

**ROBBINSVILLE BOARD OF EDUCATION  
May 26, 2009**

**ROBBINSVILLE HIGH SCHOOL  
STUDENT ACTIVITIES CENTER**



**PUBLIC SESSION MINUTES**

**BOARD OF EDUCATION**

**Mr. Michael Reca, President**

**Mrs. Lainie Potter, Vice President – Absent**

**Mrs. Carol Boyne**

**Mrs. Sharon DeVito**

**Ms. Melissa Foy**

**Mrs. Florence Gange**

**Mr. Thomas Halm, Jr.**

**Mr. Matthew O’Grady**

**Mrs. Faith Silvestrov – Absent**

**SUPERINTENDENT OF SCHOOLS**

**Dr. John J. Szabo – Absent**

**ASSISTANT SUPERINTENDENT**

**Dr. Kathie Foster**

**SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY**

**Ms. Louise B. Davis**

**BOARD ATTORNEY**

**Robin McMahon, Esq., Scarinci & Hollenbeck**

**STUDENT COUNCIL PRESIDENT**

**Kevin Stawicki**

**ROBBINSVILLE BOARD OF EDUCATION**

**May 26, 2009**

**7:00 PM PUBLIC MEETING**

**ROBBINSVILLE HIGH SCHOOL**

**STUDENT ACTIVITIES CENTER**

**MINUTES**

**I. CALL TO ORDER PUBLIC MEETING**

Board President Michael Reca called to order the May 26, 2009 meeting of the Robbinsville Board of Education at 7:21 PM.

**II. STATEMENT OF PUBLIC MEETINGS**

The New Jersey Open Public Meeting Law was enacted to insure the rights of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Robbinsville Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Trenton Times and the Township of Robbinsville Bulletin Board. In addition, this notice was faxed to the Trenton Times and posted at Windsor School, Sharon School, Pond Road Middle School and Robbinsville High School.

**III. PLEDGE OF ALLEGIANCE**

**IV. ROLL CALL**

Mrs. Potter and Mrs. Silvestrov were absent. All other Board members were present. Superintendent Dr. John Szabo was absent.

**V. MINUTES**

***On motion of Mr. O'Grady, and seconded by Mrs. DeVito, and carried by a vote of 7-0, the Robbinsville Board of Education, upon recommendation of the Superintendent, voted to approve the minutes of the following meetings:***

- April 28, 2009 – Public Session (Reorganization)
- April 28, 2009 – Executive Session

***On motion of Mr. O'Grady, and seconded by Mrs. DeVito, and carried by a vote of 6-0 with Mr. O'Grady abstaining, the Robbinsville Board of Education, upon recommendation of the Superintendent, voted to approve the minutes of the following meeting:***

- May 4, 2009 – Executive Session

Originally on the agenda for BOE approval, the minutes of the May 4, 2009 Public Session meeting were removed for revision at the request of a Board member.

## VI. GOVERNOR'S TEACHER RECOGNITION AWARD RECIPIENTS – 2009

The Board acknowledged Robbinsville Public School's Teacher of the Year recipients. The principals from Robbinsville High School, Pond Road Middle School, and Sharon Elementary School recognized the accomplishments of each individual.

- **Rochelle Leibowitz – Sharon Elementary School**
- **Kathy St. John – Pond Road Middle School**
- **Alison Sussman – Robbinsville High School**

It was also noted that RHS teacher Alison Sussman has been selected Mercer County Teacher of the Year.

WHEREAS the mission of the Robbinsville School District is to prepare today's students to successfully meet the challenges of tomorrow, and;

WHEREAS the Robbinsville Board of Education recognizes and honors the contributions of the following outstanding teacher leaders who have been successful in meeting the objective of the mission statement;

WHEREAS, the Robbinsville Board of Education recognizes that following individuals possess a special talent for inspiring a love of learning in students of all backgrounds and abilities, and that they have demonstrated excellence in their abilities to educate each and every child thereby maximizing the potential of our students;

***BE IT RESOLVED that the Board of Education gratefully acknowledges the accomplishments that these teachers have brought to the entire educational community and,***

***BE IT FURTHER RESOLVED, that the Board of Education extends its thanks and appreciation to these individuals, as well as best wishes for continued future success in education and in life.***

## VII. RECEPTION FOR TEACHER RECOGNITION AWARDS

## VIII. STUDENT COUNCIL REPORT – Kevin Stawicki

Mr. Stawicki reported on the following items:

- Due to lack of interest, the spring luau was cancelled – Student Council has concluded that in the future they would focus on more traditional events;
- National Honor Society induction – May 11, 2009;
- Foreign Language Honor Society induction – May 12, 2009;
- Interact Club – 2<sup>nd</sup> Annual 5K Run in conjunction with the Business Expo – May 16, 2009;
- Celebration of the Arts at Mercer County College;
- Café night – Rescheduled for next year;
- Prom & Post-Prom – May 29, 2009

Board President Mike Reca praised the individuals that participated in the recent Shakespeare Festival at Rider University. In his capacity at the university, Mr. Reca received compliments on how impressive the Robbinsville student performers were.

**IX. SUPERINTENDENT’S REPORT – Dr. Kathie Foster for Dr. Szabo**

- Dr. Foster presented certificates of commendation to members of the Robbinsville High School Gay Straight Alliance, including Faculty Advisor Alison Sussman, for their contribution toward promoting equity, understanding, and acceptance of all students in the Robbinsville High School and in the Robbinsville community. The following students received certificates:

Pasquale Guiducci	Laura Sanders
Michael Landolfi	Caitlin Siekerka
Emily Rivers	Laura Williams

- On behalf of the Robbinsville Board of Education, Dr. Foster presented certificates of commendation to the mentors of the Robbinsville High School Robotics team for their time and dedication during the 2008-2009 school year. Certificates were also presented to the team members.

Team mentors include the following individuals:

Rich Casserly	Barry Wham
Maria Cummings	Scott Whitlock
David Johnston	Tara Whitlock
Kathy Koss	Joy Wolfe (Faculty Advisor)
Scott Meredith	Peter Wolfe
Ric Principato	Jan Zaffos
Carolyn Rutsky	

Team members include the following students:

Anirudh Bandu	Mike Francisco	Arielle Rubinstein
Matt Banziger	Josh Grabowski	Jordan Rubinstein
Emily Bihl	Ben Huynh	Steven Rutsky
Andy Borowski	Brent Hornilla	E. J. Schmidt
Joe Carfaro	Kevin Koss	Matt Schwartz
Ryan Casserly	Tim Kovacs	Matt Tindall
Shannon Casserly	Priya Nambiar	Christy Wham
Nick Cenni	Brittany Mayweather	Ryan Whitlock
Paul Cheung	Eric Principato	Erin Wolfe
Venkatesh Chinnakonda	Michelle Principato	Kiera Wolfe
Owen Cummings	Alena Principato	Blaine Zaffos

**X. SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Louise B. Davis**

School Business Administrator Louise B. Davis reported on the following matters:

- The Business Office is working on closing out Fiscal Year 2008-2009;
- A budget forecast for 2009-2010 is due shortly;
- The Business Office is working with Building & Grounds on summer plans (i.e. securing the modular unit at Sharon Elementary);
- The next FFT committee meeting is scheduled to take place on June 10, 2009.

## **XI. BOARD PRESIDENT'S REPORT – Michael Reca**

Mr. Reca commended the Robbinsville police and fire departments, as well as district administrators, in their management of a recent bomb scare at Pond Road Middle School.

## **XII. COMMITTEE REPORTS**

### **A. COMMUNITY RELATIONS – Sharon DeVito**

Mrs. DeVito reported on the following matters related to Community Relations:

- The committee met last month and discussed what worked during the Get Out to Vote Campaign;
- Robbinsville Community Festival – June 13, 2009;
- Next Community Relations meeting – June 1, 2009.

### **B. EDUCATION, DEVELOPMENT & POLICY – Lainie Potter (Absent)**

Committee member Florence Gange reported on the following issues:

- Policies for adoption on the agenda;
- Computerized Assessment of Proficiency for World Languages, a pilot program scheduled for approval on the agenda;
- Five year curriculum cycle as related to the Gifted & Talented Program. A committee comprised of teachers and administrators has been formed to audit the program and consider next steps.

### **C. PERSONNEL – Faith Silvestrov (Absent)**

Committee member Carol Boyne reported on the following matters related to Personnel:

- The committee met on May 19, 2009;
- A review of recommendations for new hires took place as well as a preliminary discussion related to staffing gaps;
- The committee reviewed the open positions in the budget;
- In-district transfers based on enrollment adjustments and the redesign of the World Language program.

### **D. NEGOTIATIONS – Thomas Halm, Jr.**

Mr. Halm reported that the numbers in Memorandum of Agreement between the District and the administrators are being verified. He indicated that the agreement has been signed and anticipates that it will move forward at the June 23, 2009 Board meeting.

### **E. FINANCE, FACILITIES, & TRANSPORTATION – Matthew O'Grady**

Mr. O'Grady provided an account of the following matters related to Finance, Facilities & Transportation:

- Within the past two weeks Birdsall has performed the soil testing, however they have not yet indicated the where the drainage pipes will be located. The

committee agrees that pressure should be put on Birdsall to make the District more of a priority;

- Spiezle District-Wide Space Planning and Needs Evaluation – Mr. O’Grady expressed dissatisfaction regarding the speed with which the space study is moving forward. He noted that a draft version of the study has been in district since March 27, 2009 and indicated that he would like the completed report (including administrators’ comment), as well as a presentation by Spiezle, at the June 23, 2009 Board meeting. Mr. O’Grady noted the importance of sharing this information with the public.

### **XIII. HEARING OF PUBLIC**

#### **A. John Ruch**

Mr. Ruch indicated that he is disappointed that Board has not discussed the merits of the demographic study in public session. He congratulated the Robotics Team. Mr. Ruch also noted that the past door-to-door township demographic study was very accurate. He questioned the resolution which grants authority to the Superintendent to hire in between Board meeting.

#### **B. Balhai Vankatara**

Mr. Vankatara asked for the protocol for use of the grounds. He was directed to the Vice Principal for further discussion and information on use for a Cricket Club.

#### **C. Walter Dabrowski**

Mr. Dabrowski questioned the agenda item regarding transfers of the Spanish teachers. Dr. Foster provided clarification and indicated that one of the goals is creation of an immersion program.

#### **D. Birch Wilson**

WTEA President Birch Wilson addressed the Board regarding the current transition to the New Jersey State Health Benefits Program. While employees are happy to be joining the State Plan, the process of implementation has created various problems, such as unclear information about the different Plans that will be offered, too many forms to complete, and not enough time in which to complete them. He indicated that little information has been shared about the Prescription Plan and that the cost to some individuals will be greater than the current cost. Mr. Wilson asked the Board to consider the ramifications to district employees when changing plans now and in the future.

### **XIV. ADJOURNMENT TO EXECUTIVE SESSION**

***On motion of Mr. O’Grady, and seconded by Mrs. DeVito, and carried by a vote of 7-0, the Board voted to adjourn into Executive Session at 8:35 PM.***

### **XV. RECONVENING OF PUBLIC SESSION**

***On motion of Mr. Halm, and seconded by Mrs. Boyne, and carried by a vote of 6-0, the Board voted to reconvene in Public Session at 9:37 PM.***

*Note: Due to a family emergency, Mr. O'Grady did not return to Public Session*

**XVI. RESOLUTIONS BEING PRESENTED FOR APPROVAL**

*On motion of Mr. Halm, and seconded by Mrs. Boyne, and carried by a vote of 6-0, the Board voted by consent agenda to approve the following: A1.a – A6.b; 7; B1.a – B4.a; C1.a, C1.aa\*- C1.f; C1.h; C1.j – C3.b. The following resolutions were tabled: C1.g; C1.i. Policy 1110 within B1.a was also tabled.*

*\*C1.aa was created / added during the meeting.*

**A. PERSONNEL – Faith Silvestrov**

**BE IT RESOLVED** by the Robbinsville Board of Education that the following **PERSONNEL** resolutions, as recommended by the Superintendent, be approved as indicated:

**1. EMPLOYMENT OF STAFF – Robbinsville High School**

**a. Teacher of Mathematics – RHS**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the employment of Matthew Thornley as a Teacher of Mathematics (pending certification), at the annual salary of \$49,971 (MA / Step 1), effective September 1, 2009.

**b. Teacher of Science – SPED – HQ Science – RHS**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the employment of Coleen Bevington as a Special Education Highly Qualified Teacher of Science, at the annual salary of \$49,607 (BS / Step 5), effective September 1, 2009. Ms. Bevington will replace Gerard Stefanick.

**c. Staff Resignation – RHS**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, accept with regret the resignation of Sally Zegas, Teacher of Family and Consumer Sciences, at the end of the 2008-2009 school year. We wish Mrs. Zegas the best of luck with her future endeavors.

**2. EMPLOYMENT OF STAFF – Pond Road Middle School**

**a. Teachers of Special Education / HQ English – PRMS**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the employment of the following individuals effective September 1, 2009:

<u>Name</u>	<u>Level / Step</u>	<u>Annual Salary</u>
Kate LaManchia	MA / 1	\$49,791
Jillian Potash	BA+30 / 1	\$48,628

**b. Maternity Leave Replacement – PRMS**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the employment of Clare Krulewicz as a maternity leave replacement for Lauri Grier Foster, Teacher of Mathematics (Grade 8) for the period dating May 26, 2009 – June 19, 2009. Ms. Krulewicz will be compensated at the certified substitute rate of \$80.00 per diem.

**3. EMPLOYMENT OF STAFF – Sharon Elementary School**

**a. Teacher of Special Education – Sharon Elementary School**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the employment of Terri Indrikovic for the 2009-2010 school year, effective September 1, 2009 at an annual salary of \$51,979 (MA / Step 4). Ms. Indrikovic is currently serving as maternity leave replacement for Christy Howe.

**b. Maternity Leave Extension – Sharon Elementary School**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, extend the maternity leave (without benefits) of Christy Howe, teacher of Special Education. Mrs. Howe originally began her maternity leave on January 2, 2008. She intends to return to her teaching position on January 4, 2010.

**4. EMPLOYMENT OF STAFF – Other Matters**

**a. Preschool Teacher – 2009-2010**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the employment of Debbie Binder as a Teacher of Preschool at an annual salary of \$50,495 (MA / Step 2) effective September 1, 2009. Ms. Binder is currently serving as a maternity leave replacement for Jennifer Cranmer through the end of the school year.

**b. School Psychologist – 2009-2010**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the employment of Amanda Lundberg as a School Psychologist at an annual salary of \$52,118 (M+30 / Step 1) effective September 1, 2009.

**c. Teacher of Speech – 2009-2010**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the employment of Ann Marie Potts at an annual salary of \$76,769 (MA+30 / Step 17) effective September 1, 2009. Mrs. Potts will replace Jane Hye.



**d. One-on-One Special Education Aide – 2009-2010**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve an increase in hours for Christine McCahery from .50 time to full time at an annual salary of \$21,590 effective September 1, 2009.

**e. Correction - 12 Month Secretary Step / Salary**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve a step / salary correction for MaryAnn Todino-Forno, a 12 month secretary, for the 2009 2010 school year - July 1, 2009 – June 30, 2010. Originally approved at the May 4, 2009 Board meeting at Step 7 / \$35,295, Mrs. Forno’s corrected step / salary should read Step 8 / \$36,522.

**f. Advanced Placement on the Salary Guide**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the following individual for advanced placement on the salary guide as follows:

<u>Name</u>	<u>From /Step</u>	<u>To /Step</u>	<u>Pay Period Effective</u>
Renee Bianchi	BA / 9	BA+15 / 9	5/30/09

**g. Transfer of Staff – 2009-2010**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve transfers for the following staff members effective September 1, 2009:

<u>Name</u>	<u>Position</u>	<u>From</u>	<u>To</u>
Patricia Walker	Spanish Teacher	RHS	Sharon
Haydee Donza	Spanish Teacher	Sharon	RHS

**h. Substitute Teacher(s) – 2008-2009**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the employment of the following substitute teachers (pending criminal history clearance) for the 2008-2009 school year as indicated:

**Non-certified (\$75/diem)**

- Kristie Decowski
- Stephanie Persicketti
- Andrew Pollner
- Marla Serafino
- Sarah Whitehouse

**i. Staff Resignation – Change in Date – LDTC**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, accept the resignation of LDTC Marita Cibrian. Originally submitted on the May 4, 2009 agenda to take effect on

June 19, 2009, Ms. Cibrian's resignation date has been revised to take effect on June 30, 2009. We wish her the best of luck with her future endeavors.

**j. Federal Family Medical Leave**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve Federal Family Medical Leave for Jane Hye, Teacher of Speech, effective May 26, 2009 through the end of the school year.

**5. EXTRA WORK / EXTRA PAY – 2008-2009**

**a. Curriculum Writing – Technology**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve Scott Meredith and Joy Wolfe to write curriculum in the subject area of technology at the contracted rate of \$34.00 per hour not to exceed 20 hours per person.

**b. Curriculum Writing – Literacy**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve Danielle Gladysz to write curriculum in the subject area of literacy at the contracted rate of \$34.00 per hour not to exceed 20 hours.

**c. Curriculum Writing – Health and Physical Education**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve an additional 10 hours (to the original twenty hours previously approved) for curriculum writing in the subject areas of Health and Physical Education at the contracted rate of \$34.00 per hour.

**6. STUDENT TEACHER PLACEMENT – 2009-2010**

**a. Student Teacher Placement – Fall Semester**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the following individuals to serve as student teachers during the fall 2009 semester:

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>College/University</u>
Danielle Nagy	Charlotte Oskin	PRMS	Rider
Erin Slater	Barbara Soares	PRMS	TCNJ

**b. Student Teacher Placement – Spring Semester**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the following individuals to serve as student teachers during the spring 2010 semester:

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>College/University</u>
Maura Nixon	Rose McGlew	PRMS	Rider

<u>Student</u>	<u>Teacher</u>	<u>School</u>	<u>College/University</u>
Michelle Mazzulla	Cheryl Punzo	PRMS	Rider
Christie McMahon	Dana Sergio	Sharon	TCNJ

## **7. PROVISIONAL AUTHORIZATION FOR THE SUPERINTENDENT TO HIRE**

That the Robbinsville Board of Education grant authority to the Superintendent to grant conditional offers of employment to individuals (for certificated, non-administrative and budget approved positions only) during the period of June 1, 2009 through August 31, 2009. (To be ratified at the next BOE meeting)

## **B. EDUCATION, DEVELOPMENT, & POLICY - Lainie Potter**

**BE IT RESOLVED** by the Robbinsville Board of Education that the following **EDUCATION, DEVELOPMENT, & POLICY** resolutions, as recommended by the Superintendent, be approved as indicated:

### **1. CURRICULUM / PROGRAM & POLICY**

#### **a. Policies and Regulations – Adoption**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, adopt the following state mandated policies and regulations: (See Attachments):

P1110	Organizational Chart - <b>TABLED</b>
P2460	Special Education
R2460	Special Education
R2460.1	SPED Location, Identification, & Referral
R2460.8	SPED – Free & Appropriate Education
R2460.9	SPED –Transition from Early Intervention Programs to Preschool Programs
R2460.16	SPED – Instructional Material to Blind or Print Disabled Pupils
P2467	Surrogate Parents & Foster Parents

\* First Reading: March 24, 2009 – Second Reading: April 28, 2009

#### **b. Policies and Regulations – Second Reading & Adoption**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, review the following state mandated policies and regulations at the level of second reading and adoption: (See Attachments):

P5111	Eligibility of Resident / Nonresident Pupils
P5112	Entrance Age

#### **c. Computerized Assessment of Proficiency for World Languages**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, grant approval to pilot an online World Language Assessment Program in RHS Spanish Classes. The program was developed to assess proficiency levels of world language students in

middle school through college. There will be no cost to the district. (See Attachment)

**d. 2009-2010 Italian American Committee on Education Grant Application**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve an application to apply for grant funding in the amount of \$25,000 for the 2009-2010 school year. This grant is sponsored by the Italian American Committee on Education. (See Attachment)

**e. Friendship Research Study – RHS**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve two freshman English classes to participate in a Friendship Research Study sponsored by the University of Pennsylvania. The study and questions have been reviewed and approved by building and central administrations.

**f. Post Master’s Educational Leadership Program**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve Kimberly Keener's participation in an Administrative Internship as a component of TCNJ's Post Master's Educational Leadership Program. RHS Principal, Molly Avery, will serve as Mrs. Keener's administrative mentor.

**g. Workshops – Robbinsville Public Schools – 2009-2010**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the teachers / administrators listed for upcoming professional development workshops scheduled to take place during the 2009-2010 school year. (See Attachments)

**2. DEPARTMENT OF SPECIAL SERVICES – 2009-2010**

**a. ESY Extended School Year**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the following individuals for ESY Extended School Year as per students’ IEP’s from July 6, 2009 through August 13, 2009 (Monday – Thursday). Teachers will be paid at their pro-rated salary, including one half day prior and one half day at the conclusion of the program.

<u>Name</u>	<u>Position</u>
Therese Land-Ahlberg	Paraprofessional
Laura Busse	Special Education Teacher
Marsha Caldwell	LDTTC
Kim Klaus	LDTTC
Anna Hernandez	Social Worker
Stephanie Lewandowski	Social Worker
Janet Haigh	Psychologist
Toni Steffee	Psychologist

<u>Name</u>	<u>Position</u>
Jennifer Miller	Psychologist
Joy Harrington	Social Worker
Kathy Koss	Paraprofessional
Ann Marie Potts*	Speech Teacher

\* Pending BOE approval of employment (See XIV.A.4c)

### 3. BOARD MEMBER MANDATED TRAINING

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve that Florence Gange attend New Jersey School Boards Association mandated training. The session, entitled *Advanced Training: Legal Update*, will take place on June 6, 2009. Admission/Transportation Cost not incurred by District

### 4. FIELD TRIPS

#### a. Field Trips – Robbinsville High School – 2008-2009

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the following field trips for Robbinsville High School for the 2008-2009 school year:

##### ETS - Princeton, NJ

Date:	May 8, 2009
Number of Pupils Participating:	15
Teacher Chaperones:	1
Number of other Chaperones:	0
Approximate Cost per Pupil:	\$0.00
Time Scheduled to Leave:	7:45 am
Time Scheduled to Return:	10:30 am

**Admission/Transportation Cost not incurred by District**

##### Princeton University - Princeton, NJ

Date:	May 8, 2009
Number of Pupils Participating:	15 - 20
Teacher Chaperones:	1
Number of other Chaperones:	0
Approximate Cost per Pupil:	\$0.00
Time Scheduled to Leave:	8:15 am
Time Scheduled to Return:	1:45 pm

**Admission/Transportation Cost not incurred by District**

##### Rider University - Lawrenceville, NJ – Change of Date

Date:	May 21, 2009 (Originally 5/20/09)
Number of Pupils Participating:	25
Teacher Chaperones:	2
Number of other Chaperones:	0
Approximate Cost per Pupil:	\$0.00
Time Scheduled to Leave:	7:30 am
Time Scheduled to Return:	3:00 pm

**Admission/Transportation Cost not incurred by District**

##### Stevens Institute of Technology - Hoboken, NJ

Date:	June 3, 2009
Number of Pupils Participating:	5
Teacher Chaperones:	1
Number of other Chaperones:	0

Approximate Cost per Pupil: \$0.00  
Time Scheduled to Leave: 7:30 am  
Time Scheduled to Return: 2:00 pm  
**Admission/Transportation Cost not incurred by District**

**Orchard Hill Elementary - Skillman, NJ**

Date: June 11, 2009  
Number of Pupils Participating: 21  
Teacher Chaperones: 1  
Number of other Chaperones: 1  
Approximate Cost per Pupil: \$9.50  
Time Scheduled to Leave: 9:15 am  
Time Scheduled to Return: 3:00 pm  
**Admission/Transportation Cost not incurred by District**

**Fort Dix- Fort Dix, NJ**

Date: June 20 – June 28, 2009  
Number of Pupils Participating: 16  
Teacher Chaperones: 2  
Number of other Chaperones: 0  
Approximate Cost per Pupil: \$100.00  
Time Scheduled to Leave: 8:00 am  
Time Scheduled to Return: 2:00 pm  
**Admission/Transportation Cost not incurred by District**

**Special Olympics – TCNJ – Ewing, NJ**

Date: June 12, 2009  
Number of Pupils Participating: 45  
Teacher Chaperones: 8  
Number of other Chaperones: 0  
Approximate Cost per Pupil: \$0.00  
Time Scheduled to Leave: 9:00 am  
Time Scheduled to Return: 1:00 pm  
**Admission/Transportation Cost not incurred by District**

**C. FACILITIES, FINANCE & TRANSPORTATION – Matthew O’Grady**

**BE IT RESOLVED** by the Robbinsville Board of Education that the following **FACILITIES, FINANCE & TRANSPORTATION** resolutions, as recommended by the Superintendent, be approved as indicated:

**1. FINANCE**

**a. Employee Health Benefits**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, elect not to offer the NJ Direct 10 plan to district employees under the New Jersey State Health Benefits Program Act or School Employees Health Benefits Program Act taking effect July 1, 2009 and pursuant to the 2008-2011 WTEA Contract.

**aa. Employee Prescription Plan**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, elect to participate in the prescription plan sponsored by Bollinger effective July 1, 2009.

**b. Bills and Claims List (See Attachment)**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve payment of the Bills & Claims Lists for May 2009:

May Bill List:	\$ 1,163,413.30
<b>Total:</b>	<b>\$ 1,163,413.30</b>

**c. Certification of Board Secretary**

Pursuant to N.J.A.C. 6A:23-2.12(c)3 I, Louise B. Davis, Board Secretary/School Business Administrator, certify that as of April 2009, 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. Board Secretary's Report**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, accept the following Board Secretary's Reports for the periods ending April 30, 2009.

**e. Treasurer's Report**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, accept the Treasurer's Report for the period ending March 2009.

**f. Transfer Report**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approves the transfer for the period ending April 30, 2009.

**g. Robbinsville Public Schools Demographic Study - TABLED**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, enter into a contract with Statistical Forecasting, LLC, to perform a demographic study projecting PK-12 enrollment for the five year period of September 2009 – June 2014 in the amount of \$4,500.00.

**h. Educational Data Services, Inc. Contract**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, continue a previously established contract with Educational Data Services, Inc. for the district-wide purchase of school supplies. There will be no increase in the licensing and maintenance fee for the 2009-2010 school year. It will remain at \$5,900.00.

**i. Industrial Appraisal Contract - TABLED**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, enter into a contract with Industrial Appraisal

Company to perform a fixed asset appraisal as a component of the annual audit and as required by NJQSAC, in the amount of \$6,800.00.

**j. RHS – Entering into Contracts**

**i. Mercer Council on Alcoholism and Drug Addiction (MCADA) – SAC Services**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, enter into a contract with MCADA for a Student Assistance Counselor for four days per week (3 days at RHS, 1 day at PRMS), in the amount of \$50,000.00 effective September 1, 2009 – June 30, 2010. This item was included in the 2009-2010 budget.

**ii. Battleground Country Club – 2010 Senior Prom**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, enter into a contract with Battleground Country Club as the venue for the 2010 Senior Prom, scheduled to take place on May 14, 2010 from 7:00 PM – 12:00 AM.

**k. Donations**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, accept the donation of an “October Glory” from the RHS Booster Club to be planted by the scoreboard as a way to memorialize the Class of 2009.

**2. FACILITIES**

**a. Adult Community Night School**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the revitalization of the Adult Community Night School which will offer various types of activities for community members effective Fall 2009.

**b. Building Use**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve and ratify the Buildings and Grounds Use of Facilities Schedule for the months of May and June 2009.

**3. TRANSPORTATION**

**a. Mercer Coordinated Transportation Services Agreement**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the Transportation Agreement with the Mercer Coordinated Transportation Services for the period July 1, 2009 to June 30, 2010.



**b. Transportation Meetings**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve the following individual to participate in the following transportation meetings: **Admission/Transportation Cost not incurred by District**

<u>Name/Position</u>	<u>Meeting Date</u>	<u>Speaker/Topic(s)</u>
Katie Daughenbaugh Transp. Supervisor	June 5, 2009	S.T.S. of N.J. End of Year Update Meeting
Katie Daughenbaugh Transp. Supervisor	June 25, 2009	M.C.T.S. 09-10 School Year Advisory Meeting

**XVII. DISCUSSION**

**A. Bollinger Prescription Plan**

A discussion took place with regard to entering into the Bollinger Prescription Plan. Ms. Davis indicated that this Plan will provide the same level of coverage as the current plan and will create a cost savings for the district. She also noted that due to the tight administrative timeline, the Board was not made aware of the new plan until this evening's first meeting of Executive Session. Mr. Wilson requested calculations on the cost difference between the new and current plan for family coverage for non-tenured employees.

**B. Industrial Appraisal Contract**

Board members had questions about school vehicles and land being categorized as fixed assets. The resolution approving the Industrial Appraisal Contract was tabled at this time.

**XVIII. HEARING OF PUBLIC**

None

**XIX. OLD BUSINESS**

**A. Student Activities Fees**

Mr. Halm inquired about the status of the Student Activities Fees arrearages. During the FFT committee meeting a suggestion was made to send letters to parents of students that participated in extra-curricular activities but for whom the activity fee payment was not made. Consequences for non payment could include ineligibility for 2009-2010 extra-curricular participation, no final transcript / report card, etc.

**B. Board Retreat Dates**

A discussion ensued regarding the dates for a Board retreat. Diane Morris from Mercer County School Boards Association suggested July 14, July 21, or July 28, 2009. The Board selected July 14<sup>th</sup> from 5:00 PM -10:00 PM as a tentative date / time. Ms. Davis will contact Ms. Morris to confirm.

## **XX. NEW BUSINESS**

### **A. Robbinsville Community Festival**

Mrs. DeVito asked for thoughts on what information the Board would like to provide at their table for the Community Festival scheduled to take place on June 13, 2009. Options include information on a referendum, volunteer sign up sheets, and a brief questionnaire to find out issues of importance.

### **B. Rental of Space – West Windsor / Plainsboro**

A discussion took place regarding the possibility of renting classroom space from West Windsor / Plainsboro. There was not consensus about pursuing this matter.

### **C. Residency Issue**

*On motion of Mr. Halm, and seconded by Mrs. DeVito, and carried by a vote of 6 – 0 , the Board voted to approve the Superintendent's recommendation to remove Student #110022 from the district rolls based upon the student's ineligibility for a free education in the Robbinsville Public Schools.*

### **D. Resignation / Retirement of School Business Administrator**

*On motion of Mrs. Boyne, and seconded by Mrs. Gange, and carried by a vote of 6-0, the Board accepted with regrets the resignation / retirement of School Business Administrator / Board Secretary Louise B. Davis effective December 31, 2009.*

## **XXI. ADJOURNMENT**

*On motion of Mrs. Boyne, and seconded by Mrs. Foy, and carried by a vote of 6-0, the Board voted to adjourn the May 26, 2009 meeting of the Robbinsville Board of Education at 10:16 PM.*

**Respectfully Submitted:**

**Louise B. Davis, School Business Administrator / Board Secretary**