

MERCER COUNTY
SPECIAL SERVICES SCHOOL DISTRICT
MEETING MINUTES
JULY 7, 2022
4:30 PM

A regular monthly business meeting was held this day of July 7, 2022.

The Board of Education took the following actions:

1. **CALL TO ORDER:** Board of Education President Stacy Morgan Santo called the meeting to order at 4:38 pm and read the following Open Public Meeting statement:

Notice of this meeting was posted on the main access doors 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 mailed to the 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. Written statements received by 11 AM today will be read aloud by the Board Secretary during the public comment period as well. A time limit of three (3) minutes applies to both oral and written comments. Written statements will be read until the time limit is reached. Duplicative written comments shall be summarized for the record.

ROLL CALL:

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

Also Present: Matthew Carey, Superintendent, Deborah Donnelly, Business Administrator/Board Secretary and Walter Bliss, Board Attorney

2. Pledge of Allegiance – Suspend
- 3a. Executive Session – moved to the end
- 3b. Public Session
- 4a. Approval of the June 7, 2022 Regular Minutes

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman					x	
Lewis		x	x			
Vena	x		x			
Minus-Vincent					x	
Smith			x			
Angwenyi						x

- 4b. Approval of the June 7, 2022 Executive Minutes AS AMENDED – approved for content and not for release

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman					x	
Lewis		x	x			
Vena	x		x			
Minus-Vincent					x	
Smith			x			
Angwenyi						x

5. Bills to be Approved **and addendum** totaling \$4,770,325.16 and authorization of transfers within program areas as approved by the Superintendent.

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman	x		x			
Lewis		x	x			
Vena			x			
Minus-Vincent					x	
Smith			x			
Angwenyi						x

6. Board Secretary/Treasurer’s Report for May 2022

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman			x			
Lewis		x	x			
Vena	x		x			
Minus-Vincent						
Smith			x			
Angwenyi						x

7. Correspondence & Communications – None
8. Committee Reports
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) –

SHARON MICHELS 7/11/22 START REV – Board approved June 7, 2022

- ESY 2022 salary revisions (MCSSETA) (Attachment 9A-1)
- MCSSETA Certified Staff Revised Salaries for 2022-2023 (Attachment 9A-2)
- MCSSETA Assistants Revised Salaries for 2022-2023 (Attachment 9A-3)
- MCSSETA Crisis Intervention Specialist Revised Salaries for 2022-2023 (Attachment 9A-4)

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman		x	x			
Lewis	x		x			
Vena			x			
Minus-Vincent					x	
Smith			x			
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 07/01/2022 – 06/30/2023
- Continuation of Strong Leader Evaluation Model for Principals and Supervisors per code N.J.A.C. 6A.10., effective 07/01/2022 – 06/30/2023
- Tammy Lascar as the Affirmative Action Officer for the District, at no cost to the District, effective July 1, 2022 - June 30, 2023
- 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, 2022 – June 30, 2023
 - a. Tammy Lascar, Affirmative Action Officer
 - b. Kristen Taylor, Clara Bigos and Carline Mirthil, Team Members
- Organizational Chart, effective 07/01/2022 (Attachment 9B)
- Approve to ratify the attached Agreement between the Board of Education of the Mercer County Special Services School District (MCSSSD) and the Mercer County Special Services Educational and Therapeutic Association (MCSSETA) covering the period July 1, 2022 thru June 30, 2024 (Attachment 9C)

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman		x	x			
Lewis	x		x			
Vena			x			
Minus-Vincent					x	
Smith			x			
Angwenyi						x

- Revised and/or New Policies, Regulations, or 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

BYLAWS

None

POLICIES

None

REGULATIONS

None

Abolished -- Policies, Regulations, or By-Laws

BYLAWS

None

POLICIES

None

REGULATIONS

None

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman		x	x			
Lewis	x		x			
Vena			x			
Minus-Vincent					x	
Smith			x			
Angwenyi						x

REPORTS:

Recommend Board approve the following:

- Fire and Security Drill(s) for the month of June 2022 (Attachment 9D)
- Harassment, Intimidation & Bullying as of June 2022

Month	Investigations	HIB	Non-HIB	Pending
July	0	0	0	0

August	0	0	0	0
September	0	0	0	0
October	0	0	0	0
November	1	0	1	0
December	0	0	0	0
January	0	0	0	0
February	0	0	0	0
March	1	0	1	0
April	0	0	0	0
May	1	0	0	1
June	0	0	0	0
TOTAL	3	0	2	1

- Enrollment Data as of June 30, 2022

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
2020-2021	428	428	503*	502*	503	505	506	502	506*	501	502	501
2021-2022	413	413	485*	493*	497*	501*	499*	504*	517*	513	517	519

	05/31/2022 (actual)	06/30/2022 (actual)
Mercer High School	254	254
Mercer Elementary School	165	166
Regional Day	0	0
Joseph F. Cappello School	<u>98</u>	<u>99</u>
TOTAL:	<u>517</u>	<u>519</u>

* data updated to reflect actual number

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman		x	x			
Lewis	x		x			
Vena			x			
Minus-Vincent					x	
Smith			x			
Angwenyi						x

Ms. Donnelly noted that she and Rick Hillman, Manager of IT/B&G conducted an evaluation of the performance of DI Group Architecture LLC as to fees, quality of work and staff, and open projects. Additionally, no negative experiences in our years of working with DI Group Architecture LLC, so in lieu of the RFP process, we present the evaluation and ask for approval to continue services for the 2022-2023 school year – see item 11e below. Note: Evaluations are filed with the original RFP documents in the Business Office.

11. **New Business & Addendum**

Recommend the Board approve the following:

- a. Agreement for Local Education Agencies (LEA-Mercer County Special Services School District) Consolidating School Meal Programs with Mercer County Technical Schools MCTS) in order to support the MCTS full-time academies and Rubino Academy students for the 2022/2023 school year (attachment 11a.)
- b. Revised Software License Agreement with Systems 3000 Inc. for the 2021-2022 school year at a cost of \$27,028 (attachment 11b.)
- c. Renewal of Systems 3000 Inc. Software License Agreement for the 2022-2023 school year at a cost not to exceed \$28,110 (attachment 11c.)
- d. Renewal of agreement with Med-Flex for the disposal of medical waste at Mercer High School for the 2022-2023 school year at a cost not to exceed \$99.50 (attachment 11d.)
- e. DI Group Architecture LLC for the 2022-2023 school year at various hourly rates (attachment 11e.)
- f. Renewal agreement with Talking Points for the 2022-2023 school year at a cost of \$4,830 (attachment 11f.)
- g. Agreement with Genova Burns, LLC, Attorneys at Law, as labor attorneys for the 2022-2023 school year (attachment 11g.)
- h. PFK O'Connor engagement letter for auditing services for the 2021-2022 school year at a cost of \$66,150 (attachment 11h.)
- i. Staff/Student travel (attachment 11i.)
- j. Client Consent and Acknowledgement Letter from Wiss & Company, LLP (attachment 11j.)
- k. Agreement with Eastern Armored for the 2022-2023 school year at the rate set forth on Schedule A of the agreement (attachment 11k.)
- l. Award the competitive contracts for therapy services for the 2022-2023 school year as follows:

Bid No.	Service	Company
CC 23-01	Occupational Therapy	Therapy Source
CC 23-02	Physical Therapy	Therapy Source
CC 23-03	Speech Therapy	Therapy Source

- m. Award Waste and Recycling Bid No. 103-MCSSSDCPS-23-02 to Waste Management of New Jersey, Inc.
- n. Award Provision & Installation of Kitchen Equipment Bid No. 103-MCSSSDCPS-23-04 to Douglas Equipment
- o. Award HVAC Repairs and Maintenance Bid No. 103-MCSSSDCPS-23-01 to Multi-Temp Mechanical, Inc.
- p. Approve the Agreement of lunch prices for 2022-2023 School Year:

Breakfast, Lunch & Milk Prices:

<u>Breakfast</u>	<u>Student</u>
Mercer High	\$1.65
Joseph F. Cappello	\$1.65
Mercer Elementary	\$1.65
Mercer County Vo-Tech	\$1.65
Rubino Academy	\$1.65

Reduced Price Breakfast for all schools will be no cost

<u>Lunch</u>	<u>Student</u>	<u>Adult</u>
Mercer High	\$3.10	\$4.50

Joseph F. Cappello	\$2.95	\$4.50
Mercer Elementary	\$2.95	\$4.50
Mercer County Vo-Tech	\$3.10	\$4.50
Rubino Academy	\$3.10	\$4.50

Reduced Price Lunch for all schools will be at no cost

Milk Prices (flavored and un-flavored) will be \$.75

- q. Approval of Transportation Contract(s), Bids, Renewals (attachment 11q.)
- r. Staff Travel (attachment 11r.)
- s. Award Project 22.023 Mechanical Roof Top Unit Replacements for the Regional Day School to Gaudelli Bros., Inc.; base bid only

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman			x			
Lewis	x		x			
Vena		x	x			
Minus-Vincent					x	
Smith			x			
Angwenyi						x

12. Public Session

Johnny Whittington, sheet metal workers representative and E. Windsor resident asked the Board, if there are any reservations as to the qualifications or the ability to meet prevailing wages for Gaudelli Bros., Inc. who do I contact?

Ms. Donnelly – you can contact me.

Mr. Stockman – are you interested in bidding?

Mr. Whittington – I am interested in ensuring the low bidder is qualified.

Mr. Stockman – Debbie (Donnelly), do you have any concerns over the bid process?

Mr. Bliss – it is a matter of prevailing wages; the company’s certificate was in their bid response. If the objection is valid, we can rescind the approval.

Ms. Morgan Santo welcomed Matthew Carey as the new Superintendent of MCSSSD and MCTS. Mr. Carey thanked the Board noting that he sent his 100-day plan to all Board members. Mr. Carey also noted that he will be meeting with Board members and he is excited about the future of MCSSSD.

Also, welcome Dr. Daryl Minus-Vincent, Executive County Superintendent. Dr. Minus-Vincent thanked the Board and is looking forward to serving MCSSSD.

13. Executive Session for the purpose of negotiations update.

Time: 4:56 pm

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman			x			
Lewis	x		x			
Vena		x	x			
Minus-Vincent			x			
Smith			x			
Angwenyi						x

Return to Open Session:

Time: 5:21 pm

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman			x			
Lewis	x		x			
Vena		x	x			
Minus-Vincent			x			
Smith			x			
Angwenyi						x

14. Adjournment:

All in Favor:

Time: 5:23 pm

Bd. of Ed.	Motion	Second	Aye	Nay	Abstain	Absent
Morgan Santo			x			
Stockman			x			
Lewis		x	x			
Vena	x		x			
Minus-Vincent			x			
Smith			x			
Angwenyi						x

Respectfully submitted,



Deborah Donnelly
School Business Administrator/Board Secretary