



**ROBBINSVILLE BOARD OF EDUCATION  
MONTHLY MEETING**

**TUESDAY, OCTOBER 26, 2010 (7:00 PM)  
RHS STUDENT ACTIVITIES CENTER**

**PUBLIC SESSION MINUTES**

**BOARD OF EDUCATION**

**Mr. Michael Reca, President**

**Mr. Matthew O'Grady, Vice President**

**Mrs. Carol Boyne**

**Dr. Vincent J. Costanza**

**Mrs. Sharon DeVito**

**Mrs. Florence Gange**

**Mr. Thomas Halm, Jr.**

**Mr. Richard Kasper**

**Mrs. Faith Silvestrov**

**SUPERINTENDENT OF SCHOOLS**

**Mr. Steven J. Mayer**

**ASSISTANT SUPERINTENDENT**

**Dr. Kathleen A. Foster**

**SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY**

**Mr. Robert DeVita**

**STUDENT COUNCIL PRESIDENT**

**Gabrielle Leach**

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

**October 26, 2010**

**I. CALL TO ORDER PUBLIC MEETING**

President Mike Reca called the October 26, 2010 meeting of the Robbinsville Board of Education to order at 7:08 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**

Board members Faith Silvestrov and Florence Gange were absent. All other Board members were present. Also present: Steven J. Mayer, Superintendent, Dr. Kathleen Foster, Assistant Superintendent, and Robert M. DeVita, School Business Administrator. Additionally, Scott Downie and Steven Spiezle were on hand for an energy presentation.

**V. BOARD PRESIDENT'S REPORT – Mr. Mike Reca**

**VI. SUPERINTENDENT'S REPORT – Mr. Steven J. Mayer**

Mr. Mayer introduced Scott Downie of Spiezle Architectural Group, Inc. for a special presentation entitled *E.S.I.P.: Implementing an Energy Savings Improvement Program*. Mr. Downie provided a power point on a program recently written into the law which allows participating public entities to repair or replace old equipment with minimal upfront costs and use the savings generated from the energy reductions to pay for the replacements over a period of 15 years.

**VII. HEARING ON ANNUAL DISTRICT REPORT ON VIOLENCE AND VANDALISM FOR 2009-2010**

Mr. Mayer presented the Annual District Report on Violence and Vandalism. The district had 27 incidents of violence and 0 incidents of vandalism during 2009-2010.

**VIII. HEARING OF THE PUBLIC**

**A. Wayne Holliday**

Mr. Holliday commended the administration for Robbinsville's exceptional record on violence, vandalism and bullying.

**IX. ACCEPTANCE OF ANNUAL DISTRICT REPORT ON VIOLENCE AND VANDALISM FOR 2009-2010**

MOTION by *Mrs. Boyne*, seconded by *Mr. Halm* by a Roll Call Vote (7 yes, 0 Nays, 2 Absent, 0 Abstentions) that the Robbinsville Board of Education upon recommendation of the Superintendent accept the Annual Report on Violence and Vandalism for the 2008-2009 school year as presented by the Superintendent of Schools.

**X. SCHOOL BUSINESS ADMINISTRATOR'S REPORT – Mr. Robert DeVita**

Mr. DeVita reported on the following matters:

- ASSA Report – On October 15, 2010, the district has an increase of 40 students as compared to October 15, 2009.
- CAFR – The June 30, 2010 audit resulted in no findings. A related presentation will take place during the November 16, 2010 meeting of the Board of Education.
- Special Executive Session – November 15, 2010 related to Negotiations

**XI. STUDENT COUNCIL PRESIDENT'S REPORT - Ms. Gabrielle Leach**

Gabrielle Leach reported that Homecoming was a success. She also reported on GSA Ally Week to promote tolerance and Breast Cancer Awareness week.

**XII. MINUTES**

On motion of Mr. O'Grady and seconded by Mrs. Boyne, the Board voted to approve the minutes of the following meetings:

September 28, 2010 – Public Session  
September 28, 2010 – Executive Session

**XIII. COMMITTEE REPORTS**

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

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

- District Survey
- Voting Trends
- Town Meetings or Gatherings
- Next Meeting – November 2, 2010 – 7:00 PM

**B. EDUCATION, DEVELOPMENT & POLICY – Dr. Vincent Costanza**

Dr. Costanza reported on the following matters that were discussed during the October 12, 2010 committee meeting:

- Policies and Curriculum to be adopted
- Curriculum to be researched, reviewed and written
- Kindergarten screening and related matters

**C. PERSONNEL – Mrs. Carol Boyne**

Mrs. Boyne reported on the personnel matters discussed during the October 19, 2010 Personnel Committee meeting.

#### **D. FINANCE, FACILITIES, & TRANSPORTATION – Mr. Thomas Halm**

Mr. Halm reported on the following matters that were discussed during the October 20, 2010 meeting of the FFT Committee:

- S.A.F.E.
- Spiegle presentation on energy savings program
- Broad – RHS Chillers
- Timeline for Banking RFP
- Standard Operating Procedures
- Comprehensive Maintenance Plan
- School Choice
- Windsor Transportation Issue
- Annual Audit

#### **E. NEGOTIATIONS – Mr. Thomas Halm**

Mr. Halm noted that a Special Executive Session will take place on November 15, 2010 to discuss upcoming negotiations with WTEA.

#### **F. CORPORATE RELATIONS – Mr. Richard Kasper**

Mr. Kasper reported on the following matters:

- October 5, 2010 Teleconference with Cisco
- October 14, 2010 – Thinkfinity Program – Funded through Verizon – Meeting with Leadership Team – Follow up Focus Group to look at Grants / Fundraising Opportunities

### **XIV. HEARING OF THE PUBLIC**

#### **A. JOHN RUCH**

Mr. Ruch emphasized that the S.A.F.E. program is a valuable community resource. In light of the recent bus situation, he asked if camera and GPS units could be installed on buses. Mr. Mayer indicated that district owned buses are currently equipped with cameras. Mr. Ruch also commented on the following:

- School Choice Engineering Program – What plan will be in place for students that quit the program?
- Jr. Robotics – Consider expansion

#### **B. WAYNE HOLLIDAY**

Mr. Holliday commended the district for keeping current on policies and the continuing effort to generate revenue.

#### **C. MIKE CAPUTO**

Mr. Caputo asked if a district employee ever follows buses for the purpose of observing how safety conscious the bus drivers are. Mr. Reca informed him that the Transportation Coordinator does this on occasion and emphasized the importance of parent communication if unsafe driving patterns are observed.

**XV. RESOLUTIONS BEING PRESENTED FOR APPROVAL**

**A. PERSONNEL (A.1 – 3)**

On motion of Mrs. Boyne and seconded by Mrs. DeVito and carried by a vote of 6-1, the Robbinsville Board of Education, upon recommendation of the Superintendent, voted to approve resolutions A.1 - 3 on the Personnel Agenda (Pages 14-20). Mr. Kasper dissented. Mrs. Gange and Mrs. Silvestrov were absent.

**B. EDUCATION, DEVELOPMENT, & POLICY (B.1 –11)**

On motion of Mr. O’Grady and seconded by Mrs. Boyne and carried by a vote of 6-0, the Robbinsville Board of Education, upon recommendation of the Superintendent, voted to approve Education, Development & Policy resolutions B.1, 2, 4 - 11 as indicated. Mr. Kasper abstained. Mrs. Gange and Mrs. Silvestrov were absent.

On motion of Mr. Halm and seconded by Mr. O’Grady and carried by a vote of 6-0, the Robbinsville Board of Education, upon recommendation of the Superintendent, voted to approve Education, Development & Policy resolution B.3 as indicated. Mr. Kasper abstained. Mrs. Gange and Mrs. Silvestrov were absent.

**1. INTERDISTRICT PUBLIC SCHOOL CHOICE PROGRAM APPLICATION**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the submission of the Inter-district Public School Choice Program application due to the New Jersey Department of Education on October 29, 2010. The district is submitting the application to open the opportunity of accepting 10 additional Freshmen students to participate in the high school’s growing engineering program.

**2. NJQSAC – DISTRICT PERFORMANCE REVIEW (DPR) SUBMISSION**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve submission to the Mercer County Office of completed DPRs by the District QSAC Committee.

**3. STUDENT CONTRACT / CODE OF CONDUCT – REVISED**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the revised Student Contract / Code of Conduct for participation in RHS athletics and co/extra-curricular activities. (Attachment)

**4. CURRICULUM ADOPTION**

That the Robbinsville Board of Education upon recommendation of the Superintendent adopt the following curriculum to be implemented effective immediately. (Attachments)

- K-3 Language Arts Literacy
- K-8 Physical Education / Health
- K-8 Social Studies
- K-5 Guidance
- I&RS Guidelines

**5. POLICIES & REGULATIONS – FIRST READING**

That the Robbinsville Board of Education upon recommendation of the Superintendent review the following policies and regulations at the level of first reading. (Attachments)

P0146 – Board Member Authority  
P0171 – Duties of Board President and Vice President  
P0173 – Duties of Public School Accountant  
P2431.3 – Practice and Pre-season Heat Acclimation for Interscholastic Athletics  
P2431.4 – Concussion Testing and Return to Play  
P3144 – Certification of Tenure Charges  
R3144 – Certification of Tenure Charges  
P4159 – Support Staff Member / School District Reporting Responsibilities  
P5305 – Health Services Personnel  
P5310 – Health Services (M)  
P5332 – Do Not Resuscitate Orders (M)  
P5466 – Graduation and Yearbook Fees (M)  
P5535 – Passive Breath Alcohol Sensor Device  
P6112 – Reimbursement of Federal and Other Grant Expenditures (M)  
R6112 – Reimbursement of Federal and Other Grant Expenditures (M)  
P6470 – Payment of Claims  
P6830 – Audit and Comprehensive Annual Financial Report (M)  
P7410 – Maintenance and Repair  
P7650 – School Vehicle Assignment, Use, Tracking, Maintenance and Accounting (M)  
P8310 – Public Records  
R8310 – Public Records

**6. POLICIES & REGULATIONS – SECOND READING & ADOPTION**

That the Robbinsville Board of Education upon recommendation of the Superintendent review and adopt the following policies and regulations. (Attachments)

P5307 – Nursing Services Plan (M)  
P5513 – Care of School Property (M)

**7. NURSING SERVICES PLAN 2010-2011**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the Robbinsville Public Schools Nursing Services Plan for the 2010-2011 school year as required by state law and Board policy 5307. (Attachment)

**8. STUDENT TEACHER – TCNJ**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve TCNJ student Dena Lagomarsino to student teach during the Winter semester. RHS English teacher Jason Armstrong will serve as the cooperating teacher.

**9. SPECIAL SERVICES**

**a. Tuition Contract Mercer County Special Services School District**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve a contract with Mercer County Special Services School District in the amount of \$668,122.00 for the 2010-2011 school year for the following students:

<u>Student ID Number</u>	<u>2010/2011 School Year Tuition</u>
10-14RE	\$ 52,234
10-15RE	\$ 52,234
10-12RE	\$ 52,234
10-07RE	\$ 52,234
10-10RE	\$ 52,234
10-11RE	\$ 52,234
10-05RE	\$ 52,234
10-17RE	\$ 42,042
10-16RE	\$ 42,042
10-09RE	\$ 42,042
10-13RE	\$ 42,042
10-06RE	\$ 47,684
10-03RE	\$ 47,684
10-01RE	\$ 38,948
<b>Total</b>	<b>\$668,122</b>

**b. Tuition Contract – Princeton Regional School District**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve a tuition contract with Princeton Regional School District in the amount of \$34,500.00 for the 2010-2011 school year for student #10-36R.

**c. Middlesex Regional Educational Services Commission**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve a contract with Middlesex Regional Educational Services Commission to provide Partnerships for Children with Hearing Loss/Itinerant Services for 2 hours per week at \$140.00 per hour for 36 weeks for a total of \$10,080.00 for student #170155 for the 2010-2011 school year.

**d. Consulting Services – Beautiful Minds of Princeton, LLC**

That the Robbinsville Board of Education upon recommendation of the Superintendent authorize Beautiful Minds of Princeton, LLC to provide Board Certified Behavior Analyst (BCBA) consulting services at the rate of \$100.00 per hour.

**10. FIELD TRIPS**

**a. Field Trips – Robbinsville High School**

That the Robbinsville BOE upon recommendation of the Superintendent approve the following field trip(s) for Robbinsville High School during the 2010-2011 school year as indicated:

**Island Beach State Park-Seaside Park, NJ**

Date:	October 23, 2010
Number of Pupils Participating:	12
Teacher/Other Chaperones:	1 / 1
Approximate Cost per Pupil:	\$0.00
Time Scheduled to Leave/Return:	8:00 am / 1-2 pm
Bus Service:	George Dapper Inc.
Class/Group:	Environmental Club

Purpose: Participate in Beach Clean-Up (Statewide Event).  
*Admission/Transportation Cost not Incurred by District*

**Hyatt Regency-New Brunswick, NJ**

Date: November 11-14, 2010  
Number of Pupils Participating: 25-30  
Teacher/Other Chaperones: 2 / 0  
Approximate Cost per Pupil: \$200.00-300.00  
Time Scheduled to Leave/Return: 1:30 pm (11/11) / 1pm (11/14)  
Bus Service: George Dapper Inc.  
Class/Group: Model UN  
Purpose: Students will participate in a mock UN to strengthen political, historical, and debate skills.

*Admission/Transportation Cost not Incurred by District*

**Asian Market-Edison, NJ**

Date: November 16 & 17, 2010  
Number of Pupils Participating: 45  
Teacher/Other Chaperones: 1 / 1  
Approximate Cost per Pupil: \$25.00  
Time Scheduled to Leave/Return: 9:15 am / 1:50 pm  
Bus Service: George Dapper Inc.  
Class/Group: Chinese Classes  
Purpose: To experience Chinese Culture.

*Admission/Transportation Cost not Incurred by District*

**Roundabout Theatre-New York, NY**

Date: December 22, 2010  
Number of Pupils Participating: 80  
Teacher/Other Chaperones: 3 / 5  
Approximate Cost per Pupil: \$80.00  
Time Scheduled to Leave/Return: 8 am / 7 pm  
Bus Service: George Dapper Inc. /BOE  
Class/Group: AP/Honors English-Theatre Class  
Purpose: Theatre students will view/critique contemporary classic produced/performed by award winning professionals. English students will see play performed that they read for class and discuss play performance vs. on the page.

*Admission/Transportation Cost not Incurred by District*

**Camden Community College-Blackwood, NJ**

Date: January 8, 2011  
Number of Pupils Participating: 25-30  
Teacher/Other Chaperones: 1 / 0  
Approximate Cost per Pupil: \$0.00  
Time Scheduled to Leave/Return: 6:45 am / 7 pm  
Bus Service: George Dapper Inc.  
Class/Group: Science Olympiad Team  
Purpose: Students will gain a greater appreciation of science through hands-on projects and team orientated science competition.

*Admission/Transportation Cost not Incurred by District*



**b. Field Trips – Sharon Elementary School**

That the Robbinsville BOE upon recommendation of the Superintendent approve the following field trip(s) for Sharon Elementary School during the 2010-2011 school year as indicated:

**Thriftway-Robbinsville, NJ**

Date: September 30, 2010  
Number of Pupils Participating: 3  
Teacher/Other Chaperones: 3/0  
Approximate Cost per Pupil: \$0.00  
Time Scheduled to Leave/Return: 9:15 am/10:45 am  
Bus Service: BOE  
Class/Group: Autism Class  
Purpose: A community based experience for the students to develop functional language skills and appropriate behaviors in the community.  
*Admission/Transportation Cost not Incurred by District*

**Westhaven Farm-Allentown, NJ**

Date: October 18, 2010  
Number of Pupils Participating: 17am/14pm  
Teacher/Other Chaperones: 7/7 (both trips)  
Approximate Cost per Pupil: \$6.00  
Time Scheduled to Leave/Return: 9:15 am/11 am & 12:15 pm/2 pm  
Bus Service: BOE  
Class/Group: AM & PM Preschool Classes  
Purpose: To have students read and learn how pumpkins grow and to follow-up with a hands-on learning experience  
*Admission/Transportation Cost not Incurred by District*

**Windsor Farm-Windsor, NJ**

Date: October 19, 2010  
Number of Pupils Participating: 20  
Teacher/Other Chaperones: 12/0  
Approximate Cost per Pupil: \$9.00  
Time Scheduled to Leave/Return: 9:30 am/11:30 am  
Bus Service: BOE  
Class/Group: Sharon self-contained class  
Purpose: A community based experience to develop functional language skills, interact with others and demonstrate appropriate behaviors in the community.  
*Admission/Transportation Cost not Incurred by District*

**11. WORKSHOPS**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve or ratify the list of upcoming professional development workshops scheduled to take place during the 2010-2011 school year. (Attachment)

**DISCUSSION**

The Board discussed the School Choice Application. Mr. Mayer indicated that some answers on the application will be strong and others less so. In addition to providing a means of generating much needed revenue, the Robbinsville Engineering Program will provide an exceptional opportunity for students from neighboring districts to participate in an academy type program.

A discussion regarding QSAC ensued. Mr. Mayer explained that the district has improved in each of the five DPR areas as follows:

Fiscal – 95%	Instruction & Program – 92%
Operations – 100%	Governance – 100%
Personnel – 100%	

Mr. Kasper asked for clarification on the Student Contract. Mr. Mayer restated that the changes in language are based upon a recent decision by the Commissioner.

**C. FINANCE, FACILITIES & TRANSPORTATION (C.1 – 3)**

On motion of Mr. O’Grady and seconded by Mr. Halm and carried by a vote of 7-0, the Robbinsville Board of Education, upon recommendation of the Superintendent, voted to approve Finance, Facilities & Transportation resolutions C.1- 3 as indicated. Mrs. Gange and Mrs. Silvestrov were absent.

**1. FINANCE**

**a. Bills and Claims List**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve payment of the Bills & Claims List for the period ending October 26, 2010:

Accounts Payable	
Fund	
11 - General Fund	\$ 988,726.34
12 - Capital Outlay	\$ 20,553.00
20 - Special Revenue	\$ 84,345.91
40 - Debt Service	\$ -
60 - Enterprise Fund	\$ 66,381.42
<b>Total Accounts Payable</b>	<b>\$ 1,160,006.67</b>
Payroll	
October 15, 2010	\$ 946,016.92
<b>Total Payroll</b>	<b>\$ 946,016.92</b>
<b>Total Bill List</b>	<b>\$ 2,106,023.59</b>

**b. Certification of Board Secretary**

Pursuant to N.J.A.C. 6A:23-2.12(c)3 I, Robert M. De Vita, Board Secretary/School Business Administrator, certify that as of September 30, 2010 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**

That the Robbinsville Board of Education upon recommendation of the Superintendent accept the Reports of the Board Secretary for the period ending September 30, 2010. (Attachment)

**d. Reports of the Treasurer**

That the Robbinsville Board of Education upon recommendation of the Superintendent accept the Treasurer’s Reports for the period ending August 31, 2010 and September 30, 2010. (Attachments)

e. **Transfer Report – October 26, 2010**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the transfers totaling \$84,439.42 for the period ending October 26, 2010 as indicated. (Attachment)

f. **Cancellation of Outstanding Checks**

That the Robbinsville Board of Education upon recommendation of the Superintendent authorize cancellation of the following outstanding checks issued from the Payroll Account.

Check # 6652 in the amount of \$919.04 (Issued 10/30/06)

Check #22631 in the amount of \$1,656.75 (Issued 8/30/06)

g. **Standard Operating Procedure Manual**

That the Robbinsville Board of Education upon recommendation of the Superintendent adopt the Standard Operating Procedures / Internal Control Manual as per 6A:23A-22.14. (Attachment)

h. **Service & Extended Warranty Contract with Broad U.S.A., Inc.**

That the Robbinsville Board of Education upon recommendation of the Superintendent enter into a service / extended warranty contract with Broad U.S.A., Inc. in the amount of \$35,507.82 for chiller service at RHS for the 2010-2011 school year.

i. **Acceptance of Grant Funds**

That the Robbinsville Board of Education upon recommendation of the Superintendent accept grant funds in the amount of \$3,000 from the Diane Dixon Fund of the Princeton Area Community Foundation in support of the RHS fall drama.

2. **FACILITIES**

a. **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 November 2010 and December 2010. (Attachments)

b. **Submission of Comprehensive Maintenance Plan**

**WHEREAS**, the New Jersey Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and M-1 form documenting “required” maintenance activities for each of its public school facilities, and

**WHEREAS**, the required maintenance activities as listed in the attached documents for the various school facilities of Robbinsville Public Schools are consistent with these requirements, and

**WHEREAS**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**NOW THEREFORE BE IT RESOLVED**, that the Robbinsville Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M-1 form for Robbinsville Public Schools in compliance with Department of Education requirements.

**b. Band Trailer Drivers**

That the Robbinsville Board of Education, upon recommendation of the Superintendent, authorize Michael Krakowski to transport band equipment to away games and competitions with the district-owned truck and band trailer.

**3. TRANSPORTATION**

**a. School Bus Evacuations**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve completion of the following semi-annual school bus evacuations as required by state law 6A:27-11.2.

Date: October 13, 2010  
Time: Upon a.m. arrival (8:45-9:00am)  
School: Sharon Elementary  
Location: rear of 234 Sharon Road in bus lane  
Route number(s): ELM-1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 18, 21, 22  
Administrator: Janet Sinkewicz

Date: October 14, 2010  
Time: Upon a.m. arrival (8:45-9:00am)  
School: Windsor Elementary  
Location: front of 16 School Drive  
Route number(s): WDSK & WNDK  
Administrator: Janet Sinkewicz

Date: October 14, 2010  
Time: Upon a.m. arrival (7:20-7:30am)  
School: Robbinsville High School  
Location: Curbside front of 155 Robbinsville-Edinburg Rd  
Route number(s): RHS-1, 2, 3, 4, 5, 6, 8, 9, 10, 11, 12, & 13  
Administrator: Curtis Wyers

Date: October 14, 2010  
Time: Upon a.m. arrival (8:20-8:30am)  
School: Robbinsville High School (Pre-School)  
Location: Curbside front of 155 Robbinsville-Edinburg Rd  
Route number(s): PKA-1  
Administrator: Curtis Wyers

Date: October 22, 2010  
Time: Upon a.m. arrival (7:20-7:30am)  
School: Robbinsville High School  
Location: Curbside front of 155 Robbinsville-Edinburg Rd

Route number(s): RHS-7  
Administrator: Curtis Wyers

**DISCUSSION**

Mr. DeVtia explained that the BOE approval of cancelled payroll checks (C.1f) is the last step of a long term clean-up effort in the Payroll Department. He noted that the Standard Operating Procedure manual (C.1g) was created based upon best practice, policy and state law.

**XVI. HEARING OF PUBLIC**

**A. MIKE CAPUTO**

Mr. Caputo applauded the district for it's much improved QSAC results.

**XVII. OLD BUSINESS**

Mr. Halm inquired about the status of the OPRA request. Mr. Mayer said that we have not yet heard from the Department of Education. He will follow up and report his findings.

**XVIII. NEW BUSINESS**

Holiday Bazaar – November 21, 2010

Save the Date – Casino Night (Robbinsville Education Foundation) – March 18, 2011

**XIX. ADJOURNMENT**

On motion of Mr. O'Grady and seconded by Mrs. DeVito and carried by a vote of 7-0, the Robbinsville Board of Education, voted to adjourn the October 26, 2010 meeting at 9:20 PM.
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Respectfully submitted,

Robert M. De Vita  
School Business Administrator / Board Secretary

**Personnel items for Board Approval (as of 10/21/10):**

Agenda Date	Name	Position	Location	Action	Effective Date	Ending Date	Step	Salary	Notes for Discussion
<b>1. Employment of Staff:</b>									
<b>a. Administrators/Supervisors:</b>									
10/26/2010	Arthur	Downs	Interim Asst. Principal	SES	Approve Interim Asst. Principal	10/26/2010	1/31/2011	n/a	\$ 350.00 Per diem rate.
<b>b. Certificated Staff:</b>									
10/26/2010	Tracy	Rodriguez	Special Ed Teacher	SES	Approve Home Instruction	10/26/2010	6/30/2011	n/a	\$ 34.00 Court mandated. Not to exceed 9 hours per week at a rate of \$34 an hour for remainder of 2010-2011 school year and ESY 2011.
10/26/2010	Dawn	Brunow	Teacher	SES	Approve Home Instruction	10/26/2010	6/30/2011	n/a	\$ 816.00 Rate is \$34 per hour for 3 students. Hours not to exceed 24 (8 hours per student).
<b>c. Non-Certificated Staff:</b>									
10/26/2010	Gail	Pillitteri	Instructional Asst.	SES	Approve Leave	10/4/2010	12/10/2010	n/a	Effective date reflects beginning of paid sick leave-FMLA applied as of that date. Doctor's notes on file.
10/26/2010	Diane	Orlak	Leave Replacement	SES	Approve Leave Replacement	10/6/2010	12/10/2010	n/a	\$ 4,778.04 Leave replacement for G. Pillitteri
<b>d. Substitutes:</b>									
10/26/2010	Celeste	Natale	Substitute bus aide	District	Adjust Substitute	9/1/2010	6/30/2011	n/a	\$ 10.34 Approved 9/28/10 under wrong last name. Mott should be Natale. Rate is per hour.
10/26/2010	Karen	Stryker	Substitute Teacher	District	Appoint Substitute	11/1/2010	6/30/2011	n/a	\$ 75.00 Former student teacher. Rate is per day.
<b>2. Placement on the Salary Guide: None</b>									
<b>3. Extra Work/Extra Pay:</b>									
<b>a. Athletics:</b>									
10/26/2010	PRMS	Staff	Cross Country Event Staff	PRMS	Approve Staff	11/1/2010	6/30/2011	n/a	\$25.00 Rate per hour (maximum 2 hours per person per event) as needed fro Cross Country meets.
10/26/2010	Joanne	Zapicchi	Substitute Athletic Trainer	RHS	Re-appoint Substitute	11/1/2010	6/30/2011	n/a	\$100.00 Rate per day as certified trainer.
10/26/2010	Frank	Colabella	Substitute Athletic Trainer	RHS	Ratify/Re-appoint Substitute	9/1/2010	6/30/2011	n/a	\$100.00 Rate per day as certified trainer.

10/26/2010	Dan	Bergan	Ice Hockey Coach	RHS	Approve Head Coach	11/1/2010	6/30/2011	3	\$ 7,647.00	Stipend (per WTEA Agreement)
10/26/2010	Mark	Phillips	Ice Hockey Coach	RHS	Approve Asst. Coach	11/1/2010	6/30/2011	3	\$ 5,278.00	Stipend (per WTEA Agreement)
10/26/2010	Dennis	Green	Ice Hockey Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Dan	Greb	Ice Hockey Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Chris	Piet	Ice Hockey Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Pam	Owens	Swimming Coach	RHS	Re-Appoint Head Coach	11/1/2010	6/30/2011	2	\$ 7,107.00	Stipend (per WTEA Agreement)
10/26/2010	Cynthia	Urigen	Swimming Coach	RHS	Approve Asst. Coach	11/1/2010	6/30/2011	1	\$ 4,847.00	Stipend (per WTEA Agreement)
10/26/2010	Bill	Bonnette	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Jeff	Bruno	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Brandon	DiDonato	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Zach	Friedman	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Kevin	Homan	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Andrew	Harvilla	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Matt	Joseph	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Kenny	Lesczynski	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Christian	Nemeth	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Vince	Nocera	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Mark	Normandin	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position
10/26/2010	Matt	Roeloffs	Wrestling Coach	RHS	Approve Volunteer	11/1/2010	6/30/2011	n/a	\$ -	Volunteer position

**b. Co-Curricular:**

10/26/2010	Katie	Gildea	5th Grade Team Leader	PRMS	Rescind Team Leader	9/1/2010	6/30/2011	0-3	\$ 639.00	
10/26/2010	Brenda	John Goodstein	Family Math Night	SES	Approve facilitator	9/1/2010	6/30/2011	n/a	\$ 1,224.00	Stipend covers 12 nights in 2 six week sessions for parents. (\$34 per hour x 3 hours each night).

10/26/2010	Ellen	Malissa	Family Math Night	SES	Approve facilitator	9/1/2010	6/30/2011	n/a	\$ 1,224.00	Stipend covers 12 nights in 2 six week sessions for parents. (\$34 per hour x 3 hours each night).
10/26/2010	Anne	Woodrick	5th Grade Team Leader	PRMS	Rescind Team Leader	9/1/2010	6/30/2011	4+	\$742.00	
10/26/2010	Mary	Carpenter	Homework Advisor	PRMS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$ 2,596.00	Stipend (per WTEA Agreement). Corrected from 8/26/10 approval for Homework Club.
10/26/2010	Tom	Staab	Science Olympiad	PRMS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$ 1,174.00	Stipend (per WTEA Agreement)
10/26/2010	Lisa	Giblin	Homework Club	PRMS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$ 1,896.00	Stipend \$474 per sessions-maximum of 4 sessions(per WTEA Agreement)
10/26/2010	Stephanie	Lewandowski	Cheerleading Coach	RHS	Amend Head Coach	9/1/2010	6/30/2011	3	\$1,376.20	To be paid prorated Stipend (per WTEA Agreement) based on number of days completed.
10/26/2010	Lindsay	Richard	Cheerleading Coach	RHS	Amend Asst. Coach	9/1/2010	6/30/2011	3	\$927.60	To be paid prorated Stipend (per WTEA Agreement) based on number of days completed.
10/26/2010	Rebekah	Territo	Cheerleading Coach	RHS	Approve Head Coach	9/1/2010	6/30/2011	1	\$3,181.88	To be paid prorated Stipend (per WTEA Agreement) based on number of days completed.
10/26/2010	Jessica	Toth	Cheerleading Coach	RHS	Approve Asst. Coach	9/1/2010	6/30/2011	3	\$2,411.76	To be paid prorated Stipend (per WTEA Agreement) based on number of days completed.
10/26/2010	Jaela	Johnson	Photography Club Advisor	RHS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$ -	No cost to district
10/26/2010	Lauren	DeSimone	Mythology Club Advisor	RHS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$ -	No cost to district
10/26/2010	Olga	Schmid	Dance Club Advisor	RHS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$1,750.00	Stipend (per WTEA Agreement)
10/26/2010	Vimla	Fay	International Club	RHS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$ -	No cost to district

**c. Other**

10/26/2010	Nicole	McGrath	Literacy Coach K-3	SES	Revise Charge to Account #	9/1/2010	6/30/2011	n/a	\$ 2,040.00	Approved 8/31/10 with incorrect Charge to #. Correct # is: 20-270-200-100-09-11
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10/26/2010	Barbara	Soares	Literacy Coach 4-5	PRMS	Revise Charge to Account #	9/1/2010	6/30/2011	n/a	\$ 2,040.00	Approved 8/31/10 with incorrect Charge to #. Correct # is: 20-270-200-100-09-11
10/26/2010	Christina	Williams	Literacy Coach 6-8	PRMS	Revise Charge to Account #	9/1/2010	6/30/2011	n/a	\$ 2,040.00	Approved 8/31/10 with incorrect Charge to #. Correct # is: 20-270-200-100-09-11
10/26/2010	Megan	Steigerwald	Math Coach K-3	SES	Revise Charge to Account #	9/1/2010	6/30/2011	n/a	\$ 2,040.00	Approved 8/31/10 with incorrect Charge to #. Correct # is: 20-231-200-100-09-11
10/26/2010	Renee	Mering	Math Coach 4-5	PRMS	Revise Charge to Account #	9/1/2010	6/30/2011	n/a	\$ 2,040.00	Approved 8/31/10 with incorrect Charge to #. Correct # is: 20-231-200-100-09-11
10/26/2010	Lauri	Foster	Math Coach 6-8	PRMS	Revise Charge to Account #	9/1/2010	6/30/2011	n/a	\$ 2,040.00	Approved 8/31/10 with incorrect Charge to #. Correct # is: 20-231-200-100-09-11
10/26/2010	Sharon	Moffat	District Testing	District	Approve Test Coordinator	9/1/2010	6/30/2011	n/a	\$ 3,018.58	per RPSA Agreement. Stipend being split by Administrators
10/26/2010	Michael	DeTuro	District Testing	District	Approve Test Coordinator	9/1/2010	6/30/2011	n/a	\$ 3,018.58	per RPSA Agreement. Stipend being split by Administrators
10/26/2010	Nicole	Rossi	District Testing	District	Approve Test Coordinator	9/1/2010	6/30/2011	n/a	\$ 2,869.84	per RPSA Agreement. Stipend being split by Administrators
10/26/2010	Anna	Coriasco	Before School Supervision	PRMS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$ 34.00	To monitor school arrivals at a prorated rate of \$34 per hour (per WTEA Agreement)
10/26/2010	Lisa	Giblin	Before School Supervision	PRMS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$ 34.00	To monitor school arrivals at a prorated rate of \$34 per hour (per WTEA Agreement)
10/26/2010	Dan	Carrigan	Before School Supervision	PRMS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$ 34.00	To monitor school arrivals at a prorated rate of \$34 per hour (per WTEA Agreement)
10/26/2010	Annette	Deck	Before School Supervision	PRMS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$ 34.00	To monitor school arrivals at a prorated rate of \$34 per hour (per WTEA Agreement)

10/26/2010	Grant	Mech	Before School Supervision	PRMS	Approve Advisor	9/1/2010	6/30/2011	n/a	\$ 34.00	To monitor school arrivals at a prorated rate of \$34 per hour (per WTEA Agreement)
10/26/2010	John	Kerrigan	Security	District	Rescind Re-Appointment	7/1/2010	6/30/2011	n/a	\$ 17,683.00	
10/26/2010	Kim	Brown	Teacher Workshop Presenter	District	Approve Presenter	11/1/2010	6/30/2011	n/a	\$680.00	Teacher will facilitate workshops for district staff. \$34/hour not to exceed 20 hours.
10/26/2010	Dawn	Anderson	Math Curriculum Alignment and Benchmarking	District	Approve Participation	11/1/2010	6/30/2011	n/a	\$680.00	Teacher will receive a stipend (\$34/hour not to exceed 20 hours). Charged to 20-231-200-100-09-11 (NCLB Title1A Grant)
10/26/2010	Karen	Bukowski	Math Curriculum Alignment and Benchmarking	District	Approve Participation	11/1/2010	6/30/2011	n/a	\$680.00	Teacher will receive a stipend (\$34/hour not to exceed 20 hours). Charged to 20-231-200-100-09-11 (NCLB Title1A Grant)
10/26/2010	Lauri	Foster	Math Curriculum Alignment and Benchmarking	District	Approve Participation	11/1/2010	6/30/2011	n/a	\$680.00	Teacher will receive a stipend (\$34/hour not to exceed 20 hours). Charged to 20-231-200-100-09-11 (NCLB Title1A Grant)
10/26/2010	Clare	Krulewicz	Math Curriculum Alignment and Benchmarking	District	Approve Participation	11/1/2010	6/30/2011	n/a	\$680.00	Teacher will receive a stipend (\$34/hour not to exceed 20 hours). Charged to 20-231-200-100-09-11 (NCLB Title1A Grant)
10/26/2010	Lisa	Talar	Math Curriculum Alignment and Benchmarking	District	Approve Participation	11/1/2010	6/30/2011	n/a	\$680.00	Teacher will receive a stipend (\$34/hour not to exceed 20 hours). Charged to 20-231-200-100-09-11 (NCLB Title1A Grant)
10/26/2010	Rachel	Whiteman	Math Curriculum Alignment and Benchmarking	District	Approve Participation	11/1/2010	6/30/2011	n/a	\$680.00	Teacher will receive a stipend (\$34/hour not to exceed 20 hours). Charged to 20-231-200-100-09-11 (NCLB Title1A Grant)
10/26/2010	Kim	Brown	Curriculum Writing for Computers K-8	District	Approve Curriculum Writing	11/1/2010	6/30/2011	n/a	\$1,360.00	\$34/hour not to exceed 40 hours

10/26/2010	Heidi	Berkey	Curriculum Writing for K-5 LAL	District	Approve Curriculum Writing	11/1/2010	6/30/2011	n/a	\$1,360.00	\$34/hour not to exceed 40 hours
10/26/2010	Barbara	Soares	Curriculum Writing for K-5 LAL	District	Approve Curriculum Writing	11/1/2010	6/30/2011	n/a	\$2,040.00	\$34/hour not to exceed 60 hours
10/26/2010	Carol	Hotchkiss	Curriculum Writing for Grades 4-5 LAL	District	Rescind Curriculum Writing	7/1/2010	8/31/2010	n/a	\$340.00	
10/26/2010	Kathleen	Manning	Curriculum Writing for Grades 5-8 Social Studies	District	Approve Curriculum Writing	11/1/2010	6/30/2011	n/a	\$680.00	\$34/hour not to exceed 20 hours
10/26/2010	Jane	Hutchison	Curriculum Writing for Grades 5-8 Social Studies	District	Approve Curriculum Writing	11/1/2010	6/30/2011	n/a	\$680.00	\$34/hour not to exceed 20 hours
10/26/2010	Kim	Benson	Substitute Teacher	District	Align w/Federal Grant Requirements	n/a	n/a	n/a	\$37.50	Per Federal Grant requirements, Substitute coverage for Title I teachers paid by grant money. Charged to: 20-231-100-100-09-11
10/26/2010	Ann	Crilly	Substitute Teacher	District	Align w/Federal Grant Requirements	n/a	n/a	n/a	\$40.00	Per Federal Grant requirements, Substitute coverage for Title I teachers paid by grant money. Charged to: 20-231-100-100-09-11
10/26/2010	Kim	Maslak	Substitute Teacher	District	Align w/Federal Grant Requirements	n/a	n/a	n/a	\$37.50	Per Federal Grant requirements, Substitute coverage for Title I teachers paid by grant money. Charged to: 20-231-100-100-09-11

10/26/2010	Melissa	Avellino	Homecoming Dance Chaperone	RHS	Ratify/Approve Chaperone	9/10/2010	9/10/2010	n/a	\$110.00	5 hours at \$22 per hour in line with WTEA Agreement.
10/26/2010	Carolyn	Bonifazi	Homecoming Dance Chaperone	RHS	Ratify/Approve Chaperone	9/10/2010	9/10/2010	n/a	\$110.00	5 hours at \$22 per hour in line with WTEA Agreement.
10/26/2010	Joanne	DeSimone	Homecoming Dance Chaperone	RHS	Ratify/Approve Chaperone	9/10/2010	9/10/2010	n/a	\$110.00	5 hours at \$22 per hour in line with WTEA Agreement.
10/26/2010	Angel	Dolina	Homecoming Dance Chaperone	RHS	Ratify/Approve Chaperone	9/10/2010	9/10/2010	n/a	\$110.00	5 hours at \$22 per hour in line with WTEA Agreement.
10/26/2010	Laura	Francolino	Homecoming Dance Chaperone	RHS	Ratify/Approve Chaperone	9/10/2010	9/10/2010	n/a	\$110.00	5 hours at \$22 per hour in line with WTEA Agreement.
10/26/2010	Sean	Fry	Homecoming Dance Chaperone	RHS	Ratify/Approve Chaperone	9/10/2010	9/10/2010	n/a	\$110.00	5 hours at \$22 per hour in line with WTEA Agreement.
10/26/2010	Eileen	Katzman	Homecoming Dance Chaperone	RHS	Ratify/Approve Chaperone	9/10/2010	9/10/2010	n/a	\$110.00	5 hours at \$22 per hour in line with WTEA Agreement.
10/26/2010	Clare	Krulewicz	Homecoming Dance Chaperone	RHS	Ratify/Approve Chaperone	9/10/2010	9/10/2010	n/a	\$110.00	5 hours at \$22 per hour in line with WTEA Agreement.
10/26/2010	Kristina	Mannino	Homecoming Dance Chaperone	RHS	Ratify/Approve Chaperone	9/10/2010	9/10/2010	n/a	\$110.00	5 hours at \$22 per hour in line with WTEA Agreement.
10/26/2010	Tawrye	Mason	Homecoming Dance Chaperone	RHS	Ratify/Approve Chaperone	9/10/2010	9/10/2010	n/a	\$110.00	5 hours at \$22 per hour in line with WTEA Agreement.
10/26/2010	Barbara	Wojtowicz	Homecoming Dance Chaperone	RHS	Ratify/Approve Chaperone	9/10/2010	9/10/2010	n/a	\$110.00	5 hours at \$22 per hour in line with WTEA Agreement.