



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. Keith Kochberg

Mr. Matthew O'Grady

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

Bruce Sapp

ROBBINSVILLE BOARD OF EDUCATION
PUBLIC SESSION MINUTES

October 23, 2012

I. CALL TO ORDER PUBLIC MEETING

President Mike Reca called the October 23, 2012 meeting of the Robbinsville Board of Education to order at 6:37 PM. As required, he read the Statement of Public Meetings and led the flag salute.

II. ROLL CALL

Mrs. Boyne	P	Mrs. Gange	P	Mr. O'Grady	A
Dr. Costanza	P	Mr. Halm	P	Mr. Reca	P
Mrs. DeVito	P	Mr. Kochberg – Arrived 6:45PM	L	Mrs. Silvestrov	A

III. MOTION TO CONVENE IN EXECUTIVE SESSION

On motion of Mrs. Boyne and seconded by Dr. Costanza, the Board voted (6 – 0) to enter into Executive Session at 6:48 PM to review Harassment, Intimidation & Bullying occurrences as required in N.J.S.A.18A:37-15(b)6. Mr. Kochberg, Mr. O'Grady and Mrs. Silvestrov were absent.

IV. MOTION TO RESUME PUBLIC SESSION

On motion of Mrs. DeVito and seconded by Mr. Kochberg, the Board voted (7 – 0) to resume Public Session at 7:00 PM. Mr. O'Grady and Mrs. Silvestrov were absent.

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

Mr. Reca introduced Assistant Superintendent Kathie Foster. Dr. Foster recognized the 2012 – 2013 National Merit Scholarship Award winners!

Regan Clarke
Meredith Clark
Alana Jaskir

Kevin King
Niraj Nayak
Sankalp Patel

Rohan Bajaj
Myana Morris

On behalf of the Board of Education, Dr. Mayer and Mr. Reca extended their congratulations to these students.

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

Dr. Mayer reported on district-wide themes for the month of October including Red Ribbon Week and the Pink Out.

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

Mr. DeVita reported on the following matters related to the Business Office:

- Finalization of the June 30, 2012 CAFR (audit)
- ESIP – Honeywell is working to prepare bids for work falling under the domain of the Energy Savings Improvement Plan.
- Referendum preparation

VIII. STUDENT GOVERNMENT REPORT – Bruce Sapp

Student Government President Bruce Sapp provided an update on the following matters:

- Homecoming – October 12th
- Robbinsville for a Cure “Pink Out” – October 19th – Donated \$1,425 for Susan G. Koman for the Cure
- Lunch Survey – Surveyed approximately 50 students on the new RHS lunch program. While 70 % of students agreed that the lunches provided this year are good, 92% indicated that it is too expensive and 42% indicated that they have stopped buying due to the increase in cost. 96% of students said that they would like the option of cluster deals.

Mr. Reca requested that the Student Government conduct the survey using a bigger sampling of students. Mr. DeVita suggested forming a student focus group to compare the old and new lunches then meeting with Chartwells to discuss the results.

As a follow up to a question generated at the September Board meeting, Mr. Reca asked if the district can host the SAT examination. Dr. Mayer reported that due to a heavy proctor commitment, the district is unable to host the test this year.

IX. RESOLUTION PROVIDING FOR A SPECIAL SCHOOL DISTRICT ELECTION TO BE HELD ON DECEMBER 11, 2012 FOR CONSIDERATION OF A SCHOOL BOND PROPOSAL

On motion of Mrs. Boyne and seconded by Dr. Costanza, the Robbinsville Board of Education approved a resolution (7 – 0) providing for a special school district election on December 11, 2012 for consideration of a school bond proposal as indicated. Mr. O’Grady and Mrs. Silvestrov were absent.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF ROBBINSVILLE IN THE COUNTY OF MERCER, NEW JERSEY (not less than a majority of the full membership of the Board concurring) AS FOLLOWS:

1. It is hereby determined that a bond proposal will be submitted for voter approval at a special election to be scheduled for December 11, 2012 between the hours of 7:00 AM and 9:00 PM. The form of the proposal will read substantially as follows:

BOND PROPOSAL

The Board of Education of the Township of Robbinsville in the County of Mercer, New Jersey is authorized: (a) to undertake the construction of additions as well as improvements and renovations to the Sharon Elementary School and Pond Road Middle School; (b) to acquire the necessary equipment and undertake any associated site work; (c) to appropriate \$18,979,967; (d) to issue bonds of the School District in the amount of \$18,979,967; and (e) to transfer funds between the school facilities projects.

The “other capital projects” to be funded herein were potentially eligible for State support, in whole or in part, at a minimum amount of 40% for the eligible components of the projects. However, the Board of Education of the Township of Robbinsville determined not to seek State support for these “other capital projects,” because no State support is currently available and the State has not been approving any capital projects for which State facilities aid is requested.

2. The bond proposal in Section 1 is hereby approved and, subject to the approval of the legal voters of the School District, hereby determines to carry out the projects described therein (the “Projects”).
3. The Board of Education hereby acknowledges and confirms that in accordance with N.J.S.A. 18A:24-16 and 18A:24-17 a supplemental debt statement has been prepared by the chief financial officer of the

Township of Robbinsville, being the only municipality comprised within the school district, giving effect to the proposed authorization of bonds of the school district in the maximum amount of bonds authorized in the proposal. The supplemental debt statement has been filed in the office of the Clerk of Township of Robbinsville and in the office of the Business Administrator/Board Secretary of this Board of Education prior to the final adoption of the bond proposal and will be filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs prior to the date of the special election.

4. The Business Administrator/Board Secretary is hereby authorized and directed to send a certified copy of the bond proposal to the County Clerk as required by N.J.S.A. 19:60-2 and to request the County Clerk to conduct the special election, and the written notice to hold the special election previously provided is hereby ratified.
5. The Spiegle Architectural Group, Inc., the School District's appointed architect for the Projects (State Plan No. 5510-040-12-1000 for the Pond Road School and State Plan No. 5510-050-12-1000 for the Sharon Elementary School), is hereby authorized and delegated the responsibility to prepare the plans and specifications for the project in consultation with and under the supervision of the Business Administrator/Board Secretary, who is hereby delegated the responsibility to work with the architect for this purpose on behalf of the Board of Education, in accordance with the requirements of N.J.S.A. 18A:18A-16.
6. The educational plans and the schematic plans for the construction of the Projects have heretofore been approved by this Board of Education, and such approval is hereby reconfirmed.
7. The Board President, the Superintendent of Schools, the Business Administrator/Board Secretary, the Project Architect, Bond Counsel and other appropriate representatives of the Board (the "Board Representatives") have heretofore been authorized, and such authorization is hereby reconfirmed, to submit the educational plans and the schematic plans for the Projects, together with such other information as may be required, to the State Department of Education for approval and to make application to the Commissioner of Education for approval of the educational plans, the schematic plans and the Projects and, if necessary, any required amendment to the long-range facilities plan, in accordance with the requirements of the Act and N.J.A.C. 6A:26-3.2.
8. If necessary, the Board Representatives have heretofore further been authorized and directed to submit the schematic plans and any other required information to the Planning Board for review and comment, and such authorization and direction is hereby reconfirmed.
9. The Board representatives are hereby authorized to take all steps necessary to implement this resolution. The Business Administrator/Board Secretary is further authorized and directed to request the County Clerk, the County Board of Elections, the County Superintendent of Elections, and the Municipal Clerk as applicable to conduct the special election, and the Business Administrator/Board Secretary is authorized to act on behalf of the Board to make such determinations required of the Board for the conduct of the election.

X. MINUTES (Attachments)

On motion of Mr. Halm and seconded by Mrs. DeVito, the Robbinsville Board of Education upon recommendation of the Superintendent voted 6-0 to approve the minutes of the following meetings. Mr. O'Grady and Mrs. Silvestrov were absent. Mrs. Gange abstained from voting on Executive Session. Mrs. Boyne abstained from voting on Public and Executive Sessions.

- September 24, 2012 – Public Session
- September 24, 2012 – Executive Session

XI. COMMITTEE REPORTS

A. COMMUNITY RELATIONS – Mrs. Sharon DeVito

Mrs. DeVito reported on the following matters from the October Community Relations Committee meeting:

- Backpack Express – November 2, November 7, November 30
- Referendum Communication to include:
 - Lights on After School
 - Conferences
 - Special invitation to town meetings - 2008-2012 new homebuyers without children
 - Dr. Mayer and Dr. Costanza to reach out to parents of preschoolers
 - Town meetings – November 12 and November 26
- Holiday Bazaar – November 18, 2012

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

Dr. Costanza reported on the following Education, Development & Policy matters:

- Teacher Evaluation System – Danielson model recommended - \$25 per school + \$800 per school walk-through tool
- 2012-2013 RHS course enrollment list currently under review
- Committee to review survey entitled “Social Norms High School Survey” for possible distribution to RHS students
- Review of Student Contract
- Curriculum & Professional Development work – Common Core Standards / MAP
- Referendum messaging

C. PERSONNEL – Mrs. Florence Gange

Mrs. Gange reported on the following Personnel Committee matters:

- Review of personnel agenda
- Robotics stipend
- Business Office / R.E.D. staffing
- Technology position update
- Review of Student Contract
- Referendum messaging and impact of failed referendum

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

Mrs. Boyne reported on the following Finance, Facilities & Transportation Committee matters:

- RFP for Financial Advisor for Referendum – Recommendation to appoint Acacia
- ESIP Update – Recommendation to appoint Schiller & Hersch Associates, Inc. for 3rd party verification and commissioning as required by law
- Referendum – Wording of public question
- Auditor RFP – To be issued for appointment in January
- Transportation – Two runs with temporary drivers – BA to reach out to transportation contractor
- Review of Student Contract
- Proposed Sports Complex – BA to reach out for more information
- Lunch Service – Reduction in administrative fees for 2012-2013 / Student survey

E. NEGOTIATIONS – Mr. Thomas Halm

Mr. Halm indicated that the Board is still awaiting a decision from the Fact Finder. He reiterated the Board’s willingness to negotiate.

XII. HEARING OF THE PUBLIC

A. LISA KING

Mrs. King voiced concern about an accidental email sent out to parents of middle school students. Dr. Mayer explained that the Board was briefed immediately and that internal controls are being implemented to help curtail future incidents of this type.

XIII. APPROVAL OF RESOLUTIONS

A. PERSONNEL (A.1 –3)

On motion of Mrs. Gange and seconded by Mrs. DeVito and carried by a vote of 7-0, the Robbinsville Board of Education on recommendation of the Superintendent voted to approve resolutions A.1 – 3 below and on the Personnel Agenda. Mr. O’Grady and Mrs. Silvestrov were absent.

B. EDUCATION, DEVELOPMENT, & POLICY (B.1 – 10)

Discussion

Mr. Reca thanked the constituents who participated in revising the Student Code of Conduct including students, parents, administrators and Board members. Dr. Mayer echoed his sentiment and further explained the need for a two part review; first the policy section and second the pledge in which students commit to high standards in behavior and academics. He indicated that that the new version of the Code of Conduct will be in place for the winter sports season.

On motion of Dr. Costanza and seconded by Mrs. Gange and carried by a vote of 7-0, the Robbinsville Board of Education upon recommendation of the Superintendent voted to approve Education, Development & Policy resolutions B.1 – 10. Mrs. Boyne abstained on B.2. Mr. O’Grady and Mrs. Silvestrov were absent. NOTE: Resolution B.9a (Puerto Rico trip only) was tabled.

1. RHS STUDENT CODE OF CONDUCT FOR ATHLETICS AND CO-CURRICULAR ACTIVITIES (Attachment)

Approve updated version of Robbinsville High School Student Code of Conduct for Athletics and Co-curricular Activities including Student Contract for immediate implementation.

2. HARASSMENT, INTIMIDATION & BULLYING MONTHLY REPORT

The Robbinsville Board of Education accepts without modification the Superintendent’s Report on Harassment, Intimidation and Bullying for the month of September 2012.

3. POLICIES & REGULATIONS – ADOPTION (Attachment)

Adopt Policy and Regulation 6470 (Payment of Claims).

4. CJ PRIDE – SHARED SERVICES AGREEMENT

Approve a joint purchasing and service agreement in the amount of \$300.00 with Central Jersey Program for the Recruitment of Diverse Educators (CJPRIDE) to promote diversity recruitment through June 30, 2013.

5. **2012-2013 PROFESSIONAL SERVICE AGREEMENT: WAHL EDUCATIONAL CONSULTING, INC.**

Approve a professional service agreement for the 2012-2013 school year in the amount of \$16,000.00 with Wahl Educational Consulting, Inc. to facilitate K-5 curriculum design entitled *A Balanced Approach to Literacy Instruction*.

6. **2012-2013 NURSING SERVICES PLAN**

Approve the district's 2012-2013 Nursing Services Plan as an annual requirement according to N.J.A.C. 6A:16-2.1 through 2.5.

7. **STUDENT TEACHER PLACEMENT – SPRING 2013 SEMESTER**

Approve the following individual to complete their student teaching requirements during the spring 2013 semester as indicated.

<u>Student Name</u>	<u>College / University</u>	<u>Cooperating Teachers</u>	<u>Subject Area</u>
Donovan Smalls	TCNJ	Renee Lockington / Rich Gildner	Physical Ed.

8. **SPECIAL SERVICES**

a. **2012-2013 Contract - Mercer County Special Services School District**

Approve a contract with Mercer County Special Services School District in the amount of \$141,960.00 for one-to-one personal assistants as indicated.

<u>Student ID</u>	<u>Cost</u>
220006	\$ 35,490.00
130617	\$ 35,490.00
150223	\$ 35,490.00
180209	\$ 35,490.00
Total	\$141,960.00

b. **2012-2013 Professional Services Agreement**

Approve Family Resource Associates Inc. to conduct Augmentative/Alternative Communication evaluations for Special Services on an as needed basis at the rate of \$550.00 per evaluation plus \$40.00 per half hour for travel.

9. **FIELD TRIPS**

a. **Robbinsville High School 2012-2013**

Approve the following field trip for Robbinsville High School as indicated. The district will incur no admission or transportation costs.

TCNJ-Ewing, NJ

Date:	10/30/12
Number of Pupils Participating:	3
Teacher/Other Chaperones:	1 / 0
Approximate Cost per Pupil:	\$0.00
Time Scheduled to Leave/Return:	7:30 am / 2:30 pm
Bus Service:	Parental
Class/Group:	Future Educators Association

Purpose: Provide students with presentations about becoming teachers-this is their desired profession. 500 NJ students will attend.

North Brunswick H.S.-N. Brunswick, NJ

Date: 11/3/12
Number of Pupils Participating: 45
Teacher/Other Chaperones: 2 / 5
Approximate Cost per Pupil: \$10.00
Time Scheduled to Leave/Return: TBD
Bus Service: N/A-Parental Transport
Class/Group: FIRST Robotics
Purpose: Off season event to gain experience competing with the 2012 robot and local teams.

Metropolitan Opera House-New York, NY

Date: 11/5/12
Number of Pupils Participating: 30
Teacher/Other Chaperones: 2 / 4
Approximate Cost per Pupil: \$40.00
Time Scheduled to Leave/Return: 7:45 am / 4:15 pm
Bus Service: Irvin Raphael Inc.
Class/Group: Italian I-V
Purpose: Students will watch final dress rehearsal of Giuseppe Verdi's Italian Opera; Un Ballo in Macheria.

C'est la vie-New Hope, PA

Date: 11/14/12
Number of Pupils Participating: 20
Teacher/Other Chaperones: 2 / 0
Approximate Cost per Pupil: \$13.00
Time Scheduled to Leave/Return: 9:45 am / 1:30 pm
Bus Service: First Student Inc.
Class/Group: French IV & AP
Purpose: Authentic learning experience-students will visit the bakery kitchen and learn about baking French items. Tour will be in French-orders and questions will also be in French.

Citizens Bank Park-Philadelphia, PA

Date: 11/14/12
Number of Pupils Participating: 40
Teacher/Other Chaperones: 2 / 1
Approximate Cost per Pupil: \$24.00
Time Scheduled to Leave/Return: 7:45 am / 1:30 pm
Bus Service: Irvin Raphael Inc.
Class/Group: Sports Journalism
Purpose: Allow the students to explore press rooms-exposure to different careers related to sports.

Asian Market/Wushu Academy-Edison, NJ

Date: 11/14/12
Number of Pupils Participating: 30
Teacher/Other Chaperones: 2 / 0
Approximate Cost per Pupil: \$25.00
Time Scheduled to Leave/Return: 9:00 am / 1:30 pm
Bus Service: BOE
Class/Group: All Chinese Classes
Purpose: Students will experience Chinese culture.

Asian Market/Wushu Academy-Edison, NJ

Date: 11/15/12
Number of Pupils Participating: 30
Teacher/Other Chaperones: 2 / 0
Approximate Cost per Pupil: \$25.00
Time Scheduled to Leave/Return: 9:00 am / 1:30 pm
Bus Service: BOE
Class/Group: All Chinese Classes
Purpose: Students will experience Chinese culture.

Hyatt-New Brunswick, NJ

Date: 11/15-11/19/12
Number of Pupils Participating: 29
Teacher/Other Chaperones: 1 / 0
Approximate Cost per Pupil: \$180.00
Time Scheduled to Leave/Return: 1:30 pm (11/15) - 12:00 pm (11/19)
Bus Service: BOE
Class/Group: Model UN
Purpose: Students will work with peers to legislate and build resolutions to global dilemmas.

Brooks Atkinson Theatre-New York, NY

Date: 11/28/12
Number of Pupils Participating: 30
Teacher/Other Chaperones: 3 / 2
Approximate Cost per Pupil: \$90.00
Time Scheduled to Leave/Return: 8:30 am / 9:00 pm
Bus Service: BOE
Class/Group: Cast/Crew Fall Drama
Purpose: Cast/Crew will have opportunity to see a professionally designed/performed play in the same theatrical style as The Odyssey.

MCCC-West Windsor, NJ

Date: 1/15/13
Number of Pupils Participating: 10
Teacher/Other Chaperones: 1 / 0
Approximate Cost per Pupil: \$5.00
Time Scheduled to Leave/Return: 7:30 am / 2:00 pm
Bus Service: BOE
Class/Group: Virtual Enterprise
Purpose: Local Business Plan Competition

Penn State University-Philadelphia, PA

Date: 1/18-1/19/13
Number of Pupils Participating: 45
Teacher/Other Chaperones: 3 / 0
Approximate Cost per Pupil: \$140.00
Time Scheduled to Leave/Return: 10:00 am (1/18) - 8:00 pm (1/19)
Bus Service: TBD
Class/Group: Winter Track and Field
Purpose: Student athletes will get to compete at a high level high school invitational in front of top collegiate coaches. The Robbinsville program will represent their community against other top high school programs in the Northeast.

Hatboro-Horsham H.S.-Horsham, PA

Date: 3/2 & 3/3/13
Number of Pupils Participating: 45
Teacher/Other Chaperones: 2 / 5
Approximate Cost per Pupil: \$10.00
Time Scheduled to Leave/Return: TBD
Bus Service: N/A-Parental Transport
Class/Group: FIRST Robotics
Purpose: Qualifying event; competing with other Mid Atlantic robotic teams.

TCNJ-Ewing, NJ

Date: 3/15/13
Number of Pupils Participating: 45
Teacher/Other Chaperones: 2 / 5
Approximate Cost per Pupil: \$10.00
Time Scheduled to Leave/Return: TBD
Bus Service: TBD
Class/Group: FIRST Robotics
Purpose: Qualifying event; competing with other Mid Atlantic robotic teams.

TCNJ-Ewing, NJ

Date: 3/16/13
Number of Pupils Participating: 45
Teacher/Other Chaperones: 2 / 5
Approximate Cost per Pupil: \$10.00
Time Scheduled to Leave/Return: TBD
Bus Service: N/A-Parental Transport
Class/Group: FIRST Robotics
Purpose: Qualifying event; competing with other Mid Atlantic robotic teams.

Puerto Rico - TABLED

Date: 3/23-3/29/13
Number of Pupils Participating: TBD
Teacher/Other Chaperones: 1 for every 10 students
Approximate Cost per Pupil: \$2,000.00
Time Scheduled to Leave/Return: TBD
Bus Service: TBD
Class/Group: World Language Students
Purpose: Sponsored by Smithsonian Student Travel, Robbinsville students will take part in a full cultural immersion experience in a domestic setting. They will have opportunities to experience art, music, architecture, and history, as well as speak their language of study.

69th Regiment Armory-New York, NY

Date: 4/11/13
Number of Pupils Participating: 40
Teacher/Other Chaperones: 4 / 0
Approximate Cost per Pupil: \$tbd
Time Scheduled to Leave/Return: 5:30 am / 5:00 pm
Bus Service: Triple D Travel
Class/Group: Virtual Enterprise
Purpose: International Trade Show-students will compete in various competitions such as Best Booth, Best Sales Pitch, Best Webpage and Best Catalog (they will preparing all school year).

b. Field Trips – Sharon/Windsor Elementary School

Approve the following field trip(s) for Sharon/Windsor Elementary School during the 2012-2013 School Year as indicated. The district will incur no admission or transportation costs.

Johnsons Farm-Medford, NJ

Date: 11/15/12
Number of Pupils Participating: 187
Teacher/Other Chaperones: 18 / 30
Approximate Cost per Pupil: \$10.00
Time Scheduled to Leave/Return: 9:30 am / 1:30 pm
Bus Service: First Student Inc.
Class/Group: Kindergarten
Purpose: The students will experience a hands-on, educational tour that includes apple picking, pressing, corn shelling, and animal feeding.

c. Special Services (District Wide) 2012-2013

Approve the following field trips for Special Services as indicated. These trips are an integral part of the educational/vocational program and the district may incur admission/transportation costs.

Westhaven Farm-Allentown, NJ

Date: 10/11/12
Number of Pupils Participating: 18
Teacher/Other Chaperones: 6 / 0
Approximate Cost per Pupil: \$6.00
Time Scheduled to Leave/Return: 9:15 am / 11:00 am
Bus Service: BOE
Class/Group: AM Pre-School Classes
Purpose: To have students read and learn how pumpkins grow and to follow-up with a hands on learning experience.

Westhaven Farm-Allentown, NJ

Date: 10/11/12
Number of Pupils Participating: 18
Teacher/Other Chaperones: 6 / 0
Approximate Cost per Pupil: \$6.00
Time Scheduled to Leave/Return: 12:10 pm / 2:00 pm
Bus Service: BOE
Class/Group: PM Pre-School Classes
Purpose: To have students read and learn how pumpkins grow and to follow-up with a hands on learning experience.

Westhaven Farm-Allentown, NJ

Date: 10/23/12
Number of Pupils Participating: 10
Teacher/Other Chaperones: 2 / 0
Approximate Cost per Pupil: \$6.00
Time Scheduled to Leave/Return: 10:00 am / 12:00 pm
Bus Service: BOE
Class/Group: Pre-School Class @ Sharon
Purpose: The students are learning about the fall season and pumpkins. This trip will provide the students an opportunity to go on a pumpkin hayride.

Market Place-Hamilton, NJ

Date: 10/25/12
Number of Pupils Participating: 4
Teacher/Other Chaperones: 3 / 0
Approximate Cost per Pupil: \$10.00
Time Scheduled to Leave/Return: 10:00 am / 1:00 pm
Bus Service: BOE
Class/Group: S.O.A.R.-6th Grade/Archer
Purpose: Students will practice social and money skills while shopping and conversing.

Pump It Up / IHOP-Hamilton, NJ

Date: 10/26/12
Number of Pupils Participating: 6
Teacher/Other Chaperones: 4 / 0
Approximate Cost per Pupil: \$0.00
Time Scheduled to Leave/Return: 10:15 am / 2:00 pm
Bus Service: BOE
Class/Group: K/1 Autistic Class – Sharon School
Purpose: To bring the students into the community and work on appropriate social behaviors, order own food in restaurant, develop appropriate pragmatic/communication skills. At Pump It Up students will be able to desensitize themselves to noise and over stimulation.

Foxmoor Shopping Center-Robbinsville, NJ

Date: 11/1/12, 11/7/12, 11/15/12, 11/29/12
Number of Pupils Participating: 2
Teacher/Other Chaperones: 1-2 / 0
Approximate Cost per Pupil: \$0.00
Time Scheduled to Leave/Return: 9:30 am / 11:00 am
Bus Service: BOE
Class/Group: S.O.A.R.
Purpose: Students will be given real world work experience.

Barnes & Noble-Hamilton, NJ

Date: 11/16/12
Number of Pupils Participating: 6
Teacher/Other Chaperones: 4 / 0
Approximate Cost per Pupil: \$0.00
Time Scheduled to Leave/Return: 10:30 am / 2:00 pm
Bus Service: BOE
Class/Group: K/1 Autistic Class – Sharon School
Purpose: To develop appropriate social, communication and pragmatic skills in the community.

10. 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 2012-2013 school year.

Participant's Name	Vendor	Event	Event Date(s)	Registration Amount	Travel Reimburse Amount
Several Staff	West Windsor SD - SHARED BUS RIDE	Teachers College 83rd Reunion	10/27/2012	N/C	\$500.00

Participant's Name	Vendor	Event	Event Date(s)	Registration Amount	Travel Reimburse Amount
Megan Bones	Rider University	Connect-Ed "Big Ideas"	10/29-30/2012	\$ 100.00	N/A
Michele Warren	Rider University	Connect-Ed "Big Ideas"	10/29-30/2012	\$ 100.00	N/A
Kasey Kenworthy	NJPSA	Legal ws for Multiple needs/ Spec Ed	10/30/2012	\$ 147.00	N/A
Laurell Parris	NJPSA	Legal ws for Multiple needs/ Spec Ed	10/30/2012	\$ 147.00	N/A
Lisa Papp	Aspen, Inc.	2012 Aspen Annual Conference	11/2/2012	\$ 140.00	N/A
Kelly Kosch	Rider University	Creating a Culture of Writing workshop	11/3/2012	\$ 30.00	N/A
Josette Smolka	Rider University	Creating a Culture of Writing workshop	11/3/2012	\$ 30.00	N/A
Mary Carpenter	Rider University	Creating a Culture of Writing workshop	11/3/2012	\$ 30.00	N/A
Patti Irilli	Rider University	Creating a Culture of Writing workshop	11/3/2012	\$ 30.00	N/A
Cheryl Punzo	Rider University	Creating a Culture of Writing workshop	11/3/2012	\$ 30.00	N/A
Shayna Schwartz	Rider University	Creating a Culture of Writing workshop	11/3/2012	\$ 30.00	N/A
Ashley Tarasiewicz	Rider University	Creating a Culture of Writing workshop	11/3/2012	\$ 30.00	N/A
Lindsay Csogi	Rider University	Creating a Culture of Writing workshop	11/3/2012	\$ 30.00	N/A
Laura Francolina	ACTFL	ACTFL Annual Conference 2012	11/12-15/2012	\$ 685.00	N/A
Elizabeth Calderon	Convention Data Svcs.	ACTFL Annual Conference 2012	11/16-18/2012	\$ 195.00	N/A
Haydee Donza	Convention Data Svcs.	ACTFL Annual Conference 2012	11/16-18/2012	\$ 195.00	N/A
Christine Cabarle	Bureau of Ed. & Research	Best Strategies for iPads, Phones w/s	11/30/2012	\$ 225.00	\$18.58
Renee Lockington	NJAHPERD	Hands on Health w/s	12/3/2012	\$ 110.00	\$4.22
Jodie Ricciardi	NJAHPERD	Hands on Health w/s	12/3/2012	\$ 110.00	N/A
Jonathan Hutchinson	Bureau of Ed. & Research	What Works Social Studies workshop	12/4/2012	\$ 225.00	N/A
Tiffany Brennan	Standard Solution, LLC	Fall Train the Trainer workshop	12/6-7/2012	\$ 399.00	\$95.48
Jonathan Hutchinson	Bureau of Ed. & Research	Best Practices Co-Teaching Issues w/s	12/7/2012	\$ 229.00	N/A

Participant's Name	Vendor	Event	Event Date(s)	Registration Amount	Travel Reimburse Amount
Debra Bella	NJ Alliance for Learning	Nanking Massacre w/s	12/07-08/2012	N/C	\$42.84
Debra Bella	Bureau of Ed. & Research	Meeting the Common Core Standards w/s	12/19/2012	\$ 225.00	\$22.65
Lindsay Csogi	Intl. Rdg. Assoc.	Intl. Rdg. Convention	04/19-22/2012	\$ 280.00	N/A
Ann Marie Potts	FEA/NJ-L2L	Pre-K 3rd Annual Leadership Conference	11/2/2012	\$ 45.00	N/A
Kim Robinson	FEA/NJ-L2L	Pre-K 3rd Annual Leadership Conference	11/2/2012	\$ 45.00	N/A
Debbie Binder	NJASCD	Pre-K 3rd Annual Leadership Conference	11/2/2012	\$ 45.00	N/A
Kristina Mannino	NJCHE	20 Annual History Conference	11/30/2012	\$ 60.00	5.81
Carol Moscarello	Bureau of Ed. & Research	North East Conference	12/3/2012	\$ 29.00	N/A
Jason Gray	Bureau of Ed. & Research	What Works: Social Studies Workshop	12/4/2012	\$ 225.00	N/A
Cathie Weissman	CMI Ed Institute	Bullying, Teasing w/s	12/5/2012	\$ 189.99	N/A
Jason Gray	Bureau of Ed. & Research	Best Practices Co-Teaching Issues w/s	12/7/2012	\$ 229.00	N/A
Total				\$ 4,819.99	\$689.58

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

Discussion

Mrs. DeVito discussed the possibility of lowering the lunch prices and asked if the district is required to make a certain amount on each lunch. Mr. DeVita noted that at the current prices and considering upkeep and maintenance to equipment, the district breaks even.

On motion of Mrs. Boyne 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. Mr. O’Grady and Mrs. Silvestrov were absent.

1. FINANCE

a. Bills and Claims List (Attachment)

Approve payment of the Bills & Claims List in the amount of \$3,158,669.90 for the period ending October 23, 2012 as indicated.

Accounts Payable	
Fund	
11 - General Fund	\$ 1,020,457.42
12 - Capital Outlay	\$ 16,800.00
20 - Special Revenue	\$ 49,051.92
40 - Debt Service	\$ -
60 - Food Service Fund	\$ 3,502.08
61 - R.E.D.	\$ 2,892.14
Unemployment	\$ -
Hand Checks	\$ 13,681.60
Total Accounts Payable	\$ 1,106,385.16
Payroll	
September 30, 2012	\$ 1,027,119.75
October 15, 2012	\$ 1,025,164.99
Total Payroll	\$ 2,052,284.74
Total Bill List	\$ 3,158,669.90

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 September 30, 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)

Accept the Report of the Board Secretary for the period ending September 30, 2012.

d. Report of the Treasurer (Attachment)

Accept the Report of the Treasurer for September 30, 2012.

e. Transfer Report – October 23, 2012

Approve transfers totaling \$69,795.02 for the period ending October 23, 2012 as indicated.

Amount	Account From	Account To	Description
\$5,550.00	11-000-270-511-07-01	11-000-270-390-07-01	Crossing guard at high school
	Contracted Routes	Other Purchased Services	
\$63.00	11-230-100-610-02-01	11-230-100-640-02-01	Additional textbooks for basic skills
	Sharon BSI Supplies	Sharon BSI Textbooks	
\$9,087.02	11-190-100-640-03-01	11-190-100-610-03-01	Language arts and technology supplies
	Textbooks	Instructional Supplies	
\$750.00	11-000-270-511-07-01	11-401-100-600-01-01	Robotics supplies
	Contracted Routes	Cocurricular Supplies	
\$600.00	11-209-100-601-04-00	11-000-216-600-04-01	FM systems & OT equipment
	BD Instructional Supplies	Speech Supplies	
\$2,000.00	11-212-100-500-04-01	11-000-216-600-04-01	FM systems & OT equipment
	Other Purchased Services	Speech Supplies	
\$1,000.00	11-000-216-800-04-01	11-000-216-600-04-01	FM systems & OT equipment
	Misc	Speech Supplies	
\$1,000.00	11-000-219-800-04-01	11-000-216-600-04-01	FM systems & OT equipment
	Misc	Speech Supplies	
\$1,000.00	11-000-219-800-04-01	11-212-100-610-04-01	Supplies for MD classrooms
	Misc	MD Instructional Supplies	
\$3,745.00	11-190-100-340-01-01	11-401-100-800-01-01	Musical rights for play
	Purchased Services	Cocurricular Misc	
\$5,000.00	11-401-100-600-01-01	11-190-100-6000-01-01	Band Uniforms
	Cocurricular Supplies	Instructional Supplies	
\$40,000.00	11-190-100-610-08-06	12-000-252-730-08-00	Remote desktop initiative and firewall
	Instructional Equipment	Technology Equipment	
\$69,795.02			

f. 2012-2013 Professional Services Contract: Schiller and Hersch Associates, Inc.

Approve a professional services contract with Schiller and Hersch Associates, Inc., Oreland, PA, in the amount of \$36,849 for Third Party Verification and Commissioning services mandated under the ESIP laws. These services will be paid for through the energy savings of the ESIP.

g. 2012-2013 Professional Services Contract: Acacia Financial Group, Inc.

Approve a professional services contact with Financial Advisor to Acacia Financial Group, Inc., Marlton, NJ with rates for 2012-2013 as indicated.

Lease purchasing	\$ 2,000 - \$ 3,500
Referendum Bond Issuance	\$10,000 - \$12,500
Refunding of Debt	\$10,000 - \$11,500

h. Contract Renewal: Compass Group USA, Inc.

BE IT RESOLVED that Robbinsville Board of Education (herein referred to as the Local Education Agency or LEA) approves Chartwells School Dining Services (herein referred to as the Food Service Management Company or FSMC) as its Food Service Management Company for the 2012-2013 school year. (Third Renewal)

BE IT FURTHER RESOLVED that the Food Service Management Company shall receive, in addition to the costs of operation, an administrative fee of \$37,800/year and a management fee of \$.0522 per reimbursable meal and meal equivalent to compensate the Food Service Management company management costs. These fees shall be billed monthly as a cost of operation. The Local Education Agency guarantees the payment of such costs and fee to the Food Service Management Company.

BE IT FURTHER RESOLVED that total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of School Breakfast Program, After School Snack Program, and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program and School Breakfast Program meals and After School Snack Program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count.

BE IT FURTHER RESOLVED that the per meal management fee of \$.0522 will be multiplied by total meals.

BE IT FURTHER RESOLVED that the Food Service Management Company guarantees the Local Education Agency a minimum profit return of \$17,158 for the school year 2012-2013. This guarantee is contingent upon the guarantee terms and requirements as stated below from the FSMC's state-approved contract.

2) GUARANTEE

a) Guaranteed Return. Chartwells guarantees that the return to the LEA from the Food Service Program for the school year will be seventeen-thousand, one-hundred, fifty-eight (\$17,158). If the annual operating statement shows a return less than seventeen-thousand, one-hundred, fifty-eight (\$17,158), Chartwells will reduce its Management and Administrative Fees by the difference between the actual and the guaranteed amount, but in no event shall the reimbursement obligation exceed the amount of Chartwells' Management and Administrative

Fees, as set forth above. The Guaranteed Return is based on the following conditions and assumptions remaining in effect for the school year.

3) **CONDITIONS**

(a) Federal and state reimbursements will be at least equal to the rates in 2011-2012.

(b) The value of government-donated commodities and/or cash in lieu thereof will not be less than the value of government-donated commodities and/or cash in lieu thereof received during the 2011-2012 school year.

(c) The number of days meals are served during the school year will not be less than 167 days (RHS), 166 days (PRMS), and 165 (SES).

(d) The number of serving periods, locations, serving times and types of service will not change materially.

(e) The student enrollment for the Term of the Contract will not be less than the 2011-2012 level.

(f) The selling prices of Menu Pattern Meals and a la carte selections will not be less than those included in the proposal.

(g) There will not be any significant changes or restrictions in the brands or types of products that Chartwells is able to sell in the food service program.

(h) The District and its representatives including but not limited to, school principals, teachers and District employees shall fully cooperate with Chartwells in the implementation of the Food Service Program. The District shall fully cooperate with Chartwells to limit the expansion of competitive food sales in order to maximize the gross receipts and other non-cash sales of the Food Service Program.

In the event the foregoing conditions are not met during the school year, Chartwells' guarantee obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue attributable to the changes in such conditions.

(i) The increase in federal reimbursement rates associated with the required implementation of HHFKA meal pattern initiatives will be no less than \$.06 per lunch pattern meal served.

2. **FACILITIES**

a. **Building Use (Attachments)**

Approve the Buildings and Grounds Use of Facilities Schedule for the months of November and December 2012.

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.

c. Fire and Security Drills – September 2012

Approve Fire and Security Drills for September 2012 as indicated.

<u>Date</u>	<u>School</u>	<u>Type</u>
September 12, 2012	RHS	Fire Drill
September 25, 2012	RHS	Shelter in Place
September 27, 2012	PRMS	Emergency
September 21, 2012	Sharon	Fire Drill
September 21, 2012	Windsor	Fire Drill
September 25, 2012	Sharon	Evacuation
September 25, 2012	Windsor	Evacuation

3. TRANSPORTATION

a. Transportation Quote VTHW – Results

Accept Transportation Quote VTHW and recognize George Dapper Inc. as indicated in **bold** the low bidder for vocational school transportation to Hopewell Valley Regional High School for the period of October 9, 2012 through February 28, 2013.

Vendor: First Student Inc.

Total Per Diem Cost: \$173.00

NQ: _____ COST: **\$173.00** *AIDE COST: n/a MILEAGE ADJ.: +/- **\$1.00**
Per Diem Per Diem

Vendor: Irvin Raphael Inc.

Total Per Diem Cost: \$275.00

NQ: _____ COST: **\$275.00** *AIDE COST: n/a MILEAGE ADJ.: +/- **\$1.95**
Per Diem Per Diem

No other quotes were received.

b. Transportation Bid # T13-02 - Results

Accept Transportation Bid #T13-02 and recognize George Dapper Inc. as indicated in **bold** the low bidder for the following to and from school routes beginning September 1, 2012 through June 30, 2013.

T13-02	Dapper	Raphael	Laurel	Rick
*PCDI	\$ 157.20	\$ 205.73	\$ 206.00	\$ 221.00
AIDE	\$ 40.80	\$ 46.13	\$ 49.00	\$ 35.00
+/-	\$ 2.50	\$ 1.95	\$ 1.49	\$ 2.50
TOTAL	\$ 198.00	\$ 51.86	\$ 255.00	\$ 256.00
BCIT	\$ 182.10	\$ 212.75	\$ 200.00	\$ 232.00
+/-	\$ 2.50	\$ 1.95	\$ 1.49	\$ 2.00

T13-02	Dapper	Raphael	Laurel	Rick
TOTAL	\$ 182.10	\$ 212.75	\$ 200.00	\$ 232.00

Totals	\$ 380.10	\$ 464.61	\$ 455.00	\$ 488.00
Bulk %	0	0	0	0
Grand Totals	\$ 380.10	\$ 464.61	\$ 455.00	\$ 488.00

c. 2012-2013 School Bus Evacuations - RHS

Approve completion of school bus emergency evacuation drills as required by statute.

Date: October 4, 2012
 Time: Upon a.m. arrival (8:50-8:55am)
 School: Sharon Elementary School
 Location: Rear of 234 Sharon Road
 Route number(s): ELM-1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 14, 15, 16, 17, 18, 20
 Principal/Person Overseeing: Janet Sinkewicz & Nicole Bootier

Date: October 4, 2012
 Time: Upon a.m. arrival (8:50-8:55am)
 School: Sharon Elementary School
 Location: Front of 234 Sharon Road
 Route number(s): ELM-19, 22 & Jackson BOE Bus
 Principal/Person Overseeing: Janet Sinkewicz & Dawn Brunow

Date: October 5, 2012
 Time: Upon a.m. arrival (8:50-8:55am)
 School: Windsor Elementary School
 Location: Driveway of 16 School Drive
 Route number(s): WDSK & WNDK
 Principal/Person overseeing: Betsy Borsuk

Date: September 11, 2012
 Time: Upon a.m. arrival (7:15-7:30am)
 School: Robbinsville High School
 Location: 155 Robbinsville-Edinburg Rd Curbside
 Route number(s): RHS-1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 14
 Person Overseeing: Curtis Wyers

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

On motion of Mr. Halm and seconded by Dr. Costanza and carried by a vote of 7-0, the Robbinsville Board of Education upon recommendation of the Superintendent voted to approve R.E.D. resolution D.1. Mr. O'Grady and Mrs. Silvestrov were absent.

1. R.E.D. PERSONNEL

a. Professional Development

Approve Instructional Aide Lilies Thompson to attend *Effective Inclusion for Asperger's / High Functioning Autism*, a workshop scheduled to take place on March 20, 2013 at FEA in Monroe, NJ for \$75.00.

XIV. HEARING OF THE PUBLIC

None

XV. OLD BUSINESS

Referendum Presentation

Mr. Reca asked for input regarding how the district can best work with town council on promoting the Referendum. The Board agreed that Dr. Mayer and Mr. Reca should request to make a presentation on the Referendum to the town council one of their a regular meetings.

XVI. NEW BUSINESS

Board Selection Process

Mr. Reca stated that some misinformation has been circulating about the selection process for Board members, specifically regarding Mr. O’Grady’s appointment, resulting from a recent resignation. Mr. Reca emphasized that every member of the Robbinsville Board of Education is committed to a transparent, legal, and ethical appointment process.

Other Board members expressed concern over allegations relating to the appointment which appeared in a letter to the editor in a local newspaper, as well as about a recent campaign letter penned by a township official advocating for a particular Board candidate. A discussion ensued about whether an official response was warranted and, ultimately, the Board opted not to respond. Rather, they reiterated their shared belief in the importance of upholding the highest of standards and integrity in their roles as Board members.

Township Liaison

President Reca stated that, with Mr. Halm’s agreement, he would serve temporarily as the Township Liaison in Mr. Halm’s place.

XVII. ADJOURNMENT

On motion of Mr. Kochberg and seconded by Mr. Halm, the Robbinsville Board of Education voted to adjourn the October 23, 2012 meeting at 8:08 PM.

Respectfully submitted,

Robert M. DeVita
School Business Administrator / Board Secretary

Personnel items for Board Approval:

Name	Position	Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion	
1. Employment of Staff:										
a. Administrators/Supervisors: None										
b. Certificated Staff:										
Randi	Schwartz	Speech Therapist	Special Svcs	Approve FTE change	11/1/2012	6/30/2013	MA/1	\$40,687.20	11-000-216-100-02-01	Currently a 55% full time, due to need, FTE will be 80% full time.
Scott	Brettell	Teacher	RHS	Approve Leave	10/9/2012	10/19/2012				Leave will be unpaid.
Michelle	Warren	Teacher	RHS	Approve Leave	on or about 1/18/13	on or about 4/4/13				Leave will utilize 10 paid sick days.
Vernon	Brikowski	Teacher	RHS	Approve Leave Replacement	11/12/2012	6/30/2013	MA/1 2	\$65,106.00	11-140-100-101-01-01	Filling the High School Technology opening. Pending fingerprint clearance.
Edward	Dold	Teacher	RHS	Approve Leave Replacement	11/5/2012	1/21/2013	BA/1	\$47,617.00	11-140-100-101-01-01	Filling the High School English opening. Pending fingerprint clearance.
Leslie	Fisher	Guidance	RHS	Approve Leave Replacement	on or about 12/3/2012	on or about 2/8/2013	n/a	\$ 400.00	11-000-218-104-01-01	Filling the High School Guidance opening on a per diem basis.
c. Non-Certificated Staff:										
Michelle	Drexler	Technician	District	Approve New hire	11/5/2012	6/30/2013	n/a	\$50,574.00	11-000-252-100-08-01	Filling the Technician position. Pending fingerprint clearance.
Christine	Williams	PT Instructional Asst.	SES	Appoint Part Time Hire	10/24/2012	6/30/2013	n/a	\$11,170.50	11-23-100-1063-04-01	Filling the .5 PM Aide opening. Currently a substitute.
Betsy	Jones	Bus Driver	Transportation	Adjust salary	11/1/2012	6/30/2013	n/a	\$37,559.63	11-000-270-161-07-01	Hourly approved May 2012. 7.5 hour route assigned for 185 days.
Anne	Quinn	Bus Aide	Transportation	Adjust salary	11/1/2012	6/30/2013	n/a	\$20,340.75	11-000-270-107-07-02	Hourly approved May 2012. 7.5 hour route assigned for 185 days.
Tara	Whitlock	Secretary	SES	Adjust pay for attendance	8/15/2012	8/15/2012	n/a	\$ 56.43	11-000-221-104-09-03	Hourly rate corrected. Originally approved August 2012. Genesis training for 3 hours at per diem hourly rate.
Kevin	Keener	Instructional Asst.	RHS	Approve leave	11/5/2012	11/7/2012	n/a			Leave will be unpaid.
Melissa	Avellino	Secretary	RHS	Adjust leave	11/5/2012	1/2/2013	n/a			Originally approved 12/20/11. This is an unpaid leave.
Marie	Stechmann	Secretary	RHS	Adjust Leave Replacement	11/5/2012	1/2/2013	1	\$30,604.00	11-000-240-105-01-01	Originally approved 7/31/12. Salary will continue to be prorated. Filling Secretary opening.
d. Substitutes:										

Personnel items for Board Approval:

Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion
Donna	Collimore	Certificated Substitute	District	Re-Appoint Substitute	11/1/2012	6/30/2013	n/a	\$ 80.00	various	Rate per day.
Carolyn	Hayward	Certificated Substitute	District	Appoint Substitute	9/1/2012	6/30/2013	n/a	\$ 80.00	various	Rate per day.
Katheryn	Mikulewicz	Certificated Substitute	District	Re-Appoint Substitute	11/1/2012	6/30/2013	n/a	\$ 80.00	various	Rate per day.
Jessica	Phan	Non-Certificated Substitute	District	Appoint Substitute	12/1/2012	6/30/2013	n/a	\$ 75.00	various	Rate per day. Currently student teacher
AnnMarie	Wolochuk	Non-Certificated Substitute	District	Appoint Substitute	9/1/2012	6/30/2013	n/a	\$ 75.00	various	Rate per day.

2. Placement on the Salary Guide: None

3. Extra Work/Extra Pay:

a. Athletics:

Kyle	Flanagan	Boys Basketball Coach	RHS	Approve Head Coach	11/1/2012	3/31/2013	2	\$ 7,324.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Jeffrey	Fisher	Boys Basketball Coach	RHS	Approve Asst. Coach	11/1/2012	3/31/2013	1	\$ 5,062.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Mike	Shanklin	Boys Basketball Coach	RHS	Approve Asst. Coach	11/1/2012	3/31/2013	1	\$ 5,062.00	11-402-100-100-06-01	Stipend per WTEA Agreement. Pending Fingerprint clearance.
Chris	Hoffman	Girls Basketball Coach	RHS	Approve Head Coach	11/1/2012	3/31/2013	1	\$ 7,108.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Tom	Brettell	Girls Basketball Coach	RHS	Approve Asst. Coach	11/1/2012	3/31/2013	3	\$ 5,601.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Greg	McClain	Girls Basketball Coach	RHS	Approve Asst. Coach	11/1/2012	3/31/2013	1	\$ 5,062.00	11-402-100-100-06-01	Stipend per WTEA Agreement. Pending Fingerprint clearance.
Lauren	Tyndorf	Winter Cheerleading Coach	RHS	Approve Head Coach	11/1/2012	3/31/2013	1	\$ 4,406.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Dan	Bergan	Ice Hockey Coach	RHS	Approve Head Coach	11/1/2012	3/31/2013	3	\$ 7,647.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Mark	Phillips	Ice Hockey Coach	RHS	Approve Asst. Coach	11/1/2012	3/31/2013	3	\$ 5,278.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Dan	Greb	Ice Hockey Volunteer	RHS	Approve Volunteer	11/1/2012	3/31/2013	n/a	\$ -	n/a	Volunteer position.

Personnel items for Board Approval:

Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion
Dennis	Green	Ice Hockey Volunteer	RHS	Approve Volunteer	11/1/2012	3/31/2013	n/a	\$ -	n/a	Volunteer position.
Chris	Piet	Ice Hockey Volunteer	RHS	Approve Volunteer	11/1/2012	3/31/2013	n/a	\$ -	n/a	Volunteer position.
Don	Green	Lacrosse Head Coach	RHS	Approve Head Coach	3/1/2013	6/30/2013	1	\$ 6,893.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Pam	Owens	Swimming Coach	RHS	Approve Head Coach	11/1/2012	3/31/2013	2	\$ 7,108.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Stephanie	Harris	Swimming Coach	RHS	Approve Asst. Coach	11/1/2012	3/31/2013	1	\$ 4,847.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Jonathan	Hutchinson	Boys Winter Track Coach	RHS	Approve Head Coach	11/1/2012	3/31/2013	3	\$ 6,355.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Mike	Walker	Girls Winter Track Coach	RHS	Approve Head Coach	11/1/2012	3/31/2013	3	\$ 6,355.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Jennifer	Marcella	Winter Track	RHS	Approve Asst. Coach	11/1/2012	3/31/2013	1	\$ 4,538.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Josh	Raines	Winter Track	RHS	Approve Asst. Coach	11/1/2012	3/31/2013	1	\$ 4,847.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Rich	Gildner	Wrestling Coach	RHS	Approve Head Coach	11/1/2012	3/31/2013	3	\$ 7,647.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Dan	Hughes	Wrestling Coach	RHS	Approve Asst. Coach	11/1/2012	3/31/2013	1	\$ 5,062.00	11-402-100-100-06-01	Stipend per WTEA Agreement.
Anthony	Lebbad	Wrestling Coach	RHS	Approve Asst. Coach	11/1/2012	3/31/2013	1	\$ 5,062.00	11-402-100-100-06-01	Stipend per WTEA Agreement.

b. Co-Curricular:

Kevin	Serfass	Marching Band Volunteer	RHS	Rescind Advisor	10/24/2012	6/30/2013	n/a	\$ -	n/a	Volunteer position.
Michelle	Robb	Spring Musical Choreographer	RHS	Approve Advisor	9/1/2012	6/30/2013	n/a	\$ 1,751.00	11-401-100-100-01-01	Stipend per WTEA Agreement.
Matthew	Robb	Spring Musical Tech Director	RHS	Approve Advisor	9/1/2012	6/30/2013	n/a	\$ 2,678.00	11-401-100-100-01-01	Stipend per WTEA Agreement.

c. Other:

Mike	Bruno	Lights/Sound Technician	District	Approve Technician	11/1/2012	6/30/2013	n/a	\$ -	11-000-262-100-07-01	Rate of pay will be based on the WTEA Agreement or District Facilities Use Fee Schedule.
Brent	Rivers	Lights/Sound Technician	District	Approve Technician	11/1/2012	6/30/2013	n/a	\$ -	11-000-262-100-07-01	Rate of pay will be based on the WTEA Agreement or District Facilities Use Fee Schedule.
Birch	Wilson	Lights/Sound Technician	District	Approve Technician	11/1/2012	6/30/2013	n/a	\$ -	11-000-262-100-07-01	Rate of pay will be based on the WTEA Agreement or District Facilities Use Fee Schedule.

Personnel items for Board Approval:

Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion
Linda	Biondi	Middle States Coordinator	District	Approve stipend	9/1/2012	12/31/2012	n/a	\$ 772.50	11-000-221-104-09-05	1/2 Stipend in accordance with WTEA Agreement.
Helen	Chiappetta	Teacher	District	Adjust pay for ELAPLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-270-100-100-09-13	Originally approved 9/24/12. To participate in an after-school ELA (English Language Arts) Professional Learning Community. Using Title IIA funds – \$34/hour not to exceed 10 hours.
Joseph	Conroy	Teacher	District	Adjust pay for ELAPLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-270-100-100-09-13	Originally approved 9/24/12. To participate in an after-school ELA (English Language Arts) Professional Learning Community. Using Title IIA funds – \$34/hour not to exceed 10 hours.
Lindsay	Csogi	Teacher	District	Adjust pay for ELAPLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-270-100-100-09-13	Originally approved 9/24/12. To participate in an after-school ELA (English Language Arts) Professional Learning Community. Using Title IIA funds – \$34/hour not to exceed 10 hours.
Lauren	DeSimone	Teacher	District	Adjust pay for ELAPLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-270-100-100-09-13	Originally approved 9/24/12. To participate in an after-school ELA (English Language Arts) Professional Learning Community. Using Title IIA funds – \$34/hour not to exceed 10 hours.
Nicole	Falso	Teacher	District	Adjust pay for ELAPLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-270-100-100-09-13	Originally approved 9/24/12. To participate in an after-school ELA (English Language Arts) Professional Learning Community. Using Title IIA funds – \$34/hour not to exceed 10 hours.
Maeve	Fitzsimmons	Teacher	District	Approve pay for Math PLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-231-100-100-09-13	To participate in an after-school Math Professional Learning Community. Using Title I funds – \$34/hour not to exceed 10 hours.

Personnel items for Board Approval:

Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion
Kelly	Kosch	Teacher	District	Adjust pay for ELAPLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-270-100-100-09-13	Originally approved 9/24/12. To participate in an after-school ELA (English Language Arts) Professional Learning Community. Using Title IIA funds – \$34/hour not to exceed 10 hours.
Lauren	Plummer	Teacher	District	Adjust pay for ELAPLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-270-100-100-09-13	Originally approved 9/24/12. To participate in an after-school ELA (English Language Arts) Professional Learning Community. Using Title IIA funds – \$34/hour not to exceed 10 hours.
Brent	Rivers	Teacher	District	Adjust pay for ELAPLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-270-100-100-09-13	Originally approved 9/24/12. To participate in an after-school ELA (English Language Arts) Professional Learning Community. Using Title IIA funds – \$34/hour not to exceed 10 hours.
Samantha	Rua	Teacher	District	Adjust pay for ELAPLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-270-100-100-09-13	Originally approved 9/24/12. To participate in an after-school ELA (English Language Arts) Professional Learning Community. Using Title IIA funds – \$34/hour not to exceed 10 hours.
Shayna	Schwartz	Teacher	District	Approve pay for ELAPLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-270-100-100-09-13	To participate in an after-school ELA (English Language Arts) Professional Learning Community. Using Title IIA funds – \$34/hour not to exceed 10 hours.
Barbara	Wojtowicz	Teacher	District	Adjust pay for ELAPLC participation.	9/1/2012	6/30/2013	n/a	\$ 340.00	20-270-100-100-09-13	Originally approved 9/24/12. To participate in an after-school ELA (English Language Arts) Professional Learning Community. Using Title IIA funds – \$34/hour not to exceed 10 hours.

Personnel items for Board Approval:

Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion
Jennifer	Bardachino	Substitute	District	Align with Grant	9/17/2012	9/21/2012	n/a	\$ 37.50	20-231-200-100-09-13	Covering for Professional Development. Being charged to NCLB Grant funds.
Gary	Cohen	Substitute	District	Align with Grant	9/17/2012	9/21/2012	n/a	\$ 37.50	20-231-200-100-09-13	Covering for Professional Development. Being charged to NCLB Grant funds.
Ann	Crilly	Substitute	District	Align with Grant	9/17/2012	9/21/2012	n/a	\$ 40.00	20-231-200-100-09-13	Covering for Professional Development. Being charged to NCLB Grant funds.
Doreen	Risoldi	Substitute	District	Align with Grant	9/17/2012	9/21/2012	n/a	\$ 75.00	20-231-200-100-09-13	Covering for Professional Development. Being charged to NCLB Grant funds.
Ronald	Romano	Substitute	District	Align with Grant	9/17/2012	9/21/2012	n/a	\$ 75.00	20-231-200-100-09-13	Covering for Professional Development. Being charged to NCLB Grant funds.
Christine	Williams	Substitute	District	Align with Grant	9/17/2012	9/21/2012	n/a	\$ 80.00	20-231-200-100-09-13	Covering for Professional Development. Being charged to NCLB Grant funds.