



**ROBBINSVILLE BOARD OF EDUCATION
MONTHLY MEETING**

**TUESDAY, FEBRUARY 28, 2012 - 6:00 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

February 28, 2012

I. CALL TO ORDER PUBLIC MEETING

President Michael Reca called the February 28, 2012 meeting of the Robbinsville Board of Education to order at 6:07 PM. As required, he read the *Statement of Public Meetings* and led the Pledge of Allegiance.

II. ROLL CALL

Mrs. Boyne – Arrived 6:10 PM	Mrs. Gange – Absent	Mr. Kochberg – Present
Dr. Costanza – Arrived 6:25 PM	Mr. Halm – Present	Mrs. Silvestrov – Present
Mrs. DeVito – Present	Mr. Kasper – Present	Mr. Reca – Present

Also present:

Steven J. Mayer, Superintendent
Kathleen A. Foster, Assistant Superintendent
Robert M. DeVita, School Business Administrator
Michele Principato, Student Government Representative

III. MOTION TO CONVENE IN EXECUTIVE SESSION

On motion of Mrs. DeVito and seconded by Mr. Kasper, the Board voted (6 – 0) to enter into Executive Session at 6:08 PM to discuss the matters indicated below. Mrs. Boyne, Dr. Costanza, and Mrs. Gange had not yet arrived.

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

IV. MOTION TO RESUME PUBLIC SESSION

On motion of Mr. Halm and seconded by Mr. Kasper, the Board voted (7 – 0) to resume Public Session at 7:00 PM. Mrs. DeVito abstained. Mrs. Gange was absent.

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

Mr. Reca recognized Sharon School Assistant Principal Nicole Bootier. Mrs. Bootier introduced the Kindness Week Poster Contest Winners. The students in attendance (grades 1 -3) showed their posters to Board members and described the work that went into creating them.

- Kindergarten – Darina Stoykova
- Grade 1 – Saahari Kugapalan
- Grade 2 – Catherine Yi
- Grade 3 – Liam White

Mr. Reca recognized Sean Greig, PRMS Wrestling Coach. Mr. Greig introduced members of the wrestling team and briefed the Board on their winning season. Congratulations PRMS Wrestlers!

At the conclusion of his report, Mr. Reca announced that the Board had would hold a reception in honor of the Superintendent completing his Doctoral studies. Those in attendance adjourned to the commons where they were greeted by David Westawski and the RHS Choir who performed several songs in Dr. Mayer's honor. Congratulations Dr. Mayer!

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

Dr. Mayer and School Business Administrator Bob DeVita provided a presentation on the 2012-2013 Preliminary Budget. At the Board members engaged in a conversation related to the budget. Topics of discussion included:

- 95% of the budget is funded by tax dollars
- The Board elected not to push the tax levy to the cap. As such, the average homeowner will see an annual increase of approximately \$177with the 2012-2013 budget
- In 2010-2011 the district lost 26 Full Time Equivalent (FTE) employees due to budget cuts. In 2011-2012, 6.5 FTEs were brought back. The 2012-2013 budget provides for the return of an additional 6.5 FTEs. This still leaves a shortfall of approximately 10 FTEs.
- Board members are mindful of spending tax dollars and want to convey a clear message about the trade-offs: FTEs vs. Tax Relief

Dr. Mayer stressed that the district is committed to fiscal prudence in the current unpredictable economic environment. Board members applauded the efforts of teachers and administrators for prioritizing while considering the impact on tax payers. Mrs. Boyne stated that she is not comfortable with 35 students in a high school level history class.

VII. STUDENT GOVERNMENT UPDATE – Michele Principato

Standing in for Student Government President Julian Jiggetts, Michele Principato provided a report to the Board. She updated Board members on academics, clubs, sports and other matters related to Robbinsville High School.

VIII. MINUTES (Attachments)

On motion of Mrs. Silvestrov and seconded by Mrs. DeVito, the Robbinsville Board of Education upon recommendation of the Superintendent approved the minutes of the following meetings as indicated.
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- January 24, 2012 – Public Session
- January 24, 2012 – Executive Session – Mr. Kasper abstained.

IX. COMMITTEE REPORTS

A. COMMUNITY RELATIONS – Mrs. Sharon DeVito

Mrs. DeVito informed the Board that the Community Relations Committee has been working to create an effective message to the community regarding the referendum.

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

Dr. Costanza reported on the February 14, 2012 meeting of the Education, Development and Policy Committee. The committee discussed the following matters:

- Review of the 2012-2013 budget
- Facilities plan review
- February 21st staff in-service day
- Curriculum work – In addition to meeting with teachers / coaches re: K-8 literacy work, Ms. Williams recently visited Trenton to participate in coaching rounds for Readers / Writers Workshop
- Kindergarten Registration information and potential for data collection

C. PERSONNEL – Mrs. Carol Boyne

Mrs. Boyne updated the Board on the Personnel matters detailed on pages 17-21 of the agenda.

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

Mrs. Boyne reported on the following matters discussed during the February 22, 2012 meeting of the FFT Committee:

- Review of the 2012-2013 budget
- Referendum – Tax impact / BOE work session to be scheduled
- RFP Schedule – Committee recommends adjustment to current schedule to reflect the Board’s new reorganization in January 2013
- PPA – Recommend reissue of Solar RFP (SES, RHS, fields) / Rescind previous award for non-performance
- Transportation meeting with RHS parents
- R.E.D. Update – Summer programs / travel camp (1 week pilot)
- Cross Country Track – Township to explore development – Track would begin and end on district sites

E. NEGOTIATIONS – Mr. Thomas Halm

Mr. Halm indicated that the Fact Finding Session has been rescheduled to take place on April 30, 2012. He noted that the Board looks forward to upcoming negotiations.

X. HEARING OF THE PUBLIC

None

XI. TENTATIVE ADOPTION OF 2012-2013 BUDGET FOR ROBBINSVILLE PUBLIC SCHOOLS

On motion of Mr. Halm and seconded by Mrs. DeVito and carried by a vote of 7-1, the Robbinsville Board of Education upon recommendation of the Superintendent voted to for the tentative adoption of the 2012-2013 budget and the banked cap (automatic adjustment for health benefits cost) as indicated. Mr. Kasper dissented. Mrs. Gange was absent.

BE IT RESOLVED that the Robbinsville Board of Education approve the following tentative budget for FY 2012-2013 for submission to the Mercer County Executive County Superintendent of Schools for approval in accordance with the statutory deadline and to advertise said tentative budget in the *Trenton Times* in accordance with the form suggested by the State Department of Education and according to law; and

WHEREAS N.J.S.A. 18A:7F-38 provides for pre-budget year tax levy adjustments for weighted enrollment increases, the tentative budget general fund tax levy includes an enrollment adjustment of \$71,064; and

BE IT FURTHER RESOLVED that a public hearing to be held at the Robbinsville High School, 155 Robbinsville Edinburg Road, Robbinsville, New Jersey on March 27, 2012 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2012 – 2013 school year.

	Appropriations	Local Tax Levy
Total General Fund	\$ 36,277,199	\$ 32,204,198
Total Special Revenue Fund	\$ 482,028	\$ 0
Total Debt Service Fund	\$ 5,215,812	\$ 4,813,700
Total	\$ 41,975,039	\$ 37,017,898

XII. BANKED CAP – AUTOMATIC ADJUSTMENT FOR HEALTH BENEFITS COST

WHEREAS N.J.S.A. 18A:7F-39(e) permits school districts to bank the difference between the maximum allowable tax levy CAP and the actual amount raised by taxation for use in any one of the three (3) succeeding budget years; and

WHEREAS the Robbinsville Board of Education qualifies for an automatic tax levy adjustment of \$355,484 for the increased cost in health benefits; and

NOW THEREFORE BE IT RESOLVED that the amount of the tax levy banked for future budget use is \$355,484.

Discussion:

- Mrs. Boyne complimented Dr. Mayer, Mr. DeVita and the administration for a clear and concise budget presentation.
- Mrs. DeVito stated that although her primary concern is the children of Robbinsville Township, the decision not to push the tax levy to cap is an indication of the Board’s understanding of the economic climate and commitment to local residents.

XIII. APPROVAL OF RESOLUTIONS

A. PERSONNEL (A.1 –3)

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 17-21). Mrs. Gange was absent.

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

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 – 9. 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 January 2012.

2. **2012-2014 DISTRICT CALENDAR – SECOND READING/ADOPTION (Attachment)**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the district calendar for the 2012-2013 and 2013-2014 school years.

3. **VOLUNTEER AGREEMENT – SECOND READING/ADOPTION (Attachment)**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the district *Volunteer Agreement* to supplement Policies 9280 (School Volunteers) and 9181 (Volunteer Athletic Coaches & Co-Curricular Advisors / Assistants).

4. **POLICIES & REGULATIONS-SECOND READING/ADOPTION (Attachment)**

That the Robbinsville Board of Education upon recommendation of the Superintendent adopt the following policies and regulations.

P7422.1 Integrated Pest Management Plan for Robbinsville High School (M)

5. **JUNIOR PRACTICUM STUDENTS – TCNJ**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the following TCNJ students to complete their Junior Practicum Experience requirements during the Spring 2012 semester.

<u>TCNJ Student</u>	<u>Cooperating Teacher</u>	<u>Subject Area / School</u>
Kevin Bradley	Tom Staab	Technology – PRMS
Jillian Nealon	Rich Wharton	Physical Education – PRMS
JennaMarie Colicchia	Rich Wharton	Physical Education – PRMS
Caitlin Caceres	Michelle Rubano	English – RHS
Alanna Cholewa	Michelle Rubano	English – RHS
Ji Bang	Maeve Fitzsimmons	Mathematics – RHS
Megan Coburn	Maeve Fitzsimmons	Mathematics – RHS
Brian Hartt	Lauren Plummer	English – RHS
Kaitlyn Zucarro	Lauren Plummer	English – RHS
Courtney Farrell	Haydee Donza	Spanish – RHS
Laura Wagner	Haydee Donza	Spanish – RHS
Virginia Hixon	Claire Krulewicz	Mathematics – RHS
Melissa Markle	Claire Krulewicz	Mathematics – RHS
Margaret Cacace	Tiffany Brennan	Mathematics – RHS
Brian Zengewald	Tiffany Brennan	Mathematics – RHS

6. **TUITION STUDENT – RHS**

That the Robbinsville Board of Education upon recommendation of the Superintendent grant permission for student #130444 to attend Robbinsville High School on a tuition basis effective February 15, 2012 through June 19, 2012 in the amount of \$4,505.60 (\$56.32 per diem for 80 days).

7. **TUITION CONTRACT – BURLINGTON COUNTY INSTITUTE OF TECHNOLOGY**

That the Robbinsville Board of Education upon recommendation of the Superintendent approve a tuition contract with Burlington County Institute of Technology, 695 Woodlane Road, Westampton, NJ, in the pro-rated amount of \$2,917.00 for student #140202 effective January 6, 2012 – June 14, 2012.

8. FIELD TRIPS

a. Field Trips – Robbinsville High School

That the Robbinsville Board of Education 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.

Fashion Institute of Technology-New York, NY

Date: 3/1/12
Number of Pupils Participating: 15
Teacher/Other Chaperones: 1 / 0
Approximate Cost per Pupil: \$45.00
Time Scheduled to Leave/Return: 8:00 am / 5:00 pm
Bus Service: BOE
Class/Group: Retail Merchandising
Purpose: View/tour museum exhibits “50 Years of Council Fashion Designers America” and “Fashion A-Z Highlights of FIT Museum Collection”

Middlesex Community College-Edison, NJ

Date: 3/13/12
Number of Pupils Participating: 22
Teacher/Other Chaperones: 1 / 0
Approximate Cost per Pupil: \$0.00
Time Scheduled to Leave/Return: 6:45 am / 6:00 pm
Bus Service: George Dapper Inc.
Class/Group: Science Olympiad
Purpose: Students will gain a greater appreciation of science through hands on projects and team oriented science competition.

High Technology HS-Lincroft, NJ

Date: 3/15/12
Number of Pupils Participating: 5
Teacher/Other Chaperones: 1 / 0
Approximate Cost per Pupil: \$0.00
Time Scheduled to Leave/Return: 7:45 am / 2:00 pm
Bus Service: George Dapper Inc.
Class/Group: PLTW
Purpose: PLTW Engineering Design Competition

Latin American Festival-Trenton, NJ

Date: 4/19/12
Number of Pupils Participating: 100
Teacher/Other Chaperones: 6 / 0
Approximate Cost per Pupil: \$45.00
Time Scheduled to Leave/Return: 8:30 am / 2:00 pm
Bus Service: George Dapper Inc.
Class/Group: Spanish

Purpose: Students will be exposed to an authentic, multicultural show. They will also be able to sample authentic Hispanic cuisine for lunch.

Walter E. Washington Convention Center-Washington, DC

Date: 4/27/12
Number of Pupils Participating: 50
Teacher/Other Chaperones: 3 / 0
Approximate Cost per Pupil: \$TBD
Time Scheduled to Leave/Return: 7:00 am / 6:00 pm
Bus Service: TBD
Class/Group: TSA-FRC-AP Classes STEM
Purpose: To visit the 2nd USA Science & Engineering Festival in Washington, DC.

Hershey Park-Hershey, PA

Date: 6/1/12
Number of Pupils Participating: 80
Teacher/Other Chaperones: 2 / 3
Approximate Cost per Pupil: \$150.00
Time Scheduled to Leave/Return: 8:00 am / 10:30 pm
Bus Service: TBS
Class/Group: RHS Band & Chorus
Purpose: Music in the Parks Competition-band and chorus students will perform and be adjudicated, competing in other schools and followed by evening awards ceremony.

Lincoln Financial Field-Philadelphia, PA

Date: 6/7/12
Number of Pupils Participating: 40
Teacher/Other Chaperones: 4 / 0
Approximate Cost per Pupil: \$40-50.00
Time Scheduled to Leave/Return: 9:00 am / 5:30 pm
Bus Service: George Dapper Inc.
Class/Group: Marketing/Sports Marketing
Purpose: Tours of the stadiums allow students the opportunity to see real life examples of licensing, sponsorship, etc.

b. Field Trips – Pond Road Middle School

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the following field trip(s) for Pond Road Middle School during the 2011-2012 school year as indicated. The district will incur no admission or transportation costs.

Middlesex Community College-Edison, NJ

Date: 3/13/12(rain date 3/15/12)
Number of Pupils Participating: 22
Teacher/Other Chaperones: 4 / 5
Approximate Cost per Pupil: \$0.00
Time Scheduled to Leave/Return: 6:45 am / 5:30 pm
Bus Service: BOE
Class/Group: Science Olympiad
Purpose: Students will compete against other middle school teams in a variety of science and technology events.

Medieval Times-Lyndhurst, NJ

Date: 5/4/12
Number of Pupils Participating: 225
Teacher/Other Chaperones: 13 / 0
Approximate Cost per Pupil: \$42.00
Time Scheduled to Leave/Return: 9:00 am / 2:30 pm
Bus Service: George Dapper Inc.
Class/Group: 7th Grade
Purpose: Students gain an appreciation for the challenges of living in the middle ages.

Kidsbridge Tolerance Museum-Ewing, NJ

Date: 5/23/12
Number of Pupils Participating: 21
Teacher/Other Chaperones: 1 / 2
Approximate Cost per Pupil: \$0.00
Time Scheduled to Leave/Return: 9:00 am / 2:00 pm
Bus Service: BOE
Class/Group: Mrs. Biondi's Class
Purpose: Students will have an opportunity to interact in activities related to diversity and character education.

Various locations-New York, NY

Date: 6/6/12 & 6/13/12
Number of Pupils Participating: 100 (each day)
Teacher/Other Chaperones: 8 / 17 (each day)
Approximate Cost per Pupil: \$220.00
Time Scheduled to Leave/Return: 8:00 am / 7:00 pm
Bus Service: Starr Tours
Class/Group: 8th Grade
Purpose: Students will learn how wax figures are created in Madame Tussaud's Wax Museum and will see "Wicked" after reading "The Wizard of Oz" in LA classes. Students will also eat at "Bubba Gump Shrimp".

c. Field Trips – Sharon Elementary School

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the following field trip(s) for Sharon Elementary School during the 2011-2012 school year as indicated. The district will incur no admission or transportation costs.

Walmart-Hamilton, NJ

Date: 2/2/12
Number of Pupils Participating: 4
Teacher/Other Chaperones: 3 / 0
Approximate Cost per Pupil: \$0.00
Time Scheduled to Leave/Return: 9:45 am / 1:30 pm
Bus Service: BOE
Class/Group: Autistic K/1 Class
Purpose: To bring students out into the community so they develop appropriate social and communication skills.

War Memorial-Trenton, NJ

Date: 2/22/12
Number of Pupils Participating: 178

Teacher/Other Chaperones: 11 / 0
 Approximate Cost per Pupil: \$12.00
 Time Scheduled to Leave/Return: 9:30 am /12:30 pm
 Bus Service: George Dapper Inc.
 Class/Group: 3rd Grade
 Purpose: LA connection to fictional story elements

9. 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
Cathie Naughton	NJMEA	2012 State Music Conference	02/23-24/2012	N/A	N/A
John Blair	Energy Education	2012 Winter Training	02/26-28/2012	N/C	\$ 98.60
Kimberly Keener	Energy Education	2012 Winter Training	02/26-28/2012	N/C	\$ 669.00
Jeanae Ayala	Heinemann PD	Webinar Training on Continuum	02/28-3/6,13, &20/2012	\$ 219.00	N/A
Linda Lackay	NJASA	Commissioner's Convocation	2/29/2012	N/C	N/A
Ellen Malissa	West Windsor Plainsboro	K-5 Math Shadowing	2/29/2012	N/C	N/A
Laura Francolino	ACTFL	Language Performance workshop	3/2/2012	N/C	N/A
Jaclyn Moskowitz	Wilson Reading	Wilson Reading Workshop	3/5,6,7/2012	\$ 525.00	\$ 514.48
Kimberly Keener	NSPMA	2012 NSPMA conference	03/12-15/2012	N/C	N/A
Cindy Jenkins	Middlesex Co. College	NJ Science Olympiad	3/13/2012	N/C	N/A
Mia Gallagher	Middlesex Co. College	NJ Science Olympiad	3/13/2012	N/C	N/A
Loryn Schneid	Bureau of Ed & Research	Guided Math workshop	3/13/2012	\$ 229.00	\$ 24.21
Yasemin Kinak	Rutgers (DIMACS)	Precalculus & Probability workshop	3/16/2012	\$ 165.00	N/A
Linda Lackay	FCCLA	State Leadership Conference	3/22/2012	N/C	N/A
Sack, Martin, Hill, McCard, Indrikovic	Schoolwide Incorporated	2012 Full-Day Literacy Workshop	3/23/2012	N/C	N/A
Elizabeth Hill	Schoolwide Incorporated	2012 Full-Day Literacy Workshop	3/23/2012	N/C	\$ 20.73
Ilene Addonizio	NJSSNA	2012 NJSSNA Annual Conference	03/23-24/2012	\$ 199.00	N/A
Melissa Young	NJSSNA	2012 NJSSNA Annual Conference	2/24/2012	\$ 205.00	N/A
RPS Teachers	Triple D Travel Bus Co.	Reading & Writing Project -82nd Annual	3/24/2012	N/C	\$ 925.00
Janet Sinkewicz	ASCD	2012 Annual Conference	03/24-25/2012	\$ 359.00	\$ 30.00
Sharon Moffat	ASCD	2012 Annual Conference	03/24-26/2012	\$ 359.00	\$ 309.18
Katie Daughenbaugh	NJSTS	2012 Transportation Conference	03/26-27/2012	\$ 300.00	\$ 77.76

Participant's Name	Vendor	Event	Event Date(s)	Registration Amount	Travel Reimbursement Amount
Megan Steigerwald	SDE	Singapore Math: workshop	03/27-28/2012	\$ 349.00	\$ 20.00
Nicole Bootier	SDE	Singapore Math: workshop	03/27-28/2012	N/C	\$ 20.00
Kim Keener	NJSDOE	NJ Sustainable Schools Conference	3/28/2012	\$ 125.00	N/A
Laura Francolino	FLENJ	2012 Annual Conference	3/31/2012	\$ 115.00	N/A
Steve Mayer	Steve Mayer	AERA 2012 Annual Meeting	04/11-17/2012	\$ 315.00	\$ 1,890.00
Laurie Rotondo	Laurie Rotondo	NJ DOE Implementing -Plans (mileage)	4/19/2012	N/C	\$ 7.44
Molly Avery	Molly Avery	NJ DOE Implementing -Plans (mileage)	4/19/2012	N/C	\$ 7.44
Kristin Aquilino	Judy Freemans W/S	The Winners Workshop	4/25/2012	\$ 179.00	N/A
Betty Jane Oliva	Judy Freemans W/S	The Winners Workshop	4/25/2012	\$ 179.00	N/A
Tawrye Mason	UMDNJ	2 days training - NJ Wage & HR Laws, etc.	04/19 & 05/03/2012	\$ 180.00	N/A
Debbie Nutt	UMDNJ	2 days training - NJ Wage & HR Laws, etc.	04/19 & 05/03/2012	\$ 180.00	N/A
Nicole Bootier	NEFC -FFC	Responsive Classroom Seminar II	06/25-29/2012	\$ 695.00	N/A
Kim White	NJSBF	Teasing & Bullying workshop	8/9/2012	refundable deposit	N/A
Diane Mitchell	NJSBF	Teasing & Bullying workshop	8/9/2012	refundable deposit	N/A
Christine Piovoso	NJSBF	Teasing & Bullying workshop	8/9/2012	refundable deposit	N/A
Nicole Bootier	NJSBF	Teasing & Bullying workshop	8/9/2012	refundable deposit	N/A
Jennifer Miller	Developmental Resources	Mean Girls Workshop	3/12/2012	\$ 129.00	\$ 50.00
Stephanie Lewandowski	Developmental Resources	Mean Girls Workshop	3/12/2012	\$ 129.00	N/A
MaryBeth Kolwalski	MaryBeth Kolwalski	TASH Webinar	3/20-4/20/2012	\$ 55.00	N/A
Total				\$ 5,190.00	\$ 4,663.84

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

On motion of Mr. Halm and seconded by Mrs. DeVito 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.1-3. 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 February 28, 2012 as indicated.

Accounts Payable	
Fund	
11 - General Fund	\$ 973,577.36
12 - Capital Outlay	\$ 45,276.04
20 - Special Revenue	\$ 37,582.53
40 - Debt Service	\$ -
60 - Food Service Fund	\$ 72,700.59
61 - R.E.D.	\$ 3,087.70
Total Accounts Payable	\$ 1,132,224.22
Payroll	
January 30, 2012	\$ 1,033,824.34
February 15, 2012	\$ 1,163,355.14
February 29, 2012	\$ 1,048,218.93
Total Payroll	\$ 3,245,398.41
Total Bill List	\$ 4,377,622.63

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 January 31, 2012 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 January 31, 2012.

d. Transfer Report – February 28, 2012

That the Robbinsville Board of Education upon recommendation of the Superintendent approve the transfers totaling \$40,508.45 for the period ending February 28, 2012 as indicated.

Amount	Account From	Account To	Description
\$ 220.00	11-190-100-610-02-01 Instructional Supplies	11-000-222-500-02-01 Media Services	Maintenance agreement for laminator
\$ 5,000.00	11-000-252-600-08-02 Technology Supplies	11-000-291-280-07-03 Tuition Reimbursement	Administrators tuition reimbursement as per contract
\$ 2,000.00	11-000-252-600-08-03 Technology Supplies	11-190-100-610-08-04 Instructional Supplies - Technology	Repair / replace classroom projectors
\$ 2,500.00	11-000-252-800-08-00 Technology Misc	11-000-252-340-08-00 Purchased Technical Services	Cabling and other technical services
\$ 4,500.00	11-000-270-420-07-02 Bus Maintenance	11-000-270-161-07-05 Salary, Transportation	Substitute drivers
\$ 500.00	11-000-270-320-07-02 Bus Maintenance	11-000-270-161-07-06 Salary, Transportation	Substitute bus aides
\$ 4,000.00	11-000-217-320-04-01 Extraordinary Services	11-000-217-100-04-00 Salary, One-to-One Aides	One-to-one aides - waiting for Jackson to reimburse
\$ 300.00	11-190-100-500-07-00 Instructional Services	11-000-222-100-07-01 Salary, Media Center	Substitutes for media center

Amount	Account From	Account To	Description
\$ 1,377.57	11-0000-261-420-07-00 Maintenance Contracted Services	11-000-222-600-07-01 Salary, Media Center	Media center supplies
\$ 15.00	11-000-218-500-01-02 Guidance Services	11-000-218-600-01-01 Guidance Supplies	Supplies for RHS guidance office
\$ 2,243.88	12-000-266-730-08-00 Equipment, Security	12-000-266-730-08-00 Equipment, Facilities	Walk off matt at Sharon Road School
\$ 8,035.00	11-401-100-600-01-01 Co-Curricular Supplies	11-401-100-600-01-01 Co-Curricular Misc	Registration fee for Model UN
\$ 2,817.00	11-000-100-565-04-01 Tuition, MCSSSD	11-000-100-563-07-03 Tuition, Vocational School	Student sent to Burlington Vocational School
\$ 7,000.00	11-000-100-565-04-01 Tuition, MCSSSD	11-000-217-100-04-00 Salary, One-to-One Aides	One-to-one aides - waiting for Jackson to reimburse
\$ 40,508.45			

e. Landscaping and Grounds Maintenance

The Robbinsville Board of Education upon recommendation of the Superintendent approves a contract with U.S. Athletic Fields, P.O. Box 38, Skillman, NJ, 08558 in the amount of \$33,750 for grass cutting service during the period of April 2012 – October 2012. The contract is based upon 25 cuts depending on weather conditions.

f. Rescind Power Purchasing Agreement

The Robbinsville Board of Education upon recommendation of the Superintendent rescinds the Power Purchasing Agreement awarded to Ray Angelini, Inc, P.O. Box 432, Sewell, NJ 08080 on March 22, 2011 for failure to perform.

g. New Jersey School Development Authority (NJSDA) Grant Consultant

That the Robbinsville Board of Education, upon recommendation of the Superintendent, approve James P. Cardaneo to assist the district with NJSDA Grant, final submission, at a rate of \$50.00 per hour and not to exceed 15 hours.

h. Accept Donation – Siemens Corporation

That the Robbinsville Board of Education upon recommendation of the Superintendent accept a donation in the amount of \$3,500.00 from the Siemens Corporation for use by the FIRST Robotics Team. The Robotics Team and the Board thank Mr. Steve Morales for facilitating this generous donation.

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 March and April 2012.

3. TRANSPORTATION

a. Transportation Quote – First Student, Inc. (Route BC1)

That the Robbinsville Board of Education upon recommendation of the Superintendent approve a contract with First Student, Inc.(provider of the lowest quote) in the amount of \$15,120.00 for route BC1 for transportation to and from Burlington County Institute of Technology for the period of January 6, 2012 through June 30, 2012.

b. Transportation Quotes – Extension of Service

That the Robbinsville Board of Education, upon recommendation of the Superintendent, accept the extension of the quotes RHS-14 and ELM-17 for the remainder of the 2011-2012 school year as indicated.

i. RHS-14 – Rick Bus Company

Rick Bus Company currently holds the quoted contract for route RHS-14 in the amount of \$9,380.00 for the transportation to and from Robbinsville High School for the period of September 7, 2011 through March 30, 2012. This contract will be extended until June 30, 2012 for an additional payment of \$3,220.00.

ii. ELM-17 – Garden State Transport

Garden State Transport currently holds the quoted contract for route ELM-17 in the amount of \$11,256.00 for the transportation to and from Sharon Elementary School for the period of September 7, 2011 through March 30, 2012. The contract will be extended until June 30, 2012 for an additional payment of \$3,864.00.

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

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

a. Accept Resignations

i. Shelly King – R.E.D. Homework Club

That the Robbinsville Board of Education upon recommendation of the Superintendent accept with regret the resignation of Shelly King as facilitator of the R.E.D. Homework Club effective February 23, 2012. The Board appreciates Mrs. King's contributions to the R.E.D. program.

ii. Ashley Giovannini – Office Assistant

That the Robbinsville Board of Education upon recommendation of the Superintendent accept the resignation of Office Assistant Ashley Giovannini effective February 29, 2012.

b. New Hires

i. Eileen Katzman – Office Assistant – 12 Months

That the Robbinsville Board of Education upon recommendation of the Superintendent approve Eileen Katzman as an Office Assistant for 10 - 15 hours per week at the rate of \$12.00 per hour effective February 29, 2012.

ii. David Frank – Instructional Aide

That the Robbinsville Board of Education upon recommendation of the Superintendent approve David Frank as an Instructional Aide at Sharon Elementary School for 8 hours per week at the rate of \$12.00 per hour effective February 29, 2012.

iii. Courtney Sudol – Instructional Aide

That the Robbinsville Board of Education upon recommendation of the Superintendent approve Courtney Sudol as an Instructional Aide at Pond Road Middle School and Sharon Elementary School for 12 hours per week at the rate of \$10.50 per hour effective February 29, 2012.

iv. Jason Pilla – Substitute Aide

That the Robbinsville Board of Education upon recommendation of the Superintendent approve Jason Pilla as a substitute aide through June 2012.

XIV. HEARING OF THE PUBLIC

None

XV. OLD BUSINESS

Mrs. DeVito issued a reminder about Casino Night scheduled to take place on March 16, 2012.

XVI. NEW BUSINESS

- Dr. Mayer informed the Board that he would forward some tentative dates for a Facilities Retreat.
- Mr. Kasper requested that the Board return a donation from Verizon in the amount of \$750.00. The donation, accepted at the December 20, 2011 meeting of the Robbinsville Board of Education, was the result of time volunteered by Mr. Kasper, then a participant in the Verizon VIP program.

Although the resolution stated that the funds would be designated for the 8th grade class trip Sunshine Fund (to aid students with an inability to pay), Mr. Kasper claimed that he was under the impression that the donation could be used to directly benefit his own son. Board members suggested that Mr. Kasper's vote to pass the December 20th resolution affirms that he understood how the funds would be used.

After questioning Mr. Kasper to be certain the Board understood the nature of his request,

Board President Michael Rea called for an internal investigation of the matter to be followed up by a report to the Board at the March 27, 2012 meeting. He requested that Dr. Mayer take the following steps:

- Contact Verizon to clarify their policy regarding the direct / indirect benefit to an employee (or relative) of a donation.
- Conduct a review the rules of ethics for school board members
- Review the resolution on the December 20, 2011 minutes
- Contact the Board attorney to determine if the funds can indeed be returned to Verizon

XVII. ADJOURNMENT

On motion of Mr. Kasper and seconded by Mr. Kochberg the Robbinsville Board of Education voted to adjourn the February 28, 2012 meeting at 9:11 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:										
2/28/2012	Penny	Vaccarino	Teacher	PRMS	Accept retirement	6/30/2012				
2/28/2012	Christine	Fallat	Teacher	SES	Approve FTE change	2/27/2012	6/30/2012			Position reduced from full time to .5 part time.
2/28/2012	Carol	Moscarello	.55 Speech/ Language Specialist	Special Svcs	Ratify/Approve FTE change	2/1/2012	6/30/2012	MA/5		IEP Mandated. Previously approved as .5.
2/28/2012	Heather	Bhatt	Teacher	SES	Approve Leave	3/2/2012	6/1/2012			Family Leave will utilize 3 personal days pending certification.
2/28/2012	Alexandra	Reiner	Teacher	PRMS/ SES	Approve Family Leave	6/14/2012	6/30/2012			Family Leave will utilize 4.5 personal days. Dates dependant on doctor's clearance.
2/28/2012	Guy	Dippolito	Teacher	RHS	Adjust Leave	2/29/2012	3/27/2012			Admin Leave with pay extended through March.
2/28/2012	Carolyn	Mahon	Teacher	SES	Adjust leave	2/1/2012	2/17/2012			FMLA adjusted from previously approved timeframe.
2/28/2012	Jaclyn	Moskowitz	Teacher	SES	Approve Leave Replacement	2/29/2012	6/1/2012	BA/1	\$ 47,617	Prorated Salary. Filling Special Ed leave. Chagne from .5 IA.
2/28/2012	Bridget	Cotter	.5 Teacher	SES	Adjust Leave Replacement	2/27/2012	6/30/2012	MA/1	\$ 50,859	End date adjusted from previously approved timeframe.
2/28/2012	Jean Marie	Alban	Teacher	PRMS	Ratify/Approve Leave Replacement	2/13/2012	6/30/2012	BA/5	\$ 50,671	Prorated salary. Filling Gifted & Talented position.
2/28/2012	Susan	Brady	Teacher	PRMS	Adjust Leave Replacement	1/25/2012	6/30/2012	MA/6	\$ 54,993	Previously approved at MA/1.
2/28/2012	Donna	Collimore	Teacher	RHS	Adjust Leave Replacement	1/30/2012	4/30/2012	MA/9	\$ 59,520	Start date adjusted from previously approved timeframe.
2/28/2012	Darlene	Jones	Teacher	SES	Adjust Leave Replacement	2/1/2012	2/22/2012			End date adjusted from previously approved timeframe. <i>Professional Day 2/21 excluded.</i>
c. Non-Certificated Staff:										
2/28/2012	John	Kerrigan	Bus Driver	Trans.	Terminate	2/28/2012				
2/28/2012	Betsy	Jones	Bus Driver	Trans.	Ratify/Approve Revised schedule	2/16/2012	6/30/2012	n/a	\$ 27.07	Pay based on hourly rate. Due to a schedule change, revised route will be 7 hours per day.

Agenda Date	Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	Notes for Discussion
2/28/2012	John	Kerrigan	Bus Driver	Trans.	Ratify/Approve Administrative Leave	2/3/2012	2/28/2012			Placed on Administrative leave with pay.
2/28/2012	Mary	Burum	Bus Aide	Trans.	Ratify/Approve Revised schedule	3/1/2012	6/30/2012	n/a	\$ 14.66	Pay based on hourly rate. Due to a schedule change, revised route will be 7 hours per day.
2/28/2012	Kathy	Antrim	Secretary	SES	Ratify/Approve Family Leave	2/2/2012	2/6/2012 & 2/10/12			Exhausted paid leave resulting in 3.5 unpaid days-FMLA intermittent leave.
2/28/2012	Kyle	Hinkle	.5 PT Instructional Asst.	SES	Ratify/Approve hire	2/6/2012	6/30/2012	n/a	\$ 11,170.50	IEP Mandated. Previously approved as a Substitute.
2/28/2012	Lauren	DiRienzo-Archer	.5 PT Instructional Asst.	SES	Approve Leave Replacement	2/29/2012	6/1/2012	n/a	\$ 11,170.50	Prorated Salary. Filling IA opening. In addition to current .5 IA role.
d. Substitutes:										
2/28/2012	Kyle	Gafgen	Certificated Substitute Teacher	District	Adjust Substitute Hire	2/1/2012	6/30/2012	n/a	\$ 80	Certificate received. Previously approved on non-certificated sub.
2/28/2012	Jenna	Christie	Certificated Substitute Teacher	District	Adjust Substitute Hire	2/1/2012	6/30/2012	n/a	\$ 80	Certificate received. Previously approved on non-certificated sub.
2/28/2012	Robert	Zingaro	Non-Certificated Substitute Teacher	District	Approve Substitute Hire	3/1/2012	6/30/2012	n/a	\$ 75	Pending fingerprint clearance.
2/28/2012	Mike	Zapicchi	Non-Certificated Substitute Teacher	District	Approve Substitute Hire	3/1/2012	6/30/2012	n/a	\$ 75	Pending fingerprint clearance.
2. Placement on the Salary Guide: None										
3. Extra Work/Extra Pay:										
a. Athletics:										
2/28/2012	Brian	Flynn	Baseball Volunteer	RHS	Approve Volunteer	3/1/2012	6/30/2012	n/a	\$ -	This is a volunteer position.
2/28/2012	Matt	Hill	Baseball Volunteer	RHS	Approve Volunteer	3/1/2012	6/30/2012	n/a	\$ -	This is a volunteer position.
2/28/2012	Cory	Karagjozi	Baseball Volunteer	RHS	Approve Volunteer	3/1/2012	6/30/2012	n/a	\$ -	This is a volunteer position.

Agenda Date	Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	Notes for Discussion
2/28/2012	Kevin	Kerins	Baseball Volunteer	RHS	Approve Volunteer	3/1/2012	6/30/2012	n/a	\$ -	This is a volunteer position.
2/28/2012	Steve	Kowalski	Baseball Volunteer	RHS	Approve Volunteer	3/1/2012	6/30/2012	n/a	\$ -	This is a volunteer position.
2/28/2012	Anthony	Paglione	Baseball Volunteer	RHS	Approve Volunteer	3/1/2012	6/30/2012	n/a	\$ -	This is a volunteer position.
2/28/2012	Eric	Strano	Baseball Volunteer	RHS	Approve Volunteer	3/1/2012	6/30/2012	n/a	\$ -	This is a volunteer position.
2/28/2012	Peter	Stahlbrand	Lacrosse Volunteer	RHS	Approve Volunteer	3/1/2012	6/30/2012	n/a	\$ -	This is a volunteer position.
2/28/2012	Devin	Crawbuck	Tennis Volunteer	RHS	Approve Volunteer	3/1/2012	6/30/2012	n/a	\$ -	This is a volunteer position.
2/28/2012	Blake	Kilgore	Softball Coach	PRMS	Approve Asst. Coach	3/1/2012	6/30/2012	1	\$ 2,379.30	Stipend per WTEA Agreement.
2/28/2012	Chris	Purdum	Track & Field Coach	PRMS	Approve Head Coach	3/1/2012	6/30/2012	3	\$ 3,811.00	Stipend per WTEA Agreement.
b. Co-Curricular:										
2/28/2012	Tracy	Rodriguez	Spring Musical Technical Director	RHS	Adjust Advisor	9/1/2011	6/30/2012	n/a	\$ 1,751	Previously approved with incorrect title.
2/28/2012	Rose	McGlew	Asst. Director	PRMS	Ratify/Approve Asst. Director	10/1/2011	2/28/2012	1	\$ 2,992.50	Stipend per WTEA Agreement.
2/28/2012	Thomas	Staab	Asst. Technical Director	PRMS	Ratify/Approve Asst. Tech. Director	10/1/2011	2/28/2012	1	\$ 2,992.50	Stipend per WTEA Agreement.
2/28/2012	Katie	Manning	Team Leader-8th Grade	PRMS	Approve Advisor	2/1/2012	6/30/2012	0-3	\$ 319.50	Prorated advisor.
2/28/2012	Lauri	Foster	Team Leader-8th Grade	PRMS	Adjust Advisor	9/1/2011	1/31/2012	0-3	\$ 319.50	Prorated advisor.
2/28/2012	Julie	Caiola	Morning Detention	PRMS	Ratify/Approve Advisor	2/1/2012	6/30/2012	n/a	\$ 25.75	Rate per session in accordance with WTEA Agreement.
2/28/2012	Megan	Burns	Homework Club	PRMS	Approve Advisor	2/1/2012	6/30/2012	n/a	\$ 474	\$474 per session as per WTEA Agreement.
2/28/2012	Megan	McCarthy	Homework Club	PRMS	Approve Advisor	2/1/2012	6/30/2012	n/a	\$ 474	\$474 per session as per WTEA Agreement.
2/28/2012	Catherine	Naughton	Percussion	PRMS	Ratify/Approve Orchestra Member	2/4/2012	2/12/2012	n/a	\$ 700.00	For orchestra participation paid through play proceeds.
2/28/2012	Natalie	DiSantis	Art Direction	PRMS	Ratify/Approve Set Designer	2/4/2012	2/12/2012	n/a	\$ 500.00	For art/set design paid through play proceeds.

Agenda Date	Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	Notes for Discussion
c. Other:										
6/28/2011	Nicole	Falso	6th-8th Grade LA Curriculum	District	Approve Literacy Coach	9/1/2011	6/30/2012	n/a	\$ 680	Rate is \$34 per hour-not to exceed 20 hours.
2/28/2012	Claire	Corliss	School Psychologist	Special Svcs	Ratify/Approve	1/19/2012	1/19/2012	n/a	\$ 68	2 hours at \$34 per hour for parent meetings regarding DVR Services.
2/28/2012	Stephanie	Lewandowski	Social Worker	Special Svcs	Ratify/Approve	1/19/2012	1/19/2012	n/a	\$ 68	2 hours at \$34 per hour for parent meetings regarding DVR Services.
2/28/2012	Jennifer G.	Miller	School Psychologist	Special Svcs	Ratify/Approve	1/19/2012	1/19/2012	n/a	\$ 68	2 hours at \$34 per hour for parent meetings regarding DVR Services.
2/28/2012	Marianne	Aquaro	Workshop Facilitator	District	Ratify/Approve facilitator	2/21/2012	2/21/2012	n/a	\$ 136	To provide a workshop for teachers. Rate is \$34/hour not to exceed 4 hours. Paid by Title IIA PD Grant. Charge to A/C 20-270-100-100-09-12.
2/28/2012	Jason	Armstrong	Workshop Facilitator	District	Ratify/Approve facilitator	2/21/2012	2/21/2012	n/a	\$ 204	To provide a workshop for teachers. Rate is \$34/hour not to exceed 6 hours. Paid by Title IIA PD Grant. Charge to A/C 20-270-100-100-09-12.
2/28/2012	Deborah	Dauer	Workshop Facilitator	District	Ratify/Approve facilitator	2/21/2012	2/21/2012	n/a	\$ 136	To provide a workshop for teachers. Rate is \$34/hour not to exceed 4 hours. Paid by Title IIA PD Grant. Charge to A/C 20-270-100-100-09-12.
2/28/2012	Nicole	Falso	Workshop Facilitator	District	Ratify/Approve facilitator	2/21/2012	2/21/2012	n/a	\$ 204	To provide a workshop for teachers. Rate is \$34/hour not to exceed 6 hours. Paid by Title IIA PD Grant. Charge to A/C 20-270-100-100-09-12.
2/28/2012	Cherie	Gehle	Workshop Facilitator	District	Ratify/Approve facilitator	2/21/2012	2/21/2012	n/a	\$ 136	To provide a workshop for teachers. Rate is \$34/hour not to exceed 4 hours. Paid by Title IIA PD Grant. Charge to A/C 20-270-100-100-09-12.
2/28/2012	Danielle	Gladysz	Workshop Facilitator	District	Ratify/Approve facilitator	2/21/2012	2/21/2012	n/a	\$ 136	To provide a workshop for teachers. Rate is \$34/hour not to exceed 4 hours. Paid by Title IIA PD Grant. Charge to A/C 20-270-100-100-09-12.

Agenda Date	Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	Notes for Discussion
2/28/2012	Anna Maria	Hernandez	Workshop Facilitator	District	Ratify/Approve facilitator	2/21/2012	2/21/2012	n/a	\$ 136	To provide a workshop for teachers. Rate is \$34/hour not to exceed 4 hours. Paid by Title IIA PD Grant. Charge to A/C 20-270-100-100-09-12.
2/28/2012	Sandra	Holmes	Workshop Facilitator	District	Ratify/Approve facilitator	2/21/2012	2/21/2012	n/a	\$ 102	To provide a workshop for teachers. Rate is \$34/hour not to exceed 3 hours. Paid by Title IIA PD Grant. Charge to A/C 20-270-100-100-09-12.
2/28/2012	Pamela	Mayer-Strobin	Workshop Facilitator	District	Ratify/Approve facilitator	2/21/2012	2/21/2012	n/a	\$ 102	To provide a workshop for teachers. Rate is \$34/hour not to exceed 3 hours. Paid by Title IIA PD Grant. Charge to A/C 20-270-100-100-09-12.
2/28/2012	Anthony	Paglione	Math Professional Learning Community Member	District	Approve Membership	3/1/2012	6/30/2012	n/a	\$ 272	To provide a workshop for teachers. Rate is \$34/hour not to exceed 8 hours. Paid by Title IIA PD Grant. Charge to A/C 20-270-100-100-09-12.
2/28/2012	Loryn	Schneid	Workshop Facilitator	District	Ratify/Approve facilitator	2/21/2012	2/21/2012	n/a	\$ 102	To provide a workshop for teachers. Rate is \$34/hour not to exceed 3 hours. Paid by Title IIA PD Grant. Charge to A/C 20-270-100-100-09-12.
2/28/2012	Mike	Bruno	Technology	RHS	Ratify/Approve Guidance Event Support	9/1/2011	6/30/2012	n/a	\$ 594	Rate of \$27 per hour not to exceed 22 hours.
2/28/2012	Janet	Quick	Guidance	RHS	Ratify/Approve Guidance Event Facilitation	9/1/2011	6/30/2012	n/a	\$ 611	Rate of \$20.38 per hour not to exceed 30 hours.
2/28/2012	Lindsay	Richard	Guidance	RHS	Ratify/Approve Guidance Event Facilitation	9/1/2011	6/30/2012	n/a	\$ 918	Rate of \$34 per hour not to exceed 27 hours.
2/28/2012	Laurie	Rotondo	Guidance	RHS	Ratify/Approve Guidance Event Facilitation	9/1/2011	6/30/2012	n/a	\$ 2,550	Rate of \$34 per hour not to exceed 75 hours.
2/28/2012	Amy	Wirth	Guidance	RHS	Ratify/Approve Guidance Event Support	9/1/2011	6/30/2012	n/a	\$ 918	Rate of \$34 per hour not to exceed 27 hours.