

**MERCER COUNTY
SPECIAL SERVICES SCHOOL DISTRICT
MEETING MINUTES
SEPTEMBER 6, 2022
4:30 PM**

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 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 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
Ms. Morgan Santo	x	
Mr. Stockman	x	
Ms. Lewis		x
Ms. Vena		x
Dr. Minus-Vincent	x	
Ms. Smith	x	
Dr. Angwenyi	x	

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

2. Pledge of Allegiance – Led by Ms. Smith
- 3a. Executive Session

BE IT RESOLVED that the Mercer County Vocational-Technical Board of Education shall recess to executive session for the purpose of negotiations update – Principals and Supervisors Memorandum of Agreement and Personnel.

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.

A motion was made for the Board to enter into executive session at 4:32 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			
Dr. Angwenyi		x	x			

Return to Open Session:

Time: 4:56 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			
Dr. Angwenyi		x	x			

3b. Public Session –

Vote on Memorandum of Agreement Between Board of Education and Mercer County Special Services Principals and Supervisors Association for the period July 1, 2022 – June 30, 2025 (**Handout**)

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			

4a. Approval of the August 9, 2022 Regular Minutes

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			

4b. Approval of August 9, 2022 Executive Minutes

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			

5. Bills to be Approved totaling \$3,104,011.52 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
Dr. Minus-Vincent					x	
Ms. Smith			x			
Dr. Angwenyi		x	x			

6. Board Secretary/Treasurer's Report for July 2022

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			

7. Correspondence & Communications – Ms. Donnelly noted that updated SOP, Purchasing Manual and Foodservice Biosecurity Plan are all available in the Board Office for review.

8. Committee Reports - None

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)

Ms. Donnelly noted an increase of the hourly rate from \$14 to \$16 on item 9A – E. Substitute Secretary Mayluscinda Stratton

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			

MISCELLANEOUS

Recommend Board approve the following:

- 2022-2023 Professional Development Plan for Mercer County Special Services School District (Attachment 9B)
- Renew the Student Placement Agreement between Mercer County Special Services School District and Mercer County Community College to provide students with practical experience for the term of 07/01/2022–06/30/2023 (Available for review in the office of the Assistant Superintendent of Curriculum and Instruction)
- Renew the Student Placement Agreement between Mercer County Special Services School District and Mercer County Technical Schools to provide students with practical experience for the term of 07/01/2022–06/30/2023 (Available for review in the office of the Assistant Superintendent of Curriculum and Instruction)
- Renew the Student Placement Agreement between Mercer County Special Services School District and Monmouth University to provide students with practical experience for the term of 07/01/2022–06/30/2023 (Available for review in the office of the Assistant Superintendent of Curriculum and Instruction)
- Renew the Student Placement Agreement between Mercer County Special Services School District and Rider University to provide students with practical experience for the term of 07/01/2022–06/30/2023 (Available for review in the office of the Assistant Superintendent of Curriculum and Instruction)
- Renew the Student Placement Agreement between Mercer County Special Services School District and Rowan University to provide students with practical experience for the term of 07/01/2022–06/30/2023 (Available for review in the office of the Assistant Superintendent of Curriculum and Instruction)
- Renew the Student Placement Agreement between Mercer County Special Services School District and The College of New Jersey to provide students with practical experience for the term of 07/01/2022–06/30/2023 (Available for review in the office of the Assistant Superintendent of Curriculum and Instruction)
- Renew the Student Placement Agreement between Mercer County Special Services School District and Widener University to provide students with practical experience for the term of 07/01/2022–06/30/2023 (Available for review in the office of the Assistant Superintendent of Curriculum and Instruction)
- Renew the Student Placement Agreement between Mercer County Special Services School District and Rutgers University to provide students with practical experience for the term of 07/01/2022–06/30/2023 (Available for review in the office of the Assistant Superintendent of Curriculum and Instruction)
- Shared Services Agreement between Mercer County Technical School District and Mercer County Special Services School District for the position of School Safety Coordinator, effective September 1, 2022 through June 30, 2023 (Attachment 9B.1)
- MCSSSD Remote Learning Plan for the 2022-2023 school year (Attachment 9B.2)
- Revised and/or New Policies, Regulations, or By-Laws

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

BYLAWS

None

POLICIES

1648.15 Recordkeeping for Healthcare Settings in School Buildings – COVID-19

2416.01 Postnatal Accommodations for Students

2461 Special Education/Receiving Schools

3161 Examination for Cause
4161 Examination for Cause
5512 Harassment, Intimidation, and Bullying
7410 Maintenance and Repair
8420 Emergency and Crisis Situations
9320 Cooperation with Law Enforcement Agencies
0163 Quorum
1511 Board of Education Website Accessibility
2415 Every Student Succeeds Act
3216 Dress and Grooming
3270 Professional Responsibilities
4216 Dress and Grooming
5513 Care of School Property
5722 Student Journalism
2425 Emergency Virtual or Remote Instruction Program

REGULATIONS

2461.06R Appropriately Certified and Licensed Staff
2461.09R Statewide and District-Wide Assessment Programs
2461.10R Full Educational Opportunity
24.61.12R Length of School Day and Academic Year
2461.14R Amending Policies, Procedures, the Services Provided, or the Location of Facilities
2461.15R Operation of an Extended Academic Year Program
2461.19R Behavior Modification Program
7410.01R Maintenance and Repair
9320R Cooperation with Law Enforcement Agencies
3270R Lesson Plans and Plan Books
5513R Care of School Property
2425R Emergency Virtual or Remote Instruction Program

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

1648.14 Safety Plan for Healthcare Settings in School Buildings - COVID-19
2432 School Sponsored Publications

REGULATIONS

2432R School Sponsored Publications

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			

REPORTS:

Recommend Board approve the following:

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

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

- Enrollment Data as of July 31, 2022

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
2021-2022	412*	413	485	493	497	501	499	504	517	513	517	519
2022-2023	416*	464										

	07/31/2022 (actual)	08/31/2022 (estimated)
Mercer High School	209	238
Mercer Elementary School	131	147
Joseph F. Cappello School	<u>76</u>	<u>78</u>
TOTAL:	<u>416</u>	<u>464</u>

* data updated to reflect actual number

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			

11. **New Business**

Recommend the Board approve the following:

- a. Transportation Contracts, Bids, Renewals and Addendums (attachment 11a.)
- b. Facilities Annual Maintenance Budget (M-1) and the Comprehensive Maintenance Plan Report for the 2023-2024 school year (attachment 11b.)
- c. Staff and Student Travel (attachment 11c.)
- d. Revision of the resolution for Benecard for prescription insurance, originally Board approved on May 13, 2022 (attachment 11d.)
- e. Fourth Amendment to Agreement to Provide Fixed Rate Insured Prescription Drug Management Services, effective July 1, 2022 through June 30, 2024 (attachment 11e.)
- f. Closeout and limited warranty documents for Northeast Roof Maintenance, Inc., on the Partial Roof System Replacement project at the Alfred Reed School (attachment 11f.)
- g. Lease Agreement between Mercer County Special Services School District Board of Education and Mercer County Technical School District Board of Education, effective August 1, 2022 through June 20, 2023 for the use of office space at 1020 Old Trenton Rd., Trenton, NJ 08690 (attachment 11g.)
- h. Amendment to Windstream Agreement through June 30, 2023 (attachment 11h.)
- i. Accept the Special Child Health and Early Intervention Services (SCHEIS) grant in the amount of \$208,000 for the 2022-2023 school year
- j. Accept Early Hearing Detection 2022 grant in the amount of \$33,233 effective April 1, 2022 - March 31, 2023

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			

12. **Public Session**

Regional Day School discussion –

Mr. Carey noted that the Regional Day School (RDS) building is being utilized for a different, but not original intended purpose-

- CTE of high school students
- Health instruction
- B wing – B&G storage
- JFC – nothing programmatic
- HVAC – at life end; \$125+ for replacement of roof top units

- No current students are placed there
- Building belongs to the State
- Land belongs to MCCC
- We manage it with money from the County for upkeep
- My plan in the first year was to conduct an investigation of our facilities

However, we just received a five-year lease agreement

No action tonight, but I want to get your thoughts; have the Board take a tour or get a committee to look at the building.

We allocate \$300M to the building of our funds and will continue to operate under that budget until we have a long-term plan. In the past, we just keep the building in our budget not to allow another school or vendor on our campuses until we had an alternate plan for its use.

Ms. Donnelly – contract missing for five years – 2017-2022; updated Board on history

Mr. Carey – It is taking a chunk of our budget without students associated with it. Rick Hillman (B&G) noted we have consistently been consolidating rather than expanding. More recent years enrollment is down due to COVID. This is not a decision I'd hoped to make in the first three months.

Mr. Carey – Walter if we do go into the 5-year lease what are our termination options?

Mr. Bliss – we would have to spell it out.

Mr. Carey – We are working on a daily living center, but long term we have to build it before students come. Costs to renovate could be several million dollars. I'd like you to see it to understand it.

Mr. Stockman – It's on the land of MCCC – do they have any thoughts or needs.

Mr. Carey – We met with MCCC and shared our programs, etc. They were not aware that this was their property.

Ms. Morgan Santo – We did have the students at one time.

Maria – Yes, as a Regional Day School.
We had over 100 students.

Stephanie Moore – Parent – Thoughts, if we find something, maybe we can find someone to help fund. We have a section of students at the high school who will graduate, not sure what students will do in the future. Set up a training center like a large corporation such as Walmart to help us set up a center.

Mr. Carey – We did discuss that in our cabinet meeting. Mr. Carey described the program that was implemented when he was at Burlington.

Ms. Breden – Parent – I am looking to move out of district next year because there is nothing here for my daughter. Don't have 1-1 care and she will never get a job. I will get Medicare but not helping us. To have something here would be beneficial for these students.

Mr. Carey – Good ideas and something we are discussing. In order to keep the building running, we need something to generate revenue.

Ms. Moore – If going above age 21 – we have a hard time promoting – districts don't want to send them out. If we can market to them and start at age 19-20.

Mr. Carey – Salem County has a program like that. We would need to market to parents. Parents should know. Maybe Mercer County can help.

Ms. Breden – Parents Medicaid budgets.

Dr. Angwenyi – Could be good for 18-20 year old students. I have a 21 year old. The gap that exists for those that won't have jobs. If we could do a partnership with a large corporation. Just need to explore it further. Families don't know what to do with a 21 year old – high school was extended to 22 years temporarily. Get an organization that wants to train these students. Maybe with college and our special school; how do you fund?

Mr. Carey – that was the ultimate demise of the Burlington program.

Ms. Morgan Santo – Are there any Board members that would like to tour RDS?

Dr. Angwenyi – agreed.

Mr. Carey – Then that would be a committee. I will send out an invite and have our B&G Manager with us so he can discuss the history.

13. Executive Session- in the beginning

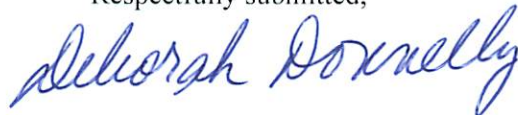
14. Adjournment:

All in Favor:

Time: 5:24 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			
Dr. Angwenyi		x	x			

Respectfully submitted,



Deborah Donnelly
School Business Administrator/Board Secretary