

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

REGULAR BUSINESS MEETING AGENDA

Tuesday, May 2, 2023
4:30 p.m.

1. Meeting called to Order – Sunshine Law Opening Statement – Roll Call
2. Pledge of Allegiance
- 3a. Student Representative Report
- 3b. Executive Session – at the end
- 3c. Public Session
4. Approval of April 4, 2023 Regular, April 4, 2023 Executive Session, and April 19, 2023 Special Meeting minutes
5. Bills to be Approved and Transfer Report
6. Board Secretary/Treasurer’s Report
7. Correspondence & Communications
8. Committee Reports
9. Superintendent’s Agenda

SUPERINTENDENT’S AGENDA

NEW/SPECIAL PROJECTS:

Recommend Board approve the following: none

PERSONNEL:

Recommend Board approve the following:

- Appointments, Resignations, Leaves, Retirements, etc. (Attachment 9A)
- New job descriptions (Attachment 9A-1)
 - Career and Technical Education Instructor
 - School Security Officer (part-time)
- Superintendent of Schools is authorized by the Board of Education to emergent hire personnel for the months of July, August, and September. Employment of this staff is contingent upon criminal history review clearance and assurance of appropriate certification, if applicable.
- Professional Employment Agreement between the Board of Education for the Mercer County Special Services School District and Tammy Lascar as Director of Student Services for the period July 1, 2023 – June 30, 2024 (Attachment 9A-2)
- Professional Employment Agreement between the Board of Education for the Mercer County Special Services School District and Kristen Taylor as Assistant Superintendent of Curriculum and Instruction for the period July 1, 2023 – June 30, 2024 (Attachment 9A-3)
- Professional Employment Agreement between the Board of Education for the Mercer County Special Services School District and Maria Deamer as Human Resources Manager for the period July 1, 2023 – June 30, 2024 (Attachment 9A-4)
- Professional Employment Agreement between the Board of Education for the Mercer County Special Services School District and Udaya Batchu as Assistant School Business Administrator for the period July 1, 2023 – June 30, 2024 (Attachment 9A-5)

- Professional Employment Agreement between the Board of Education for the Mercer County Special Services School District and Clarence Walker as Manager of Buildings and Grounds for the period July 1, 2023 – June 30, 2024 (Attachment 9A-6)
- Confidential Administrative Assistant Staff General Benefits and Conditions of Employment for the period July 1, 2023 – June 30, 2024 (Attachment 9A-7)
- Confidential Support Staff, Department Coordinators and Assistant Coordinators General Benefits and Conditions of Employment for the period July 1, 2023 – June 30, 2024 (Attachment 9A-8)
- ESY Hourly Rates for the 2023-2024 school year:
 - Certified - \$42.00 – \$47.00 per hour as needed
 - Classroom Assistants and One-on-One (1-1) - \$17.00 – \$19.00 per hour as needed
- Substitute rates for the 2023-2024 school year, Effective dates: 07/01/2023 – 06/30/2024
 - Substitute Assistant - \$100.00/day
 - Substitute Teacher - \$130.00/day
 - Substitute Nurse - \$55.00/hr.
 - Substitute Secretary - \$16.00/hr.
 - Substitute Custodian - \$19.00/hr.

MISCELLANEOUS:

Recommend Board approve the following:

- Revised 2023-2024 school year calendar (Attachment 9B)
- Renewal of the RWJBarnabas Health Corporate Care contract for the 2023-2024 school year to provide pre-employment and other screening services to MCSSSD, effective July 1, 2023 through June 30, 2024 (Attachment 9C)
- Policies, Regulations, By-Laws (Attachment 9D)

First Reading -- Revised and/or New Policies, Regulations, or By-Laws

BYLAWS

None

POLICIES

0144 Board Member Orientation and Training (Revised)
 2520 Instructional Supplies (M) (Revised)
 3217 Use of Corporal Punishment (Revised)
 4217 Use of Corporal Punishment (New)
 5305 Health Services Personnel (M) (Revised)
 5308 Student Health Records (M) (Revised)
 5310 Health Services (M) (Revised)
 6112 Reimbursement of Federal and Other Grant Expenditures (M) (New)
 6115.04 Federal Funds- Duplications of Benefits (M) (New)
 6311 Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
 7440 School District Security (M) (Revised)
 9140 Citizens Advisory Committees (Revised)

REGULATIONS

2520 Instructional Supplies (M) (Revised)
 5308 Student Health Records (M) (Revised)

5310 Health Services (M) (Revised)
 6115.01 Federal Awards/Funds Internal Controls- Allowability of Costs (M) (New)

Second Reading -- Revised and/or New Policies, Regulations, or By-Laws (no changes)

BYLAWS

None

POLICIES

None

REGULATIONS

None

Abolished -- Policies, Regulations, or By-Laws

BYLAWS

None

POLICIES

P 9100 Public Relations

REGULATIONS

R 9140 Citizens Advisory Committee (M)

REPORTS:

Recommend Board approve the following:

- Enrollment data as of April 24, 2023

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
2021-2022	412	413	485	493	497	500	499	504	517	513	517	519
2022-2023	416	417	464	469	484	490	496	499	505	512		

- Harassment, Intimidation & Bullying as of April 24, 2023

Month	Investigations	Unfounded	Founded
July	0	0	0
August	0	0	0
September	1	1	0
October	1	1	0
November	0	0	0
December	1	1	0
January	0	0	0
February	0	0	0
March	1	0	1
April	0	0	0
Total	4	3	1

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

DRILL	MERCER HIGH SCHOOL	MERCER ELEMENTARY SCHOOL	JOSEPH F. CAPPELLO SCHOOL	REGIONAL DAY SCHOOL
Fire Drill				
Jul-22	7/28/2022	7/27/2022	7/29/2022	7/28/2022
Aug-22	8/10/2022	n/a	8/12/2022	8/10/2022
Sep-22	9/14/2022	9/19/222	9/15/2022	9/14/2022
Oct-22	10/28/2022	10/21/2022	10/28/2022	10/28/2022
Nov-22	11/22/2022	11/15/2022	11/7/2022	11/22/2022
Dec-22	12/21/2022	12/8/2022	12/12/2022	12/21/2022
Jan-23	1/26/2023	01/17/2023	01/1/2023	1/26/2023
Feb-23	2/24/2023	2/13/2023	2/10/2023	2/24/2023
Mar-23	3/28/203	3/20/2023	3/22/2023	3/28/2023
Apr-23	4/19/2023	4/4/2023	4/21/2023	4/19/2023
Security Drills				
Jul-22	7/29/2022	n/a	7/29/2022	7/29/2022
	Lockdown		Shelter in Place	Lockdown
Aug-22	8/11/2022	n/a	8/12/2022	8/11/2022
	Evacuation		Shelter in Place	Evacuation
Sep-22	9/20/2022	9/23/2022	9/21/2022	9/20/2022
	Lockdown	Lockdown	Shelter in Place	Lockdown
Oct-22	10/25/2022	10/24/2022	10/7/2022	10/25/2022
	Active Shooter	Shelter in Place	Bomb Threat	Active Shooter
Nov-22	11/28/2022	11/21/2022	11/18/2022	11/28/2022
	Shelter in Place	Shelter in Place	Shelter in Place	Shelter in Place
Dec-22	12/16/2022	12/21/2022	12/2/2022	12/16/2022
	Bomb Threat	Lockdown	Shelter in Place	Bomb Threat
Jan-23	1/30/2023	1/20/2023	1/10/2023	1/30/2023
	Tabletop	Bomb Threat	Lockdown	Tabletop
Feb-23	2/23/2023	2/17/2023	02/07/2023	2/23/2023
	Shelter in Place	Shelter in Place	Shelter in Place	Shelter in Place
Mar-23	3/29/2023	3/24/2023	3/23/2023	3/29/2023
	Shelter in Place	Active Shooter	Shelter in Place	Shelter in Place
Apr-23	4/26/2023	4/6/2023	4/24/2023	4/26/2023
	Bomb Threat	Active Shooter	Active Shooter	Bomb Threat

11. NEW BUSINESS

Recommend Board approve the following:

- Cooperative Pricing System Agreement for Participation in Educational Cooperative Pricing System #26EDCP (attachment 11a.)
- Resolution for Member Participation in the Educational Cooperative Pricing System (attachment 11b.)
- Licensing and Maintenance Agreement between Ed-Data and MCSSSD at a cost of \$2,000 (attachment 11c.)
- Enrollment in the Educational Data Services, Inc. cooperative Time and Materials program (attachment 11d.)

- e. Agreement to provide legal services with McCrosson & Stanton, P.C. for a special investigation (attachment 11e.)
- f. Resolution for participation in cooperative pricing systems for the purchase of goods and services (attachment 11f.)
- g. Resolution for Food Service Management Company Cost Reimbursement Contract Renewal at the Management/Administrative Flat Fee of \$63,921.60 with a break-even guarantee with Sodexo Incorporated for the 2023-2024 school year for a total cost of \$659,360.07 (attachment 11g.)
- h. Resolution in support of bills S3203/A4835 to permit a holder of a Type S school bus certificate to operate a Type S school bus to transport children to and from school without obtaining a commercial driver license (attachment 11h.)
- i. Transportation Contract(s), Bids, Renewals (attachment 11i.)
- j. Staff travel/professional development (attachment 11j.)
- k. Presentation at Mercer High School by the Traumatic Loss Coalition of Mercer County on May 9, 2023 at no cost to the district
- l. Accept Special Child Health Services (SCHS) additional grant funds for the 2022-2023 school year in the amount of \$6,240
- m. Award Labor Attorney RFP 24-02 to Capehart Scatchard, P.A.
- n. Dispose of Fisher Poly Caster Salt Spreader, #0005099 due to age
- o. Dispose of SCAG Mower, model SMT-52, 000231 due to age

- 12. Public Session
- 13. Executive Session- Negotiations update
- 14. Adjournment