

THE BOARD OF EDUCATION  
of the  
MERCER COUNTY SPECIAL SERVICES SCHOOL DISTRICT

AGENDA

REGULAR BUSINESS MEETING

Tuesday, August 3, 2021

4:30 p.m.

1. Meeting called to Order – Sunshine Law Opening Statement – Roll Call
2. Pledge of Allegiance
3. Executive Session/Public Session
- 3a. Approval to accept the Settlement of OAL litigation with Employee #4786 , DOE Dkt # 88/520.
- 4a. Approval of the Minutes of the June 26, 2021, Special Joint Meeting
- 4b. Approval of the Executive Minutes of June 26, 2021, Special Joint Meeting for content, not for release. Release to be determined when the need for confidentiality no longer exists unless such otherwise prohibited by law.
- 4c. Approval of the Minutes of the July 6, 2021, Regular and Reorganization Meeting
- 4d. Approval of the Minutes of the July 8, 2021, Joint Emergency Meeting
5. Bills to be Approved and Transfer Report
6. Board Secretary/Treasurer’s Report
7. Correspondence & Communications
8. Committee Reports
9. Superintendent’s Agenda
11. New Business

**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)
- Updated job descriptions for the following:
  - ❖ Social Worker (Attachment 9A-1)
- Revised job descriptions for the following:
  - ❖ Teacher- Autism (Attachment 9A-2)
  - ❖ Teacher- Industrial Arts (Attachment 9A-3)
  - ❖ Teacher- Spanish (Attachment 9A-4)0

- Professional Employment Agreement between Board of Education for the Mercer County Special Services School District and Ashlee Caldwell as Human Resources Manager for the period May 13, 2021 – June 30, 2021 (Attachment 9A-5)
- Professional Employment Agreement between Board of Education for the Mercer County Special Services School District and Ashlee Caldwell as Human Resources Manager for the period July 1, 2021 – June 30, 2022 (Attachment 9A-6)

**MISCELLANEOUS:**

Recommend Board approve the following:

- Presentation of Harassment, Intimidation, or Bullying (HIB) Semi-Annual Report for the period: 07/01/2021 - 06/30/2021 – Kris Gould, Supervisor and HIB Coordinator
- District Mentoring Plan for 2021-2022 (available for review in the Assistant Superintendent’s Office)
- 2021-2022 Code of Conduct for Mercer High School, Mercer Elementary School and Joseph F. Cappello School (available for review in Administrative Offices)
- 2021-2022 School Preparedness & Emergency Planning drill schedule for Mercer High School, Mercer Elementary School and Joseph F. Cappello School (Attachment 9B)
- 2021-2022 Professional Development Plan(s) for Mercer High School, Mercer Elementary School, Joseph F. Cappello School and the MCSSSD Plan (Attachment 9C)
- 2021-2022 Nursing Services Plan (Attachment 9D)
- 2021-2022 ScIP Committee Members (Attachment 9E)
- 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***

0131 Bylaws, Policies, and Regulations (M)

***POLICIES***

3134 Assignment of Extra Duties

3142 Nonrenewal of Nontenured Teaching Staff Member

3160 Physical Examination (M)

3218 Use, Possession, or Distribution of Substances (M)

3221 Evaluation of Teachers (M)

3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)

3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)

3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M)

4146 Nonrenewal of Nontenured Support Staff Member

4160 Physical Examination (M)

4218 Use, Possession, or Distribution of Substances (M)

6471 School District Travel (M)

***REGULATIONS***

*3142 Nonrenewal of Nontenured Teaching Staff Member*

*3218 Use, Possession, or Distribution of Substances (M)*

*3221 Evaluation of Teachers (M)*

*3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)*

*3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)*

*3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M)*

*4146 Nonrenewal of Nontenured Support Staff Member*

*4218 Use, Possession, or Distribution of Substances (M)*

*6471 School District Travel (M)*

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

None

**REPORTS:**

Recommend Board approve the following:

- Fire and Security Drill(s) for the month of July 2021 (Attachment 9F)

AGENDA – MCSSSD

August 3, 2021

Page 4

- Harassment, Intimidation & Bullying as of July 2021

Month	Investigations	HIB	Non-HIB
July	0	0	0
<b>TOTAL</b>	0	0	0

- Enrollment Data as of June 2021

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>2020-2021</b>	428	428	496	501	503	505	506	502	501	501	502	501
<b>2021-2022</b>	411											

	06/30/2021	07/31/2021
Mercer High School	242	217
Mercer Elementary School	189	136
Regional Day	7	0
Joseph F. Cappello School	<u>63</u>	<u>58</u>
<b>TOTAL:</b>	<u>501</u>	<u>411</u>

11. **NEW BUSINESS**

Recommend Board approve the following:

- Approve Nicholas Sakowski, Consultant to design and update MCSSSD Web/communication sites on an as needed basis, retroactive for the period July 19, 2021, through June 30, 2022 at an hourly rate of \$50 not to exceed \$5,000.
- Approve KYDS (Konscious Youth Development & Services) to provide half day professional development training on September 8, 2021, for Mercer Elementary and Mercer High School staff. KYDS will present "Recharge the Battery" (stress and anxiety reduction, emotional regulation, dealing with trauma and experiential practice using mindfulness and breathing techniques. The cost not to exceed \$1,800.
- Approve "Nurtured Heart Approach" to provide all day workshop district wide for professional development training on September 8, 2021. The Nurtured Heart Approach consists of a set of strategies that assists children in further developing their self-regulation and has been found effective with children of all ages. It focuses on transforming the way children perceive themselves, their caregivers and the world around them. Children learn to understand that they will receive endless amounts of praise, energy, recognition and reward through the positive behavior they display and this supports children to build a positive portfolio of themselves, which we call "Inner Wealth™." No cost to the District.

AGENDA – MCSSSD

August 3, 2021

Page 5

- d. Approve PESI to provide all day professional development training on September 8, 2021, for Joseph F. Cappello School staff. Victoria Grinman, MSW, LCSW will present "Treating Traumatic Stress in Kids" Sensory, Yoga & Mindfulness Techniques to Rewire the Young Brain. The cost of the full day training will not exceed \$4,000 (Attachment 11-d).
- e. Approve the amendments to the Benecard Prescription Plan to provide fixed rate insured prescription plan for staff for the 2021/22 school year (Attachment 11-e).
- f. Approve the Bloodborne Pathogens Exposure Control Plan in accordance with the OSHA Bloodborne Pathogens Standard (Attachment 11-f).
- g. Approve the Compressed Gas Safety Program in accordance with OSHA 29 CFR 1910.101 Standards (Attachment 11-g).
- h. Miscellaneous Equipment Disposal List (Attachment 11-h).
- i. Use of Building and Grounds (Attachment 11-i).
- j. Approval of Transportation Contract(s), Bids, Renewals and Addendum (11-j).
- k. Approve to contract with Homecare Therapies dba/Horizon Healthcare Staffing and Mercer County Special Services School District to provide a Registered Nurse to the District on a substitute basis as needed for the 2021/2022 school year at a rate of \$55/hour (Attachment 11-k).
- l. Approve "Robbinsville Horse Therapy Program" on August 4<sup>th</sup> – 6<sup>th</sup> to provide developmental skills such as emotional regulation, and self-confidence, miniature horses will visit each school district wide. Students will have an opportunity to use all senses while learning and processing through emotional challenges. Miniature horses lower stress, encourage dialogue/communication, and bring happiness and a sense of well-being. Therapy does not include mounting/riding of horses. No charge to district.
- m. Approve the District's Respiratory Protection Plan/Policy (RPP) for the 2021-2022 school year (attachment 11-m).
- n. Approve the Affiliation Agreement between Mercer County Special Services School District Project Child Clinic Program and The CYO - Yardville Branch School beginning September 1, 2021 through June 30, 2022 (Attachment 11-n).
- o. Approve Frontline Special Ed & Interventions software to improve the quality of our IEP's and facilitate the paperwork, timelines, and compliance requirements to meet Federal, State, and district policies. Frontline will aid the district in collaborating across our sending districts, educators, parents, and services providers. The costs are as follows: one-time training fee of \$8,740, Annual Recurring Fee of \$21,446.25 and & Initial Term Prorated Fee of \$18,690.27 Grant funded for 2021-2022 (Attachment 11-o).

AGENDA – MCSSSD

August 3, 2021

Page 6

- p. Approve to accept a donation of a Canon Image Runner Advance black and white copier to be used by Project Adults.
  
- q. Approve the revised agreement between Mercer County Special Services School District and The Educational Services Commission of New Jersey (ESCNJ) for BCBA Services (Board Certified Behavior Analysts) at a cost of \$135/hour not to exceed \$3,240.00 (Attachment 11-q).

- 12. Public Session
- 13. Executive Session
- 14. Adjournment