



**ROBBINSVILLE BOARD OF EDUCATION
MONTHLY MEETING**

**TUESDAY, DECEMBER 20, 2011 - 6:30 PM
RHS STUDENT ACTIVITIES CENTER**

PUBLIC SESSION MINUTES

BOARD OF EDUCATION

Mr. Michael Reca, President

Mrs. Carol Boyne, Vice President

Dr. Vincent J. Costanza

Mrs. Sharon DeVito

Mrs. Florence Gange

Mr. Thomas Halm, Jr.

Mr. Richard Kasper

Mr. Keith Kochberg

Mrs. Faith Silvestrov

SUPERINTENDENT OF SCHOOLS

Dr. Steven J. Mayer

ASSISTANT SUPERINTENDENT

Dr. Kathleen A. Foster

SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY

Mr. Robert DeVita

STUDENT GOVERNMENT PRESIDENT

Julian Jiggetts

ROBBINSVILLE BOARD OF EDUCATION
PUBLIC SESSION MINUTES

December 20, 2011

I. CALL TO ORDER PUBLIC MEETING

President Michael Reca called the December 20, 2011 meeting of the Robbinsville Board of Education to order at 6:37 PM. As required, he read the *Statement of Public Meetings*.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Mrs. Boyne – Present
Dr. Costanza – Present
Mrs. DeVito – Present

Mrs. Gange – Absent
Mr. Halm – Present
Mr. Kasper – Present

Mr. Kochberg – Present
Mrs. Silvestrov – Present
Mr. Reca – Present

Also present:

Steven J. Mayer, Superintendent
Kathleen A. Foster, Assistant Superintendent
Robert M. DeVita, School Business Administrator
Julian Jiggetts, Student Government President

IV. MOTION TO CONVENE IN EXECUTIVE SESSION

On motion of Mrs. Boyne and seconded by Mr. Halm, the Board voted (8 – 0) to enter into Executive Session at 6:37 PM to discuss the matter indicated below. Mrs. Gange was absent.

- Review of Harassment, Intimidation & Bullying Occurrences as required in N.J.S.A. 18A:37-15(b)6

V. MOTION TO RESUME PUBLIC SESSION

On motion of Mr. Kasper and seconded by Mrs. Silvestrov, the Board voted (8 – 0) to resume Public Session at 7:04 PM. Mrs. Gange was absent.

VI. BOARD PRESIDENT’S REPORT – Mr. Mike Reca

Before Mr. Reca’s report, Dr. Mayer requested a moment of silence to honor the life of seventh grade student Kirsten Perrine. Having spoken earlier in the day with Kirsten’s grandmother, Mrs. Boyne shared with Board members the family’s gratitude and appreciation for the district’s efforts and caring during Kirsten’s illness. The Board extended its sympathy to the Perrine family and all who had the good fortune to have known Kirsten.

Mr. Reca introduced RHS Vice Principal Nicole Rossi to honor the students involved in Fall athletics. Ms. Rossi, in turn, asked each of the team captains to speak on behalf of their teams. Representatives from the Cheerleading Squad and the Football Team as well as the Girls Soccer and Field Hockey teams were on-hand to provide the latest team statistics and accomplishments. Congratulations to all of the RHS Fall athletes!

Mr. Reca commented on Athletic Director Curtis Wyers' dedication to the students of Robbinsville and described him as a great man.

VII. SUPERINTENDENT'S REPORT – Dr. Steven J. Mayer

Dr. Mayer complimented PRMS Principal Paul Gizzo and the Pond Road staff for their masterful handling of a recent crisis after which he introduced Assistant Superintendent Kathleen Foster. Dr. Foster provided the 2011-2012 Annual Testing Presentation to the Board and noted that the presentation will be available on the district homepage for additional viewing.

At the conclusion of the presentation, Dr. Costanza pointed out that the most important slides, those that describe the next steps, help to maintain district focus on striving for a continual cycle of improvement.

VIII. SCHOOL BUSINESS ADMINISTRATOR'S REPORT – Mr. Robert DeVita

Mr. DeVita reported on the following matters.

- Sharon Roof Repairs – Expected completion by January 1 and under budget
- NJ Assembly Bill to move budget vote and push Board elections to November making headway

IX. STUDENT GOVERNMENT UPDATE – Julian Jiggetts

Student Government President Julian Jiggetts reported on the following matters.

- College acceptances
- Teachers' lesson plan competition
- Club news
- Sports update
- Winter pep rally – December 23
- School store update
- Mr. RHS competition
- Chorus performances
- Choir contest sponsored by 101.5

X. MINUTES (Attachments)

On motion of Mrs. Boyne and seconded by Dr. Costanza and carried by a vote of 5 – 0, the Robbinsville Board of Education upon recommendation of the Superintendent approved the minutes of the following meetings. Dr. Costanza, Mr. Halm and Mrs. Silvestrov abstained. Mrs. Gange was absent.

- November 29, 2011 – Executive Session
- November 29, 2011 – Public Session

XI. COMMITTEE REPORTS

A. COMMUNITY RELATIONS – Mrs. Sharon DeVito

Mrs. DeVito reported that although no December meeting of the Community Relations Committee had taken place, in January the committee expects to welcome two new members.

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

Dr. Costanza reported on the following matters discussed at the December 13, 2011 meeting of the Education, Development and Policy Committee.

- Overview of the 2012-2013 Budget
- First Reading Policies (Page 4)
- Annual Testing Presentation
- Curriculum Update
 - Replacement G&T Teacher
 - World Language Coaching Feedback
 - Project Lead the Way
 - Responsive Classroom III
 - Basic Skills
 - K-8 Supervisor Selection Process
- RHS Marching Band Trip to Hawaii
- Job Description – School Psychologist
- Anti-Bullying School Safety Teams

C. PERSONNEL – Mrs. Florence Gange

In Mrs. Gange's absence, Mrs. Boyne reported on the following personnel matters. The committee met on December 12, 2011.

- Personnel Agenda (Pages 14 – 16)
- Job Description – School Psychologist
- Volunteer Policies
- Band Trip to Hawaii
- Budget Priorities

D. FINANCE, FACILITIES, & TRANSPORTATION – Mrs. Carol Boyne

Mrs. Boyne reported on the following matters discussed during the December 13, 2011 meeting of the Finance, Facilities and Transportation Committee.

- 2012-2013 Budget
- RHS Security – Recommendation to obtain quotes for RHS buzz in system
- Sharon Elementary School Roof Update – Project on time / on budget
- PPA Update – Committee recommends rebidding with PRMS roof as alternate bid
- Maintenance Spending – Robbinsville = \$1.28 per square foot (middle of reported in Mercer Cty. districts and lowest of all reported DFG "I" districts)
- PRMS Sprinkler Heads – Replacement week of December 26th
- Review of Emergency Contract Policy
- NJSBAIG – District support for change in by-laws
- Inter-local Agreement with Township – Truck & Snowplow Service

E. NEGOTIATIONS – Mr. Thomas Halm

Mr. Halm reported that fact finding for arbitration is scheduled to take place on February 15, 2012.

XII. HEARING OF THE PUBLIC

None

XIII. APPROVAL OF RESOLUTIONS

A. PERSONNEL (A.1 –4)

On motion of Mrs. DeVito and seconded by Mrs. Boyne and carried by a vote of 8-0, the Robbinsville Board of Education voted to approve resolutions A.1 – 3 on the Personnel Agenda (pages 14 - 16) and A.4 below. Mrs. Gange was absent.

4. APPROVE JOB DESCRIPTION – SCHOOL PSYCHOLOGIST (Attachment)

That the Robbinsville BOE upon recommendation of the Superintendent approve a job description for the position of School Psychologist.

B. EDUCATION, DEVELOPMENT, & POLICY (B.1 – 7)

On motion of Mrs. Silvestrov and seconded by Dr. Costanza and carried by a vote of 8-0, the Robbinsville Board of Education upon recommendation of the Superintendent voted to approve Education, Development & Policy resolutions B.1 – 7. Item B.6a (Hawaii Trip) was amended to include only grades 9-12. Mrs. Gange was absent.

1. HARASSMENT, INTIMIDATION & BULLYING MONTHLY REPORT

That the Robbinsville Board of Education accepts without modification the Superintendent’s Report on Harassment, Intimidation and Bullying for the month of November 2011.

2. POLICIES & REGULATIONS – FIRST READING (Attachments)

That the Robbinsville BOE upon recommendation of the Superintendent review the following policies and regulations at the level of first reading.

- P0168 - Recording Board Meetings
- P5519 - Dating Violence (M) – New
- R5519 - Dating Violence (M) – New
- P6424 - Emergency Contracts
- P7422 - Integrated Pest Management Plan (M)
- P8462 - Reporting Potentially Missing or Abused Children (M)
- P8505 - School Nutrition (M)
- P9180 - School Volunteers
- P9181 - Volunteer Athletic Coaches & Co-Curricular Advisors / Assistants

3. STUDENT TEACHERS – RIDER UNIVERSITY

That the Robbinsville BOE upon recommendation of the Superintendent approve the following student teaching assignments as indicated. All individuals are enrolled in Rider University’s teacher preparation program.

<u>Student Name</u>	<u>Cooperating Teacher</u>	<u>Subject Area</u>
Nicholas LaTorre	Andrew Patterson	English
Jamie Neues	Jason Armstrong	English
Denise Prieto	Barb Wojtowicz	English

4. **GRANT ACCEPTANCE: TARGET FIELD TRIP GRANT**

That the Robbinsville BOE upon recommendation of the Superintendent accept a grant from Target Field Trips in the amount of \$700.00 to fund a field trip to TCNJ's Kidsbridge Tolerance Museum scheduled to take place in May 2012. Congratulations to Linda Biondi!

5. **SPECIAL SERVICES**

a. **Audio Enhancement System Disposal**

That the Robbinsville BOE upon recommendation of the Superintendent authorize the disposal of three obsolete *Bag of Sound* Audio Enhancement Systems (Model BOSZG1).

6. **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 2011-2012 school year as indicated. The district will incur no admission or transportation costs.

Roundabout Theatre-New York, NY

Date: 12/21/2011
Number of Pupils Participating: 26
Teacher/Other Chaperones: 3 / 1
Approximate Cost per Pupil: \$80.00
Time Scheduled to Leave/Return: 9:00 am / 9:00 pm
Bus Service: BOE
Class/Group: Drama Club

Purpose: Trip to NYC by train to see Tony Award Winning *Anything Goes*. Theatre students will see professional production of a classic play at a professional non-profit theatre.

Philadelphia Zoo-Philadelphia, PA

Date: 1/13/2012
Number of Pupils Participating: 20
Teacher/Other Chaperones: 2 / 0
Approximate Cost per Pupil: \$0.00
Time Scheduled to Leave/Return: 8:15 am / 2:00 pm
Bus Service: George Dapper Inc.
Class/Group: Environmental Club

Purpose: Students are enrolled in a media contest to inform public of threats to ecosystem. This field trip will allow students to meet with administrators regarding information and contest.

MCCC-W. Windsor, NJ

Date: 1/17/2012
Number of Pupils Participating: 10
Teacher/Other Chaperones: 1 / 0
Approximate Cost per Pupil: \$7.00
Time Scheduled to Leave/Return: 7:30 am / 1:00 pm
Bus Service: BOE

Class/Group: VE (BYOC/Cache Cupcakes)
Purpose: Compete in local business plan competition both firms entered into business plan competition and will present in front of business professionals to move on to National Competition in NYC in March 2012.

State Theatre of NJ-New Brunswick, NJ

Date: 1/27/2012
Number of Pupils Participating: 38
Teacher/Other Chaperones: 1 / 1
Approximate Cost per Pupil: \$7.00
Time Scheduled to Leave/Return: 8:30 am / 1:30 pm
Bus Service: BOE
Class/Group: Band/Marching Band
Purpose: Taking students to see BLAST and instrumental performing arts experience.

NY China Town-New York, NY

Date: 2/1/2012
Number of Pupils Participating: 40
Teacher/Other Chaperones: 2 / 0
Approximate Cost per Pupil: \$25.00
Time Scheduled to Leave/Return: 7:30 am / 1:00 pm
Bus Service: George Dapper Inc.
Class/Group: All Chinese Classes
Purpose: To experience Chinese New Year in China Town in New York City.

Body Exhibit-New York, NY

Date: 2/10/2012
Number of Pupils Participating: 80
Teacher/Other Chaperones: 8 / 0
Approximate Cost per Pupil: \$35.00
Time Scheduled to Leave/Return: 7:45 am / 3:00 pm
Bus Service: George Dapper Inc.
Class/Group: Anatomy & Forensics
Purpose: Compare diseased to healthy organs/skeletons; observe anatomical similarities and differences among individuals.

NYC 69th Regiment-New York, NY

Date: 3/29/2012
Number of Pupils Participating: 25-30
Teacher/Other Chaperones: 3 / 0
Approximate Cost per Pupil: Dependant on Fundraising
Time Scheduled to Leave/Return: 6:00 am / 5:00 pm
Bus Service: Stout's Charter Service
Class/Group: VE (Cache Cupcakes/BYOC)
Purpose: International Trade Show to showcase products, skills, advertising, invoices, and selling techniques learned in VE business class.

Philadelphia Zoo-Philadelphia, PA

Date: 5/17/2012
Number of Pupils Participating: 40
Teacher/Other Chaperones: 4 / 0
Approximate Cost per Pupil: \$20.00
Time Scheduled to Leave/Return: 8:00 am / 2:00 pm
Bus Service: George Dapper Inc.

Class/Group: Environmental Science
 Purpose: Analyze the effects of normally wild animals living in an enclosed space & evaluate the efficacy of conservation efforts on endangered & threatened species.

Philadelphia Zoo-Philadelphia, PA

Date: 5/18/2012
 Number of Pupils Participating: 30
 Teacher/Other Chaperones: 3 / 0
 Approximate Cost per Pupil: \$21.00
 Time Scheduled to Leave/Return: 8:00 am / 2:00 pm
 Bus Service: George Dapper Inc.
 Class/Group: Environmental Science/Club
 Purpose: Analyze the effects of normally wild animals living in an enclosed space & evaluate the efficacy of conservation efforts on endangered & threatened species.

Pearl Harbor, Hawaii

Date: 12/4/12 – 12/9/12
 Number of Pupils Participating: 50
 Teacher/Other Chaperones: 2 / 2
 Approximate Cost per Pupil: \$2000.00
 Time Scheduled to Leave/Return: TBD
 Bus Service: TBD
 Class/Group: RHS Marching Band (**Grades 9-12**)
 Purpose: Multiple performances honoring our service men and women who fought at Pearl Harbor as well as a cultural experience.

7. WORKSHOPS

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the list of upcoming professional development workshops scheduled to take place during the 2011-2012 school year.

Participant's Name	Vendor	Event	Event Date(s)	Registration Amount	Travel Reimbursement Amount
Mike Reca	Robbinsville Public Schs	Special Board Mtg.	1/9/2012	\$ 10.00	N/A
Keith Kochberg	Robbinsville Public Schs	Special Board Mtg.	1/9/2012	\$ 10.00	N/A
Carol Boyne	Robbinsville Public Schs	Special Board Mtg.	1/9/2012	\$ 10.00	N/A
Vincent Costanza	Robbinsville Public Schs	Special Board Mtg.	1/9/2012	\$ 10.00	N/A
Sharon DeVito	Robbinsville Public Schs	Special Board Mtg.	1/9/2012	\$ 10.00	N/A
Richard Kasper	Robbinsville Public Schs	Special Board Mtg.	1/9/2012	\$ 10.00	N/A
Faith Silvestrov	Robbinsville Public Schs	Special Board Mtg.	1/9/2012	\$ 10.00	N/A
Steve Mayer	Robbinsville Public Schs	Special Board Mtg.	1/9/2012	\$ 10.00	N/A
Kathie Foster	Robbinsville Public Schs	Special Board Mtg.	1/9/2012	\$ 10.00	N/A

Participant's Name	Vendor	Event	Event Date(s)	Registration Amount	Travel Reimbursement Amount
Bob DeVita	Robbinsville Public Schs	Special Board Mtg.	1/9/2012	\$ 10.00	N/A
Cynthia Jenkins	NJ Science Olympiad	Regional Tournament	1/10/2012	N/C	N/A
Curran & Gildner	Rowan University	Adventure Ed Workshop	1/13/2012	\$ 258.00	N/A
Samantha Rua	Bur of Education & Resrc	Motivating W/S	1/19/2012	\$ 215.00	N/A
Melissa Avelino & Janet Quick	National Business Inst.	Managing Student Records	1/26/2012	\$ 588.00	N/A
Kim Brown	Catapult	Technology Workshop	02/5-7/2012	N/C	N/A
Ginny King	Bur of Education & Resrc	Practical Strategies W/S	2/9/2012	\$ 225.00	\$ 23.25
Marci Singer	NJ State Bar Foundation	Bullying Training	3/22/2012	N/C	N/A
Alice Landerkin	NJ State Bar Foundation	Bullying Training	3/22/2012	N/C	N/A
Tracy Rodriguez	Handle W/Care Programs	Instructor Re-Certification	4/20/2012	\$ 400.00	N/A
Total				\$ 1,806.00	\$ 23.25

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

On motion of Mrs. Boyne and seconded by Mr. Halm and carried by a vote of 8-0, the Robbinsville Board of Education upon recommendation of the Superintendent voted to approve Finance, Facilities & Transportation resolutions C.1-2. Mrs. Gange was absent.

1. FINANCE

a. Bills and Claims List (Attachment)

That the Robbinsville Board of Education upon recommendation of the Superintendent approve payment of the Bills & Claims List for the period ending December 20, 2011 as indicated.

Accounts Payable	
Fund	
11 - General Fund	\$843,002.03
12 - Capital Outlay	\$187,206.80
20 - Special Revenue	\$55,950.88
40 - Debt Service	\$0.00
60 - Food Service Fund	\$0.00
61 - R.E.D.	\$4,190.63
Total Accounts Payable	\$1,090,350.34
Payroll	
November 30, 2011	\$1,012,055.69
December 15, 2011	\$1,217,538.22
Total Payroll	\$2,229,593.91
Total Bill List	\$3,319,944.25

b. Certification of Board Secretary

Pursuant to N.J.A.C. 6A:23-2.12(c)3 I, Robert M. DeVita, Board Secretary/School Business Administrator, certify that as of November 30, 2011 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)

That the Robbinsville Board of Education upon recommendation of the Superintendent accept the Report of the Board Secretary for the period ending November 30, 2011.

d. Report of the Treasurer (Attachment)

That the Robbinsville Board of Education upon recommendation of the Superintendent accept the Treasurer's Report for the period ending November 30, 2011.

e. Transfer Report – December 20, 2011

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the transfers totaling \$11,000.00 for the period ending December 20, 2011 as indicated.

Amount	Account From	Account To	Description
\$ 2,500.00	11-000-219-320-04-01 CST Related Services	11-213-100-640-04-01 Resource Room Textbooks	Textbooks needed for resource room biology class at RHS
\$ 5,000.00	11-000-217-320-04-01 Extraordinary Services	11-212-100-610-04-01 MD Supplies	Additional resource materials required for MD classroom
\$ 3,500.00	11-000-216-320-04-01 Speech Contracted Services	11-212-100-610-04-01 MD Supplies	Supplemental materials required for MD classroom.
\$ 11,000.00			

f. Contract Award Student Information System

That the Robbinsville BOE upon recommendation of the Superintendent approve a contract with Genesis Educational Services, 300 Buckelew Avenue, Jamesburg, NJ 08831 in the amount of \$75,000.00 for a Student Information System as per N.J.S.A. 18A-5.7-18A et al.

g. Shared Service Agreement – Robbinsville Twp.

Whereas, the BOE desires to contract with the Township of Robbinsville for the provision of automotive repair services for the BOE's vehicles and equipment; and

Whereas, the Township of Robbinsville is agreeable to providing automotive repair services to the BOE for a fee and certain specified conditions; and

Whereas, the *Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.*, permits local units of this State to enter into a contract with any other local unit for the joint provisions within their combined jurisdictions of any service which any party to the agreement is empowered to render within its jurisdiction; and

Whereas, the Township of Robbinsville and the BOE have authorized and approved of this Agreement by resolution duly adopted pursuant to *N.J.S.A. 40A:65-5 of the Uniform Shared Services Consolidation Act*;

Now, Therefore, in consideration of the mutual agreements and covenants contained herein, the parties hereto agree as follows:

1. Term. This Agreement shall take effect January 1, 2012 and expire December 31, 2012.
2. Scope of Services. The Township shall provide automotive services to the BOE according to the terms and conditions set forth below:
 - a. No vehicle/equipment repair in excess of \$750.00 shall be made by the Township unless specifically authorized by the designated the BOE representative.
 - b. The BOE shall designate one (1) person and one (1) back up person to schedule and be responsible for authorization on all repairs.
 - c. Minor road calls shall be performed by the Township during normal working hours and the hourly rate provided in 3a below, provided manpower and equipment is available and not being utilized in servicing / repair of Township vehicles.
 - d. Minor emergency repairs, such as flat tires, will be performed on an immediate basis at the Township facility, (DPW garage) during normal business hours.
3. Fees. The Township shall charge the BOE for automotive services as follows:
 - a. Labor rate of \$50.00 per man hour
 - b. 10% over Township cost for all repair parts and sublet parts. No charge will be made for parts which are supplied by the BOE.
4. Billing and Payment. The Township shall provide the BOE with itemized monthly billings of all repair costs. Payment shall be due from the BOE within 30 (thirty) days of the date of billing.
5. Liability. The Township and the BOE shall be responsible for acts of their own negligence consistent with the provisions of the *New Jersey Tort Claims Act, N.S.J.A. 59:1-1 et seq.*, arising out of or related to performance of any activity under the terms of this Agreement.
6. Each party shall notify the other in writing sixty (60) days before expiration of this agreement if it desires to continue services and negotiate a new contract for the succeeding year.

h. Donation Acceptance – Sunshine Fund (Grade 8)

That the Robbinsville BOE upon recommendation of the Superintendent accept a donation, dedicated to the 8th grade class trip Sunshine Fund, from Verizon in the amount of \$750.00.

i. Donation Acceptance – FIRST Robotics Team 2590

The Robbinsville Board of Education upon recommendation of the Superintendent gratefully accept donations to provide funding for the RHS FIRST Robotics Team 2590 as indicated. The Board appreciates the efforts of those involved in facilitating these donations.

Lockheed Martin - \$2,000.00

SRI International - \$1,000.00

j. Amend NJSBAIG Bylaws

WHEREAS, The New Jersey School Boards Association Insurance Group (NJSBAIG) Board of Trustees approved proposed amendments to its Bylaws at a public meeting on October 19, 2011 in accordance with Article IX(C) of the current NJSBAIG Bylaws; and

WHEREAS, the current NJSBAIG Bylaws require for the proposed amendments to be approved by member school districts; and

WHEREAS, seventy-five percent (3/4) of the member school districts must approve the proposed amendments within one hundred eighty (180) days of the hearing on the amendments:

NOW THEREFORE, BE IT RESOLVED that at a regular meeting of the Robbinsville Board of Education held on the 20th day of December, 2011, the Board does hereby approve the proposed amendments to the NJSBAIG Bylaws.

2. FACILITIES

a. Building Use (Attachments)

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 January and February 2012.

DISCUSSION

Mr. Kasper questioned the wisdom of using of district owned buses for field trips indicating that, in his opinion, there is a potential for conflict if a contractor neglects to show up for a regular PM run and a BOE bus is needed but unavailable. Dr. Mayer clarified that the field trip that Mr. Kasper referred to (Roundabout Theater – December 21, 2011) the bus is not taking the students to New York City, rather the bus is transporting the students to the train station and there is no conflict with the timing of regular bus runs.

A discussion about including the eighth grade members of the RHS Marching Band on the Hawaii trip ensued after which the resolution was amended to include only students in grades 9-12.

Mrs. DeVito expressed concern about Policy 6424 (Emergency Contracts) indicating that it allows the Business Administrator unilateral decision making ability without the need for discussion with either the Board President or Superintendent. Since the policy is on the agenda for first reading, Dr. Mayer suggested that the language be revised before adoption at the January 24th meeting.

D. ROBBINSVILLE EXTENDED DAY (R.E.D.) – (D.1)

On motion of Mrs. Boyne and seconded by Mr. Kasper and carried by a vote of 8-0, the Robbinsville Board of Education upon recommendation of the Superintendent voted to approve R.E.D. resolution D.1. Mrs. Gange was absent.

1. R.E.D. PERSONNEL

a. New Hire – Part Time Office Assistant

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the part-time employment of Ashley Giovannini as an Office Assistant for the Robbinsville Extended Day program effective January 2, 2012. Ms. Giovannini will be compensated at the rate of \$16.50 per hour for approximately 15 hours per week.

XIV. HEARING OF THE PUBLIC

None

XV. OLD BUSINESS

Special Board Meeting – January 9, 2012 to discuss the 2012-2013 Budget and District Facilities

XVI. NEW BUSINESS

Mrs. DeVito thanked Rich Young (Verizon) for a donation of \$750 to the Robbinsville Education Foundation.

XVII. ADJOURNMENT

On motion of Mr. Kasper and seconded by Mr. Halm the Robbinsville Board of Education voted to adjourn the December 20, 2011 meeting at 8:43 PM.

Respectfully submitted:

Robert M. DeVita
School Business Administrator / Board Secretary

Agenda Date	Name	Position	Location	Action	Effective Date	Ending Date	Step	Salary	Notes for Discussion
1. Employment of Staff:									
a. Administrators/Supervisors: None									
b. Certificated Staff:									
12/20/2011	Amanda	Lundberg	School Psychologist	Accept resignation	1/31/2012				
12/20/2011	Naoma	Green	Teacher	Adjust leave	2/1/2011	4/30/2012	n/a		Approved 11/29/11 with end date of 6/30/12.
12/20/2011	Carolyn	Mahon	Teacher	Approve leave	11/28/2011	1/31/2012			FMLA will utilize 20 paid sick days.
12/20/2011	Cheryl	Punzo	Teacher	Approve leave	1/2/2012	1/31/2012			FMLA will utilize 10 paid sick days.
12/20/2011	Angelina	Achettino	Teacher	Approve Leave Replacement	12/19/2011	3/16/2012	BA/1	\$ 47,617	English opening-prorated Salary. Ms. Achettino is currently a substitute.
12/20/2011	Susan	Brady	Teacher	Approve Leave Replacement	1/24/2012	6/30/2012	BA/1	\$ 47,617	Special Ed opening. Prorated Salary. Ms. Brady is currently a substitute.
12/20/2011	Jenna	Christie	Teacher	Approve Leave Replacement	1/2/2012	1/31/2012	BA/1	\$ 47,617	Fifth Grade opening. Prorated Salary. Ms. Christie is currently student teaching.
12/20/2011	Donna	Collimore	Teacher	Approve Leave Replacement	2/1/2012	4/30/2012	MA/9	\$ 59,520	Health & Phys Ed opening-prorated Salary.
12/20/2011	Darlene	Jones	Teacher	Approve Leave Replacement	1/2/2012	1/31/2012	MA/17	\$ 76,037	First Grade opening. Prorated Salary. Ms. Jones is currently a substitute.
12/20/2011	Alexandra	Maldonado	Teacher	Approve Leave Replacement	1/2/2012	6/30/2012	MA/1	\$ 50,859	Salary will be prorated. Gifted & Talented opening.
c. Non-Certificated Staff:									
12/20/2011	Melissa	Avellino	Secretary	Approve leave	5/21/2012	8/31/2012	n/a		Dates are "on or about" pending doctor's clearance. FMLA will utilize 19 paid sick days.
11/29/2011	Peter	Klapsogorge	.5 PT Instructional Aide	Approve New hire	1/1/2012	6/30/2012	n/a	\$11,170.50	Replacing .5 Instructional Aide opening. Currently student teaching.
11/29/2011	Kim	Maslak	.5 PT Instructional Aide	Approve New hire	1/1/2012	6/30/2012	n/a	\$11,170.50	IEP mandated support. Currently an approved Substitute for the District.

Agenda Date	Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	Notes for Discussion
d. Substitutes:										
12/20/2011	Jenna	Christie	Non-Certificated Substitute Teacher	District	Approve Substitute Hire	12/17/2011	6/30/2012	n/a	\$ 75.00	Currently student teaching.
2. Placement on the Salary Guide: None										
3. Extra Work/Extra Pay:										
a. Athletics:										
12/20/2011	Anthony	Paglione	Wrestling	PRMS	Approve Asst. Coach	12/21/2011	3/31/2012	1	\$ 2,992.50	Stipend per WTEA Agreeemnt.
12/20/2011	Eileen	Katzman	After School Sports Supervisor	PRMS	Approve After School Sports Supervisor	12/1/2011	6/30/2012	n/a	\$ 25.00	Per WTEA Agreeemnt.
b. Co-Curricular:										
12/20/2011	Linda	Hahn	Fall Drama Technical Director	RHS	Adjust Advisor	9/1/2011	6/30/2012	n/a	\$ 2,266	Approved (8/30/11) with incorrect amount, Stipend position in accordance with WTEA Agreement.
8/30/2011	Michelle	Rubano	Fall Drama Asst. Director	RHS	Adjust Advisor	9/1/2011	6/30/2012	n/a	\$ 3,090	Approved (8/30/11) with incorrect amount, Stipend position in accordance with WTEA Agreement.
12/20/2011	Debra	Bella	Class Advisor-Grade 10	RHS	Adjust Advisor	9/1/2011	6/30/2012	n/a	\$ 1,133	Approved (8/30/11) with incorrect amount, Stipend position being split by 2 advisors.
12/20/2011	Rebekah	Territo	Class Advisor-Grade 10	RHS	Adjust Advisor	9/1/2011	6/30/2012	n/a	\$ 1,133	Approved (8/30/11) with incorrect amount, Stipend position being split by 2 advisors.
12/20/2011	Melissa	Avellino	Class Advisor-Grade 9	RHS	Adjust Advisor	9/1/2011	6/30/2012	n/a	\$ 1,133	Approved (8/30/11) with incorrect amount, Stipend position being split by 2 advisors.
12/20/2011	Tawrye	Mason	Class Advisor-Grade 9	RHS	Adjust Advisor	9/1/2011	6/30/2012	n/a	\$ 1,133	Approved (8/30/11) with incorrect amount, Stipend position being split by 2 advisors.
12/20/2011	Joy	Wolfe	Robotics	RHS	Adjust Advisor	9/1/2011	6/30/2012	n/a	\$ 1,133	Approved (8/30/11) with incorrect amount, Stipend position being split by 2 advisors.
12/20/2011	Scott	Meredith	Robotics	RHS	Adjust Advisor	9/1/2011	6/30/2012	n/a	\$ 1,133	Approved (8/30/11) with incorrect amount, Stipend position being split by 2 advisors.

Agenda Date	Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	Notes for Discussion
<i>c. Other:</i>										
8/30/2011	Christina	Williams	District Mentor for new hires	District	Approve Mentor	1/2/2012	6/30/2012	n/a	\$ 275	Paid via payroll deductions by protégé Alexandra Maldonado in accordance with Provisional Teacher Program.
12/20/2011	Jenna	Peluso	Curriculum Revisions- Grades 4 & 5	PRMS	Approve hours	1/1/2012	6/30/2012	n/a	\$ 680	Rate is \$34 per hour not to exceed 20 hours.
12/20/2011	Heidi	Berkey	Curriculum Revisions- Grades 4 & 5	PRMS	Approve hours	1/1/2012	6/30/2012	n/a	\$ 680	Rate is \$34 per hour not to exceed 20 hours.