

**MERCER COUNTY  
SPECIAL SERVICES SCHOOL DISTRICT  
MEETING MINUTES  
NOVEMBER 6, 2023  
4:30 PM**

**NOT FORMALLY  
APPROVED AND ARE  
SUBJECT TO  
CHANGE OR  
MODIFICATION.**

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 Zach Vena

- 3a. Executive Session – At the end

- 3b. Public Comment –

Mr. Carey welcomed JFC administration, named Best NJ Farm to School and won an award and proclamation from the County Commissioners.

Clara Bigos, Principal at JFC presented to the board. A garden was started and in the spring we applied to DOE for a grant for climate change.

The garden is a living laboratory. We selected a Green Team, along with staff to collaborate. The Café used some of the vegetables for some dishes they prepared. Students were trying the produce at lunch and parents were happy. Only one school in NJ receives the award. Students also planted flowers. We plan to do the garden annually.

Mr. Carey – I’m happy to see students proud of their accomplishments. I celebrated with the students.

- 3c. Student Representative Report

Joseph Beto is currently a senior at Mercer High School and reported to the board.

- We are currently in soccer season.
- At the Fall Festival we played games, listened to Halloween music, had cookies, ring toss, and hung out with friends and teachers.
- I am in the Food Service Program, dishwashing and cleaning; cooking and learning.
- Evening dance is coming up and Winter celebrations also.

Mr. Carey thanked Joe for his report and welcomed him to the board.

- 4a. Approval of the October 3, 2023 Regular Meeting Minutes

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

5. Bills to be Approved totaling \$4,723,299.27 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		x			
Ms. Lewis			x			
Ms. Vena		x	x			
Dr. Minus-Vincent						x
Ms. Smith			x			
Dr. Angwenyi						x

6. Board Secretary/Finance Report for September 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 – None

8. Committee Reports –

Mr. Carey updated the board on Regional Day School HVAC repair delay. Good news, Ms. Donnelly ensured we were able to move forward with the repairs for heat and AC in certain areas of the building. While AC is not mandatory we will use the building during the summer. There is probably a 1-2 month delay in the facilities part of the program, probably February or March.

Ms. Morgan Santo reported that she and Ms. Smith attended NJSBA workshops and training. I got to fly a drone. There was a class on AI which was very educational and scary.

Ms. Smith – I attended a session on cultural differences and integration into school and one’s life. One course was taught by Jewish and Iranian women.

Mr. Carey thanked them for attending on behalf of the board. I went to training on threat assessment and security. Also, the Commissioner of Education was speaking and I introduced myself and noted, “don’t forget about the SSD districts”. There are only seven of SSDs left in the state. Each of the 21 counties have technical schools but only seven are SSDs so I had the opportunity to get that in. I also spent time with other superintendents that are shared with technical schools.

9. Superintendent's Agenda –

**NEW/SPECIAL PROJECTS**

Recommend Board approve the following: None

**PERSONNEL & ADDENDUM**

Recommend Board approve the following:

- Appointments, Resignations, Leaves, Retirements, etc. (Attachment 9A)
- Job description - Accountant (Attachment 9A-1)

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

**MISCELLANEOUS**

Recommend Board approve the following:

- Extended School Year Calendar – Summer 2024 (Attachment 9B)
- Policies, Regulations, By-Laws (Attachment 9C)

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

***BYLAWS, POLICIES, REGULATIONS***

Policy

P 2418 SECTION 504 OF THE REHABILITATION ACT OF 1973- STUDENTS

P 2464 GIFTED AND TALENTED STUDENTS

P 5460 HIGH SCHOOL GRADUATION

P 2700 SERVICES TO NONPUBLIC SCHOOL STUDENTS

P 2423 BILINGUAL AND ESL EDUCATION

P 2622 STUDENT ASSESSMENT

Regulation

R 2418 SECTION 504 OF THE REHABILITATION ACT OF 1973- STUDENTS

R 2464 GIFTED AND TALENTED STUDENTS

R 2260 AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES COMPLAINT PROCEDURE

R 2423 BILINGUAL AND ESL EDUCATION

R 2622 STUDENT ASSESSMENT

R 5533 STUDENT SMOKING

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

***BYLAWS, POLICIES, REGULATIONS***

Policy

P 2270 RELIGION IN THE SCHOOLS

P 3161 EXAMINATION FOR CAUSE  
 P 3212 ATTENDANCE  
 P 3324 RIGHT OF PRIVACY  
 P 4161 EXAMINATION FOR CAUSE  
 P 4212 ATTENDANCE  
 P 4324 RIGHT OF PRIVACY  
 P 5116 EDUCATION OF HOMELESS CHILDREN AND YOUTHS  
 P 8500 FOOD SERVICES

Regulation

R 3212 ATTENDANCE  
 R 4212 ATTENDANCE  
 R 5116 EDUCATION OF HOMELESS CHILDREN AND YOUTHS

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

***BYLAWS, POLICIES, REGULATIONS***

Policy - None

Regulation - None

- Approve the 2022-2023 HIB Self-Assessment Grade Reports for each of the schools within the MCSSSD for purposes of certification to the NJDOE (Attachment 9D)

**REPORTS:**

- Enrollment data as of October 12, 2023

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>2022-2023</b>	416	417	464	469	484	490	496	499	505	512	515	515
<b>2023-2024</b>	414	411	475	477								

- Harassment, Intimidation & Bullying as of October 25, 2023

Month	Investigations	Unfounded	Founded
July	0	0	0
August	1	1	0
September	1	0	1
October	1	1	0
November			
December			
January			
February			
March			
April			
May			
June			
<b>Total</b>	3	2	1

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

MERCER COUNTY SPECIAL SERVICES SCHOOL  
 DISTRICT

SECURITY DRILL(S) SPREADHEET

2023-2024 School Year

DRILL	MERCER HIGH SCHOOL	MERCER ELEMENTARY SCHOOL	JOSEPH F. CAPPELLO SCHOOL	REGIONAL DAY SCHOOL
<u>Fire Drill 1</u>				
July 2023	7/14/2023	7/24/2023	7/25/2023	7/14/2023
August 2023	8/10/2023	8/1/2023	8/29/2023	8/10/2023
September 2023	9/11/2023	9/14/2023	9/8/2023	9/11/2023
October 2023	10/25/2023	10/4/2023	10/11/2023	10/25/2023
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	8/8/2023	8/4/2023	8/29/2023	8/8/2023
	Bomb Threat	Shelter in Place	Shelter in Place	Bomb Threat
September 2023	9/15/2023	9/13/2023	9/15/2023	9/15/2023
	Lockdown	Lockdown	Evacuation	Lockdown
October 2023	10/26/2023	10/13/2023	10/18/2023	10/26/2023
	Shelter in Place	Active Shooter	Shelter in Place	Shelter in Place
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
Ms. Smith			x			
Dr. Angwenyi						x

11. **New Business**

Recommend the Board approve the following:

- A. Staff Travel/Professional Development/Student Trips (attachment 11A.)
- B. Transportation Contracts, Bids, Renewals and Addendums (attachment 11B.)
- C. I3 Verticals (PaySchools) for the online payment of fees for students at a cost of \$1,190 (attachment 11C.)
- D. Ironwood Consulting Services, LLC, Spell JIF Virtual Safety Program District Advisory Agreement (attachment 11D.)
- E. Purchase of Google Workspace for Education Plus (purchased through CDW) at an annual amount of \$4,500; term begins upon activation (anticipated November 13, 2023) for a period of 3 years (attachment 11E.)
- F. List of IT equipment for disposal or donation due to age, non-repairability, or cost (attachment 11F.)

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

12. Public Comment – None

13. Executive Session –

Time: 5:00 pm

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

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: 5:30 pm

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

14. Adjournment:

Time: 5:31 pm

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

Respectfully submitted,

Deborah Donnelly  
School Business Administrator/Board Secretary