

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

1. **CALL TO ORDER:** Board of Education President Stacy Morgan Santo called the meeting to order at 4:35 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 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
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 Ms. Vena**

- 3a. **Executive Session –**

Time: 4:38 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 and negotiations update.

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
Ms. Vena	x		x			
Dr. Minus-Vincent						x
Ms. Smith			x			
Dr. Angwenyi		x	x			

Return to Open Session:

Time: 4:50 pm

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

3b. Public Session – None

4a. Approval of the November 1, 2022 Regular Minutes

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

Ms. Vena – Question for Mr. Bliss – can we vote on executive minutes if an issue was not resolved?

Mr. Bliss – we vote for approval, not for release.

4b. Approval of November 1, 2022 Executive Minutes – for approval, not for release

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

5. Bills to be Approved totaling \$6,318,418.91 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
Ms. Lewis						x
Ms. Vena	x		x			
Dr. Minus-Vincent						x
Ms. Smith		x	x			
Dr. Angwenyi			x			

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

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

7. Correspondence & Communications – None

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)
- Increase of New Jersey state minimum wage to \$14.13 per hour effective January 1, 2023
- Appointment of Nicholas Sakowski as Community Liaison-Office of Admissions, Curriculum and Instruction (a shared position with MCTS) for the period January 1, 2023 – June 30, 2023, subject to Shared Services Agreement board approval on January 10, 2023
- Appointment of Anthony Giovannetti as Manager of Technology (a shared position with MCTS) for the period January 1, 2023 – June 30, 2023, subject to Shared Services Agreement board approval on January 10, 2023

Ms. Donnelly verified the process and Board dates of Nicholas Sakowski and Anthony Giovannetti.

- Bus Driver pay rate of \$31.00/hour (as needed)

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

MISCELLANEOUS

Recommend Board approve the following:

- New job description (Attachment 9B)
 - ❖ Community Liaison - Office of Admissions, Curriculum and Instruction
- 2022-2023 MCSSSD Special Education & Child Study Team Procedure Reference Guide (Available for review in the office of the Assistant Superintendent)
- Revised 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)
- Apply for additional funds from Special Child Health grant in the amount of \$18,500

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

- Policies, Regulations, By-Laws (Attachment 9C)

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

BYLAWS

None

POLICIES

6470.01 Electronic Funds Transfer and Claimant Certification

8454 Management of Pediculosis

REGULATIONS

6470.01 Electronic Funds Transfer and Claimant Certification

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

BYLAWS

None

POLICIES

3160 Physical Examination

5512 Harassment, Intimidation, or Bullying

REGULATIONS

3160 Physical Examination

Abolished -- Policies, Regulations, or By-Laws

BYLAWS

None

POLICIES

None

REGULATIONS

None

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

REPORTS:

Recommend Board approve the following:

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

Month	Investigations	Unfounded	Founded
July	0	0	0
August	0	0	0
September	0	1	0
October	0	1	0
November	0	0	0
Total	0	2	0

- Enrollment Data as of November 30, 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*	417	464	469*	484							

	10/31/2022 (actual)	11/30/2022 (estimated)
Mercer High School	237	240
Mercer Elementary School	148	151
Joseph F. Cappello School	84	93
TOTAL:	<u>469</u>	<u>484</u>

* data updated to reflect actual number

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

11. **New Business**

Recommend the Board approve the following:

- A. Strategic Planning 3D Model “Dream, Determination, and Destiny by Design” Contract Agreement between Mercer County Special Services School District and New Jersey School Boards Association for consulting services at a cost, not to exceed \$4,000 (attachment 11A.)

Ms. Morgan Santo noted the discussion from last month’s Board meeting.

- B. Staff and student travel (attachment 11B.)
- C. Transportation Contracts, Bids, Renewals and Addendums (attachment 11C.)
- D. Donation of B-Calm GP System to the Dolphin Accessibility Center at Mercer High School from B-Calm, LLC
- E. Apply for and accept FY 2022 Capital Maintenance and Emergent Project grant in the amount of \$12,966
- F. Award Bid 103-MCSSSDCPS-23-05 Provision & Installation of Kitchen Equipment – 100% Federally Funded to Envirocon, LLC in the amount of \$55,000

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

12. **Public Session**

Mr. Carey, Superintendent, thanked the Board for approving item 11A, Strategic Planning 3D Model, to move forward. We should have a final plan in June 2023.

Enrollment is up as we are working with sending districts. I would like to recognize the efforts of Kristen Taylor (Assistant Superintendent), Tammy Lascar (Director of Student Services), and the school principals.

Mr. Carey welcomed Jon Korrellis to the district as Supervisor at JFC.

Ms. Vena – I had some other questions, but Mr. Carey’s confidential memo assured many of my questions.

Mr. Carey – Noted. With regard to RDS (Regional Day School) – try to vet all possibilities.

Board meeting December 6, 2022

13. Executive Session – in the beginning

14. Adjournment:

All in Favor:

Time: 5:04 pm

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

Respectfully submitted,



Deborah Donnelly
School Business Administrator/Board Secretary