

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

MINUTES

BUSINESS MEETING
Tuesday, February 3, 2015
4:30 pm

The monthly business meeting for the month of February 3, 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, Russell White, Samuel Floyd, Lisa Vena (arrived at 4:31pm), and Sally Gillespie.

Also Present: Tanya Dawson, Business Administrator/Board Secretary, Dana Hice DePugh, Assistant Superintendent, Deborah Donnelly, Assistant Business Administrator, 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:

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:

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 Sally Gillespie and Seconded by Russell White the Board unanimously voted to go into Executive Session at 4:31 PM.

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

On a Motion by Lisa Vena and Seconded by Samuel Floyd the Board unanimously voted to return to the open meeting at 4:40 PM.

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

3b. PUBLIC SESSION:

Elizabeth Brenden, Parent of a Mercer Elementary School student read a statement regarding PARCC testing.

Ms. Hice DePugh said we have invited the Department of Education to come in and observe students. DLM feedback is that it is going to be very difficult to prepare for. PARCC we are ready but still unsure how this will turn out. We have expressed our concerns to the Department of Education but not sure if they will be responsive to our needs.

Ms. Hice DePugh said we have voiced our concerns to the Department of Education and we are waiting to see how they will respond. We will continue to advocate for our students.

4a. Approval of the January 13, 2015 Board Meeting Regular Minutes:

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

4b. Approval of the January 13, 2015 Board Meeting Executive Minutes:

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

5. Bills To Be Approved totaling \$ 3,476,104.70 and authorization of transfers within program areas as approved by the Superintendent

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

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

6. Treasurer’s Report for December 2014

A Motion by Russell White 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 - Abstain	Dr. Morana - Absent
	Ms. Lewis - Absent	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 2014 – 2015 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 to approve the aforementioned was carried by roll call vote.

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

MISCELLANEOUS:

Job Description – Custodial Supervisor (*Attachment B*) - Revised

A Motion by Lisa Vena 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 - Absent
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

Resolution affirming the Superintendent's decision in HIB Investigation 20-01-2015 (Handout)

A Motion by Lisa Vena 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 - Absent
	Ms. Lewis - Absent	Ms. Rainiero - Yes
	Ms. Gillespie - Yes	

REPORTS:

Fire and Security Drill(s) for month of January 2015 (*Attachment C*) and addendum

A Motion by Lisa Vena and Seconded by Russell White to approve the aforementioned was carried by roll call vote.

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

Enrollment Data as of January 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					

A Motion by Lisa Vena and Seconded by Russell White to approve the aforementioned was carried by roll call vote.

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

Harassment, Intimidation & Bullying Report for January 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	1*	0*	0
January	0	0	0	0

Due to the Resolution affirming the Superintendent’s decision in HIB Investigation 20-01-2015 the December HIB should reflect “zero” and the December non-HIB should reflect “1”. Going forward the above chart will be amended.

A Motion by Lisa Vena and Seconded by Russell White to approve the aforementioned was carried by roll call vote.

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

10. **OLD BUSINESS:** None

11. **NEW BUSINESS:**

Recommend Board approve the following:

- a. Approval to continue to the use the services of Benefit Express Services, LLC for COBRA Retiree Administrative Services to be paid by Conner Strong & Buckelew on behalf of Mercer County Special Services School District year two (2) of five (5) for the period February 28, 2014 to February 28, 2017 originally Board approved February 11, 2014.

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

Mr. White asked about the service fees for this benefit.
 Ms. Dawson said I believe there is no cost to the District.

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

- b. Approve continuation to participate in a cooperative pricing agreement with Middlesex Regional Educational Services Commission of year three (3) of five (5) effective February 2013.

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

- c. Approval to accept \$1,000 from Burlington County Insurance Pool Joint Insurance Fund for Financial Excellence Safety Incentive Program.

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

- d. Approval for Ms. Karen Velocci to provide professional development training entitled "Technology for Life - iPad Training" to Mercer Elementary School staff. To be held on March 26th, 2015. Training will provide staff with the iPad functionality overview with special attention to settings, restriction and accessibility features used to manage successful integration of technology for IEP goals. Cost of two hour PD presentation plus travel not to exceed \$345.00 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 - Yes
 Ms. Vena - Yes Dr. Morana - Absent
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

- e. Approval for Anne Holmes to provide professional development training to Joseph F. Cappello School staff to be held on March 26th, 2015, entitled "Communication Temptation Training in Early Childhood Years" 2 hour workshop at the cost of \$300.00 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 - Yes
 Ms. Vena - Yes Dr. Morana - Absent
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

- f. Approve the auditing services by Wiss & Company, LLP (Peer Review Rating of Pass) for the school year ending June 30, 2015 per their engagement letter of January 30, 2015 for a fee of \$51,000 Gaap account # 11-000-230-339-01-AUD (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 - Yes
 Ms. Vena - Yes Dr. Morana - Absent
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

- g. Approval of the Affiliation Agreement between The College of New Jersey students and Mercer County Special Services School District at no cost to the District (Attachment 11-g).

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

- h. Staff and Student Travel (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 - Yes
 Ms. Vena - Yes Dr. Morana - Absent
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

i. Approval of Transportation Contract (s), Bids, Renewals & Addendums (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 - Yes
 Ms. Vena - Yes Dr. Morana - Absent
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

j. Miscellaneous Equipment for Disposal (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 - Yes
 Ms. Vena - Yes Dr. Morana - Absent
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

k. Use of Buildings and Grounds (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 - Yes
 Ms. Vena - Yes Dr. Morana - Absent
 Ms. Lewis - Absent Ms. Rainiero - Yes
 Ms. Gillespie - Yes

l. Approval to award contract to Lightpath under MRESC DRLAP Internet Procurement for a 1 Gigabit Connection to the Lightpath WAN, and a 500MB Internet Connection. Costs as follows:

WAN Connection \$1,957.00/Monthly
 Internet \$ 670.00/Monthly

For a period of 60 months, starting July 1, 2015. The above services are eligible for ERATE, MRESC has filed the Form 470, MCSSSD will file Form 471 after award. Tentative circuit turn up is scheduled for June 25, 2015.

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

Ms. Vena asked about the term of the contract.

Ms. Dawson said five (5) years is the maximum contract period for this however we renew on a yearly basis.

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

13 ADJOURNMENT

A Motion by Russell White and Seconded by Sally Gillespie to adjourn the meeting passed by unanimous voice vote, (5) aye's (0) nay's. Meeting was adjourned at 5:02 pm.

Respectfully submitted by:

Tanya Dawson
Business Administrator/Board Secretary