping. As well as Jeanine Cular for helping her locate these teachers.

Ms. Sodano, Principal Mercer Elementary invited all to MES 8th graders *Move Up Day 2015* to be held Friday, June 19, 2015 in the MES gym.

13. ADJOURNMENT

A Motion by Jan Lewis and Seconded by Lisa Vena to adjourn the meeting passed by unanimous voice vote, (5) aye's (0) nay's. Meeting was adjourned at 4:38 pm.

Respectfully submitted by:

Tanya Dawson
 Business Administrator/Board Secretary