



**ROBBINSVILLE BOARD OF EDUCATION
MONTHLY MEETING**

**TUESDAY, MARCH 27, 2018 – 7:00 PM
RHS STUDENT ACTIVITY CENTER**

PUBLIC SESSION MINUTES

BOARD OF EDUCATION

Mr. Richard Young, President

Mrs. Jane Luciano, Vice President

Ms. Leslie Dee

Mrs. Sharon DeVito

Mr. Vito Galluccio

Mr. Thomas Halm

Mr. Craig Heilman

Mrs. Lisa Temple

Mr. Scott Veisz

SUPERINTENDENT

Dr. Kathleen A. Foster

ASSISTANT SUPERINTENDENT OF CURRICULUM & INSTRUCTION

Dr. Kim Tew

SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY

Ms. Beth Brooks

STUDENT GOVERNMENT PRESIDENT

Sydney Flyge

STUDENT COUNCIL REPRESENTATIVE

Sophie Billings

ROBBINSVILLE BOARD OF EDUCATION
PUBLIC SESSION MINUTES

March 27, 2018

I. CALL TO ORDER PUBLIC MEETING

President Rich Young called the March 27, 2018 monthly meeting of the Robbinsville Board of Education to order at 6:05 PM. He read the *Statement of Public Meetings and Adherence to School Ethics Act* and led the flag salute.

II. ROLL CALL

Ms. Dee	Present	Mr. Galluccio	Present	Mrs. Temple	Present
Mrs. DeVito	Present	Mr. Heilman	Present	Mr. Veisz	Present
Mr. Halm	Present	Mrs. Luciano	Present	Mr. Young	Present

III. MOTION TO CONVENE IN EXECUTIVE SESSION – 6:07 PM

On motion of Ms. Dee and seconded by Mrs. DeVito, the Robbinsville Board of Education voted to convene in Executive Session at 6:07 PM to discuss the following topics.

A. SECURITY

B. HARASSMENT, INTIMIDATION & BULLYING REPORT

IV. RESUME PUBLIC SESSION – 7:05 PM

V. BOARD PRESIDENT’S REPORT – Mr. Richard Young

A. MAHEK SINGH – “Let the Girls Play Football”

Sharon Elementary School Assistant Principal Nicole Bootier introduced fourth grade student Mahek Singh. Mahek was selected to read her persuasive essay entitled *Let the Girls Play Football* to the Board.

B. RHS RAVENS PLAYERS – School Theater Month

Members of the RHS Ravens Players thespian troop provided a presentation to the Board and described how the arts have influenced their lives. They challenged the Board to consider performing together in the talent show on April 25th.

C. 2017-2018 BOARD GOALS: MIDYEAR REVIEW

Board members held a midyear review of the goals established during the August 2017 annual retreat. Each member weighed in with their thoughts and opinions. Ultimately, it was determined that while most goals are being met there is a need to plan a bit farther out – particularly with regard to Goal Area 3 – in order to set the district up well for the future. Mrs. Luciano urged the Board to consider holding an off-site meeting for this summer’s goal setting retreat. She also suggested the need to revisit the space study.

Goal Area 1: Build and sustain trusting and open relationships with one another.

Outcomes / Evidence

1. Include Board Member Code of Ethics at each board meeting
2. Provide ongoing training sessions for all Board members
3. Provide a calendar of events to encourage attendance at district events and activities

Goal Area 2: Transition and support new members of the Board into the life of the district.

Outcomes / Evidence

1. Assign one-year mentor to all new Board members
2. Meet with the Superintendent and Board officials for informal orientation
3. New Jersey School Boards Association mandated training requirements (Governance I)

Goal Area 3: Monitor and evaluate future enrollment trends including examination of undeveloped farmland, potential township PILOT(s) and housing turnover. (This goal is shared with the Superintendent.)

Outcomes / Evidence

1. Community Relations Committee will conduct research relating to ongoing and new residential development.

VI. SUPERINTENDENT’S REPORT – Dr. Kathie Foster

Dr. Foster informed the Board and members of the public that this year the district has moved from ranking as the 12th most underfunded district in New Jersey to 6th. She indicated that the citizens group has gotten back together and will attend upcoming budget hearings on April 3 and April 9.

A. ENROLLMENT REPORT: MARCH 23, 2018

SCHOOL	3H	3F	4H	4F	KF	01	02	03	04	05	06	07	08	09	10	11	12	TOTAL
RHS														245	234	262	240	981
PRMS										237	266	251	315					1069
SES	5	2	19	4	179	218	221	212	258									1118
SPROUT	5		10															15
SUBTOTAL	10	2	29	4	179	218	221	212	258	237	266	251	315	245	234	262	240	3183
OOD				1							2	4	6	3	5	7	12	40
TOTAL	10	2	29	5	179	218	221	212	258	237	268	255	321	248	239	269	252	3223

SCHOOL	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
RHS	981	987	993	987	988	989	984	983	981			
PRMS	1027	1041	1047	1050	1054	1060	1065	1067	1069			
SES	1030	1084	1092	1100	1099	1103	1108	1111	1118			
SPROWT	5	16	17	16	16	16	15	17	15			
SUBTOTAL	3043	3128	3149	3153	3157	3168	3172	3178	3183			
OOD	37	40	40	39	39	39	39	39	40			
TOTAL	3080	3168	3189	3192	3196	3207	3211	3217	3223			

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

Ms. Brooks reported on the parent transportation forum that took place on March 28 and indicated that overall it was successful. She noted that a request for proposal for the district attorney is underway and that the process should be complete in time for May Board approval.

VIII. STUDENT GOVERNMENT REPORT – Sydney Flyge

Student Government President Sydney Flyge provided an update on RHS sports and clubs, including an upcoming 5k run / 1 mile walk for Thea’s Star of Hope along with an upcoming fundraiser on April 19 to benefit the charity. She also provided an update on Robotics Team competitions and indicated that *The Drowsy Chaperone* was a success.

IX. STUDENT COUNCIL REPORT – Sophie Billings

Sophie Billings reported on the following student council matters at Sharon and Pond.

- SES – Spirit Day “Back in the Day” / Council members served as guest judges for 4th grade bookmark contest / Lunches for Habitat for Humanity workers / Dates for officer elections
- PRMS – Spring sports tryouts / Upcoming class socials / Early Act is collecting toiletries for a donation

X. COMMITTEE REPORTS

A. EDUCATION, DEVELOPMENT & POLICY – Ms. Leslie Dee, Chair

Ms. Dee reported on the following matters discussed during the March 13 meeting of the Education, Development and Policy Committee.

- Policies – First Reading and Adoption
- Discussion on Board Members Use of Social Networking Policy
- Presentation: Effective School Solutions - This program, scheduled for 2018-2019 implementation at Robbinsville High School will assist in better serving students with diverse social-emotional needs.
- Summer Reading
- Next meeting – April 10, 2018

B. PERSONNEL – Mrs. Jane Luciano, Chair

Mrs. Luciano reported on the following matters discussed during the March 20, 2018 meeting of the Personnel Committee.

- Review of personnel agenda
- Budget review
- Superintendent Evaluation Pre-conference – Rescheduled for April committee meeting
- Update on Citizens for Fair Funding activities
- Next meeting – April 17, 2018

C. FINANCE, FACILITIES, & TRANSPORTATION – Mr. Tom Halm, Chair

Mr. Halm reported on the following matters discussed during the March 21, 2018 meeting of the Finance, Facilities and Transportation meeting.

- Effective School Solutions presentation
- Board Member Social Media Policy – Since this policy is not mandated, it will not be adopted
- Lawn Cutting Bid – On Site Landscaping will be awarded the contract
- 2018-2019 Budget
- NJSIG Safety Award in the amount of \$4,237.53
- ACES 5 year agreement for energy procurement
- BAPS donation to PRMS in the amount of \$4,000
- Transportation – Parent Forum / Saran Woods discussion re: possibility of PRMS students walking to school
- Food Service update
- Facilities update
 - ✓ PRMS Boiler #1 – Ms. Keener stated that the boiler is holding up and that money is budgeted next year for the potential replacement of parts to address the flame ignition issue.
 - ✓ RHS media center reconfiguration proposal – Ms. Keener discussed the schedule for the project and what is included. The media center upper mezzanine will be converted into two instructional

spaces versus three to keep the project within budget. Advertisement for bids is on March 23rd, and the lowest bidder will be presented to FFT in April for board approval.

- ✓ Athletic Field Prep./Spring Sports – Ms. Keener discussed the weather and the impact it has had on field preparation. Athletic Directors at PRMS & RHS are juggling interior practice schedules until the grounds are playable. The Turf is being maximized for all sport practices.
- ✓ Sustainable New Jersey for schools – Two initiatives took place in March and both are also part of the goals of Superintendent.
- 2018-2019 Budget update – Ms. Brooks provided handouts on the 2018-2019 revenues, state aid, projected expenditures, and potential cuts to balance the budget. She reviewed the revenues noting that state aid increased \$156,140 from 2017-2018. Even with the increase in state aid, expenditures are increasing at a larger pace. The district's maximum tax levy cap for 2018-2019 is 4.88%, which includes the standard 2% permitted by law of \$729,874, plus an enrollment adjustment of \$485,618 and a healthcare adjustment of \$564,245. The district has the option of utilizing the full cap, or any part of it. Unused cap may be banked and carried over for use in the following three subsequent years. With utilizing the full cap this year (spending authority), the district will still need to reduce projected expenditures by \$239,166 to present a balanced budget. Ms. Brooks also stated that the assessed valuation of the township increased approximately 2.5%, making the tax impact on utilizing the full cap approximately \$109 per year on the average assessed home value of \$374,500. If there was a time to use the full cap this would be the year as future years may not experience the same growth, therefore the tax impact would be greater.

Ms. Brooks briefly went over the state aid print outs noting that if the funding formula was fully funded the district would receive an additional \$8 million. The state aid print outs also reflect the increase in actual enrollment. From October 15, 2012 to October 15, 2017, enrollment has increased 259 students.

Discussion took place on the increases in expenditures noting the majority of the increases are salary and benefits at 65%, followed by a new special education in-house program at 11%, tuition at 8%, and transportation at 7%.

Discussion took place on how the district is funding their expenditures and what will be the longer outlook beyond this year. FFT wants to continue to look for local revenue opportunities, including building use and sports related fees.

- Next meeting – April 18, 2018

D. COMMUNITY RELATIONS – Mr. Craig Heilman, Chair

Mr. Heilman reported on the following matters discussed during the March 6, 2018 meeting of the Community Relations Committee.

- 2018-2019 Budget update
- Chromebook Initiative Sustainability: With the upcoming challenging budget, the district is considering maintaining a one-to-one initiative for grades 3-5 and having carts of Chromebooks available for grades 6-8.
- Transportation Parent Meeting
- Fair Funding Action Committee: Andrea Katz, a council member from Chesterfield, has invited districts to join them in continuing the fight for state aid for their communities.
- Cultural Responsiveness and Equity Training: As our community demographics shifts, the district has begun to provide professional learning around culturally responsive teaching with a focus on equity. Culturally responsive teaching recognizes and celebrates the cultures of all of our students and families and ensures equitable access for all students. Three administrators have attended county training on

building equity and student data is being used to identify achievement gaps and create a plan for reducing disproportionality.

- Senior Citizen engagement
- Next Meeting: April 11, 2018

E. AD HOC SECURITY – Mr. Scott Veisz

Mr. Veisz reported on the following matters discussed during the March 5, 2018 meeting of the Security Committee.

- Reflections on Parkland and our district’s security: The committee discussed some of the lessons and reflections from the recent school shooting to discuss ways we can strengthen our district’s security. Members discussed the importance of not just building a stronger fortress, but also concentrating on changing the culture of the community members and their practices.
- Processing ideas and suggestions from students, parents, and community members: The committee reviewed the list submitted by the parent group and members were pleased that more than half of the ideas on the list are currently in place. Next steps involve determining costs of certain improvements.
- SROs at each building: We are grateful for the strong partnership with the Township as they provide financial assistance so the district can host one SRO in each of the three school buildings.
- Next meeting: April 11, 2018

XI. ADOPT TENTATIVE BUDGET: ROBBINSVILLE SCHOOLS 2018-2019

On motion of Ms. Dee and seconded by Mrs. DeVito, the Robbinsville Board of Education voted 9-0 upon recommendation of the Superintendent to adopt the Robbinsville Schools 2018-2019 Tentative Budget as indicated.

RESOLVED, that the Board adopt the following resolution to approve and submit the proposed 2018-2019 annual school budget. The Board also accepts the New Jersey Department of Education notification of 2018-2019 State aid and authorizes the Administration to make minor adjustments in the budget required by the Mercer County Executive Superintendent of Schools.

WHEREAS, P.L. 2013, chapter 280 and P.L.2018, chapter 4 requires the submission of an itemized budget to the Executive County Superintendent of Schools by March 29, 2018;

WHEREAS, the Executive County Superintendent will review the budget documents and either approve them or recommend adjustments;

WHEREAS, the Board will have additional opportunities to modify this budget at future Board meetings, after review by the Executive County Superintendent, or at the public hearing scheduled for Tuesday, April 24, 2018 at 7:00 p.m. in the Student Activity Center at the Robbinsville High School, 155 Robbinsville Edinburg Road;

WHEREAS, the Administration recommends that the Board approve and submit the following proposed 2018-2019 annual school budget and accept the New Jersey Department of Education notification of 2018-2019 State aid;

WHEREAS, supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations;

NOW THEREFORE BE IT RESOLVED, that the tentative budget be approved for FY 2018-2019 using the 2018-2019 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$ 43,299,899	\$ 1,465,492
Special Revenue Fund	\$ 427,993	\$ 0
Debt Service Fund	<u>\$ 5,484,739</u>	<u>\$ 5,378,935</u>
Total Base Budget	\$ 49,212,631	\$ 43,338,119

And to advertise said tentative budget in the Trenton Times in accordance with the form suggested by the New Jersey Department of Education.

The tentative budget general fund tax levy, as per N.J.S.A. 18A:75-38, includes a tax levy adjustment for increases in health care cost increases in the amount of \$250,000 and for increases in enrollment in the amount of \$476,095.

BE IT FURTHER RESOLVED, that a public hearing be held at the Robbinsville High School, 155 Robbinsville Edinburg Road, New Jersey on April 24, 2018 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year.

The school district has prepared programs and services in addition to the Core Curriculum Content Standards adopted by the State Board of Education. Information on this budget and the programs and services it provides is available in the Administration Office.

XII. HEARING OF THE PUBLIC

A. SHANNON GAFGEN

Mrs. Gafgen commented on the following:

- The Drowsy Chaperone – Great experience for her daughter
- Budget Discussion – Grateful that everyone is working together for one cause
- Communication & Engagement – Keep moving forward

B. NOUSHIN KANANI

Mrs. Kanani commented on the following:

- Budget presentation
- Thanks to Mrs. Luciano for addressing student concerns
- BOE Social Media policy
- Security

C. TOM CHIANESE

Mr. Chianese applauded the district for including two new SROs in the budget. As a retired police officer he indicated that he would be happy to help the district with security needs.

D. SHANNON GAFGEN

Mrs. Gafgen said she hopes that the Security Committee becomes a permanent committee.

E. SHAINA CIACCIO

Mrs. Ciaccio indicated that she is impressed with how the budget presentation appeared on her phone.

F. AARON HOBART

Mr. Hobart asked a question about the bidding process and indicated that he likes the idea of the Effective School Solutions program.

XIII. MINUTES

On motion of Mrs. Luciano and seconded by Mr. Halm, the Robbinsville Board of Education voted to approve the minutes of the following meetings as indicated.

- February 27, 2018 Executive Session (Attachment #1) Mrs. Temple and Mr. Veisz abstained.
- February 27, 2018 Public Session (Attachment #2) Mrs. Temple and Mr. Veisz abstained.
- March 5, 2018 Executive Session (Attachment #3) Mr. Galluccio abstained.
- March 5, 2018 Public Session (Attachment #4) Mr. Galluccio abstained.

XIV. APPROVE RESOLUTIONS

A. PERSONNEL (A.1 – 10)

On motion of Mrs. Luciano and seconded by of Ms. Dee the Robbinsville Board of Education upon recommendation of the Superintendent voted 9-0 to approve Personnel resolutions A.1-10 on pages 15 – 17 as indicated.

B. EDUCATION, DEVELOPMENT, & POLICY (B.1 – 9)

On motion of Ms. Dee and seconded by Mrs. DeVito, the Robbinsville Board of Education upon recommendation of the Superintendent voted 9-0 to approve Education, Development and Policy resolutions B.1-9 as indicated.

1. HARASSMENT, INTIMIDATION & BULLYING MONTHLY REPORT (Attachment #5)

Motion to accept without modification the Superintendent's Report on Harassment, Intimidation and Bullying for the period ending March 27, 2018.

2. REVIEW POLICIES & REGULATIONS: FIRST READING (Attachments #6 - #9)

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

P5516.01 Student Tracking Devices (New) (#6)

P8630 Bus Driver / Bus Aide Responsibilities and Emergency School Bus Procedures (M) (#7)

R8630 Bus Driver / Bus Aide Responsibilities and Emergency School Bus Procedures (M) (#8)

P9242 Use of Electronic Signatures (New) (#9)

3. POLICIES: ADOPTION (Attachments #10 - #13)

Motion to adopt the following policies.

P7425 Lead Testing of Water in Schools (#10) - NEW

P7440 School District Security (M) (#11)

R7440 School District Security (M) (#12)

R5460.01 High School Transcripts (M) (#13)

4. APPROVE SUMMER READING (Attachments #14 - #17)

Motion to approve 2018 summer reading selections for students in grades K-8.

5. APPROVE 2017-2018 CALENDAR REVISIONS (Attachment #18)

Motion to approve revisions to the 2017-2018 district calendar.

6. APPROVE MONMOUTH UNIVERSITY STUDENT FOR GUIDANCE INTERNSHIP

Motion to approve Monmouth University student Vanessa Bernal to serve as a guidance intern at Sharon Elementary School during the fall 2018 semester (September through December) to fulfill her education degree requirements.

7. APPROVE PRINCETON UNIVERSITY STUDENTS FOR STEM MENTORING

Motion to approve Princeton University students Daniel Stanley and Lucy Lin to work with RHS Computer Science Teacher Conor Hornish to support their interest in mentoring the next generation of STEM students as component of their Computer Science degrees.

8. APPROVE CONFERENCES, WORKSHOPS AND SEMINARS

Motion to approve the following conferences, workshops and seminars for district staff to meet professional development requirements.

Participant	Workshop Title	Event Date(s)	Registration	Travel Reimbursement
Michelle Warren	Handle With Care Certification	4/9,10,&11/2018	\$ 1,250.00	\$ 29.95
Deniela LoPresti	Handle With Care Certification	4/9,10,&11/2018	\$ 1,250.00	\$ 24.46
Kristina Mannino	Handle With Care Certification	4/11/2018	\$ 450.00	\$ 9.98
Kristina Gildner	Handle With Care Certification	4/11/2018	\$ 450.00	\$ 9.49
Jamie Kelly	Handle With Care Certification	4/11/2018	\$ 450.00	\$ 8.22
Jennifer Freeman Karin Concepcion Karen Juniak Lisa Scheer	STS 2018 School Bus Driver Safety Seminars (\$40.00 each)	4/14/2018	\$ 160.00	\$ -
Lisa Caroselli	Mental Health & Developmental Disabilities Workshop	4/18/2018	\$ 129.00	\$ 17.67
Naila Khatri	2018 NJSHA Convention	4/26 & 27/2018	\$ 250.00	\$ 8.06
Jennifer Freeman	Transportation Supervisors Emergency Management Program	4/30/2018 5/7,14,21/2018	\$ 380.00	\$ -
Tiffany Strauss	Sports Medicine Symposium	5/11/2018	\$ -	\$ -
Morgan Robinson	Common Teaching Challenges in Children with Autism	5/18/2018	\$ 90.00	\$ 9.30
Stephanie Lewandowski	Common Teaching Challenges in Children with Autism	5/18/2018	\$ 90.00	\$ 9.30
Dawn Brunow	Common Teaching Challenges in Children with Autism	5/18/2018	\$ 90.00	\$ -
Deniela LoPresti	Common Teaching Challenges in Children with Autism	5/18/2018	\$ 90.00	\$ -
Kathie Foster	One Vision-One Voice: Mindful Leadership Conference	5/18/2018	\$ 240.00	\$ 72.04
Kim Tew	One Vision-One Voice: Mindful Leadership Conference	5/18/2018	\$ -	\$ 60.89
Rajneet Bajnath	Disrupt Trauma Conference	5/31/2018	\$ -	\$ -
Kristina Mannino	Disrupt Trauma Conference	5/31/2018	\$ -	\$ -
Total			\$ 5,369.00	\$ 259.36

9. FIELD TRIPS

a. Field Trips –Robbinsville High School

Motion to approve the following field trip(s) for Robbinsville High School to take place during the 2017-2018 school year as indicated. With the exception of Community-Based Instruction (CBI), the district will incur no admission/transportation costs.

<u>Month/Year</u>	<u>Class</u>	<u>Destination</u>	<u>Cost / Pupil</u>	<u>Purpose</u>
3/18	Girls Lacrosse	TCNJ	N/A	Team Building
4/18	Virtual Enterprise	NYC	N/A	Trade Show
4/18	TSA	TCNJ	\$40.00	State Conference
4/18	SOAR	Breaking Grounds Coffee	N/A	Life Skills (snow date)
5/18	SOAR	Princeton Jct. Train Station	N/A	Life Skills
5/18	Drama Club	Rider University	\$5.00	Workshop
6/18	Natl. Honor Soc.	Hershey Park	\$70.00	End of Year Celebration
6/18	Senior Class	PRMS/SES/Field House	N/A	Senior BBQ
6/18	SOAR	Hamilton Golf Center	N/A	Life Skills

b. Field Trips –Pond Road Middle School

Motion to approve the following field trip(s) for Pond Road Middle School to take place during the 2017-2018 school year as indicated. With the exception of Community-Based Instruction (CBI), the district will incur no admission/transportation costs.

<u>Month/Year</u>	<u>Class</u>	<u>Destination</u>	<u>Cost / Pupil</u>	<u>Purpose</u>
4/18	Math League	Goetz Middle School	N/A	Competition

c. Field Trips –Sharon Elementary School

Motion to approve the following field trip(s) for Sharon Elementary School to take place during the 2017-2018 school year as indicated. With the exception of Community-Based Instruction (CBI), the district will incur no admission/transportation costs.

<u>Month/Year</u>	<u>Class</u>	<u>Destination</u>	<u>Cost / Pupil</u>	<u>Purpose</u>
4/18	MD/Autistic Class	Knob Hill Country Lanes	N/A	Life Skills
5/18	MD/Autistic Class	Popcorn Zoo	N/A	Life Skills
5/18&6/18	2 nd Grade	Howell Farm	\$6.65	Supports Curriculum
6/18	4 th Grade	Liberty Lakes	\$16.50	Celebration

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

Discussion

On behalf of the Board, Mr. Halm thanked BAPS for the generous donation. Also, Mrs. Luciano expressed appreciation that the schools are holding a variety of security drills.

On motion of Mr. Halm and seconded by Ms. Dee, the Robbinsville Board of Education upon recommendation of the Superintendent voted 9-0 to approve Finance, Facilities and Transportation resolutions C.1-2 as indicated.

1. FINANCE

a. Bills and Claims: March 27, 2018 (Attachment #19)

Motion to approve payment of the Bills & Claims List in the amount of \$4,388,561.23 for the period ending February 27, 2018 as indicated.

Accounts Payable		
Fund		
11 - General Fund	\$	1,276,184.04
12 - Capital Outlay	\$	812.50
20 - Special Revenue	\$	40,141.43
30 - Capital Projects	\$	-
40 - Debt Service	\$	-
60 - Food Service Fund	\$	77,993.69
61 - R.E.D.	\$	10,770.40
Unemployment	\$	-
Hand Checks	\$	573,713.85
Subtotal	\$	1,979,615.91
Payroll 2.28.18	\$	1,257,032.89
Payroll 3.15.18	\$	1,151,912.43
Total	\$	4,388,561.23

b. 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 February 28, 2018 no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23-22.12(a).

c. Report of the Board Secretary (Attachment #20)

Motion to accept the Report of the Board Secretary for the period ending February 28, 2018.

d. Report of the Treasurer (Attachment #21)

Motion to accept the Report of the Treasurer for the period February 28, 2018.

e. Approve Transfer Report: March 27, 2018

Motion to approve transfers totaling \$9,268.71 for the period ending March 27, 2018.

Account From	Account To	Description	Amount
11-000-100-565-04-01	11-150-100-320-04-01	Additional	
Tuition to MCSSSD	Academic Instruction -Agencies	Homebound Instruction	\$ 3,500.00
11-401-100-800-02-01-050	11-000-270-161-07-22		
SES Student Activities Misc.	Transportation- field trip	Busing for Dr. Seuss Night	\$ 134.02
11-401-100-800-01-01	11-000-270-161-07-22		
RHS Co-curr. Misc.	Transportation- field trip	TSA trip	\$ 178.69
11-401-100-800-01-01	11-000-270-512-07-04		
RHS Co-curr. Misc.	Transportation- contractor	Robotics competition	\$ 1,456.00
11-000-230-530-07-00	11-000-230-334-07-02		
Postage	Architect	Reimbursable fees	\$ 4,000.00
TOTAL March 2018 Transfers:			\$ 9,268.71

f. Accept Bids: Landscaping Services

Motion to accept the following bids for Landscaping Services. The bid opening was held on March 20, 2018.

<u>Vendor</u>	<u>Cost per Cut</u>
U.S. Athletic Fields	\$2,300.00
Total Lawn Care	\$1,250.00
On Site Landscape Management	\$1,076.00
Tree Fellas, LLC	\$1,384.00

g. Award Bid: Landscaping Services

Motion to award a bid for Landscaping Services to On Site Landscape Management, PO Box 294, Millstone, NJ, for the period dating from April 1, 2018 – October 31, 2018. The Board shall have the option to renew at CPI index rate for two one-year extensions (April 1, 2019 – October 31, 2019 and April 1, 2020 – October 31, 2020) as per 18A:18A-42.

h. Approve Professional Services Contract: John Nalbome

Motion to approve a professional services contract in the amount of \$500.00 with John Nalbome to assist with public relations for the period dating from March 28, 2018 through June 30, 2018..

i. Accept SAIF Safety Grant

Motion to accept a grant from the New Jersey School Insurance Group in the amount of \$4,237.53. The funds are designated to upgrade the camera system at Robbinsville High School.

j. Authorize a Memorandum of Understanding: BAPS Charities, Inc.

Motion to authorize a Memorandum of Understanding between the Robbinsville Board of Education and BAPS Charities, Inc. As part of the agreement, BAPS Charities, Inc. shall issue a grant in the amount of \$4,000.00 to the Pond Road Middle School School Green Team. These funds shall be designated to sponsor and promote a charitable event.

k. Approve Purchase of Electric Generation Services through the Alliance for Competitive Energy Services (ACES) – Cooperative Pricing System #E8801-ACESPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Robbinsville Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids

which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

2. FACILITIES

a. Building Use (Attachments #22 - #27)

Motion to approve the Buildings and Grounds Use of Facilities Schedule for the months of April and May 2018.

b. Approve Completion of Fire and Security Drills: February 2018

Motion to approve Fire and Security Drills for the 2017-2018 school year as indicated. One fire and one security drill are required monthly.

RHS	Fire Drill	Lockdown/ Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
September	9/25/17			9.28.17	
October	10.25.17		10.27.17		
November	11.30.17	11.2.17			
December	12.15.18				12.18.17 Tabletop
January	1.30.18	1.31.18			
February	2.28.18	2.28.18			

PRMS	Fire Drill	Lockdown / Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
September	9.19.17		9.22.17		
October	10.25.17			10.30.17	
November	11.28.17	11.29.17			
December	12.5.17				12.21.17
January	1.11.18			1.19.18	
February	2.27.18			2.28.18	

SES	Fire Drill	Lockdown/ Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
September	9.15.17	9.29.17			
October	10.26.17		10.31.17		
November	11.21.17			11.16.17	
December	12.4.17	12.8.17			
January	1.11.18			1.26.18	
February	2.7.18				2.20.18

D. ROBBINSVILLE EXTENDED DAY PROGRAM (D.1)

On motion of Mr. Halm and seconded by Ms. Dee, the Robbinsville Board of Education upon recommendation of the Superintendent voted 9-0 to approve Robbinsville Extended Day resolution D.1 as indicated.

1. APPROVE VOLUNTEER

Motion to approve RHS Sophomore Alyssa Caruso to serve as a volunteer on Wednesdays in April 2018. Miss Caruso will be teaching sign language to RED students.

XVI. HEARING OF THE PUBLIC - None

XVII. OLD BUSINESS

Mrs. Luciano encouraged exploration of Gates foundation funds. She also indicated that she would like to revisit the space study during the April FFT committee meeting.

XVIII. NEW BUSINESS

On behalf of the Citizens Group for Fair Funding, Ms. Dee invited BOE members to the upcoming legislative hearings.

XIX. ADJOURNMENT

On motion of Mrs. DeVito and seconded by Mrs. Luciano, the Robbinsville Board of Education voted to adjourn the March 27, 2018 monthly meeting at 8:32 PM.

Respectfully submitted,

Beth Brooks, School Business Administrator / Board Secretary

Last Name	First Name	Title	Location	Action	Effective	Ending	Step	Salary	GAAP Code	Notes
1. ADMINISTRATION / NON-AFFILIATED STAFF										
A. APPOINT										
B. APPROVE										
C. LEAVE OF ABSENCE										
Carpena	Amanda	K-8 Supervisor of Curriculum	District	Approve	5.7.18	11.1.18				Maternity leave. Adjusted dates
2. CERTIFIED STAFF										
A. APPOINT										
B. APPROVE										
C. RESIGN										
Green	Anne Rachel	Speech Therapist	PRMS	Approve	6.30.18					Resigned
D. LEAVE OF ABSENCE										
Brooks	Marie	Teacher	PRMS	Approve	3.5.18	3.19.18				FMLA
Donoher	Debbie	Media Specialist	SES/PRMS	Approve	2.7.18	2.21.18		-\$456.73/day		FMLA unpaid day 2/28, 3/14, 3/28, 4/11 & 4/18
Reed	Shannon	Teacher	SES	Approve	3.12.18	4.9.18				FMLA. Unpaid 3/26 through 4/6
E. RATIFY										
3. NON-CERTIFIED STAFF										
A. APPOINT										
Benson	Kim	PT IA	Special Services	Approve	3.28.18	6.30.18		\$12,979.50 prorated	11-000-217-100-07-04	LR
Colgan	Diana	PT IA	Special Services	Approve	3.28.18	6.30.18		\$12,979.50 prorated	11-000-217-100-07-04	Replacing Lipschutz. Criminal History Review and Paperwork
Cordero	Ricardo	PT IA	Special Services	Approve	3.28.18	6.30.18		\$12,979.50 prorated	11-000-217-100-07-04	Replacing Christiansen
Regen	Charlotte	PT IA	Special Services	Approve	4.9.18	6.30.18		\$12,979.50 prorated	11-000-217-100-07-04	LR. Pending Criminal History Review and Paperwork
Smith	Nathan	PT IA	Special Services	Approve	3.28.18	6.30.18		\$12,979.50 prorated	11-000-217-100-07-04	Replacing Barca
B. APPROVE										
C. RESCIND										
D. RESIGN										
E. LEAVE OF ABSENCE										
Burgess	Catherine	FT IA	PRMS	Approve	3.8.18			\$140.32		Unpaid Day
4. SUBSTITUTES										
A. APPROVE										
Cordero	Ricardo	Cert Sub		Approve	3.28.18	6.30.18		\$85.00/day		
5. CO-CURRICULAR ASSIGNMENTS										
A. APPROVE										
B. REVISE										
C. RATIFY										
6. ATHLETICS										
A. APPROVE										
Cole	Gregory	Asst. Coach	RHS	Appoint	3.1.18	6.10.18	1	\$4,847.00	11-402-100-100-06-01	Track
Cordero	Ricardo	Coach	RHS	Appoint	3.1.18	6.10.18	1	\$4,847.00	11-402-100-100-06-01	JV Softball
Frishberg	Rachel	Volunteer	RHS	Appoint	3.1.18	6.10.18		Volunteer		Track

Last Name	First Name	Title	Location	Action	Effective	Ending	Step	Salary	GAAP Code	Notes
Greig	Sean	Asst. Coach	PRMS	Appoint	3.28.18	6.1.18	3	\$2,668.00	11-402-100-100-03-01-040	Boys Track and Field
San Martin	Stephanie	Asst. Coach	PRMS	Appoint	3.28.18	6.1.18	1	\$2,379.00	11-402-100-100-03-01-040	Girls Track and Field
B. REVISE										
Dieffenbach	Robert	Asst. Coach	RHS	Approve	3.1.18	6.10.18	2	\$5,062.00	11-402-100-100-06-01	Track. Adjusted step
Patterson	Andrew	Asst. Coach	RHS	Approve	3.1.18	6.10.18	3	\$5,385.00	11-402-100-100-06-01	Track. Adjusted rate
Schleifman	Shari	Asst. Coach	RHS	Approve	3.1.18	6.10.18	2	\$3,845.00	11-402-100-100-06-01	Boys Tennis. Adjusted step
Taylor	Debra	Asst. Coach	RHS	Approve	3.1.18	6.10.18	2	\$5,062.00	11-402-100-100-06-01	Track. Adjusted step
C. RESCIND										
D. RATIFY										
7. EXTRA WORK ASSIGNMENTS										
A. APPROVE										
Ahmed	Ammar	Teacher	RHS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Brettell	Tom	Teacher	RHS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Brihn	Angela	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Cammarano	Stacey	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Cline	Ashleigh	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Colicchia	Jenna	Teacher	RHS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Conroy	Joe	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Corliss	Claire	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Corliss	Claire	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Deck	Annette	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Denko	Sylwia	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
DeRosset	Karen	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Dilts	Carolyn	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Di Rienzo-Archer	Lauren	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Di Santis	Natalie	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Dolan	Beth	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Dolina	Angel	Teacher	RHS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Gibson	Ken	Teacher	RHS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Heckman	PJ	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Hutchison	Jane	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Johnson	Jaela	Teacher	RHS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours

Last Name	First Name	Title	Location	Action	Effective	Ending	Step	Salary	GAAP Code	Notes
Kelly	Jamie	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Kenworthy	Kasey	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Levy	Kristen	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Levy	Kristen	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Malissa	Ellen	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Manning	Katie	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Martin	Jonathan	IA	Special Services	Approve	6.21.18	-	-	19.35/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Mauceri	Stacey	Teacher	RHS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Nami	CJ	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Oliva	Betty Jane	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Paulino	Jennie	Teacher	RHS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Reilly	Rachel	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Reilly	Rachel	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Timony	Marilyn	IA	Special Services	Approve	6.21.18	-	-	19.35/hr	11-000-221-104-09-91	Presenting on PD Day Wellness Session. Not to exceed 4 Hours
Wescott	Lauren	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Whitmore	Kristin	Teacher	PRMS	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
Wilson	Dana	Teacher	SES	Approve	6.21.18	-	-	\$34/hr	11-000-221-104-09-91	Presenting on PD Day Robbinsville Ready Session. Not to exceed 2 Hours
B. REVISE										
C. RATIFY										
Austin	Joann	Teacher	RHS	Approve	3.1.18			\$34/hour	11-000-218-104-01-90	8th Grade Academic Planning Night. Not to exceed 2 hours.
Brady	Matthew	Teacher	RHS	Approve	3.1.18			\$34/hour	11-000-218-104-01-90	8th Grade Academic Planning Night. Not to exceed 2 hours.
DeSimone	Lauren	Teacher	RHS	Approve	3.1.18			\$34/hour	11-000-218-104-01-90	8th Grade Academic Planning Night. Not to exceed 2 hours.
Lipschutz	Jennifer	Chaperone	RHS	Approve	3.1.18	3.5.18		\$273/night	11-401-100-01-05-030	Chaperone Disney trip. 4 nights. Reimbursed by student activities
8. EXTENDED SCHOOL YEAR										
A. APPROVE										
Cook	Caitlyn	Physical Therapist	SES	Approve	7.2.18	8.8.18		\$46/hour		ESY. Pending criminal history review
9. OTHER										
10. RATIFY										