

**MERCER COUNTY
SPECIAL SERVICES SCHOOL DISTRICT
MEETING MINUTES
AUGUST 8, 2023
4:30 PM**

1. **CALL TO ORDER:** Board of Education President Stacy Morgan Santo called the meeting to order at 4:30 pm.

“Notice of this meeting was posted on the main access door of the Mercer Elementary School and on the website of the Mercer County Special Services School District, and sent by email to the Times, The Trentonian, and Mercer County Clerk, in accordance with the Open Public Meetings Act and Administrative Code.

Public attendees may make comments when recognized by the Board President during the appropriate time scheduled on the agenda. A time limit of three (3) minutes applies to public comments.”

ROLL CALL:

Bd. of Ed.	Present	Absent
Ms. Morgan Santo	x	
Mr. Stockman		x
Ms. Lewis	x	
Ms. Vena	x	
Dr. Minus-Vincent	x	
Ms. Smith	x	
Dr. Angwenyi	x	

2. **Pledge of Allegiance – Led by Dr. Angwenyi**

- 3a. **Executive Session –**

Time: 4:31 pm

BE IT RESOLVED that the Mercer County Special Services School District Board of Education shall recess to executive session for the purpose of contract negotiations.

BE IT FURTHER RESOLVED that the minutes of the executive session shall be released to the public when the need for confidentiality no longer exists, except personnel information or information pertaining to legal settlements with personnel which by agreement must remain confidential shall not be released unless otherwise required by law.

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis	x		x			
Ms. Vena		x	x			
Dr. Minus-Vincent			x			
Ms. Smith			x			
Dr. Angwenyi			x			

Return to Open Session:

Time: 4:38 pm

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis		x	x			
Ms. Vena	x		x			
Dr. Minus-Vincent			x			
Ms. Smith			x			
Dr. Angwenyi			x			

Resolve to approve the Agreement between Mercer County Special Services School District and the Mercer County Special Services Support Staff Association covering the period June 1, 2022 – June 30, 2025

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis	x		x			
Ms. Vena			x			
Dr. Minus-Vincent					x	
Ms. Smith			x			
Dr. Angwenyi		x	x			

3b. Public Comment – None

4a. Approval of the July 6, 2023 Reorganization Meeting Minutes

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis					x	
Ms. Vena	x		x			
Dr. Minus-Vincent					x	
Ms. Smith			x			
Dr. Angwenyi		x	x			

4b. Approval of the July 6, 2023 Regular Meeting Minutes

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis					x	
Ms. Vena		x	x			
Dr. Minus-Vincent					x	
Ms. Smith			x			
Dr. Angwenyi	x		x			

4c. Approval of July 6, 2023 Executive Minutes – for content but not for release

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis					x	
Ms. Vena	x		x			
Dr. Minus-Vincent					x	
Ms. Smith			x			
Dr. Angwenyi		x	x			

5. Bills to be Approved totaling \$3,064,539.21 and authorization of transfers within program areas as approved by the Superintendent.

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis		x	x			
Ms. Vena	x		x			
Dr. Minus-Vincent					x	
Ms. Smith			x			
Dr. Angwenyi			x			

6. Board Secretary/Finance Report for June 2023

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis	x		x			
Ms. Vena		x	x			
Dr. Minus-Vincent					x	
Ms. Smith			x			
Dr. Angwenyi			x			

7. Correspondence & Communications –

Ms. Donnelly noted that the draft of the Safe Return Plan is on our website for review and comment as required for ARP ESSER grand funding. This is the final Safe Return Plan required.

8. Committee Reports – None

9. Superintendent’s Agenda

NEW/SPECIAL PROJECTS

Recommend Board approve the following: None

PERSONNEL

Ms. Vena asked about the revised job title School Safety and Security Director. Is it only a title change?

Mr. Carey – Steve Middleton is doing a great job. However, sometimes the title carries weight outside of the district. He doesn’t feel that he is getting the correct level of recognition, as he works with State departments, etc. So, this title will accomplish that.

Mr. Carey – I would like to thank Kristen Taylor and team for working on the District Remote Learning Plan and Safe Return Plan. Remote is forever; Safe Return – last one.

Recommend Board approve the following:

- Appointments, Resignations, Leaves, Retirements, etc. (Attachment 9A)
- Revised job title - School Safety and Security Director (A shared position with Mercer County Technical Schools) formerly School Safety Coordinator (no changes in duties or compensation were made).

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis	x		x			
Ms. Vena		x	x			
Dr. Minus-Vincent			x*		x*	
Ms. Smith			x			
Dr. Angwenyi			x			

*Abstains from all except for: Mentoring Plan; 9C; 9D; 9E; 9G; 9H; 9K

MISCELLANEOUS

Recommend Board approve the following:

- District Mentoring Plan for 2023-2024 (available for review in the Assistant Superintendent’s Office)

- Harassment, Intimidation & Bullying as of July 31, 2023

Month	Investigations	Unfounded	Founded
July	1	1	0
August			
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
Total	1	1	0

- Fire and Security Drill(s) for the month of July 2023

DRILL	MERCER HIGH SCHOOL	MERCER ELEMENTARY SCHOOL	JOSEPH F. CAPPELLO SCHOOL	REGIONAL DAY SCHOOL
Fire Drill				
July 2023	7/14/2023	7/24/2023	7/25/2023	7/14/2023
August 2023				
September 2023				
October 2023				
November 2023				
December 2023				
January 2024				
February 2024				
March 2024				
April 2024				
May 2024				
June 2024				
Security Drills				
July 2023	7/28/2023	7/26/2023	7/26/2023	7/28/2023
	Active Shooter	Lockdown	Shelter in Place	Active Shooter
August 2023				
September 2023				
October 2023				
November 2023				
December 2023				
January 2024				

February 2024				
March 2024				
April 2024				
May 2024				
June 2024				

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis	x		x			
Ms. Vena		x	x			
Dr. Minus-Vincent			x*		x*	
Ms. Smith			x			
Dr. Angwenyi			x			

*Abstains from all except for the HIB Report

Ms. Vena – What is the amendment to the lease agreement (item 11H.)?

Mr. Carey explained that the adult education academy (Rubino) is adding 7th & 8th grade and therefore requires additional space.

Ms. Donnelly noted that the amendments included the additional rooms and their responsibility to handle painting, carpets, etc. and we are responsible for major systems such as heat.

Mr. Bliss – There is no additional rent. Contract with the Technical School runs out at the end of the year, so there would be a whole new lease/contract in the future with whomever runs the alternative educational programs..

Mr. Carey – The LEA is MCTS overseeing the program, curriculum, nursing/safety plan and receive an administrative fee for that. Both districts gain from the arrangement. MCSSSD receives rent for the building lease.

MCSSSD owns the building. If the contract expired and they chose to go elsewhere, we would have to make a decision as to what to do with that building.

11. New Business

Recommend the Board approve the following:

- A. Revised designated individuals authorized to perform initiation and authorization EFT functions in accordance with Policy and Regulation 6470.01 (attachment 11A.)
- B. Statement of Work for Apple Inc. for the professional development of staff as described at a cost of \$2,900 (Terms and Conditions available to view in the Business Office) (attachment 11B.)
- C. PostBase Vision S5 Package for 36 months @ \$60/month for JFC for the period of 7/1/23 – 6/30/26 (attachment 11C.)
- D. Transportation Contract(s), Bids, Renewals (attachment 11D.)
- E. Staff travel/professional development/field trips (attachment 11E.)
- F. 2023-2024 Compressed Gas Safety Program (attachment 11F.)
- G. 2023-2024 Respiratory Protection Program (attachment 11G.)
- H. Amended Lease Agreement between Specialized Education of NJ Inc. and Mercer County Special Services School District Board of Education, effective July 1, 2023-June 30, 2024 (attachment 11H.)
- I. Use of the Kelsey Theater at Mercer County Community College for the purpose of hosting a district-wide, opening of schools convocation on September 5, 2023 at the cost of \$650
- J. Award Roof Tech Specs 103-MCSSSDCPS 24-01 to VMG Group
- K. Award Kitchen Equipment -100% Federally Funded 24-08 to Ferguson Enterprises LLC
- L. Ann Holmes, KDH Enterprises, LLC, will present to the staff on the topic of Autism at the cost of \$500, September 5-6, 2023

- M. Dr. Frank Rudnesky, leadership consultant, aka, Fired Up Frank, will present to the staff on September 5, 2023 at a cost of \$2,500
- N. CDW will present on the topics of GoGuardian, Promethean, and Google on September 5-6, 2023 at a cost of \$7,000
- O. Accept donations to MES of Fresh fruits and vegetables from Old York Farm (Chesterfield, NJ) for the purpose of hosting a farmer's market to benefit the MES Student Activities Fund

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis	x		x			
Ms. Vena			x		x (IID. & III.)	
Dr. Minus-Vincent			x			
Ms. Smith			x			
Dr. Angwenyi		x	x			

12. Public Comment –

Mr. Carey – Kristen (Taylor) and I are having a full convocation on September 5 beginning at 8:30 am. Board members are welcome to attend. Frank Rudnesky is our keynote speaker-Fired Up Frank, an expert in school climate. You are all welcome to join us. Bring the whole district together. Kick-off of the new school year on a positive note. Keep the momentum going.

Ms. Morgan Santo – I did look him up on YouTube.

13. Executive Session – at the beginning

14. Adjournment:

Time: 4:51 pm

Board Members	Motion	Second	Aye	Nay	Abstain	Absent
Ms. Morgan Santo			x			
Mr. Stockman						x
Ms. Lewis	x		x			
Ms. Vena			x			
Dr. Minus-Vincent			x			
Ms. Smith			x			
Dr. Angwenyi		x	x			

Respectfully submitted,

Deborah Donnelly
School Business Administrator/Board Secretary