

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

REGULAR BUSINESS MEETING AGENDA

Tuesday, March 7, 2023  
4:30 p.m.

1. Meeting called to Order – Sunshine Law Opening Statement – Roll Call
2. Pledge of Allegiance
- 3a. Executive Session – at the end
- 3b. Public Session – 23-24 Budget Presentation
4. Approval of February 7, 2023 Regular and Executive 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)

**MISCELLANEOUS:**

Recommend Board approve the following:

- 2022-2023 MCSSSD School Year Calendar (Attachment 9B)
- New job description for Administrative Assistant to the Director of Student Services (Attachment 9C)
- Approval to submit application for HRSA funds for April 1, 2023 - March 31, 2024, Early Hearing Detection and Intervention grant in the amount of \$33,233.00 for Mercer County Special Child Health Services (SCHS) to provide Case Management services. Application is due 02/27/2023.

- Policies, Regulations, By-Laws

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

***BYLAWS***

None

***POLICIES***

None

***REGULATIONS***

None

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

***BYLAWS***

None

***POLICIES***

0152 Board Officers (Revised)  
0161 Call, Adjournment, and Cancellation (Revised)  
0162 Notice of Board Meeting (Revised)  
2425 Emergency Virtual or Remote Instruction Program (M) (Revised)  
5200 Attendance (M) (Revised)  
5512 Harassment, Intimidation, or Bullying (M) (Revised)  
8140 Student Enrollments (M) (Revised)  
8330 Student Records (M) (Revised)

***REGULATIONS***

2425 Emergency Virtual or Remote Instruction Program (M) (New)  
5200 Attendance (M) (Revised)  
8140 Enrollment Accounting (M) (Revised)  
8330 Student Records (M) (Revised)  
8420.2 Bomb Threats (M) (Revised)  
8420.7 Lockdown Procedures (M) (Revised)  
8420.10 Active Shooter (M) (Revised)

**Abolished -- Policies, Regulations, or By-Laws**

***BYLAWS***

None

***POLICIES***

None

***REGULATIONS***

None

**REPORTS:**

Recommend Board approve the following:

- Enrollment data as of February 27, 2023

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

- Harassment, Intimidation & Bullying as of February 27, 2023

<b>Month</b>	<b>Investigations</b>	<b>Unfounded</b>	<b>Founded</b>
July	0	0	0
August	0	0	0
September	0	1	0
October	0	1	0
November	0	0	0

December	1	1	0
January	0	0	0
February	0	0	0
<b>Total</b>	1	3	0

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

<b>DRILL</b>	<b>MERCER HIGH SCHOOL</b>	<b>MERCER ELEMENTARY SCHOOL</b>	<b>JOSEPH F. CAPPELLO SCHOOL</b>	<b>REGIONAL DAY SCHOOL</b>
<b>Fire Drill</b>				
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	9/19/2022	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
<b>Security Drills</b>				
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

10. **Old Business** – Board Docs

11. **New Business**

Recommend Board approve the following:

- Revised Budget Planning Schedule 2023-2024 (Attachment 11a.)
- Resolution to approve award of negotiated proposal to Levy Construction Co., Inc., for the Pole Barn project in the amount of \$546,600 (Attachment 11b.)

- c. Night Deposit Agreement and/or Agreement for Deposits Without Immediate Verification (Attachment 11c.)
- d. Resolution authorizing member participation of the Passaic County Technical Vocational School District Board of Education with Mercer County Special Services School District as the lead agency for the Cooperative Pricing Agreement 103-MCSSSDCPS for the purchase of goods and services (Attachment 11d.)
- e. IT miscellaneous equipment disposal list (Attachment 11e.)
- f. Transportation Contract(s), Bids, Renewals (Attachment 11f.)
- g. Staff travel/professional development (Attachment 11g.)
- h. Resolution to approve the Tentative Budget for 2023-2024 school year (Attachment 11h.)
- i. Resolution to approve the County Capital Budget Request for the 2023-2024 school year (Attachment 11i.)
- j. Resolution to Renew Membership with Burlington County Insurance Pool Joint Insurance Fund for the 2023-2024 school year (Attachment 11j.)
- k. Assembly at MES by Young Audiences Arts for Learning on April 25, 2023 at no cost to the district
- l. Assembly at MES by Young Audiences Arts for Learning on June 12, 2023 at no cost to the district
- m. Continuation of participation under the SHBP and/or SEHBP for employee benefits; year 2 of 3
- n. Accept \$500 donation from the Elks Club of Millstone to the Joseph F. Cappello School

- 12. Public Session
- 13. Executive Session – Previous personnel issue
- 14. Adjournment