

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

MINUTES

BUSINESS MEETING  
Wednesday, April 1, 2015  
4:30 pm

The monthly business meeting for the month of April 1, 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 (arrived at 4:35pm), Dr. Laura Morana (arrived at 4:35pm), Samuel Floyd, Lisa Vena, Jan Lewis and Sally Gillespie.

Also Present: Dr. Kimberly Schneider, Superintendent, 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.
- 3a. EXECUTIVE SESSION: NONE
- 3b. PUBLIC SESSION: NONE
- 4a. Approval of the March 9, 2015 Board Meeting Regular Minutes:

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

4b. Approval of the March 9, 2015 Board Meeting Executive Minutes: NONE

5. Bills To Be Approved totaling \$4,601,134.85 and authorization of transfers within program areas as approved by the Superintendent

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

Mr. Floyd asked why the PSE&G bills for Joseph F. Cappello school were so high?  
Ms. Dawson responded it may depend on the billing cycle. It could be two (2) months.

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

6. Treasurer’s Report for February 2015

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      | 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 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 Jan Lewis and Seconded by Lisa Vena was made to approve the aforementioned was carried by roll call vote.

Ms. Vena asked regarding the addendum, how many supervisors do we have at Joseph F. Cappello? Dr. Schneider responded we have one (1) supervisor and one (1) principal at Joseph F. Cappello. Ms. MacDonald responded we just hired a supervisor at Joseph F. Cappello, the interim is no longer needed and that is what is being approved.

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

Submission of Waiver Application, N.J.A.C. 6A:5, Teacher Evaluation Process, to the New Jersey Department of Education for the 2015-2016 School Year (*Attachment A-1*)

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

Dr. Schneider briefly explained the reason why we are submitting a waiver for the teacher evaluation process for the 2015/16 school year.

Ms. Gillespie asked if Dr. Schneider could speak more about the waiver?

Dr. Schneider said we are a small administrative team with lots of employees. We are seeking a waiver for the 2015/16 to reduce the number of observations by one for certified staff who have previously been rated effective or highly effective. Some of these evaluations are 8-10 pages taking up a lot of the principal's time.

Ms. Sodano said we have some excellent teachers here who have been doing this for a long time that do not need to be evaluated that many times. I would rather spend more time with my newer teachers who require more support.

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

**MISCELLANEOUS:**

Recommend Board approve the following:

Approval to submit SFY 2016 Special Child Health Services, Case Management, Grant Application in the amount of \$188,797.00 (*Attachment 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 - Yes      |
|            | Ms. Vena - Yes      | Dr. Morana - Abstain |
|            | Ms. Lewis - Yes     | Ms. Rainiero - Yes   |
|            | Ms. Gillespie - Yes |                      |

**REPORTS:**

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

Fire and Security Drill(s) for month of March 2015 (*Attachment B*)

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

Ms. Rainiero asked if on the suspension report are these students in school suspension?

Mr. Kozakowski said no these students are all out of school suspension.

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

Harassment, Intimidation & Bullying Report for March 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       |

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

Mr. Floyd said there are two (2) violence incidents on the Security Report but nothing reported on the HIB Report, why?

Ms. Dawson replied; those incidents may not necessarily constitute a HIB violation.

Mr. Bliss stated for an incident to be considered a HIB, a student must be singled out for a certain characteristic. A schoolyard fight may just be a schoolyard fight and not HIB.

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

Enrollment Data as of March 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 |     |     |     |

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 -    Yes  
                   Ms. Vena -     Yes                     Dr. Morana -   Abstain  
                   Ms. Lewis -    Yes                     Ms. Rainiero - Yes  
                   Ms. Gillespie – Yes

- 10.    Old Business: – None

11. New Business

Recommend Board approve the following:

- a. Approve the Affiliation Agreement between Mercer County Special Services School District Project Child Clinic Program and Lakeview Child Care Center beginning July 1, 2015 through June 30, 2016 (Attachment 11-a).

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

Mr. Floyd asked: in the seventh section of the agreement (student confidentiality), does the Board have access to this information?

Ms. Dawson said no, I don't believe so as we are providing a service to the childcare center.

Ms. Moller stated since these are not our students, our staff must maintain confidentiality with the centers.

Mr. Floyd said OK, I was not certain if they were our students or not. Thank you.

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

- b. Approve the Model Written Indoor Air Quality Program complying with the Public Employees Occupational Safety and Health (POESH) Program, Indoor Air Quality (IAQ) Standard (N.J.A.S. 12:100-13) (Attachment 11-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 - Yes    |
|            | Ms. Vena - Yes      | Dr. Morana - Yes   |
|            | Ms. Lewis - Yes     | Ms. Rainiero - Yes |
|            | Ms. Gillespie - Yes |                    |

- c. Approve Philadelphia Zoo on Wheels at Mercer Elementary School Gaap Account # 11-212-100-890-80-MD at a cost of \$725.

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

- d. Approval to accept \$1,000 reimbursement from BCJIF for the 2013-14 Safety Incentive Program (Attachment 11-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 - Yes    |
|            | Ms. Vena - Yes      | Dr. Morana - Yes   |
|            | Ms. Lewis - Yes     | Ms. Rainiero - Yes |
|            | Ms. Gillespie - Yes |                    |

- e. Approve Wallaby Tales, LLC One Hour Travel Zoo Program at Mercer Elementary School “Eyes of the Wild” – Mammal Mania, May 28, 2015 at a cost of \$295 GAAP Account # 11-222-100- 890-80-CS.

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

Ms. Vena asked what is the difference between Zoo on Wheels and Wallaby Tales Travel Zoo?

Ms. Sodano said Wallaby Tales are brought in for our cognitive severe students. They get to feel different animals and they do a great job. Our staff loves having them come.

Ms. Vena said I am not sure if you are aware but the Wild Life Center will do a free presentation to the District as another option.

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

- f. Approval to award Direct Energy Business Marketing to provide natural gas service through the Alliance for Competitive Energy Services (ACES) for 21 months beginning March 2015 (Attachment 11-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 - Yes    |
|            | Ms. Vena - Yes      | Dr. Morana - Yes   |
|            | Ms. Lewis - Yes     | Ms. Rainiero - Yes |
|            | Ms. Gillespie - Yes |                    |

- g. Approval of Mercer Cooperative Transportation System Agreement for the 2015/2016 school year (Attachment 11-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 - Yes      |
|            | Ms. Vena - Yes      | Dr. Morana - Abstain |
|            | Ms. Lewis - Yes     | Ms. Rainiero - Yes   |
|            | Ms. Gillespie - Yes |                      |

- h. Approve the use of the Hamilton Police for the safety and security of students and staff at Mercer High School and Mercer Elementary School during 2015/16 school year as needed by the Principal at the Township extra duty hourly pay rate Gaap account # 11-000-262-340-00-PATR.

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

- i. Approval to submit the Regional Day School Budget for the 2015/16 school year in the amount of \$735,924.00 to the New Jersey Department of Education (Attachment 11-i).

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

Ms. Dawson presented the Regional Day School Budget.

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

- j. Resolution to adopt the 2015/16 Mercer County Special Services School District Budget (Attachment 11-j).

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

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



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

l. Approval of Transportation Contracts(s) and Addendum (Attachment 11-l).

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 - Yes      |
|            | Ms. Vena - Yes      | Dr. Morana - Abstain |
|            | Ms. Lewis - Yes     | Ms. Rainiero - Yes   |
|            | Ms. Gillespie - Yes |                      |

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

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

n. Use of Building & Grounds (Attachment 11-n).

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

12. PUBLIC SESSION: NONE

13 ADJOURNMENT

A Motion by Lisa Vena and Seconded by Jan Lewis to adjourn the meeting passed by unanimous voice vote, (7) aye's (0) nay's. Meeting was adjourned at 5:05 pm.

Respectfully submitted by:

Tanya Dawson  
Business Administrator/Board Secretary