

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

1. **CALL TO ORDER:** Board of Education President Stacy Morgan Santo called the meeting to order at 5:01 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	

Approve Board Members Dr. David Angwenyi and Lisa Vena to attend board meeting by electronic means on July 6, 2023, pursuant to Bylaw 0160.1 Board Member Participation at Board Meetings Using Electronic Device whereas the Board member has demonstrated a permissible absence.

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

2. Pledge of Allegiance – Suspend
- 3a. Executive Session – at the end
- 3b. Public Comment – None
- 4a. Approval of the June 6, 2023 Regular Minutes

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			

4b. Approval of June 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		x			
Ms. Lewis						x
Ms. Vena		x	x			
Dr. Minus-Vincent						x
Ms. Smith			x			
Dr. Angwenyi			x			

5. Bills to be Approved totaling \$7,369,532.11 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/Treasurer’s Report for May 2023

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			

7. Correspondence & Communications – None

8. Committee Reports –

Matthew C. Carey, Superintendent noted it was in his report to the Board that he, Ms. Morgan Santo, and Kristen Taylor, Assistant Superintendent visited Burlington County Special Services transition services (Dr. Angwenyi was unable to attend) to give us ideas regarding the renovations of the Regional Day School building for adult services.

9. 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)

- Employment Contract Agreement between and among the Board of Education of the Mercer County Technical School District and the Board of Education for the Mercer County Special Services School District and Nicholas Sakowski as Community Liaison for the period July 1, 2023 – June 30, 2024 (Attachment 9A-1) WITH ATTORNEY CHANGES
- Employment Contract Agreement between and among the Board of Education of the Mercer County Technical School District and the Board of Education for the Mercer County Special Services School District and Anthony Giovannetti as Manager of Technology for the period July 1, 2023 - June 30, 2024 (Attachment 9A-2) WITH ATTORNEY CHANGES
- Employment Agreement Confidential Staff between and among the Board of Education of the Mercer County Technical School District and the Board of Education for the Mercer County Special Services School District and Cynthia McKenna as Administrative Assistant to the Business Administrator for the period July 1, 2023 – June 30, 2024 (Attachment 9A-3) WITH ATTORNEY CHANGES
- Correction of 2023-2024 Reappointment of Support Staff – updated to include Black Seal & CDL (Attachment 9A-4)
- ESY 2023 adjustments and appointments (Attachment 9A-5)
- School Safety Officer - \$20.00 - \$25.00 per hour as needed
Effective dates: 07/01/2023 – 06/30/2024

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

MISCELLANEOUS

Recommend Board approve the following:

- Continuation of Charlotte Danielson Group Model for Teacher, Therapist, Child Study Team, and support staff evaluation per code N.J.A.C. 6A.10., effective 07/01/2023 – 06/30/2024
- Continuation of Stronge Leader Evaluation Model for Principals and Supervisors per code N.J.A.C. 6A.10., effective 07/01/2023 – 06/30/2024
- Tammy Lascar as the Affirmative Action Officer for the District (at no cost to the district), effective July 1, 2023 - June 30, 2024
- Affirmative Action Team Members for the District, to conduct the needs assessment and develop a Comprehensive Equity Plan, at no cost to the District, effective July 1, 2023 – June 30, 2024:
 - Tammy Lascar, Affirmative Action Officer
 - Melisa Parliaros, Amanda Wlazlowski, and Alison Johnson – Team Members
- MHS Music Teacher to apply for the “2023 NJEA Frederick L. Hipp Foundation for Excellence in Education Grant”. If selected, the recipient would receive an award up to \$10,000.

- Organizational Chart for 2023-2024, effective July 1, 2023 (Attachment 9B)
- Policies, Regulations, By-Laws (Attachment 9C)

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

BYLAWS, POLICIES, REGULATIONS
 2419 School Threat Assessment Teams (M)

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

BYLAWS, POLICIES, REGULATIONS - None

Abolished -- Policies, Regulations, or By-Laws

BYLAWS, POLICIES, REGULATIONS - None

REPORTS:

Recommend Board approve the following:

- Enrollment data as of June 23, 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	515	515

- Harassment, Intimidation & Bullying as of June 23, 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
May	0	0	0
June	1	1	0
Total	5	4	1

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

Ms. Morgan Santo noted on item 11A that the October 1, 2023 date is for implementation and training and that the Board’s planned use date is still January 2024.

11. New Business

Recommend the Board approve the following:

- A. Agreement with Diligent corporation for the implementation and subscription of Board Docs Pro at an annual cost of \$11,000 – proposed effective date of October 1, 2023 (attachment 11A.)
- B. Contract for in-school nursing services between Bayada Home Health Care, Inc., and Mercer County Special Services School District for the 2023-2024 school year at a rate of \$65 per hour as needed (attachment 11B.)
- C. Verizon Purchasing Entity Agreement (attachment 11C.)
- D. PKF O’Connor Davies letter of engagement for performance of auditing services for the year ending June 30, 2023 (attachment 11D.)
- E. Continuation of the Shared Service Agreement for Bus Transportation and Property Maintenance between MCTS and MCSSSD originally Board approved December 15, 2021 with the amended equipment schedule 11H (attachment 11E.)
- F. Professional Services Agreement between the Board of Education of the Mercer County Special Services School District and Dr. Bert Mandelbaum for Services as School Physician for the 2023-2024 school year at the yearly fee of \$62,000 (attachment 11F.)
- G. Plan Connect Secure 2.0 Plan Operational Provisions 403(b) and 457(b) Retirement Plan Changes (attachment 11G.)
- H. Agreement with Eastern Armored Services, Inc. for the 2023-2024 school year (attachment 11H.)
- I. Revised Public School Works Services Agreement, Board approved June 6, 2023, at the fee indicated effective July 2023-June 2025; year 1 of 2 (attachment 11I.)
- J. Support Agreement with Orbit Software for BusBoss for the 2023-2024 school year at an annual renewal fee of \$3,050 (attachment 11J.)
- K. Service and Support Agreement with Orbit Software for District Patrol for the 2023-2024 school year at an annual renewal fee of \$8,240 (attachment 11K.)
- L. Agreement with Paul’s Commodity Hauling, Inc. to provide delivery of State Food Commodities to be managed and invoiced through Sodexo for the 2023-2024 school year per agreement (attachment 11L.)
- M. Transportation Contract(s), Bids, Renewals (attachment 11M.)
- N. Staff travel/professional development (attachment 11N.)
- O. Agreement with Capehart Scatchard PA effective July 1, 2023 – June 30, 2024 at the rates indicated (attachment 11O.)
- P. Approve IMX Medical Management Services “Fit for Duty” Exams for the 2023-2024 school year up to \$5,000
- Q. Disposal of Kubota L5460HSTC, serial #30381 through trade-in for \$15,000 towards the purchase of new Kubota equipment
- R. Presentation to the Mercer High School students by The Center for Aquatic Sciences, Inc. on July 26, 2023 paid by student activity funds

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			

12. Public Comment – Other matters - None

13. Executive Session –

Time: 5:09 pm

BE IT RESOLVED that the Mercer County Special Services School District Board of Education shall recess to executive session for the purpose of 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		x			
Ms. Lewis						x
Ms. Vena			x			
Dr. Minus-Vincent						x
Ms. Smith			x			
Dr. Angwenyi		x	x			

Return to Open Session:

Time: 5:15 pm

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

14. Adjournment:

Time: 5:16 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			

Respectfully submitted,

Deborah Donnelly
School Business Administrator/Board Secretary