



**PUBLIC SESSION MINUTES**

**BOARD OF EDUCATION**

**Mr. Matthew O’Grady, President**

**Mr. Thomas Halm, Jr., Vice President**

**Mrs. Shaina Ciaccio**

**Ms. Leslie Dee**

**Mrs. Sharon DeVito**

**Mr. Craig Heilman**

**Mrs. Jane Luciano**

**Mr. Scott Veisz**

**Mr. Richard Young**

**SUPERINTENDENT**

**Dr. Kathleen A. Foster**

**SUPERINTENDENT OF CURRICULUM & INSTRUCTION**

**Dr. Kim Tew**

**SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY**

**Ms. Beth Brooks**

**ROBBINSVILLE BOARD OF EDUCATION**  
**PUBLIC SESSION MINUTES**

**July 25, 2017**

**I. CALL TO ORDER PUBLIC MEETING**

In Mr. O’Grady’s absence, Mr. Halm called the July 25, 2017 meeting of the Robbinsville Board of Education to order at 6:03 PM. He read the *Statement of Public Meetings* and led the flag salute.

**II. ROLL CALL**

Mrs. Ciaccio	Present	Mr. Heilman	Present	Mr. O’Grady	Arrived 6:08 PM
Ms. Dee	Present	Mr. Halm	Present	Mr. Veisz	Present
Mrs. DeVito	Present	Mrs. Luciano	Absent	Mr. Young	Arrived 6:47 PM

**III. MOTION TO CONVENE IN EXECUTIVE SESSION**

On motion of Mrs. Ciaccio and seconded by Mrs. DeVito, the Robbinsville Board of Education voted 6-0 to convene in Executive Session at 6:05PM to discuss the following topic.

- Negotiations

**IV. RESUME PUBLIC SESSION**

Public Session resumed at 7:02 PM.

**V. BOARD PRESIDENT’S REPORT – Mr. Matthew O’Grady**

- With regard to the local fight for fair funding, Mr. O’Grady read the following statement.

For well over a decade this district and this community has dealt with inadequate and inequitable state aid. Along the way we have tried everything humanly possible to make things right including filing a lawsuit, attending dozens of meetings with various administrations, presenting to the House of Representatives, meeting with the Commissioner of Education, wearing tee shirts, and writing letters. For the longest time most people thought that while it was a noble effort it was also an effort in futility.

Our latest experience should stand out as one of the greatest acts of persistence and perseverance that the community of Robbinsville has ever achieved. This time the entire community rallied together and worked shoulder to shoulder for the benefit of our most prized assets, our children and their futures.

We all recognize that while this additional state aid is very necessary and timely especially considering our current state of fiscal affairs we would be remiss if we thought that these monies could immediately undo the long-term effects of our historical underfunding.

It will take many more cycles and positive movement towards our full funding before we can adequately recover. My hope is that this positive movement will encourage everyone to continue fighting for full funding for Robbinsville Schools.

I would like to personally thank every member of this community for sharing in these efforts. A special thanks to the committee, the administration, our Town Council, the Mayor, Senator Linda Greenstein, Assemblyman Wayne Deangelo, and Assemblyman Dan Benson.

We look forward to working with all of our stakeholders as we continue to preserve the Robbinsville School District which has quickly become one of the finest districts in all of New Jersey.

- Robbinsville Extended Day Annual Report – Pam Elmi, Director

Ms. Elmi provide the 7<sup>th</sup> annual report to the Board of Education on the Robbinsville Extended Day program. Highlights included the year in review slide show and the recent purchase of a 24 passenger school bus using proceeds from the program. Ms. Elmi introduced Gene Gray, Site Supervisor at Pond Road Middle School. Mr. Gray read a statement to the Board describing his experience working with the program and with the students of Robbinsville Schools.

**VI. SUPERINTENDENT’S REPORT – Dr. Kathie Foster**

**A. Semi-Annual Harassment, Intimidation & Bullying Report: Policy 5512**

Dr. Foster presented a summary of Harassment, Intimidation and Bullying incidents for the 2016-2017 school year. Of 7 reported cases this year, only 1 was founded. Dr. Foster also provided information on a wide variety of programs to address bullying within each building.

**B. Internet Safety Hearing: Policy & Regulation 2361**

In accordance with Policy 2361, Dr. Foster informed the Board that the district adheres to a set of standards to ensure that access to the internet by pupils is limited to materials appropriate for educational purposes.

**C. Enrollment Report: July 21, 2017**

School	3H	3F	4H	4F	KF	01	02	03	04	05	06	07	08	09	10	11	12	Total
RHS														238	235	265	243	981
PRMS										228	256	234	309					1027
SES	1	1	13	3	164	202	207	196	244									1030
SPROWTS	2		3															5
<b>SUBTOTAL</b>	<b>3</b>		<b>16</b>	<b>3</b>	<b>164</b>	<b>202</b>	<b>207</b>	<b>196</b>	<b>244</b>	<b>228</b>	<b>256</b>	<b>234</b>	<b>309</b>	<b>238</b>	<b>235</b>	<b>265</b>	<b>243</b>	<b>3043</b>
OOD				1	1						1	3	4	4	4	6	13	37
<b>TOTAL</b>	<b>3</b>		<b>16</b>	<b>4</b>	<b>165</b>	<b>202</b>	<b>207</b>	<b>196</b>	<b>244</b>	<b>228</b>	<b>257</b>	<b>237</b>	<b>313</b>	<b>242</b>	<b>239</b>	<b>271</b>	<b>256</b>	<b>3080</b>

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
<b>RHS</b>	981											
<b>PRMS</b>	1027											
<b>SES</b>	1030											
<b>SPROWT</b>	5											
<b>SUBTOTAL</b>	<b>3043</b>											
<b>OOD</b>	37											
<b>TOTAL</b>	<b>3080</b>											

**VII. SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Ms. Beth Brooks**

School Business Administrator Beth Brooks reported on the following matters.

- Receipt of Additional State Aid (\$631K+)
- Annual Audit – First week in September
- Reauthorization of ESSA
- Sale of Windsor
- Receipt of FEMA Funding (\$14K)
- Receipt of ERate Funds (\$13K)
- Grant reimbursement for homeless (\$4K)
- New process for tuition reimbursement & revenue collection
- Annual Building Walk-throughs – August 30, 2017
- BOE Candidate Filing Deadline – July 31, 2017

## VIII. COMMITTEE REPORTS

### A. Education, Development & Policy – Ms. Leslie Dee, Chair

Ms. Dee reported on the following matters discussed during the July 11, 2017 virtual meeting of the Education, Development and Policy Committee.

- **First Reading Policies:** P8550 Unpaid Meal Charges (M), P&R3221 Evaluation of Teachers (M), P&R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M); P&R3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M); P&R3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M); P&R 5610 Suspension; P5620 Expulsion
- **Second Reading Policies:** P&R3160 & 4160 Physical Examinations; P&R3240 Professional Development for Teachers and School Leaders; P&R Evaluation of Superintendent; P&R District Mentoring Program; P5111 Eligibility of Resident and Non-Resident Students
- **Curriculum Updates:** The district's curriculum writers working to update curriculum for review in August/September.
- **Next meeting: August 15, 2017**

### B. Personnel – Mrs. Sharon DeVito, Chair

Mrs. DeVito reported on the following matters discussed at the July 18, 2017 meeting of the Personnel Committee.

- **Review the regular personnel agenda**
- **Discussion of additional state aid allocation (\$631,042.00):** The committee discussed ways to utilize the additional state aid for the 2017-2018 school year. Since there is no promise that this money will continue the following year, it was decided to use these funds for one-time expenses. These could include:
  - One time pensionable stipend to be applied to staff
  - Add \$ to Special Ed Tuition line
  - Capital Projects
- **Current Recruitment Chart for 2017-2018:** The committee reviewed the current openings for the 2017-2018 school year. Unfilled positions include: Middle School Spanish, Special Ed Leave Replacement at Pond, and two IA positions.
- **Non-Affiliates Package:** The attached document maps out the potential costs for adding additional benefits for the non-affiliates. This includes adding longevity, subsidizing disability insurance, and providing tuition reimbursement. Tuition reimbursement will be offered this current school year. The other potential benefits will be discussed as we build the budget for the 2018-2019 school year.
- **PT Secretary Help:** Pond will hire a part time substitute secretary during the month that Karen Karmazin is on leave. Teacher supply orders will be arriving in bulk and Pond will need all hands on deck to unpack and process this.
- **Summer Hours:** These are the summer hours for the schools. This is posted on the websites.  
8:00 AM – 3:30 PM on Monday through Thursday (half hour lunch)  
8:00 AM – 3:00 PM on Friday (working lunch)
- **Other Agenda Items:** Mrs. DeVito asked for a report on class size and room assignments for the upcoming school years including details about room sharing, content on carts, etc. as the district begins to plan and communicate future needs.
- **Next Meeting Date:** Tuesday, August 22<sup>nd</sup> @ 6 pm (4<sup>th</sup> Tuesday)

### C. Finance, Facilities, & Transportation – Mr. Tom Halm, Chair

Mr. Halm reported on the following matters related to the July FFT meeting.

- **Presenter: Mike Thulen, ESIP Coordinator – to discuss process, Energy audit, RFP, PPA**  
Mr. Mike Thulen, ESIP Coordinator under the Office of State Energy Services, State of New Jersey Board of Public Utilities spoke to the committee about the process, timing and procedures needed for

an entity to be successful in an ESIP project. He also provided a hand out with key points to the law, steps for success guidelines, links and key contacts. He discussed that part of the ESIP process is hiring a general contractor (ESCO) or doing that work with in-house resources. He recommended hiring an ESCO, which will provide a cost savings guarantee. He also recommended the use of a third party engineer or architect to assist with interviewing ESCOs and reviewing the energy savings plans.

- **Additional State Aid – \$631,042**

Ms. Brooks and Dr. Foster discussed the 2017-2018 additional state aid and the guidance on its use. There were several discussions on the best way to utilize the additional funds as it was presented at committee meetings. All recommendations were considered when developing the districts' spending plan for use of the additional state aid. FFT recommends the following spending plan:

- Increase in 2017-2018 Appropriations for compensation, new positions and related benefits, and a deposit into maintenance reserve.
- Amount legally restricted as “assigned fund balance – designated for subsequent years expenditures” for 2018-2019.

- **Robbinsville Extended Day**

The committee discussed compensation of RED personnel. Ms. Brooks shared with the committee a survey disseminated by the Program Director to other local school districts that run a before and after school program. Robbinsville was comparable to the other school districts on compensation. Ms. Brooks also provided a chart showing the starting hourly rate for new hires. The committee agreed to provide RED personnel a salary increase for the 2017-2018 school year. The August agenda will have the personnel action item for the RED employees, inclusive of a salary increase for current employees.

- **June 30<sup>th</sup> Financials – Increase Amount Estimated Into Reserve**

Ms. Brooks is working on closing the June 30, 2017 year-end financials and reviewing open purchase orders. She believes there will be funds available for deposit into a capital reserve account due to salary breakage, in-house athletic transportation runs, and tuition cost savings.

- **Transportation – (Report from Jen Freeman) report distributed**

FFT reviewed the monthly report. Mr. O’Grady requested a review of the new bus routes before finalization. The projected date for bus pass dissemination is August 25<sup>th</sup>.

- **Closing of Windsor School**

Ms. Brooks reported that the closing took place on July 17<sup>th</sup> and the district received a check for \$224,952.88, which was deposited into the districts capital reserve account.

- **Sharon School Land Survey**

After discussion with the architect, the district selected a vendor to perform the land survey at Sharon School based upon three quotes. There is action item to contract with B&G Engineering LLC for \$8,500.

- **Update on Township Initiatives (Security Cameras and Tennis Court Resurfacing)**

Ms. Brooks reported that the township provided the district with a shared services agreement for the tennis court resurfacing. The township will reimburse the district for the estimated cost of \$69,000 and in return the township residents and recreation programs may use the tennis courts based on a mutually agreeable schedule. The shared services agreement is on the July agenda and will be on the July agenda for the township so work can begin in August. The district is in the process of getting quotes for additional outside cameras. The township needs to apply for a safety grant as current funds are not available.

- **Contract Renewals: Broad USA; Honeywell; All Clean (Feb); Jersey Central Waste and Recycling; Enernoc Demand Response**

Prior bid contract are being renewed for Honeywell, All Clean, and Jersey Central and Recycling. In addition we are recommending approval of Broad USA for a maintenance service and warranty contract on the HS chillers. Enernoc Demand Response is currently operating under a five year contract.

- **Water Issue at Sharon Elementary School**

Mrs. Keener discussed several water related issues at Sharon School. The first issue was fixed by turning on the water to the fire hydrant. The concern is how the water got shut off. It was agreed that the district will test district responsible fire hydrants prior to the start of the school year. The district is still working with our architect and plumber to ascertain why the school has no water source at the waste station and why the school is showing water usage on a fire line per AQUA.

- **RHS – Light Pole Accident**

Mrs. Keener stated that the police have not been able to identify the car that hit the light post in the High School parking lot several weeks ago. Ms. Keener will be meeting with the coaches of both teams to view the security footage and see if they can determine who did the damage. The estimated cost to repair is \$10,000. The district has submitted the claim through insurance and is hoping to only have a \$5,000 deductible.

- **New Business**

Mrs. DeVito stated that the Robbinsville Education Foundation is looking to fund the restoration of an inside courtyard at Sharon Elementary school. They are waiting for proposals from the landscaper to review.

- **Next FFT meeting is August 23rd**

Mr. Halm thanked the Robbinsville Education Foundation for agreeing to develop an unused courtyard space that Sharon Elementary School for educational purposes. Also, since the district experienced breakage, tuition reimbursement, etc. for the 2016-2017 school year, he asked how to utilize the extra dollars for tax relief. Ms. Brooks indicated that on June 30<sup>th</sup> any additional surplus funds would be deposited into capital reserve and / or be required to be used in 2018-2019. This is required by law. Also, once a budget is passed the only change permitted is for the additional state aid received in July 2017.

#### **D. Community Relations – Mr. Richard Young, Chair**

Mr. Young reported on the following matters discussed during the July 12, 2017 meeting of the Community Relations Committee.

- **Office of Emergency Management – Parent Night, October 11<sup>th</sup>**

The Office of Emergency Management is hosting a parent night for the community on Wednesday, October 11<sup>th</sup>. Discussion will include security plans, procedures, and communication.

- **Save the date: Municipal Alliance Event at first football game, September 8<sup>th</sup>.**

The board will collaboratively work with the Municipal Alliance to promote a strong partnership with keeping kids safe from substance abuse.

- **“Permission to Parent” Series**

The district would like to host a series of workshops for parents to promote healthy children. Topics will include wellness strategies, social media (including cyber-bullying), communication strategies, etc. Experts in the field will be invited to lead specific sessions.

- **Social Media Curriculum**

Ed Development is reviewing places where social media is addressed in the curriculum. The Health curriculum is currently being revised to add additional units about Social Media. Pond has scheduled

a 6 week program for 8<sup>th</sup> grade students sponsored by CampFire Kids. This curriculum specifically addresses choices, social media, cyber-bullying, and conflict resolution.

- **Next meeting: Tuesday, August 1, 2017**

**E. Negotiations – Mrs. Shaina Ciaccio, Chair**

Mrs. Ciccio indicated that after rejecting the Board’s proposal the REA filed a Notice of Impasse on June 30. The next step is mediation tentatively to begin in September.

**IX. FIRST HEARING OF THE PUBLIC**

**A. MIKE MCGOWAN**

Mr. McGowan stated that the Board meetings start too late. He said that it is unfair to the public and suppresses the public’s ability to comment. He noted that student presentations and others should be held at other times so they do not interfere with the public business meetings.

**B. NOUSHIN KANANI**

Mrs. Kanani inquired about the evaluation process. Dr. Foster explained that there are state guidelines to ensure that an evaluation tool is in place. She indicated that when they are complete, evaluations are submitted to the state.

**C. KATINA BLANDO**

Mrs. Blando praised “Miss Tammy”, her children’s lunch aide, and said that she hoped she would be returning in 2017-2018.

**D. MIKE MCGOWAN**

Mr. McGowan said that allowing Mrs. DeVito to vote on a Katzenbach contract is a conflict of interest due to her long term relationship with the school and her service as treasurer of the education foundation. Mrs. DeVito clarified that as president of Katzenbach’s Education Foundation she has nothing to do with the school’s business nor is she an employee of the district. She also noted that she does not benefit financially in any way by students attending the school. The Board directed Dr. Foster to seek an opinion from the BOE attorney.

**E. NOUSHIN KANANI**

Mrs. Kanani asked for clarification on the residency policy and how the district charges tuition. Board members described that there is a 30 day grace period for families under contract to buy a home within Robbinsville. If closing has not taken place within that period, then beginning on day 31 tuition is assessed. Dr. Foster also described the process used when a student is deemed homeless.

**F. KATINO BLANDO**

Mrs. Blando asked if there is mechanism in place to assure that students can use their lunch accounts to purchase lunch but not run up an entire tab of, say, chips. Dr. Foster indicated that students are given the right to purchase the essentials when their account is in arrears but not whatever they want.

**G. MIKE MCGOWAN**

Mr. McGowan again clarified his prior comments regarding his opinion that a conflict of interest is taking place.

**H. NOUSHIN KANANI**

Mrs. Kanani commented on tax relief. She thanked Mr. Halm for asking about the potential for tax relief this coming year and asked if it turns out to be possible how it would work. Ms. Brooks stated that it is a matter of timing. She said that anything from 16-17 would be deposited into reserve and anything over maximum surplus would be designated for 18-19 school year. Mrs. Kanani asked it would be possible to create a one page handout for people like her who are visual learners.

**I. MIKE MCGOWAN**

Mr. McGowan asked if the Department of Consumer Affairs questioned anyone on the Robbinsville Education Foundation. When Board members and administrators indicated that they had not been questioned, he asked if anyone has heard any rumors about it. Board members indicated that they were not prepared to engage in hearsay.

**J. NOUSHIN KANANI**

Mrs. Kanani asked about the progress of negotiations. Mrs. Ciaccio indicated that a press release detailed the Board’s offer. The association rejected the offer and applied for impasse. A discussion ensued and in answer to additional questions the Board indicated that it is illegal for teachers to strike in New Jersey.

**X. MINUTES**

On motion of Mr. Halm and seconded by Ms. Dee the Robbinsville Board of Education voted 6-0-2 to approve the minutes of the following meetings as indicated. Mrs. Ciaccio and Mr. Heilman abstained. Mrs. Luciano was absent.

- June 27, 2017 Executive Session (Attachment #1)
- June 27, 2017 Public Session (Attachment #2)

**XI. APPROVE RESOLUTIONS**

**A. PERSONNEL (A.1 – 4)**

On motion of Mrs. DeVito and seconded by Ms. Dee, the Robbinsville Board of Education upon recommendation of the Superintendent voted 8-0 to approve Personnel resolutions A.1-4 below and on pages 16-18 as indicated. Mrs. Luciano was absent.

**4. APPROVE CONTRACT: JOHN DONZA**

Motion to approve a contract with John Donza at the rate of \$350.00 per diem. Mr. Donza will perform evaluations and supervisory / administrative duties at Robbinsville High School during the period dating August 1, 2017 through December 22, 2017. The contract will not exceed 60 days or \$21,000.00.

**B. EDUCATION, DEVELOPMENT, & POLICY (B.1 – 6)**

Discussion

A brief discussion took place regarding item B6.f. Mr. Young asked if the autism class is new. Dr. Foster affirmed that it is.

On motion of Ms. Dee and seconded by Mr. Halm, the Robbinsville Board of Education upon recommendation of the Superintendent voted 8-0 to approve Education, Development and Policy resolutions B.1-6 as indicated. Mrs. DeVito abstained on item B.6f.

**1. REVIEW POLICIES: FIRST READING (Attachments #3 - #13)**

Motion to review the following policies at the level of first reading.

- P3221 Evaluation of Teachers (M) (Attachment #3)
- R3221 Evaluation of Teachers (M) (Attachment #4)
- P3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (#5)
- R3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (#6)



- P3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Attachment #7)
- R3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Attachment #8)
- P3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Attachment #9)
- R3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Attachment #10)
- P5610 Suspension (Attachment #11)
- R5610 Suspension (Attachment #12)
- P8550 Unpaid Meal Charges (M) (Attachment #13)

**2. REVIEW POLICIES: ADOPTION (Attachments #14 - #25)**

Motion to adopt the following policies.

- P1240 Evaluation of the Superintendent (Attachment #14)
- R1240 Evaluation of the Superintendent (Attachment #15)
- P3126 District Mentoring Program (Attachment #16)
- R3126 District Mentoring Program (Attachment #17)
- P3160 Physical Examinations (Teaching Staff) (Attachment #18)
- R3160 Physical Examinations (Teaching Staff) (Attachment #19)
- P4160 Physical Examinations (Support Staff) (Attachment #20)
- R4160 Physical Examinations (Support Staff) (Attachment #21)
- P3240 Professional Development for Teachers and School Leaders (Attachment #22)
- R3240 Professional Development for Teachers and School Leaders (Attachment #23)
- P5111 Eligibility of Resident and Non-Resident Students (Attachment #24)
- P5620 Expulsion (Attachment #25)

**3. APPROVE 2017-2020 BILINGUAL PLAN (Attachment #26)**

Motion to approve the following the district’s 2017-2020 Bilingual Plan.

**4. APPROVE CONTRACT – READING RECOVERY: EVESHAM TWP. BOE**

Motion to approve a contract with Evesham Township Board of Education in the amount of \$2,700.00 to provide ongoing professional development for Reading Recovery teachers during the 2017-2018 school year.

**5. APPROVE TRAVEL AND PROFESSIONAL DEVELOPMENT**

Motion to approve district travel and professional development as indicated.

Name	Workshop Title	Event Date(s)	Registration	Travel Reimbursement
Cara O'Connor	NJDOE Certification Training	8/4/2017	\$ 0.00	\$ 0.00
Beth Brooks	Systems 3000 Training	8/9/2017	\$ 0.00	\$ 16.74
Jeanine DeOre	Systems 3000 Training	8/9/2017	\$ 0.00	\$ 16.74
Angel Brihn	Tools of the Mind Training	8/24-25/2017	\$ 1,650.00	\$ 31.16
Beth Brooks	NJ Law & Ethics for CPA's	8/25/2017	\$ 139.00	\$ 22.94
Kathy Tamayo	2017 AENJ Conference	10/1-3/2017	\$ 135.00	\$ 42.41
Jennie Leichner	2017 AENJ Conference	10/1-3/2017	\$ 135.00	\$ 86.49
Paul Gizzo	FEA/NJPSA/NJASCD Conference	10/19-20/2017	\$ 285.00	\$ 102.16
Amanda Matticks-Carpena	Literacy for All Conference	10/21-24/2017	\$ 395.00	\$ 815.00

<b>Name</b>	<b>Workshop Title</b>	<b>Event Date(s)</b>	<b>Registration</b>	<b>Travel Reimbursement</b>
Stephanie Rodriguez Karen Karpovich Sharon Clarici	2017 Science Convention (\$285 ea.)	10/24 & 25/2017	\$ 885.00	\$ 0.00
<b>Total</b>			<b>\$ 3,624.00</b>	<b>\$ 1,116.90</b>

**6. SPECIAL SERVICES**

**a. Establish Autism Class – Pond Road Middle School**

Motion to establish an autism class for students in grades 5 through 8 at Pond Road Middle School to begin in September 2017.

**b. Approve ESY Contract: Speech / Language Assessments**

Motion to approve Jeanne Quinn to conduct speech/language assessments on an as needed basis in the amount of \$375.00 per assessment for the period dating July 5, 2017 through August 31, 2017.

**c. Approve 2017-2018 Professional Services Contract: Itinerant Teacher of the Deaf**

Motion to approve Joanne DeAngelo as Itinerant Teacher of the Deaf not to exceed \$5,000.00 for the period of September 5, 2017 through June 20, 2018.

**d. Approve ESY Contract: Autism Support**

Motion to approve KDH Enterprises to provide autism support for in-district students not to exceed \$1500.00 for the period of July 10, 2017 to August 31, 2017.

**e. Approve 2017-2018 Contract: Autism Support**

Motion to approve KDH Enterprises to provide autism support for in-district students not to exceed \$18,000.00 for the period of September 1, 2017 through June 30, 2018.

**f. Approve ESY Contract: Marie Katzenbach School for the Deaf**

Motion to approve a contract with the Marie Katzenbach School for the Deaf for the period dating July 10, 2017 through August 4, 2017 as indicated.

<u>Student ID#</u>	<u>Service</u>	<u>Amount</u>
310495	Tuition	\$ 3,300.00
290436	One-to-One Personal Assistant	\$ 6,500.00
<b>Total</b>		<b>\$ 9,800.00</b>

**g. Approve ESY Tuition Contract: Mercer County Special Services School District**

Motion to approve a tuition contract with Mercer County Special Services School District in the amount of \$34,475.00 for the students indicated for the period dating July 17, 2017 through August 18, 2017.

170026	1000113	160193	220006	111119
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**h. Approve ESY Contract – One to One Personal Assistant: Mercer County Special Services School District**

Motion to approve a contract with the Mercer County Special Services School District in the amount of \$19,500.00 to provide One to One Personal Assistants for the students indicated for the period dating July 17, 2017 through August 18, 2017.

170026                      1000113                      160193                      220006

**i. Approve ESY Tuition Contract: Educational Services Commission of New Jersey**

Motion to approve a tuition contract with the Educational Services Commission of NJ, Academy Learning Center in the amount of \$5,350.00 for student # 220011 for the period of June 26, 2017 through August 4, 2017.

**j. Approve Staff Training & License Subscriptions: Research Institute for Learning & Development**

Motion to approve the Research Institute for Learning and Development for 15 SMARTS license subscriptions for \$18,000.00. SMARTS training and professional support for the 2017-2018 school year.

**k. Approve ESY Professional Services Contract: Mary Riter**

Motion to approve a contract with Mary Riter in an amount not to exceed \$2,520.00 for physical therapy services for in-district students for the period dating July 17, 2017 through August 10, 2017.

**l. Approve ESY Contract: Mercer County Special Services School District**

Motion to approve a contract with Mercer County Special Services School District not to exceed \$1056.00 to provide physical therapy for student #290436 for the period of July 17, 2017 through August 18, 2017.

**m. Approve 2017-2018 Contract: Rutgers, The State University of New Jersey**

Motion to approve a contract with Rutgers, The State University of New Jersey in the amount of \$115,375.00 to provide a full time Mental Health Clinician to provide therapeutic services for the district during the period dating August 21, 2017 through June 30, 2018.

**C. FINANCE, FACILITIES & TRANSPORTATION (C.1 – 2)**

On motion of Ms. Dee and seconded by Mrs. DeVito, the Robbinsville Board of Education upon recommendation of the Superintendent voted 0-8 to approve Finance, Facilities and Transportation resolutions C.1-2 as indicated. The motion does not carry.

On motion of Mrs. DeVito and seconded by Mr. Heilman, the Robbinsville Board of Education upon recommendation of the Superintendent voted 8-0 to amend item C.1i.

On motion of Ms. Dee and seconded by Mr. Halm, the Robbinsville Board of Education upon recommendation of the Superintendent voted 8-0 to approve Finance, Facilities and Transportation resolutions C.1-2 as amended.

**1. FINANCE**

**a. Bills and Claims: June 30, 2017 (Attachment #27)**

Motion to approve payment of the Bills & Claims List in the amount of \$356,015.48 for the period ending June 30, 2017 as indicated.

<b>Accounts Payable</b>	
Fund	
11 - General Fund	\$ 286,871.38
12 - Capital Outlay	\$ -
20 - Special Revenue	\$ 6,100.00
30 - Capital Projects	\$ -
40 - Debt Service	\$ -
60 - Food Service Fund	\$ 60,929.34
61 - R.E.D.	\$ 2,114.76
Unemployment	
Hand Checks	
<b>Total</b>	<b>\$ 356,015.48</b>

**b. Bills and Claims: July 25, 2017 (Attachment #28)**

Motion to approve payment of the Bills & Claims List in the amount of \$ 2,888,594.52 for the period ending July 25, 2017 as indicated.

<b>Accounts Payable</b>	
Fund	
11 - General Fund	\$ 852,383.42
12 - Capital Outlay	\$ -
20 - Special Revenue	
30 - Capital Projects	\$ -
40 - Debt Service	\$ -
60 - Food Service Fund	\$ 60,312.42
61 - R.E.D.	
Unemployment	\$ 925.50
Hand Checks	\$ 619,746.74
<b>Subtotal</b>	<b>\$ 1,533,368.08</b>
Payroll 6.30.17	\$ 1,192,502.09
Payroll 7.15.17	\$ 162,724.35
<b>Total</b>	<b>\$ 2,888,594.52</b>

**c. Certification of Board Secretary**

Pursuant to N.J.A.C. 6A:23-2.12I3 I, Beth Brooks, Board Secretary/School Business Administrator, certify that as of June 30, 2017 no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23-22.12(a).

**d. Transfer Report: June 30, 2017**

Motion to approve transfers totaling \$14,331.21 for the period ending June 30, 2017.

<b>Account From</b>	<b>Account To</b>	<b>Description</b>	<b>Amount</b>
11-150-100-101-04-04 Home Instruction	11-150-100-320-04-01 Contracted Home Instruction	Additional Contracted	\$ 515.00
11-000-270-511-07-01 Contracted routes	11-000-270-512-07-04 Class trips	Incorrect account	\$ 5,750.00
11-000-252-600-08-02 Tech equipment	12-000-252-730-08-00 Tech equipment	GAP code correction	\$ 7,000.00
11-120-100-101-07-07 1-4 Subs	11-230-100-101-07-02 SES BS	line shortage	\$ 75.00

Account From	Account To	Description	Amount
11-140-100-101-07-07 RHS subs	11-130-100-101-07-07 PRMS subs	line shortage	\$ 991.21
<b>Total</b>			<b>\$ 14,331.21</b>

**e. Transfer Report: July 25, 2017**

Motion to approve transfers totaling \$9,781.50 for the period ending July 25, 2017 as indicated.

Account From	Account To	Description	Amount
11-000-100-569-07-00 Tuition	11-190-100-610-08-02 Tech Software	Additional School Messenger fees	\$ 1,850.20
11-000-230-331-07-01 Legal fees	11-000-230-332-07-01 Auditor	Increase	\$ 200.00
11-000-230-331-07-01 Legal fees	11-000-230-890-07-01 Supt Conferences	Increase Penn	\$ 100.00
11-000-240-103-07-03 PRMS Principal	11-000-240-199-07-00 Vacation payout	Admin payout	\$ 7,631.30
<b>Total</b>			<b>\$ 9,781.50</b>

**f. Authorize Acceptance & Submission of IDEA Funding – FY 2018**

Motion to authorize the acceptance and submission of an application for IDEA funds for FY 2018 as indicated.

IDEA Basic: \$ 523,982.00  
 IDEA Preschool: \$ 25,394.00  
**Total: \$ 549,376.00**

**7. Authorize Acceptance of ESSA Funding – FY 2018**

Motion to authorize the acceptance and submission of an application of ESSA funds for FY 2018 as indicated.

Title IA \$164,695.00  
 Title IIA \$ 31,110.00  
 Title III Funds \$ 5,274.00  
 Title III Immigrant Funds \$ 5,832.00  
 Title IV, Part A \$ 10,000.00  
**Total: \$216,911.00**

**h. Approve Appropriation of Unanticipated Extraordinary Aid**

Motion in accordance with N.J.A.C.6a:23A-13.3(d)6 to approve the appropriation of unanticipated extraordinary state aid from 2016-2017 in the 2017-2018 budget.

**i. Approve Increase of General Fund Appropriations during 2017-2018 (Attachment #29)**

Motion in accordance with N.J.S.A18A:22-8.1 and N.J.A.C.6A:23A-13.3(d) to approve the 2017-2018 additional state aid in the amount of \$631,042 and the appropriation of this amount as per the

attached spending plan. The full amount will be appropriated for expenditure in the 2017-2018 budget.

**j. Approve 2017-2018 Contract Renewal: AllClean Building Services-Custodial Services**

Motion to approve the first of three one-year contract renewals for AllClean Building Services-Custodial Services in the amount of \$952,154.93 (.3% CPI increase). The contract was originally awarded on May 26, 2015.

**k. Approve Maintenance Service / Warranty Contract: Broad USA**

Motion to approve a maintenance service and warranty contract with Broad USA, Inc. in the amount of \$46,069.00 for two chillers at Robbinsville High School as indicated. The warranty includes CW tube cleaning.

**l. Approve Year Two Contract Renewal: Central Jersey Waste and Recycling**

Motion to renew a contract with Central Jersey Waste and Recycling in the amount of \$33,973.51 for the 2017-2018 school year. The contract was originally awarded on June 28, 2016.

**m. Approve Contract Renewal: Honeywell Preventative Maintenance of HVAC Controls at SES & PRMS**

Motion to approve the first of three one year contract renewals with Honeywell in the amount of \$24,868.00 (.3% CPI increase) for preventative maintenance of HVAC controls at Pond Road Middle School and Sharon Elementary School. The contract was originally awarded on September 29, 2015.

**n. Approve Contract: B & G Engineering, LLC**

Motion to approve a contract with B & G Engineering, LLC in the amount of \$8,500.00 to conduct a boundary survey at Sharon Elementary School to determine if an existing billboard is located on Board of Education property.

**o. Discard Equipment (Attachments #30 - #32)**

Motion to discard outdated computer and sports equipment and as indicated.

**2. FACILITIES**

**a. Shared Service Agreement: Robbinsville Board of Education and Robbinsville Township**

Motion to approve a shared service agreement with Robbinsville Township in which the Board agrees to approve a schedule allowing for resident use of the RHS tennis courts. The Township agrees to secure a contractor and pay for the cost of resurfacing the tennis courts at an approximate cost of \$69,000.00. The agreement shall take effect August 1, 2017 and will be reviewed every three years by both parties.

**b. Building Use (Attachments #33 - #38)**

Motion to approve the Buildings and Grounds Use of Facilities Schedule for the months of August and September 2017.

**D. ROBBINSVILLE EXTENDED DAY PROGRAM (D.1-2)**

On motion of Ms. Dee and seconded by Mrs. DeVito, the Robbinsville Board of Education upon recommendation of the Superintendent voted 8-0 to approve Robbinsville Extended Day resolutions D.1-2 as indicated.

**1. APPROVE STAFF FOR TRAINING: R.E.D. ORIENTATION & ENRICHMENT**

<u>Name</u>	<u>Offering</u>	<u>Date</u>	<u>Notes</u>
Kristina Gildner	Passive Restraint Training	8.29.17	2 hours @ \$34 / hour
Jamie Kelly	Passive Restraint Training	8.29.17	2 hours @ \$34 / hour
Kate Passafaro	Passive Restraint Training	8.29.17	2 hours @ \$34 / hour
Kristin Aquilino	Coding for Grades 3 & 4	9.21.17	2 hours + prep @ \$34 / hour

**2. APPROVE STUDENT VOLUNTEER**

Motion to approve RHS student Rugved Dikay to serve as a volunteer for Quantum Camp for the period dating August 21, 2017 through August 24, 2017.

**XVI. HEARING OF THE PUBLIC**

**A. KATINA BLANDO**

Mrs. Blando indicated that it would have been helpful to have a Save the Date announcement for Freshman Academy. She also spoke about the need to have DI challengers enrolled early.

**B. NOUSHIN KANANI**

Mrs. Kanani asked for clarification of the amendment on item C.1i. Mr. O'Grady explained that without the amendment the district would be in jeopardy of not receiving the state aid as the deadline for Board approval is August 1. In reference to a discussion during the June meeting Mrs. Kanani questioned the status of the reading, writing and math curriculum. Dr. Foster indicated that parent focus groups and opportunity for student feedback will take place in the fall.

**C. MIKE MCGOWAN**

Mr. McGowan asked whatever happened to former the Transportation Supervisor noting that he found it curious that she received a \$1,500 bump in pay in June and another \$8,000 in December 2015 then she vanished. Dr. Foster indicated that the employee resigned and it would have been stated on an agenda. She indicated that she would pinpoint the agenda and follow up with Mr. McGowan.

**XVII. OLD BUSINESS - None**

**XVIII. NEW BUSINESS**

Mr. Young asked if there are any requirements for community service for students at Pond Road Middle School. Dr. Foster indicated that currently there are opportunities to serve in student government and join the Interact Club. After a brief discussion, it was determined that the Education, Development and Policy Committee would discuss the matter.

Golf Outing – August 15, 2017

**XIX. ADJOURNMENT**

On motion of Ms. Dee and seconded by Mrs. DeVito, the Robbinsville Board of Education voted 8-0 to adjourn at 9:25 PM.

Respectfully submitted,

Beth Brooks, School Business Administrator / Board Secretary

Last Name	First Name	Title	Location	Action	Effective	Ending	Returning	Step	Salary	GAAP Code	Notes
<b>1. ADMINISTRATION / NON-AFFILIATED STAFF</b>											
<b>A. APPOINT</b>											
Passafaro	Michael	Asst. Principal	PRMS	Appoint	7.17.17	6.30.18		1 MA+30	\$ 108,661.00	11-000-240-103-07-03	Replacing Clarke-Holmes
<b>B. APPROVE</b>											
Clarke-Holmes	Roxann	Asst. Principal	PRMS	Approve	6.30.17						Resignation
Clarke-Holmes	Roxann	Asst. Principal	PRMS	Approve	7.30.17				\$ 7,631.30	11-000-240-199-07-00	Vacation Payout: 17 days per RPSA contract
<b>2. CERTIFIED STAFF</b>											
<b>A. APPOINT</b>											
Cole	Gregory	Teacher	PRMS	Appoint	9.1.17	6.30.18				11-213-100-101-07-03	Leave Replacement: Pienciak
DiMaiuta	Nicole	Teacher	PRMS	Appoint	9.1.17	1.31.18				11-130-100-101-07-03	Leave Replacement: Schwartz
Ehrenberg	Sarah	Teacher	SES	Appoint	9.1.17	6.30.18				11-120-100-101-07-03	Replacing Passafaro
Henig	Jill	Teacher	SES	Appoint	9.1.17	6.30.18		BA7	\$ 57,386.00	11-214-100-101-07-04	Leave Replacement: O'Connor
Khatri	Naila	Speech Therapist	RHS	Appoint	9.1.17	6.30.18		MA1	\$ 36,102.30	11-000-216-100-07-02	PT .65
Wesley	Shannon	Teacher	RHS	Appoint	9.1.17	6.30.18		BS 1	\$ 52,301.00	11-140-100-101-07-01	Replacing Correia
<b>B. APPROVE</b>											
Caroselli	Lisa	Social Worker	SES	Revise	9.1.17	6.30.18		MA5	\$ 38,245.35	11-000-219-104-07-04	Revise to .65 of Salary
Martin	Sharon	Teacher	SES	Revise	9.1.16	6.30.17			\$ 53,349.00	20-231-100-100-09-17	Revise salary to Title I Grant Funds
Russell	Katherine	Physical Therapist	CST	Revise	9.1.17	6.30.18		BA 11	\$ 50,948.80	11-000-126-100-07-02	Increase from .7 to .8
<b>C. RESIGN</b>											
Staab	Thomas	Teacher	PRMS	Approve	6.30.17						Resignation
Correia	Megan	Teacher	RHS	Approve	6.30.17						Resignation
Peters	Lisa	LDTC	CST	Approve	6.30.17						Resignation
<b>D. LEAVE OF ABSENCE</b>											
Schwartz	Shayna	Teacher	PRMS	Approve	9.1.17		1.31.18				Maternity Leave
Szabo	Jodi	Taacher	SES	Approve	9.1.17		12.4.17				Extended Unpaid Maternity Leave
Pienciak	Jillian	Teacher	PRMS	Approve	9.1.17		6.30.18				Extended Maternity Leave
<b>E. MOVEMENT ON THE SALARY GUIDE</b>											
<b>3. NON-CERTIFIED STAFF</b>											
<b>A. APPOINT</b>											
Falk-Voss	Shelly	PT IA	Special Services	Approve	9.1.17	6.30.18			\$ 12,601.50	11-000-217-100-07-04	Replacing McClain (1/2)
Sletvold	Candice	PT IA	Special Services	Approve	9.1.17	6.30.18			\$ 12,601.50	11-000-217-100-07-04	Replacing M. Robinson



Last Name	First Name	Title	Location	Action	Effective	Ending	Returning	Step	Salary	GAAP Code	Notes
<b>B. APPROVE</b>											
Karmazin	Karen	Secretary	PRMS	Approve	7.10.17		8.9.17				Unpaid Medical Leave
<b>C. RESIGN</b>											
Forno	MaryAnn	Secretary	SES	Approve	9.30.17						Resignation for the purpose of retiring
Garofolo	Betty	Lunch Aide	SES	Approve	6.30.17						Resignation
<b>4. CO-CURRICULAR ASSIGNMENTS</b>											
<b>A. APPROVE</b>											
Berkey	Heidi	Teacher	SES	Approve	9.1.17	6.30.18			\$ 742.00	11-120-100-101-03-02	4th Grade Team Leader
Berkey	Heidi	Teacher	SES	Approve	9.1.17	6.30.18			\$ 1,504.00	11-401-100-100-02-01	Student Council Advisor
Brettell	Tom	Teacher	RHS	Approve	9.1.17	6.30.18			\$34.00/per hour	11-000-221-176-09-90	Science Coach. Not to exceed 60 hours.
Cotter	Bridget	Co-Advisor	SES	Approve	9.1.17	6.30.18			\$ 1,200.00	11-401-100-100-04-00	Project Unify
Davis	Robert	Coach	RHS	Approve	9.1.17	6.30.18		1	\$ 7,108.00	11-402-100-100-06-01	Ice Hockey
Delhagen	Christy	Co-Advisor	RHS	Approve	9.1.17	6.30.18			\$ 1,200.00	11-401-100-100-04-00	Project Unify
Diefes	Kathleen	Teacher	SES	Approve	9.1.17	6.30.18			\$ 639.00	11-120-100-101-03-02	1st Grade Team Leader
DiRienzo-Archer	Lauren	Co-Advisor	PRMS	Approve	9.1.17	6.30.18			\$ 1,200.00	11-401-100-100-04-00	Project Unify
Gildner	Kristina	Co-Advisor	PRMS	Approve	9.1.17	6.30.18			\$ 1,200.00	11-401-100-100-04.00	Project Unify
Gladysz	Danielle	Teacher	SES	Approve	9.1.17	6.30.18			\$ 742.00	11-120-100-101-03-02	Special Ed Team Leader
Ippolite	Rachel	Assist. Coach	RHS	Approve	9.1.17	6.30.18		1	\$ 4,847.00	11-402-100-100-06-01	Field Hockey
John Goodstein	Brenda	Teacher	SES	Approve	9.1.17	6.30.18			\$ 742.00	11-120-100-101-03-02	3rd Grade Team Leader
Malissa	Ellen	Teacher	SES	Approve	9.1.17	6.30.18			\$ 474.00	11-401-100-100-02-01	Math Club Advisor
Martin	Sharon	Teacher	SES	Approve	9.1.17	6.30.18			\$ 1,504.00	11-401-100-100-02-01	Student Council Advisor
Miller	Jennifer	Co-Advisor	RHS	Approve	9.1.17	6.30.18			\$ 1,200.00	11-401-100-100-04-00	Project Unify
Nami	CJ	Teacher	SES	Approve	9.1.17	6.30.18			\$ 639.00	11-120-100-101-03-02	2nd Grade Team Leader
Oliva	Betty Jane	Teacher	SES	Approve	9.1.17	6.30.18			\$ 742.00	11-120-100-101-03-02	Specialists Team Leader
Schlefman	Shari	Assist. Coach	RHS	Approve	9.1.17	6.30.18			\$ 3,695.00	11-402-100-100-06-01	Girls Tennis Coach
Smith	Nate	Coach	RHS	Approve	9.1.17	6.30.18			Volunteer		Volunteer Football Coach
Walsh	Margaret	Co-Advisor	SES	Approve	9.1.17	6.30.18			\$ 1,200.00	11-401-100-100-04-00	Project Unify
Zargiel	Margaret	Teacher	SES	Approve	9.1.17	6.30.18			\$ 742.00	11-120-100-101-03-02	K Team Leader
<b>B. REVISE</b>											
<b>C. RESCIND</b>											
Corria	Megan	Teacher	RHS	Rescind							Resigned- Science Coach
<b>5. EXTRA WORK ASSIGNMENTS</b>											
<b>A. APPROVE</b>											
Brettell	Tom	Teacher	RHS	Approve	7.26.17	1.31.18			\$53.64/hour	11-000-240-103-07-01	Leadership support for AP maternity leave. Not to exceed 75 hours

Last Name	First Name	Title	Location	Action	Effective	Ending	Returning	Step	Salary	GAAP Code	Notes
Brettell	Tom	Teacher	RHS	Approve	8.21.17	8.23.17			\$34/hour	11-140-100-101-01-05	Freshman Academy. Not to exceed 35 hours
Brihn	Angela	Teacher	SES	Approve	8.24.17	8.25.17			\$100/day	11-000-216-100-04-99	Tools of the Mind workshop
Diletto	Jamie	Teacher	RHS	Approve	8.21.17	8.23.17			\$34/hour	11-140-100-101-01-05	Freshman Academy. Not to exceed 30 hours
Dolina	Angela	Teacher	RHS	Approve	8.21.17	8.23.17			\$34/hour	11-140-100-101-01-05	Freshman Academy. Not to exceed 35 hours
Giblin	Lisa	Teacher	PRMS	Approve	9.1.17	6.30.18			\$44.32/hour	11-000-217-100-04-04	One hour per day outside of the school day to provide IEP Services
Henig	Jill	Teacher	SES	Approve	TBD				\$100/day	11-000-216-100-04-99	Autism Training/ 2 Days
Hernandez	Anna	Teacher	RHS	Approve	8.21.17	8.23.17			\$34/hour	11-140-100-101-01-05	Freshman Academy. Not to exceed 30 hours
Odato	Amy	IA	RHS	Approve	9.1.17	6.30.18			\$25.75/hour	11-000-217-100-04-04	Assist students in Cross Country/ Track & Field per IEP
Robinson	Morgan	Teacher	PRMS	Approve	TBD				\$100/day	11-000-216-100-04-99	Autism Training/ 2 Days
Tetto	Laura	Teacher	RHS	Approve	8.21.17	8.23.17			\$34/hour	11-140-100-101-01-05	Freshman Academy. Not to exceed 30 hours
<b>B. REVISE</b>											
<b>C. RESCIND</b>											
<b>6. EXTENDED SCHOOL YEAR</b>											
<b>A. APPROVE</b>											
Concepcion	Karin	Bus Driver	ESY	Approve	7.5.17	8.10.17			30.54/hour	11-000-270-161-07-99	ESY Work
Kaczor	Nancy	Bus Driver	ESY	Approve	7.5.17	8.10.17			30.54/hour	11-000-270-161-07-99	ESY Work
McCarthy	Karen	Bus Driver	ESY	Approve	7.5.17	8.10.17			30.54/hour	11-000-270-161-07-99	ESY Work
Miller	Bob	Bus Driver	ESY	Approve	7.5.17	8.10.17			30.54/hour	11-000-270-161-07-99	ESY Work
Pilch	Tom	Bus Driver	ESY	Approve	7.5.17	8.10.17			30.54/hour	11-000-270-161-07-99	ESY Work
Ott	Kim	Bus Driver	ESY	Approve	7.5.17	8.10.17			30.54/hour	11-000-270-161-07-99	ESY Work
<b>B. REVISE</b>											
Morelli	Bob	Bus Aide	ESY	Revise	7.5.17	8.10.17			16.55/hour	11-000-270-161-07-99	ESY Work - revised not a sub
<b>7. SUMMER WORK</b>											
<b>A. APPROVE</b>											
Austin	Kate	Social Worker	CTS	Approve	7.1.17	8.31.17			\$46.09/hour	11-000-219-104-04-99	Extra 15 hours case management
Miller	Jennifer	School Psychologist	CTS	Approve	7.1.17	8.31.17			\$53.30/hour	11-000-219-104-04-99	Extra 15 hours case management
<b>8. RATIFY</b>											