

- Health Benefits / PCL Insurance Broker – RFP’s scheduled for this year include health and PC&L insurance brokers. Many districts have treated these positions as professional service contracts but due to a recent court ruling the district will have to select these providers through a competitive contracting process. There is a motion on the agenda to approve use of competitive contracting for these RFPs. The proposals are due back in early January and an internal committee will review them and recommend the top 2 or 3 to be interviewed by the FFT committee or the entire Board.
- Business Plan for Windsor – The committee reviewed the business plan to turn Windsor School in to a tuition based kindergarten program. A resolution will be required in December if the Board intends to gauge the interest in the program.
- Food Service Program – Over the last 14 months the district has spent a great deal of time improving the food service program for the district. In October, the best month in the past 5 years, a profit of \$16,000 was generated. This year to date, the district is at a \$6,000 loss but September has some above average expenses to start up the program. Last year at this time the district had a \$44,000 loss for the first two months of school. Plans to investigate moving PRMS off the federal program next year are underway. Mr. DeVita will reach out to the PRMS administration, staff and parents to gauge interest in making the change.
- Custodial Competitive Contract – As this is the final year of the contract with All Clean, the district will issue a RFP this winter. Mr. DeVita will reach out to Edvocate, the consultant that assisted with the process in 2011.
- Snow Plowing – There is a motion on the agenda to renew a contract with Waters & Bugsbee at the same price as last year.

D. SECURITY – Mr. Matthew O’Grady

The ad-hoc Security Committee met on November 20, 2014. They discussed the following matters.

- 2013 Security Audit – Progress to date – Of 30 recommendations related to upgrading the physical plant, drilling procedures, and security organization made by Vigilant Resources International (VRI), 22 have been fully or partially implemented. Two dealing with exterior fencing and addition of gates will not be completed.
- Security Personnel – RHS Door Monitors have been hired to monitor the doors from 2:00 – 8:00 on weekdays. The Board must explore expanding this program. The committee recommends engaging the recreation presidents in a discussion of costs associated with providing security for evening and weekend events.
- Next Steps – Create form for SRO to complete following security drills in order to gather and implement written feedback / Request assistance from RPD to complete electronic mapping of each building / Contact VRI for follow up evaluation / Contact Chief Masseroni to seek assistance with evening and weekend security.

XII. HEARING OF THE PUBLIC

A. LINDA LEONARD

Mrs. Leonard requested that the Board permit two seats per student if family is divorced, as hers is, and both parents are living in the township. She admitted that she is aware that the law does not accommodate parents preferring that their children ride on two separate buses. She

provided the Board with information detailing ways in which districts in other states, as well as one in New Jersey, handle similar situations.

B. NUSHIN KAHANI

Mrs. Kahani asked about other possible uses for Windsor School, such as for township use. Mr. Halm indicated that if the township is interested the district would certainly discuss it, but he noted that the property is currently not zoned for commercial use. She also requested the district to establish protocol for students returning to the building after hours. Dr. Mayer indicated that students will be instructed to use the front entrance until 4:00 and after that time to use the back entrance.

XIII. APPROVE RESOLUTIONS

A. PERSONNEL (A.1 – 4)

On motion of Mrs. Gange and seconded by Mrs. DeVito, the Robbinsville Board of Education voted 8-0 to approve Personnel resolutions A.1-4 below and on pages 20 – 22 as indicated.

4. APPROVE ASSISTANT WRESTLING COACH

Motion to approve Vince Nocera to serve as an Assistant Wrestling Coach at Pond Road Middle School for the period dating November 26, 2014 through March 15, 2015. Mr. Nocera will receive a stipend funded by the Robbinsville Wrestling Association in the amount of \$2,992.00. The Board is grateful to the RWA for their support of our young wrestlers. (GAAP Code # 11-402-100-100-03-01)

B. EDUCATION, DEVELOPMENT, & POLICY (B.1 – 8)

Discussion

Mr. Halm urged members of the Board to walk the home to bus stop distances established in the Transportation Policy as well as from Town Center to Pond Road Middle School. The Board spent time discussing the merit of holding a transportation town hall meeting and the purpose of such a meeting. Mrs. Boyne pointed out the need for a change in the wording in the transportation policy. Ultimately, the Board opted to remove the Transportation Policy from the agenda.

On motion of Mr. O’Grady and seconded by Dr. Costanza, the Robbinsville Board of Education voted 8-0 to remove Policy 8600 (Transportation) from the agenda at the level of first reading.

On motion of Dr. Costanza and seconded by Mrs. Silvestrov, the Robbinsville Board of Education voted 8-0 to approve Education, Development and Policy resolutions B.1-8 as indicated.

1. HARASSMENT, INTIMIDATION & BULLYING MONTHLY REPORTS

Motion to accept without modification the Superintendent’s Report on Harassment, Intimidation and Bullying for the periods ending November 25, 2014.

2. POLICIES & REGULATIONS: FIRST READING (Attachments #3 – 9)

Motion to approve the following policies and regulations at the level of first reading.

P4283 Electronic Communications Between Support Staff Members and Students (M) (#3)

- P5305 Health Services Personnel (M) (#4)
- P5310 Health Services (M) (#5)
- R5310 Health Services (M) (#6)
- P5530 Substance Abuse (M) (#7)
- R5530 Substance Abuse (M) (#8)

3. POLICIES & REGULATIONS: ADOPTION (Attachments #10 & 15)

Motion to adopt the following policies and regulations.

- P3283 Electronic Communications between Teaching Staff Members and Students (M) (#10)
- P5308 Student Health Records (#11)
- R5308 Student Health Records (#12)
- P5339 Screening for Dyslexia (#13)
- P7523 School District Provided Technology Devices to Students (#14)
- P7441.01 Security Cameras (#15)

4. APPROVE STUDENT EXTERNSHIP: SPRING 2015 SEMESTER

Motion to approve Elizabeth Deamer, East Stroudsburg University, to complete a Speech Pathologist externship with Randi Bucca, Sharon Elementary School, during the Spring 2015 semester.

5. APPROVE STUDENT TEACHER: SPRING 2015 SEMESTER

Motion to approve the following teaching candidate to complete her student teaching requirement during the Spring 2015 semester as indicated.

<u>Candidate</u>	<u>School</u>	<u>Location</u>	<u>Cooperating Teacher</u>	<u>Subject Area</u>
Samantha Dobson	TCNJ	PRMS	Marya Radosti	Spanish (7)

6. SPECIAL SERVICES

a. Reauthorize Programs at the Request of Mercer County Office of Education

Motion to reauthorize implementation of the following special education programs at the request of the Mercer County Office of Education.

- SPROWTS: An integrated preschool program at Robbinsville High School
- Preschool Disabled Program: Robbinsville High School
- Preschool Autism Program: Sharon Elementary School
- School Age Autism Program for Students in grades K-3: Sharon Elementary School
- Learning and Language Disabled Program for Students in Grades K-1
- Learning and Language Disabled Program for Students in Grades 2 & 3
- Learning and Language Disabled Program for Students in Grades 4 & 5
- Learning and Language Disabled Program for Students in Grades 6 - 8
- Multiply Disabled Program for Students in Grades K & 1
- Multiply Disabled Program for Students in Grades 2 & 3
- Multiply Disabled Program for Students in Grades 4 - 5
- Multiply Disabled Program for Students in Grades 6 - 8
- Multiply Disabled Program for Students in Grades 9 - 12
- Behavioral Disabilities Program for Students in Grades 6 - 8

7. FIELD TRIPS

a. Field Trips – Robbinsville High School

Motion to approve the following field trip(s) for Robbinsville High School during the 2014-2015 school year as indicated. The district will incur no admission or transportation costs.

Fashion Institute-New York, NY

Date: 12/9/14
Number of Pupils Participating: 20
Teacher/Other Chaperones: 1 / 0
Approximate Cost per Pupil: \$50.00
Time Scheduled to Leave/Return: 7:45 am / 5:15 pm
Bus Service: BOE/NJ Transit
Class/Group: Clothing/Fashion
Purpose: Authentic garments will be examined from late 1800's through today; design features; fabrics; designer labels; museum tour. "Dance & Fashion" exhibit and "Digital Artworks by C.J. Yeh".

Eataly-New York, NY

Date: 12/9/14
Number of Pupils Participating: 53
Teacher/Other Chaperones: 1 / 3
Approximate Cost per Pupil: \$50.00
Time Scheduled to Leave/Return: 8:30 am / 1:40 pm
Bus Service: First Student Inc.
Class/Group: Italian I-IV
Purpose: Students will experience an authentic Italian ipermercato, gelateria, caffè, perscheria, macelleria, trattoria. (Authentic products, food in authentic compartments/categories)

Panasonic-Newark, NJ

Date: 1/27/15 or 1/28/15
Number of Pupils Participating: 3-6
Teacher/Other Chaperones: 1 / 1
Approximate Cost per Pupil: \$TBD
Time Scheduled to Leave/Return: 7:30 am / 5:00 pm
Bus Service: Parents to transport
Class/Group: TSA
Purpose: Preliminary challenge to qualify for final challenge.

Panasonic-Newark, NJ

Date: 3/18/15 & 3/19/15
Number of Pupils Participating: 3-6
Teacher/Other Chaperones: 1 / 1
Approximate Cost per Pupil: \$TBD
Time Scheduled to Leave/Return: 7:30 am / 5:00 pm
Bus Service: Parents to transport
Class/Group: TSA
Purpose: Oral presentations for the CDC Challenge.

NJIT-Newark, NJ

Date: 4/21/15
Number of Pupils Participating: 3-6
Teacher/Other Chaperones: 1 / 1
Approximate Cost per Pupil: \$TBD
Time Scheduled to Leave/Return: 7:30 am / 5:00 pm
Bus Service: Parents to transport
Class/Group: TSA
Purpose: Final Challenge and Awards Ceremony.

b. Field Trips – Pond Road Middle School

Motion to approve the following field trip(s) for Pond Road Middle School during the 2014-2015 school year as indicated. The district will incur no admission or transportation costs.

Medieval Times-Lyndhurst, NJ

Date: 4/2/15
Number of Pupils Participating: 250
Teacher/Other Chaperones: 14 / 0
Approximate Cost per Pupil: \$37.00
Time Scheduled to Leave/Return: 9:00 am / 2:30 pm
Bus Service: Irvin Raphael Inc.
Class/Group: 7th grade
Purpose: Students will be immersed in Medieval pageantry to gain a better understanding of the time period, pageantry and chivalry.

c. Field Trips – Special Services (District Wide)

Motion to approve the following field trip(s) for Special Services (district wide) for the following field trip(s) that are an integral part of the educational/vocational program during the 2014-2015 school year as indicated. The district will incur admission/transportation costs.

Hamilton Marketplace-Hamilton, NJ

Date: 12/17/14
Number of Pupils Participating: 19
Teacher/Other Chaperones: 3 / 10
Approximate Cost per Pupil: \$0.00
Time Scheduled to Leave/Return: 9:45 am / 1:00 pm
Bus Service: BOE
Class/Group: S.O.A.R.(RHS/PRMS)
Purpose: Members from RHS and PRMS SOAR classes will go holiday shopping. Money, social and problem solving skills will be practiced.

8. WORKSHOPS

Motion to approve a list of upcoming professional development workshops as indicated.

Name	Vendor	Workshop	Event Date(s)	Registration Cost	Travel Reimbursement
Astrid Bohler	Astrid Bohler	PCAST mtgs.	12/01/14, 3/2/15, 5/29/2015	\$ -	\$ 45.07
Kristin Edwards	PARCC	Math- Grades 3-5 Workshop	12/3/2014	\$ -	\$ -
Kristina Gildner	Univ. Behavioral Hlth Care	Complex Puzzle Self- Injury Workshop	12/4/2014	\$ 115.00	\$ 18.60

Name	Vendor	Workshop	Event Date(s)	Registration Cost	Travel Reimbursement
Stephanie Lewandowski	Univ. Behavioral Hlth Care	Complex Puzzle Self-Injury Workshop	12/4/2014	\$ 115.00	\$ 18.60
Amanda Matticks	Evolving Educators	Google Ed Certification	12/06/2014, 12/13/2014	\$ 249.00	\$ -
Kimberly Sussman	Evolving Educators	Google Ed Certification	12/06/2014, 12/13/2014	\$ 249.00	\$ -
Kristen Aquilino	Evolving Educators	Google Ed Certification	12/06/2014, 12/13/2014	\$ 249.00	\$ 75.72
Dagmar Stepien	Evolving Educators	Google Ed Certification	12/06/2014, 12/13/2014	\$ 249.00	\$ -
Renee Lockington	NJASPERD	Hands on Health Conference 2014	12/8/2014	\$ 85.00	\$ 7.45
Jodie Ricciardi	NJASPERD	Hands on Health Conference 2014	12/8/2014	\$ 85.00	\$ 7.45
Jennifer Miller	Jennifer Miller	Transition for Disabled Students	12/8/2014	\$ -	\$ 6.82
Debbie Donoher	Bureau of Education	School Library Program Workshop	12/10/2014	\$ 275.00	\$ 10.97
Amanda Rosenblatt	Amanda Rosenblatt	NJASP Winter Conference	12/12/2014	\$ 110.00	\$ 4.65
Astrid Bohler	Foundation for Education NJPSA	Investigating Discrimination Claims	1/13/2015	\$ 150.00	\$ 8.18
Rich Gildner	Bureau of Education	Disruptive Students Workshop	1/21/2015	\$ 229.00	\$ 12.28
Susan Lizura	PESI	Mental Health Workshop	1/22/2014	\$ 199.99	\$ 5.56
Kasey Kenworthy	MCPCA	Understanding & Responding	1/30/2014	\$ -	\$ -
Jamie Kelly	AEP Connections, LLC	National Autism Conference 2015	2/19/15 - 2/20/15	\$ 195.00	\$ 38.69
Laura Moore	AEP Connections, LLC	National Autism Conference 2015	2/19/15 - 2/20/15	\$ 195.00	\$ -
Kate Passafaro	AEP Connections, LLC	National Autism Conference 2015	2/19/15 - 2/20/15	\$ 195.00	\$ -
Kristina Connors	NJASPERD	2015 Annual Convention	2/23/15 - 2/24/15	\$ 100.00	\$ -
Karen DeRossett	NJASPERD	2015 Annual Convention	2/23/15 - 2/24/15	\$ 100.00	\$ -
Kristina Mannino	Bureau of Education	Disruptive Students Workshop	2/26/2015	\$ 229.00	\$ 22.28
Ellem Malissa	NJAGC	NJ Gifted Childrens Annual Conference	3/6/2015	\$ 159.00	\$ 21.08
Andrid Houtras	Andrid Houtras	Ataxia, Autism & NDT Conference	3/27/15 - 3/28/15	\$ 250.00	\$ -
Kristin Aquilino	Judy Freeman Workshops	Winners Workshop	4/22/2015	\$ 199.00	\$ -
Betty Jane Oliva	Judy Freeman Workshops	Winners Workshop	4/22/2015	\$ 199.00	\$ -
Pamela Watson	Rutgers University	Public Purchasing Personnel Training	4/22, 4/29, 5/6, 5/13/2015	\$ 821.00	\$ 123.00
Total Costs				\$ 5,001.99	\$ 426.40

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

Discussion

In light of the requirements for PARCC testing and the resolution authorizing the purchase of additional Chromebooks (C.1j), a Board member asked how much state funding the district has

received to carry out this mandate. Dr. Mayer responded that the district has received no funding for this initiative.

On motion of Mr. Halm and seconded by Mr. O’Grady, the Robbinsville Board of Education voted 8-0 to approve Finance, Facilities, and Transportation resolutions C.1-3 as indicated.

1. FINANCE

a. Bills and Claims List (Attachment #16)

Motion to approve payment of the Bills & Claims List in the amount of \$6,560,852.15 for the period ending November 25, 2014 as indicated.

Accounts Payable	
Fund	
11 - General Fund	\$ 1,181,456.82
12 - Capital Outlay	\$ 12,457.08
20 - Special Revenue	\$ 69,647.40
30 - Capital Projects	\$ 1,555,292.19
40 - Debt Service	\$ -
60 - Food Service Fund	\$ 69,444.94
61 - R.E.D.	\$ 14,256.88
Unemployment	\$ 10,999.76
Hand Checks	\$ 14,525.49
Total Accounts Payable	\$ 2,928,080.56
Payroll	
October 30, 2014	\$ 1,163,786.94
November 15, 2014	\$ 1,317,904.88
November 26, 2014	\$ 1,151,079.77
Total Payroll	\$ 3,632,771.59
Total Bill List	\$ 6,560,852.15

b. Certification of Board Secretary

Pursuant to N.J.A.C. 6A:23-2.12I3 I, Robert M. DeVita, Board Secretary/School Business Administrator, certify that as of October 31, 2014 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 #17)

Motion to accept the Report of the Board Secretary for the period ending October 31, 2014.

d. Report of the Treasurer (Attachment #18)

Motion to accept the Report of the Treasurer for the period ending October 31, 2014.

e. Transfer Report: November 25, 2014

Motion to approve transfers totaling \$34,323.00 for the period ending November 25, 2014 as indicated.

Account From	Account To	Description	Amount
11-120-100-101-07-02 Grade 1-3 salary	11-120-100-101-07-03 PRMS 4-5	Leave replacement for teacher	\$ 6,000.00
11-000-262-420-05-00 All Clean	11-000-262-100-05-07 Custodial O/T	Anticipated overtime for snow removal	\$ 3,000.00
11-000-251-592-07-00 Ads and Printing	11-000-251-500-07-02 Travel Expense	Travel expenses	\$ 500.00
11-000-240-600-02-01 Sharon Principal Supply	11-000-240-500-02-01 Sharon Travel Expense	I & RS Professional Development	\$ 200.00
11-000-218-104-01-99 RHS Summer Guidance	11-000-213-101-07-03 PRMS Nurse Salary	Mid-year longevity	\$ 748.00
11-190-100-610-01-01 RHS Supplies	11-190-100-500-01-02 Travel Expense	Travel expenses	\$ 300.00
11-000-100-565-04-01 MCSSD Tuition	11-000-100-566-04-01 Private School Tuition	Private School Tuition Cost	\$ 20,000.00
11-150-100-101-04-04 Home Instruction	11-150-100-320-04-01 Purchased Services	Additional Contracted Home Instruction	\$ 3,000.00
11-000-218-320-01-01 Professional Services	11-000-218-800-01-00 Misc.	Memberships for RHS Guidance Counselors	\$ 575.00
TOTAL November 2014 Transfers:			\$ 34,323.00

f. Accept Proposal for Professional Development: Literacy Coaching

Motion to accept proposals for Professional Development: Literacy Coaching scheduled for implementation during the 2014-2015 school year from the vendors indicated.

- Linda Mood-Bell, 416 Higuera Street, San Louis Obispo, CA
- GEMS Education Solutions, 555 Madison Avenue, New York, NJ
- Standards Solution 196 Belvidere Avenue, Washington, NJ
- Staff Development Workshop, 1427 14th Street, Lakewood, NJ

g. Award Proposal: Professional Development: Literacy Coaching

Motion to award a proposal to Staff Development Workshops, Inc, 1427 Fourteenth Street, Lakewood, NJ for Professional Development: Literacy Coaching and scheduled for implementation during the 2014-2015 school year. The cost to the district is \$1,500.00 per session (approximately nine sessions).

h. Approve Competitive Contracting

Motion to approve the use of competitive contracting as per 18A:18A-4.1 for Health Insurance Brokerage services and Property, Casualty and Liability Insurance Broker services.

i. Approve Contract: Waters and Bugbee, Inc.

Motion to approve a contract with Waters and Bugbee, Inc., Hamilton, NJ for snow removal and plowing as indicated. This is the first renewal of the bid awarded by the Board of Education on December 17, 2013.

- Per Application Cost of Salting and Sanding Parking Lots: \$3,290.00 / Application
- Hourly rate for snow removal and plowing: \$266.00 / hour

j. Approve Contract: Ocean Computer Group

Motion to approve a contract with Ocean Computer Group, Matawan, NJ in the amount of \$92,049.78 as indicated. Note: Pricing as per WSCA/NASPO state contract.

- Chromebooks and teacher workstations for the addition at Sharon Elementary School = \$60,885.78
- Additional Chromebooks for PARCC testing = \$31,164.00

k. Accept Donation: UBM Live, Hamilton, NJ

Motion to accept a donation of office supplies worth approximately \$500.00 from UBM Live, Hamilton, NJ and designated for use at Pond Road Middle School. The Board is appreciative of this generous donation.

2. FACILITIES

a. Change Orders: SES Building Project

- Motion to approve a change order with Lighton Industries, Inc. in the amount of \$4,819.50 for the following items:
 - \$3,034.50 to furnish and install a new flag pole at Sharon Road Elementary School at district’s request
 - \$1,260.00 to furnish and install rear mounted basketball back stop at district’s request
 - \$525.00 for a restocking fee for the District directed cove base change in the cafeteria at the Pond Road Middle School
- Motion to approve a change order with Lighton Industries, Inc. in the amount of \$3,948.00 to prime and self-level all areas in the existing Sharon School landing where recessed mats were removed, furnish and install stair treads and provide a 6 inch cove base instead of the specified 4 inch material.

b. Fire and Security Drills – October 2014

Motion to approve Fire and Security Drills for October 2014 as indicated.

Required:	Monthly	2/School Yr.	2/School Yr.	2/School Yr.	2/School Yr.	2/School Yr.
School	Fire Drill	Security Drill Lockdown	Security Drill Bomb Threat	Security Drill Evacuation	Security Drill Active Shooter	Security Drill Other
Windsor	October 20	N/A	N/A	N/A	N/A	October 30
SES	October 24	N/A	N/A	N/A	N/A	October 30
PRMS	October 27	N/A	N/A	N/A	N/A	October 30
RHS	October 30	N/A	N/A	N/A	N/A	October 30

c. Building Use (Attachments #19-24)

Motion to approve the Buildings and Grounds Use of Facilities Schedule for the months of December 2014 and January 2015.

3. TRANSPORTATION

a. Approve Transportation Jointure

Motion to approve West Windsor-Plainsboro Regional as the Host District for Route # NOOR to transport one Robbinsville student to and from Noor-UI-Iman School, Monmouth Junction, NJ, for the period of September 1, 2014 to June 30, 2015. The cost to the district will total \$692.32.

D. ROBBINSVILLE EXTENDED DAY PROGRAM (D.1-2)

On motion of Dr. Costanza and seconded by Mr. O’Grady, the Robbinsville Board of Education voted 8-0 to approve Robbinsville Extended Day Program resolutions D.1-2 as indicated.

1. APPROVE NEW HIRE

Motion to hire the following individuals as indicated for the Robbinsville Extended Day program as indicated.

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hrs. per Week /Rate per Hr.</u>	<u>Effective</u>
Beatriz Berganza	Instructor	SES	25 hrs. per wk. / \$13.00 per hr.	12/1/15*

* Pending Fingerprint Clearance

2. ACCEPT RESIGNATIONS

Motion to accept resignations from the following individuals.

- Olga Schmid – Substitute – Pond and Sharon – Effective 11/3/14
- Kathy Zummo – Instructor – Sharon – Effective 11/5/14

XIV. HEARING OF THE PUBLIC

A. LINDA LEONARD

Mrs. Leonard asked what she should expect in terms of her request to have two bus seats for each of her children. Mr. Halm explained that, given the number of parents in her situation, the issue is much broader than her singular interest.

B. PATRICIA MCCUNNEY

Mrs. McCunney informed the Board that she is aware of other divorced parents who simply have their children ride two buses and are not questioned about it.

XV. OLD BUSINESS

• Transportation Town Hall Meeting

The Board continued an earlier discussion involving the merits of a community-wide transportation meeting. They formulated several objectives. The first concerned collaborating with township officials and gathering information on joint sidewalk grants and then determining which neighborhoods will be able to walk. The second involved communicating to constituents how student transportation impacts the budget. As the conversation evolved, the Board asked Dr. Mayer to coordinate with Officer Haugh, Robbinsville’s Traffic Safety Officer, in an effort to gauge the level of interest in holding an ad-hoc meeting with township and Board officials.

- **Robbinsville Rumble** – Saturday, November 29, 2014 - 150 participants in K-8

XVI. NEW BUSINESS

- **2015 Board Meeting Dates**
- **Holiday Bazaar**

Mrs. DeVito commended all involved in the annual holiday bazaar and indicated that it was again very successful.

- **Authorization for Quote**

Dr. Mayer requested that the Board authorize an expenditure of \$5000.00 in order to obtain a quote from the architect for engineering and the cost of bringing Windsor School to ADA compliance.

On motion of Mr. Halm and seconded by Mr. O’Grady, the Robbinsville Board of Education voted 8-0 to add a motion to the agenda authorizing the Superintendent to obtain a price quote for the Windsor School project.

On motion of Mr. Halm and seconded by Mr. O’Grady, the Robbinsville Board of Education voted 8-0 to authorize the Superintendent to spend \$5,000.00 to obtain a preliminary quote for engineering and the cost of bringing Windsor School to ADA compliance.

The Board also requested that Dr. Mayer obtain three proposals from marketing firms to determine how best to publicize the tuition-based kindergarten program.

- **Transportation**

The Board revisited Mrs. Leonard’s transportation matter. One member asked Dr. Mayer for a timeline in which the district would respond to her while another wanted to explore the possibility of adding a motion to the agenda that would settle the matter immediately. Another Board member indicated that she was upset to learn that students are riding buses to which they are not assigned.

Dr. Mayer explained that past practice involved waiting until the year was underway. Typically, by late October when requests like Mrs. Leonard’s were made, the district would accommodate them if possible. This year, given the effort to curtail transportation spending based upon the anticipated rebid of routes, the FFT Committee directed Dr. Mayer to refrain from accommodating all special requests. As such, when Mrs. Leonard made her initial request, it was declined. Dr. Mayer indicated that it is not appropriate to make a motion based upon a specific case.

The Board then granted Dr. Mayer the managerial authority to make decisions on a case by case basis until the new transportation policy is in place.

- **PARCC**

Mrs. Boyne informed the Board that some districts are cancelling midterms and finals because of the PARCC administration. Additionally, she noted that there is legislation pending regarding changing high school start times.

XVII. ADJOURNMENT

On motion of Mr. O'Grady and seconded by Mr. Halm, the Robbinsville Board of Education voted 8-0 to adjourn the November 25, 2014 meeting at 10:28 PM.

Respectfully submitted,

Robert M. DeVita
Board Secretary, School Business Administrator

SYNOPSIS OF AUDIT REPORT FOR PUBLIC DISTRIBUTION

**ROBBINSVILLE BOARD OF EDUCATION
COUNTY OF MERCER**

As required by Title 18A:23-4, the following is a synopsis of the audit of the financial statements and supplementary data of the Governmental Activities for the year ended June 30, 2014.

ASSETS	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	DEBT SERVICIE FUND	2014	2013
Cash & Cash Equivalents	\$ 3,251,607	\$ -	\$ 11,308,930	\$ 1,212	\$ 14,561,749	\$ 21,821,731
Interfund	13,331	0	-	2,561	15,893	13,410
Accounts Receivable:						
Intergovernmental - State	426,934	-	-	-	426,934	429,347
Intergovernmental - Federal	-	59,961	-	-	59,961	110,201
Other	232,318	-	-	-	232,318	1,800
Restricted Cash & Cash Equivalents	1,636,737	-	-	-	1,636,737	4,704,222
Total Assets	\$ 5,560,927	\$ 59,961	\$ 11,308,930	\$ 3,773	\$ 16,933,592	\$ 27,080,711
LIABILITIES & FUND BALANCES						
Liabilities:						
Cash Deficit	\$ -	\$ 47,580	\$ -	\$ -	\$ 47,580	\$ 90,130
Accounts Payable	301,622	198	111,404	-	413,224	296,912
Interfunds Payable	0	-	2,561	-	2,561	1,306
Unearned Revenue	131,460	12,184	-	-	143,644	2,721,571
Total Liabilities	\$ 433,082	\$ 59,961	\$ 113,965	\$ -	\$ 607,009	\$ 3,109,919
Fund Balances:						
Restricted for:						
Excess Surplus	1,392,447	-	-	-	1,392,447	2,397,616
Excess Surplus Designated for Subsequent Year's Expenditures	1,079,677	-	-	-	1,079,677	1,079,677
Capital Reserve	1,256,237	-	-	-	1,256,237	1,752,299
Maintenance Reserve	251,340	-	-	-	251,340	251,023
Debt Service	-	-	-	2,562	2,562	1,242
Capital Projects	-	-	11,194,964	-	11,194,964	15,867,599
Committed to:						
Other Purposes	247,417	-	-	-	247,417	3,060,826
Designated for Subsequent Year's Expenditures	186,413	-	-	1,211	187,624	186,413
Unassigned Fund Balance	714,314	-	-	-	714,314	(625,903)
Total Fund Balances	5,127,845	-	11,194,964	3,773	16,326,583	23,970,792
Total Liabilities & Fund Balances	\$ 5,560,927	\$ 59,961	\$ 11,308,930	\$ 3,773	\$ 16,933,592	\$ 27,080,711

**STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES**

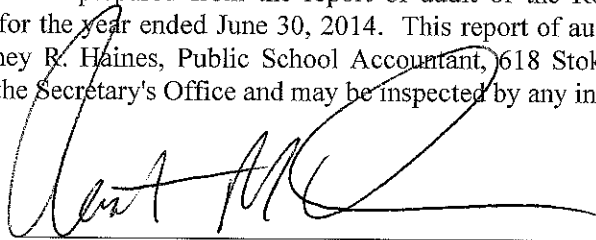
GOVERNMENTAL FUNDS

	GENERAL FUND	SPECIAL REVENUE FUND	CAPITAL PROJECTS FUND	DEBT SERVICE FUND	2014	2013
Revenues:						
Local Sources:						
Local Tax Levy	\$ 32,848,282	\$ -	\$ -	\$ 6,049,214	\$ 38,897,496	\$ 37,017,898
Tuition	64,461	-	-	-	64,461	72,683
Transportation from Other LEAs	37,800	-	-	-	37,800	38,412
Sprouts Revenue	79,350	-	-	-	79,350	75,506
Interest on Earned on Investments	-	-	-	-	-	7,884
Student Activity Fee	-	-	-	-	-	110,410
Miscellaneous	668,331	51,162	2,561	-	722,055	116,708
Miscellaneous - Facility Use	-	-	-	-	-	161,262
Total Revenues - Local Sources	33,698,224	51,162	2,561	6,049,214	39,801,161	37,600,763
State Sources	5,798,902	-	-	109,392	5,908,294	6,208,712
Federal Sources	-	572,386	-	-	572,386	585,277
Total Revenues	39,497,125	623,549	2,561	6,158,606	46,281,841	44,394,752
Expenditures:						
Current Expense						
Instruction - Regular Programs	11,564,930	-	-	-	11,564,930	11,248,725
Special Education	3,297,704	560,408	-	-	3,858,112	3,824,615
Other Instruction	1,691,705	-	-	-	1,691,705	1,588,108
Support Services:						
Tuition	1,475,712	-	-	-	1,475,712	1,290,872
Student & Instruction Related Services	3,662,982	63,140	-	-	3,726,122	3,494,463
School Administrative Services	1,464,898	-	-	-	1,464,898	1,380,123
Central Services	1,390,243	-	-	-	1,390,243	1,234,692
Plant Operations & Maintenance	3,810,743	-	-	-	3,810,743	2,993,079
Pupil Transportation	1,922,657	-	-	-	1,922,657	1,895,319
Unallocated Benefits	8,200,469	-	-	-	8,200,469	8,612,532
Capital Outlay	3,590,596	-	7,350,080	-	10,940,677	3,220,286
Debt Service:						
Principal	-	-	-	3,635,000	3,635,000	2,760,000
Interest & Other Charges	-	-	-	2,816,521	2,816,521	2,455,811
Total Expenditures	42,072,639	623,549	7,350,080	6,451,521	56,497,789	45,998,625
Excess/(Deficiency) of Revenues Over (Under) Expenditures	(2,575,514)	-	(7,347,519)	(292,915)	(10,215,948)	(1,603,873)
Other Financing Sources/(Uses):						
Operating Transfers (Out)/In	(292,885)	-	(2,561)	295,446	-	-
Bond Proceeds & Transfers	-	-	-	-	-	18,979,000
Cancellation of Prior Year Receivable	-	-	-	-	-	(152,337)
Capital Leases (Nonbudget)	2,571,740	-	-	-	2,571,740	2,068,899
Total Other Financing Sources/Uses	2,278,855	-	(2,561)	295,446	2,571,740	20,895,562
Excess/(Deficiency) of Revenues & Other Financing Sources Over/(Under) Expenditur	(296,659)	-	(7,350,080)	2,531	(7,644,208)	19,291,689
Fund Balance - July 1	5,424,504	-	18,545,044	1,243	23,970,791	4,679,103
Fund Balance - June 30	\$ 5,127,845	\$ -	\$ 11,194,964	\$ 3,773	\$ 16,326,583	\$ 23,970,792

RECOMMENDATIONS

None

The above synopsis was prepared from the report of audit of the Robbinsville Board of Education, County of Mercer, for the year ended June 30, 2014. This report of audit, submitted by Holman Frenia Allison, P.C., Rodney R. Haines, Public School Accountant, 618 Stokes Road, Medford, New Jersey 08055, is on file at the Secretary's Office and may be inspected by any interested person.

A handwritten signature in black ink, appearing to read "Robert DeVita", written over a horizontal line.

Robert DeVita, Business Administrator/Board Secretary

Personnel

Name			Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion
------	--	--	----------	--------	----------------	-------------	------	--------	-----------	----------------------

I. Employment of Staff:

a. Administrators/Supervisors:

--	--	--	--	--	--	--	--	--	--	--

b. Certificated Staff:

Kimberly	Klaus	LDTC	SES	Accept Resignation	12/23/2014					
Lauren	Di Renzio-Archer	Teacher	PRMS	Approve Intermittent Leave	11/3/2014	11/24/2014		\$927.37	11-212-100-101-04-01	3 Unpaid FMLA/NJFLA days (11/3, 11/11, 11/24)
Kimberly	Barca	Speech	SES	Approve New Hire	1/16/2015	6/30/2015	10MA	\$65,658.00	11-000-216-100-07-02	
Kate	Passafaro	LDTC	SES	Approve New Role	1/5/2015	6/30/2015	2MA+15	\$56,823.00	11-000-219-104-07-04	
Susan	Brady	Teacher	PRMS	Approve Unpaid Day	11/26/2014	11/26/2014		\$309.12	11-213-100-101-07-03	Out of time
Alisa	Maher	Teacher	PRMS	Approve Unpaid Day	11/21/2014	11/24/2014		\$684.12	11-213-100-101-07-03	Out of time. 2 days unpaid
Halai	Habashzada	Speech	SES	ReExtend Leave Replacement	12/1/2014	1/15/2015	5MA	\$58,028.00	11-000-216-100-07-02	Leave Replacement for J. Drew
Lauren	Di Renzio-Archer	Teacher	PRMS	Ratify Intermittent Leave	9/9/2014	10/30/2014		\$1,236.50	11-212-100-101-04-01	4 Unpaid FMLA/NJFLA days (9/9, 9/17, 10/6, 10/30)
Halai	Habashzada	Speech	SES	Ratify Unpaid Day	11/4/2014	11/5/2014		\$627.33	11-000-216-100-07-02	Out of time
Laurie	Rotondo	Guidance	RHS	Approve corrected salary	9/1/2014	6/30/2015	14MA+15	\$90,799.00	11-000-218-104-01-90	12 Month Salary
Lisa	Papp	Teacher	PRMS	Revise Leave	11/3/2014	2/3/2015				FMLA. Unpaid starting 1/24/15

c. Non Certificated Staff:

Janet	Quick	Sec	RHS	Accept Resignation	12/23/2014					
Michael	Andersen	IA	SE	Accept Resignation	12/22/2014					
Maria	Rushinski-Hanley	IA	SE	Appoint New Hire	12/1/2014	6/30/2015		\$12,029.50	11-000-213-106-07-04	50% FTE
Karen	Lubbers	Sec	RHS	Appoint New Hire	1/5/2015	6/30/2015	7	\$44,450.00	11-000-218-105-07-01	12 Month Sec
Kathy	Antrim	Sec	SES	Ratify Intermittent Leave	11/19/2014	11/20/2014		\$266.68	11-000-240-105-07-02	1 1/2 unpaid day FMLA/NJFLA
Allison	Scotto	IA	SE	Ratify Unpaid Day	10/24/2014	10/24/2014		\$65.02	11-215-100-106-07-04	Out of Time
Karen	Juniak	Bus Aide	Trans	Revise Leave	10/6/2014	4/2/2015				FMLA. Unpaid starting 1/15/15

d. Substitutes

Megan	Kaminskas	Non Cert Sub		Appoint Sub	11/26/14	6/30/2015		\$75.00		
Tara	Davis-Scholle	Non Cert Sub		Appoint Sub	11/26/14	6/30/2015		\$75.00		
Michael	Divito	Non Cert Sub		Appoint Sub	11/26/14	6/30/2015		\$75.00		
Gayle	Szolomayer	Cert Sub		Appoint Sub	11/26/14	6/30/2015		\$80.00		
Maria	Rushinski-Hanley	Cert Sub		Appoint Sub	11/26/14	6/30/2015		\$80.00		
Joanne	Zapicchi	Sub Athletic Train		Appoint Sub	11/26/14	6/30/2015		\$100/ day		
Leslie Erin	Panfli	Sub Athletic Train		Ratify Sub	11/24/14	6/30/2015		\$100/ day		
Brian	Boyer	Cert Sub		Ratify Sub	11/15/14	6/30/2015		\$80.00		Obtained CE
Amy	Gilbert	Non Cert Sub		Revise Sub	10/24/14	6/30/2015		\$75.00		

2. Placement on the Salary Guide:

--	--	--	--	--	--	--	--	--	--	--

Personnel

Name			Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion
------	--	--	----------	--------	----------------	-------------	------	--------	-----------	----------------------

3. *Extra Work/Extra Pay:*

a. Athletics:

Michael	Divito	Asst Coach	RHS	Approve Coach	11/26/2014	3/15/2015	1	\$5,062.00	11-402-100-100-06-01	Wrestling. Pending fingerprints
Amie	Kazawic	Asst Coach	RHS	Approve Coach	11/26/2014	3/15/2015	3	\$3,339.00	11-402-100-100-06-01	JV Cheerleading
Dennis	Green	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Ice Hockey. Pending fingerprints
Jennamarie	Colicchia	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Winter Weight room Supervisor
Jose	Betencourt Sr	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Dave	Steward	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Sam	Acheampong	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Drew	Reca	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Dave	Bossie	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Nick	Bossie	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Jared	Icenhower	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Bill	Bonnette	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Brandon	DiDonato	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Kevin	Homan	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Jeff	Bruno	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Ed	Svardchevsky	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Sal	Fosam	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Nate	Smith	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Connor	Harding	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Chris	Tan	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Tyler	Gildner	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy
Chase	Haeuptle	Volunteer	RHS	Approve Volunteer	11/26/2014	3/15/2015				Wrestling. Per Volunteer Policy

b. Co-Curricular:

Kelly	Kosch	Teacher	PRMS	Appoint Advisor	12/1/2014	3/31/2015		\$474 per session	11-401-100-100-03-01	Homework Club. 1 Session
Sue	Ringenary	Teacher	PRMS	Appoint Advisor	12/1/2014	3/31/2015		\$474 per session	11-401-100-100-03-01	Homework Club. 1 Session
Andy	Borowski	Advisor	RHS	Appoint Advisor	11/26/2014	6/30/2015		TBA	11-401-100-100-01-05	Robotics. Pending paperwork

Personnel

Name			Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion
Marybeth	Kowalski	Advisor	RHS	Appoint Advisor	1/1/2015	6/30/2015		\$896.10	11-401-100-100-01-01	RHS Grade 11 Class Advisor
Lois	Baldwin	Advisor	RHS	Appoint Advisor	1/1/2005	12/31/2014		\$679.80	11-401-100-100-01-01	RHS Grade 10 Class Advisor.
Sharon	Reed	Teacher	PRMS	Ratify Advisor	9/1/2014	6/30/2015		\$1,174.00	11-401-100-100-03-01	Science Olympiad Advisor
Peter	Borowski	Volunteer	RHS	Ratify Advisor	9/1/2014	6/30/2015				Robotics. Change from Advisor to Volunteer
Peter	Borowski	Advisor	RHS	Rescind Advisor	9/1/2014	6/30/2015		\$4,500.00	11-401-100-100-01-05	Robotics
Linda	Biondi	Advisor	PRMS	Revise Advisor	9/1/2014	6/30/2015		\$1,056.60	11-401-100-100-03-01	Early Act Advisors. Adjusted for LOA
Haydee	Donza	Advisor	RHS	Revise Advisor	9/1/2014	12/31/2014		\$453.20	11-401-100-100-01-01	RHS Grade 10 Class Advisor. Adjusted for Resignation
Angel	Dolina	Advisor	RHS	Revise Advisor	9/1/2014	6/30/2015		\$2,090.90	11-401-100-100-01-01	RHS Grade 11 Class Advisor

c. Other:

Amy	Odato	IA	PRMS	Approve Extra Pay	11/26/14	6/30/2015		\$17.94/ hr	11-000-217-100-04-04	Working with Special Ed students involved in before/after school activities.
Anmarie	Wolochuk	IA	PRMS	Approve Extra Pay	11/26/14	6/30/2015		\$17.94/ hr	11-401-100-100-04-00	Working with Special Ed students involved in Project Unify.
Patrick	Anderson	IA	PRMS	Approve Extra Pay	11/26/14	6/30/2015		\$17.94/ hr	11-401-100-100-04-00	Working with Special Ed students involved in Project Unify.
Amy	Odato	IA	PRMS	Approve Extra Pay	11/26/14	6/30/2015		\$17.94/ hr	11-401-100-100-04-00	Working with Special Ed students involved in Project Unify.
Kate	Burgess	IA	PRMS	Approve Extra Pay	11/26/14	6/30/2015		\$17.94/ hr	11-401-100-100-04-00	Working with Special Ed students involved in Project Unify.
Tracy	Rodriguez	Teacher	RHS	Approve Extra Pay	11/26/14	6/30/2015		\$34/ hr	11-000-221-104-09-91	Handle with Care trainer. Not to exceed 20 hrs.
Lisa	Peters	LDTC	SE	Approve Mentor	1/5/2015	6/30/2015		\$330.00 Pro-rated	11-000-221-104-09-92	Paid by district for protégé Kate Passafaro
Randi	Bucca	Speech	SE	Approve Mentor	1/16/2015	6/30/2015		302.50 Pro-rated	11-000-221-104-09-92	Paid by district for protégé Kimberly Barca
Mike	Bruno	IT	RHS	Ratify Extra Pay	11/15/2014	11/16/2014		\$155.94	11-000-252-100-07-08	IT Construction issues at SES
Raheel	Saleem	Proctor	RHS	Revise Extra Pay	10/18/2014	10/18/2014		\$175.00	11-000-218-105-07-01	PSAT Proctoring & Extra Duties
Jessica	Woodruff	Proctor	RHS	Revise Extra Pay	10/18/2014	10/18/2014		\$175.00	11-000-218-105-07-01	PSAT Proctoring & Extra Duties
Laurie	Rotondo	Guidance	RHS	Revise Per Diem Pay	9/24/2014	6/30/2015		\$52.18 per hr	11-000-218-104-01-90	Lead Counselor Responsibilities. Not to exceed 150 hours