

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

AGENDA

REGULAR BUSINESS MEETING

Tuesday, June 7, 2016

4:30 p.m.

1. Meeting called to Order – Sunshine Law Opening Statement – Roll Call
2. Pledge of Allegiance
3. Executive Session/Public Session
- 4a. Approval of May 3, 2016 Board Minutes
- 4b. Approval of the Executive Minutes of May 3, 2016 for content, not for release.
Release to be determined when the need for confidentiality no longer exists, unless such otherwise prohibited by law.
5. Bills to be Approved and Transfer Report
6. Board Secretary/Treasurer’s Report
7. Correspondence & Communications – None
8. Committee Reports - None
9. Superintendent’s Agenda

NEW/SPECIAL PROJECTS:

Recommend Board approve the following: *None*

PERSONNEL:

Recommend Board approve the following:

Appointments, Resignations, Leaves, Retirements, etc. (*Attachment A*)

2016-2017 Reappointment of Assistant Staff (*Attachment A-1*)

2016-2017 Reappointment of Crisis Interventionist Staff (*Attachment A-2*)

2016-2017 Reappointment of Support Staff (*Attachment A-3*)

2016-2017 Reappointment of Unaffiliated Staff (*Attachment A-4*)

2016 Extended School Year, Contracted, Non-Certificated Staff (*Attachment A-5*)

2016 Extended School Year, Hourly Staff (*Attachment A-6*)

Amendment to the contract (July 1, 2014 - June 30, 2017) for Tanya Dawson, Business Administrator/Board Secretary, effective July 1, 2016 through June 30, 2017 as part of the Interlocal Services Agreement with Mercer County Special Services School District, pursuant to the approval by the Executive County Superintendent on May 18, 2016. (*Attachment A-7*)

Agreement between the Board of Education and Dana HiceDePugh, Assistant Superintendent for Curriculum & Instruction, for the period July 1, 2016 through June 30, 2017 shared with Mercer County Technical School District, pursuant to the approval by the Executive County Superintendent on May 18, 2016. (*Attachment A-8*)

Agreement(s) for the 2016-2017 School Year between MCSSSD and:

Frederick Hillman, Manager, Technology and Buildings & Grounds (*Attachment A-9*)
Christine MacDonald, Human Resources Manager (*Attachment A-10*)
Deborah Donnelly, Assistant Business Administrator (*Attachment A-11*)

MISCELLANEOUS:

Recommend Board approve the following:

2016 Governor's Educators of the Year Participation and Recipients (*Attachment B*)

2016 Para-Professionals of the Year Recipients (*Attachment C*)

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

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

B0167	Public Participation in Board Meetings
B0168	Recording Board Meetings
P2422	Health and Physical Education
P2431	Athletic Competition (M)
R2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M)
P5310	Health Services (M)
R5310	Health Services (M)
P5330.01	Administration of Medical Marijuana (M)
R5330.01	Administration of Medical Marijuana (M)
P5460	High School Graduation (M)
P8462	Reporting Potentially Missing or Abused Children (M)
R8462	Reporting Potentially Missing or Abused Children (M)
P8550	Outstanding Food Service Charges

Policies/Regulations – **Abolished** (*None*)

REPORTS:

Fire & Security Drills for May 2016 (*Attachment D*)

Enrollment Data as of May 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	657	660	657	

	<u>04/30/16</u>	<u>05/31/16</u>
Mercer High School	306	304
Mercer Elementary School	217	216
Regional Day School	12	12
J. F. Cappello School	<u>125</u>	<u>125</u>
TOTAL:	660	657

Harassment, Intimidation & Bullying as of May 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
March	0	0	0	0
April	1	1	0	0
May	0	0	0	0
TOTAL	3	2	1	0

11. New Business

Recommend Board approve the following:

- a. Approve to renew the Central Jersey Program for Recruitment of Diverse Educators (CJ Pride) in the amount of \$300.00 for the 2016/17 school year GAAP Account # 11-000-230-890-01-MISC.
- b. Approve NJSchoolJobs.com for posting position vacancies for the period July 1, 2016 through June 30, 2017 at a cost of \$1,600. GAAP Account #11-000-230-590-01-ADV.
- c. Approval to the revised contract with Monmouth Ocean Educational Services Commission (M-OESC) for the period September 1, 2016 to June 30, 2017 on an as needed nursing basis for nursing services Gaap account #11-000-213-340-00-HLTH (Attachment 11-c).
- d. Approve the subscription agreement between Netchemia, LLC and Mercer County Special Services School District for TalentEd Recruit & Hire Professional Online Training beginning June 2016 through June 2017 in the amount of \$1,260 GAAP account # 11-000-251-340-00-BUS (Attachment 11-d).
- e. Approve the Agreement of the Sodexo School Services contract for 2016/17 for the Management Fee of \$24,360 and the General Support Services Allowance Fee of \$21,315, Guarantee break even up to 100% of Management Fee. (Attachment 11-e). Breakfast, Lunch and Milk Prices per the following schedule:

Breakfast, Lunch & Milk Prices with Sodexo School Services for 2016/2017:

Breakfast	<u>2015/2016</u>		<u>2016/2017</u>
	<u>Student</u>	<u>Adult</u>	<u>Student</u>
Mercer High	\$1.60	\$4.00	\$1.60
Joseph F. Cappello	\$1.60	\$4.00	\$1.60
Mercer Elementary	\$1.60	\$4.00	\$1.60
Mercer County Vo-Tech	\$1.60	\$4.00	\$1.60
Rubino Academy	\$1.60	\$4.00	\$1.60

Reduced Price Breakfast for all schools will be \$.30

Lunch	<u>2015/2016</u>		<u>2016/2017</u>
	<u>Student</u>	<u>Adult</u>	<u>Student</u>
Mercer High	\$2.85	\$4.00	\$2.85
Joseph F. Cappello	\$2.70	\$4.00	\$2.70
Mercer Elementary	\$2.70	\$4.00	\$2.70
Mercer County Vo-Tech	\$2.85	\$4.00	\$2.85
Rubino Academy	\$2.85	\$4.00	\$2.85

Reduced Price Lunch for all schools will be \$.40

Milk Prices (flavored and un-flavored) will be \$.50

- f. Approve year 3 of 3 for Bid ER20142017-Telco for Telecommunication Circuits and Services to Windstream for the period July 1, 2016 through June 30, 2017 in the amount of \$21,600 for circuits, plus usage at the unit prices noted in the above referenced bid, not to exceed \$22,800 GAAP account # 11-000-230-530-XX-XXX.
- g. Approve year 4 of 5 for RFP 13-00945 for Teacher Evaluation Software to Teachscape for the 002016/2017 school year in the amount of \$10,565 GAAP account #11-000-223-390-02-DOCI
- h. Approve year 5 of 5 for RFP 11-00-3-0878 for Student Database Management System, Cafeteria Point of Sale system and Emergency Notification System to Realtime for the period July 1, 2016 through June 30, 2017 in the amount of \$20,220.20 GAAP account #'s 11-000-221-590-07DRSS, 11-0000-251-590-00-ARM and 11-000-262-600-XX-XXXX (Attachment 11-h).
- i. Approve year 2 of 3 Bid No. 16-01 Fire Alarm Services to Allied Fire and Safety Equipment for the 2016/17 school year in the amount of \$36,482.50 (Attachment 11-i).
- j. Approve the services of Shoop SBA, LLC as a procurement consultant on an as needed basis for the 2016-2017 school year at a daily rate of \$792.78 or hourly rate of \$125 not to exceed \$2,500 GAAP account # 11-000-251-890-00-SBA (Attachment 11-j).
- k. Approval for the 2016/17 school year for the services of David N. Sharlin, P.O., F.A.A.P. as the School Medical Director in the amount of \$50,950 GAAP Account # 11-000-213-340-00-HLTH (Attachment 11-k).
- l. Approve the Horizon Blue Cross Blue Shield Dental Plans for staff for the 2016/17 school year per attached summary prepared by Conner Strong & Buckelew (Attachment 11-l).
- m. Approval to renew the Benecard Prescription Plan for staff for the 2016/17 school year per attached renewal summary prepared by Conner Strong & Buckelew (Attachment 11-m).
- n. Approve the Community Resource Team Fee, Community Resource Assessment Service Fee Schedule - 2016/17 school year, Project Child Clinic Grant Services Fee Schedule - 2016/17 school year (Attachment 11-n).
- o. Approval to record \$50 Miscellaneous Revenue for check #39744 issued and paid to payee in prior year but not presented to our bank (PNC) due to destruction of check at payee's bank.
- p. Approve to write of agency payroll payable of \$40 to miscellaneous revenue; related to bus pass refunds for Youth Corp Grant students which could not be specifically identified by the district due to lack of information at the closure of the program.
- q. Approve the use of the Hamilton Police for the safety and security of students and staff at Mercer High School during 2016/17 school year at the Township extra duty hourly pay rate GAAP account # 11-000-262-340-00-PATR.
- r. Approve the agreement between Mercer County Special Services School District and Hamilton YMCA After Care Programming for the 2016/17 school year (Attachment 11-r).

- s. Approve the resolution to transfer \$800,000 into the Capital Reserve Account for future needed Capital repairs and or projects (Attachment 11-q).
- t. Approval to contract with Jose Moreno Photography for Mercer County Special Services School District promotional work in the amount of \$500.00. GAAP account #11-000-230-895-01-DFB.
- u. Approve resolution authorizing member participation of the Haddon Township Board of Education School District with Mercer County Special Services School District as the lead agency for Cooperative Pricing Agreement for the purchase of goods and services (Attachment 11-u).
- v. Approve to renew Cooperative Purchasing Agreements in 2016/2017 with the following: Hunterdon Educational Services Commission, Education Services Commission of New Jersey (formerly MRESC) and Mercer County (Attachment 11-v).
- w. Approve Resolution authorizing contracts with certain approved State contract vendors for Boards of Education pursuant to N.J.S.A. 18A:18A-10a for the 2016/17 school year (Attachment 11-w).
- x. Approve the Bloodborne Pathogens Exposure Control Plan in accordance with the OSHA Bloodborne Pathogens Standard (Attachment 11-x).
- y. Approval the following Student Work Sites for 2016/2017 School year:

The Boathouse at Mercer Lake
334 South Post Road
West Windsor, NJ 08550

Conference Center @ MCCC
1200 Old Trenton Road
West Windsor, NJ 08550

County of Mercer
640 Broad Street
Trenton, NJ 08609

Gershen Apartments
1655 Klockner Road
Hamilton, NJ 08619

Kelsey Theatre
Mercer County Community College
1200 Old Trenton Road
West Windsor, NJ 08550

Medical Diagnostic Laboratories, LLC
2439 Kuser Road
Hamilton, NJ 08690

Mercer County Community College
1200 Old Trenton Road
West Windsor, NJ 08550

Pennington Quality Market
25 Route #31S Suite #10
Pennington, NJ 08535

Storage Depot
800 Route #206
Bordentown, NJ 08505

- z. Miscellaneous Equipment for Disposal (Attachment 11-z).
 - aa. Approval of Transportation Contract (s), Bids, Renewals & Addendums (Attachment 11-aa).
 - bb. Student Travel (Attachment 11-bb).
 - cc. Approve to contract with Attorney Walter R. Bliss, Jr. for legal services as Board Attorney for the period beginning July 1, 2016 through June 30, 2017 at a rate of \$48,960.00.
GAAP account #11-000-230-331-01-LEG (Attachment 11-cc)
- 12. Public Session
 - 13. Executive Session
 - 14. Adjournment