

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

MINUTES

BUSINESS MEETING
Monday, November 2, 2015
4:30 pm

The monthly business meeting for the month of November 2, 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 Secretary, Tanya Dawson called the meeting to order at 4:36 pm.

OPEN PUBLIC MEETING STATEMENT: Ms. Dawson 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: Dr. Laura Morana, Samuel Floyd, 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 Walter Bliss, Board Attorney.

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

3a. PUBLIC SESSION: NONE

- 4a. Approval of the October 6, 2015 Board Meeting Regular Minutes

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

4b. Approval of the October 6, 2015 Board Meeting Executive Minutes

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

5. Bills To Be Approved totaling \$3,919,631.95 and authorization of transfers within program areas as approved by the Superintendent

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

6. Treasurer's Report for September 2015

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

7. Correspondence & Communications –

Dr. Schneider said Mercer Arc is honoring Special Services for Partnering for Transitional Services on November 20, 2015. I will accept on behalf of the District and Ms. Rainiero. Mr. Hughes will be presenting.

Ms. Hice DePugh presented the NJ ASK Assessment (Handout)

Brian Kozakowski, principal Mercer High School reported on the following:
The New Jersey Department of Education released a report on October 13, 2015 entitled *Commissioner's Annual Report to the Education Committees of the Senate and General Assembly on Violence, Vandalism and Substance Abuse in New Jersey Public Schools for the 2014-2015 school year*.

This report collected the violence, vandalism and substance abuse issues reported from each school district via the EVVRS (Electronic Violence and Vandalism Reporting System)

online reporting system, and listed all of these figures for comparison with other districts.

Mercer County Special Services School District reported 7 incidences of violence and vandalism for the 2014-2015 school year (5 incidences of violence and 2 incidences of vandalism). These numbers were comparable to the numbers reported by districts of similar size with a similar population of students.

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 was made to approve the aforementioned was carried by roll call vote.

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

MISCELLANEOUS:

Recommend Board approve the following:

Extended School Year Calendar - Summer 2016 (*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
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Ms. Vena - Absent	Dr. Morana - Yes
Ms. Lewis - Yes	Ms. Rainiero - Absent
Ms. Gillespie - Yes	

Revised 2015-2016 District School Improvement Panel (ScIP) Members
(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 - Absent	Dr. Morana - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Absent
	Ms. Gillespie - Yes	

2015-2016 DEAC Committee Members *(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 - Absent	Dr. Morana - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Absent
	Ms. Gillespie - Yes	

2015-2016 Mercer High School Vocational Advisory Council Members
(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 - Absent	Dr. Morana - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Absent
	Ms. Gillespie - Yes	

Submission of QSAC Statement of Assurance –School Year 2015-16 District Information and Score Summary Page to the New Jersey Department of Education *(Attachment F)*

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 - Yes

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

Personal Protective Equipment Standards (*Attachment G*)

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

Revision(s)/New Policies/Regulations – **First Reading** - *None*

Revision(s)/New Policies/Regulations –**Second Reading** (*no changes from First Reading*)

- P5339 Screening for Dyslexia (M)
- P5615 Suspected Gang Activity
- P5756 Transgender Students
- P8540 School Nutrition Programs
- P8550 Outstanding Food Service Charges (New)
- P8820 Opening Exercises/Ceremonies

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

REPORTS:

Fire & Security Drills for October 2015 (*Attachment H*)

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

Enrollment Data as of October 2015:

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								
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	<u>09/30/15</u>	<u>10/30/15</u>
Mercer High School	323	310
Mercer Elementary School	221	219
Regional Day School		12
J. F. Cappello School	<u>110</u>	<u>118</u>
<i>TOTAL:</i>	<i>654</i>	<i>659</i>

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

Harassment, Intimidation & Bullying as of October 2015:

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
TOTAL	0	0	0	N/A

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

10. Old Business: – None

11. New Business:

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

- a. Approve the resolution to join Central Jersey Program for Recruitment of Diverse Educators (CJ Pride) for the 2015/2016 school year for a one time initial fee of \$2,000 GAAP account # 11-000-230-890-01-MISC (Attachment 11-a).

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

- b. Approve the amended resolution to increase the amount of the N.J. Department of Labor and Workforce Development, Workforce Investment Act (WIA) Youth funds by \$2,032 resulting in a new contract amount of \$68,032 (Attachment 11-b).

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

- c. Approval of the MCSSSD revised Budget Planning Schedule (Attachment 11-c).

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

- d. Approve the Group Disability coverage with Standard Life Insurance Company beginning January 1, 2016 to December 31, 2016 with a rate guarantee of \$25.15 per employee per month estimated cost per year \$134,603 from account # 11-000-291-290-50-OTH.

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

- e. Approval of Transportation Contract (s), Bids, Renewals & Addendums (Attachment 11-e).

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

- f. Staff and Student Travel (Attachment 11-f).(Student Travel will be a handout).

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

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

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

- h. Approve to reject all received bids for the Fire Alarm Services Bid # 16-01 for non-responsive and approve to re bid.

A Motion by Dr. Laura Morana 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 - Absent	Dr. Morana - Yes
	Ms. Lewis - Yes	Ms. Rainiero - Absent
	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:

Human Resources and Other 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 Jan Lewis and Seconded by Samuel Floyd the Board unanimously voted to go into Executive Session at 4:44 PM.

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

On a Motion by Jan Lewis and Seconded by Dr. Laura Morana the Board unanimously voted to return to the open meeting at 5:06 PM.

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

13 ADJOURNMENT

A Motion by Jan Lewis and Seconded by Sally Gillespie to adjourn the meeting passed by unanimous voice vote, (4) aye's (0) nay's. Meeting was adjourned at 5:06 pm.

Respectfully submitted by:

Tanya Dawson
Business Administrator/Board Secretary