



**PUBLIC SESSION MINUTES**

**BOARD OF EDUCATION**

**Mr. Matthew O’Grady, President**

**Mr. Thomas Halm, Jr., Vice President**

**Mrs. Shaina Ciaccio**

**Ms. Leslie Dee**

**Mrs. Sharon DeVito**

**Mr. Craig Heilman**

**Mr. Keith Kochberg**

**Mrs. Faith Silvestrov**

**Mr. Richard Young**

**SUPERINTENDENT OF SCHOOLS**

**Dr. Steven J. Mayer**

**ASSISTANT SUPERINTENDENT**

**Dr. Kathleen A. Foster**

**SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY**

**Ms. Christina Moskal**

**STUDENT GOVERNMENT PRESIDENT**

**Ryan Bondoc**

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

**March 29, 2016**

**I. CALL TO ORDER PUBLIC MEETING**

President Matthew O’Grady called the March 29, 2016 meeting of the Robbinsville Board of Education to order at 6:30 PM. He read the *Statement of Public Meetings* and led the flag salute.

**II. ROLL CALL**

Mrs. Ciaccio	Present	Mr. Halm	Present	Mr. O’Grady	Present
Mrs. Dee	Present	Mr. Heilman	Present	Mrs. Silvestrov	Absent
Mrs. DeVito	Present	Mr. Kochberg	Present	Mr. Young	Present

**III. MOTION TO CONVENE IN EXECUTIVE SESSION**

On motion of Mrs. Ciaccio and seconded by Mrs. DeVito, the Robbinsville Board of Education voted 8-0 to convene in Executive Session at 6:31 PM to discuss the following topics.

- A. Harassment, Intimidation & Bullying Report
- B. Litigation

**IV. MOTION TO RESUME PUBLIC SESSION**

On motion of Mrs. DeVito and seconded by Mr. Halm, the Robbinsville Board of Education voted 8-0 to close Executive Session at 6:52 PM. Public Session resumed at 7:02 PM.

**V. BOARD PRESIDENT’S REPORT – Mr. Matthew O’Grady**

- Congratulations RHS Virtual Enterprise  
RHS Business Teacher Shae Fahey introduced the board members of Virtual Enterprise. Each student described his / her role and explained how it supports the business, *FitSpiration*. They indicated that on April 17 team members are scheduled to present the business plan at a competition in New York. To date, the team has sold 860 units for a total of \$86,000 in virtual dollars. Angelo Scialfa, a local business man on the Board of Virtual Enterprise International serves as a mentor to students and noted that the experience they gain from participating in the course will serve them well in the real world and is they type of experience business owners are seeking.
- Kudos 2015-2016 REF Mini Grant Winners  
Robbinsville Education Foundation Vice President Debbie Baer congratulated this year’s Mini Grant winners. She provided some background to and history of the program and noted the Foundation relies on four primary events, including Casino Night, Golf Classic, Harlem Wizards and Holiday Bazaar, to raise funds. She indicated that over the past four years, REF has provided over \$54,000 to district teachers.

**VI. SUPERINTENDENT’S REPORT – Dr. Steven J. Mayer**

Dr. Mayer thanked Robbinsville Education Foundation for the generous donations and their ongoing support of Robbinsville teachers. He informed the Board that as the district enters recruiting season, Assistant Superintendent Kathie Foster and Supervisor Kim Tew are attending job fairs as one way to seek out the best candidates to fill the district’s anticipated job openings.

Dr. Mayer pointed out several resolutions on the agenda including an item for the RHS track and turf replacement. He indicated that the district has been planning and saving for six years for this eventuality, and

noted that since the field is a considerable source of revenue the district has an obligation to maintain it. He described that the new impervious surface on the track should last for twelve years.

- Enrollment Report: March 18, 2016

School	3H	3F	4H	4F	KF	01	02	03	04	05	06	07	08	09	10	11	12	Total
RHS														266	244	221	225	956
PRMS										211	296	219	238					964
SES	4	2	13	4	198	185	224	209	238									1077
SPROWTS	8		12															20
<b>Total In District</b>	<b>12</b>	<b>2</b>	<b>25</b>	<b>4</b>	<b>198</b>	<b>185</b>	<b>224</b>	<b>209</b>	<b>238</b>	<b>211</b>	<b>296</b>	<b>219</b>	<b>238</b>	<b>266</b>	<b>244</b>	<b>221</b>	<b>225</b>	<b>3017</b>
OOD				1					1	1	3	1	3	6	4	2	7	29
TOTAL																		3046

**VII. SCHOOL BUSINESS ADMINISTRATOR’S REPORT - Ms. Christina Moskal**

Ms. Moskal had nothing new to report.

**VIII. STUDENT GOVERNMENT REPORT – Ryan Bondoc**

Student Government President Ryan Bondoc reported on the following matters.

- March Teacher of the Month – Mr. Brettell
- RHS provided tours and held an information session for members of the Class of 2020, currently students in grade 8
- Senior Trip to Disney
- Jr. Fashion Show
- Clubs
- Sports update
- PARCC

**IX. MINUTES (Attachments #1 - #3)**

On motion of Mr. Halm and seconded by Mrs. DeVito, the Robbinsville Board of Education voted 8-0 to table the March 14, 2016 Public Session Minutes. Mrs. Silvestrov was absent.

On motion of Mr. Halm and seconded by Mrs. DeVito, the Robbinsville Board of Education voted 8-0 to approve the February 23, 2016 Executive and Public Session minutes. Mrs. Silvestrov was absent.

- February 23, 2016 Executive Session (Attachment #1)
- February 23, 2016 Public Session (Attachment #2)
- March 14, 2016 Public Session (Attachment #3) - TABLED

**X. COMMITTEE REPORTS**

**A. EDUCATION, DEVELOPMENT & POLICY – Mrs. Shaina Ciaccio**

Mrs. Ciaccio reported on the following matters discussed during the March 8, 2016 meeting of the Education, Development and Policy Committee.

- Policies scheduled for adoption
- 2016-2019 Comprehensive Equity Plan
- 2016 Summer Reading

- ESEA Accountability Action Plan
- Curriculum and Professional Development
- Parent PARCC Nights – March 9 and March 30
- Next Meeting: April 12, 2016

**B. PERSONNEL – Mrs. Sharon DeVito**

Mrs. DeVito reported on the following matters related to Personnel and discussed during the March 15, 2016 meeting of the Personnel Committee.

- Regular Personnel Agenda
- Transportation Supervisor Search/Recommendation – The committee recommends Mrs. Jennifer Freeman as an Interim Transportation Coordinator
- Round 3 non-tenure reviews and process for recommending tenure
- Windsor Sale – The committee discussed the \$210,000 offer received on the sale of the Windsor School and was unanimous in their preference to reject the offer as too low for the value of the property.

**C. FINANCE, FACILITIES, & TRANSPORTATION – Mr. Thomas Halm**

Mr. Halm reported on the following items of discussion during the March 16 meeting of the Finance, Facilities and Transportation meeting.

- Security Drill Schedule Development – Revision of the monthly method of reporting fire and security drills to include cumulative data for the school year. This added information will appear on the Board agenda each month.
- Facilities Vehicles – Creation of a retirement and replacement plan for vehicles utilized by the Buildings and Grounds Department and advise consideration of an appropriately sized covered vehicle to meet all of the district's needs. Depending upon remaining funds at the close of FY 2016, the committee recommends retiring the 1997 Dodge Ram Pick Up and replacing it with a Ford Transit.
- Turf & Track – Recommendation to purchase replacement materials from FieldTurf through Keystone Purchasing Network (KPN). A top vendor, FieldTurf utilizes Certified Track Builders. Additionally, they are the vendor that completed the original installation at RHS in 2005. The recommended turf is designed to last even longer than the original. The cost of the project is \$757,337.54.
- Windsor School - The committee discussed a variety of options related to Windsor School including to consider the steps necessary to secure the approvals to develop the property and the possibility of installing a solar field on the property. After a lengthy discussion, the committee was divided and unable to come to a decision. As such, they will refer the matter to the full BOE for further discussion.
- 2016-17 Budget – The budget was submitted to the Executive County Superintendent on Tuesday, March 15. Health benefit renewals are starting to come in. Aetna quoted a 15.6% premium increase, which is below the budgeted amount of 16%. Additional quotes will continue to come in over the next few weeks.
- Student Activities Fees – Discussion on the need for current data, including an accurate accounting of fees collected during the 2015-2016 school year. This will enable the committee to have an informed discussion in the upcoming months to determine whether or not the fee structure should be revised.

**D. COMMUNITY RELATIONS – Mr. Richard Young**

Mr. Young reported that, to date, 60 individuals have responded that they will attend the first meeting of the School Connection Forum scheduled to take place on April 5, 2016. He noted that bagels and coffee with the Principals / Asst. Principals at Pond Road Middle School is upcoming.

## **XI. FIRST HEARING OF THE PUBLIC**

### **A. NUSHIN KAHNUNI**

Mrs. Kahnuni addressed the following matters.

- RHS trip to Washington DC
- 2016-2017 Budget – Are there any updates? Dr. Mayer said that the major driver is health care. The district is waiting to hear what the increase will be.
- PARCC Parent Program
- School Connection Forum
- PARCC – Is PARCC a graduation requirement? Dr. Mayer noted that other tests can be used to meet graduation requirements.

### **B. DEBBIE BAER**

Mrs. Baer commented on the district's Student Activity Fee structure and indicated that many districts do not charge for student participation as extracurricular activities are considered a component of school. She noted that students and their families incur costs because they have to purchase equipment and advocated a roll back on activity fees to zero.

### **C. MIKE MCGOWEN**

Mr. McGowen expressed appreciation to the district for planning ahead for the field replacement. He then commented on Windsor and asked if a market study had been completed. Dr. Mayer indicated that it has.

## **XII. APPROVE MONTHLY RESOLUTIONS**

### **A. PERSONNEL (A.1 – 3)**

On motion of Mrs. DeVito and seconded by Mr. Halm, the Robbinsville Board of Education voted 8-0 to approve Personnel resolutions A.1-3 on pages 15-17 as indicated. Mrs. Silvestrov was absent.
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### **B. EDUCATION, DEVELOPMENT, & POLICY (B.1 – 10)**

On motion of Mrs. Ciaccio and seconded by Mr. Young the Robbinsville Board of Education voted 8-0 to approve Education, Development and Policy resolutions B.1-10 as indicated. Mrs. Silvestrov was absent.
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#### **1. HARASSMENT, INTIMIDATION & BULLYING MONTHLY REPORT (Attachment #4)**

Motion to accept without modification the Superintendent's Report on Harassment, Intimidation and Bullying for the period ending March 29, 2016.

#### **2. POLICIES & REGULATIONS: ADOPTION (Attachments #5 - #10)**

Motion to adopt the following policies and regulations.

P1523 Comprehensive Equity Plan (Attachment #5)

P2260 Affirmative Action (Attachment #6)

R2260 Affirmative Action (Attachment #7)

P5512 Harassment, Intimidation, and Bullying (M) (Attachment #8)

R5512 Harassment, Intimidation and Bullying (M) (Attachment #9)

P5751 Sexual Harassment (M) (Attachment #10)

**3. APPROVE COMPREHENSIVE EQUITY PLAN (Attachment #11)**

Motion to approve Robbinsville Schools Comprehensive Equity Plan for the 2016-2017, 2017-2018, 2018-2019 school years.

**4. APPROVE ELEMENTARY & SECONDARY EDUCATION ACT (ESEA) ACTION PLAN (Attachment #12)**

Motion to approve the ESEA Action Plan as required.

**5. APPROVE SUMMER READING (Attachments #13 - #18)**

Motion to approve summer reading lists for students in grades K-12.

**6. APPROVE STUDENT TEACHER**

Motion to approve Alexandra Cullen (TCNJ) to serve as a student teacher with Pete Klapsogorge (Grade 1) during the spring 2016 semester.

**7. APPROVE ADMINISTRATIVE / SUPPORT STAFF HOLIDAY SCHEDULE**

Motion to approve the 2016 – 2017 Administrative / Support Staff Holiday Schedule as indicated.

<u>Holiday</u>	<u>Date(s)</u>
Independence Day	Monday, July 4, 2016
Labor Day	Monday, September 5, 2016
Thanksgiving	Thursday & Friday, November 24 & 25, 2016
Winter Break	Monday – Friday, December 26 – 30, 2016
Martin Luther King, Jr., Day	Monday, January 16, 2017
President’s Day	Monday, February 20, 2017
Spring Break	Friday, April 14, 2017 & Monday, April 17, 2017
Memorial Day	Monday, May 29, 2017

**8. SPECIAL SERVICES**

**a. Waiver of Requirements - Special Education Medicaid Initiative (SEMI) 2016-2017**

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2016-2017 school year, and;

Whereas, the Robbinsville Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students.

Now Therefore Be It Resolved that the Robbinsville Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Mercer an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2016-2017 school year.

**b. Approve Contract: Delta T**

Motion to approve a contract with Delta T in an amount not to exceed \$22,620.00 for provision of a Learning Disabilities Teacher Consultant to cover a maternity leave during the period dating March 1, 2016 through June 22, 2016.

**c. Approve Contract: Paterson Public Schools**

Motion to approve contract with Paterson Public Schools for student #170055 attending Legacy Treatment, The Mary Dobbins School as indicated. Paterson will reimburse the Board for these funds.

<u>Purpose</u>	<u>Contract Amount</u>	<u>Effective</u>
Tuition Contract	\$51,232.00	October 1, 2015 – June 30, 2016
One-to-One Personal Assistant	\$18,031.00	October 22, 2015 – June 30, 2016

**d. Approve Tuition Contract: Hackensack Schools**

Motion to approve a tuition contract with Hackensack Public Schools in the amount of \$27,836.66 for student #220009, attending YCS George Washington School for the period dating January 1, 2016 through June 30, 2016. The Board will reimburse Hackensack for tuition.

**9. FIELD TRIPS**

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

Motion to approve the following field trip(s) for Robbinsville High School to take place during the 2015-2016 school year as indicated. The district will incur no admission/transportation costs.

<u>Month/Year</u>	<u>Class</u>	<u>Destination</u>	<u>Cost / Pupil</u>	<u>Purpose</u>
3/16	RHS Musical	SES	\$0.00	Promote <i>Suessical the Musical</i>
4/16	AP Art History	BAPS Mandir	\$15.00	Trip relates to art curriculum
5/16	VPA Students	MCCC Teen Arts Fest.	\$0.00	Opportunity to perform publicly
5/16	Yearbook Club	Point Pleasant	\$0.00	Prepare for 2016-2017 yearbook

**b. Field Trips – Pond Road Middle School**

Motion to approve the following field trip(s) for Pond Road Middle School to take place during the 2015-2016 school year as indicated. The district will incur no admission/transportation costs.

<u>Month/Year</u>	<u>Class</u>	<u>Destination</u>	<u>Cost / Pupil</u>	<u>Purpose</u>
3/16	7 <sup>th</sup> Grade	Medieval Times	\$43.00	Supports study of feudalism
5/16	5 <sup>th</sup> Grade	Franklin Institute	\$22.00	IMAX Forces of Nature connects to LAL

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

Motion to approve the following field trip(s) for Sharon Elementary School to take place during the 2015-2016 school year as indicated. The district will incur no admission/transportation costs.

<u>Month/Year</u>	<u>Class</u>	<u>Destination</u>	<u>Cost / Pupil</u>	<u>Purpose</u>
4/16	4 <sup>th</sup> Grade	NJ State Museum	\$5.00	Reinforce concepts on motion and space

**d. Field Trips – Co-curricular District-wide**

Motion to approve the following co-curricular district-wide field trip(s) to take place during the 2015-2016 school year as indicated. The district will incur admission/transportation costs.

<u>Month/Year</u>	<u>Class</u>	<u>Destination</u>	<u>Cost / Pupil</u>	<u>Purpose</u>
4/16	SOAR	Hamilton Marketplace	\$ 0.00	Practice life skills
5/16	SOAR	Hamilton Marketplace	\$ 0.00	Practice life skills
5/16	SOAR	Hamilton Marketplace	\$ 0.00	Practice life skills
6/16	SOAR & Project Unify	TCNJ	\$0.00	Spring Youth Leadership Conference

## 10. WORKSHOPS

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

Name	Workshop Title	Date(s)	Registration	Travel Reimbursement
Greg Grafton	R22 vs. R410a Training	3/23/2016	\$ 25.00	\$ -
Devin Dempsey	Unacceptable Employee Behavior	3/30/2016	\$ 199.00	\$ 32.28
Lisa Peters	NJALC Spring Symposium	4/8/2016	\$ 165.00	\$ 30.34
Jennie Leichner	Gloria Nilson (Artwork Display)	4/11/2016	\$ 0.00	\$ -
Kathy Tamayo	Gloria Nilson (Artwork Display)	4/11/2016	\$ 0.00	\$ -
Danielle Gladysz	Selective Mutism In the School	4/15/2016	\$ 225.00	\$ -
Donna Sack	Selective Mutism In the School	4/15/2016	\$ 180.00	\$ -
Ashleigh Cline	Making Differentiation Work	4/16/2016	\$ 75.00	\$ -
Marya Radosti	Making Differentiation Work	4/16/2016	\$ 75.00	\$ -
Diane Mitchell	Nurtured Heart Approach	4/21/2016	\$ -	\$ -
Kim White	Nurtured Heart Approach	4/21/2016	\$ -	\$ -
Anna Maria Hernandez	NJPN Conference	4/29/2016	\$ -	\$ -
Jason Gray	Making Best Use of Free Google Tools to Enhance Content Learning	4/29/2016	\$ 239.00	\$ -
Andrid Houtras	AOTA Fieldwork Educator Wksp	4/29 & 30, 2016	\$ -	\$ -
Brooke Magan	Translating Life Science Model Curriculum Framework into Local Curriculum	5/20/2016	\$ 0.00	\$ 43.31
Sharon Reed Julie Caiola	Translating Life Science Model Curriculum Framework into Local Curriculum	5/20/2016	\$ 0.00	\$ 43.31
Kim White	School Climate & Anti-Bullying Conference	5/25 & 26/2016	\$ 225.00	\$ -
Anna Maria Hernandez	School Climate & Anti-Bullying Conference	5/25 & 26/2016	\$ 225.00	\$ -
Christina Moskal	NJASBO Annual Convention	6/8,9,10/2016	\$ 150.00	\$ 441.78
Tiffany Strauss	NATA 67 <sup>TH</sup> Annual Meeting	6/23 - 26/2016	\$ 235.00	\$ 204.44
Kim Tew	2016 Wilson Leadership Conf.	7/10,11,12/2016	\$ 389.00	\$ 463.50
Rajneet Bajnath	2016 Wilson Leadership Conf.	7/10,11,12/2016	\$ 389.00	\$ 463.00
Shaina Ciaccio	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
Leslie Dee	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
Sharon DeVito	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
Tom Halm	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
Craig Heilman	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
Keith Kochberg	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
Matthew O'Grady	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
Faith Silvestrov	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
Richard Young	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
Steve Mayer	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
Kathie Foster	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
Christina Moskal	Annual BOE Retreat	7/5/2016	\$ 10.00	\$ -
<b>Total</b>			<b>\$ 2,916.00</b>	<b>\$ 1,721.96</b>



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

On motion of Mrs. DeVito and seconded by Mr. Halm, the Robbinsville Board of Education voted 8-0 to amend resolutions C.1-3 by removing items C.1f and C.1g. Mrs. Silvestrov was absent.

On motion of Mr. Halm and seconded by Mrs. Ciaccio, the Robbinsville Board of Education voted 8-0 to approve Finance, Facilities and Transportation resolutions C.1-3 (without C.1f and C.1g) as indicated. Mrs. Silvestrov was absent.

On motion of Mr. Halm and seconded by Mrs. DeVito, the Robbinsville Board of Education voted 8-0 to approve Finance, Facilities and Transportation resolution C.1f as indicated. Mrs. Silvestrov was absent.

On motion of Mrs. DeVito and seconded by Ms. Dee, the Robbinsville Board of Education voted 4-4 to reject the high bid of \$210,000.00 for the sale of the Windsor property (C.2a). The vote was as follows:

<b>Yes (Reject the Sale)</b>	<b>No (Approve the Sale)</b>
Ms. Dee	Mrs. Ciaccio
Mrs. DeVito	Mr. Heilman
Mr. Kochberg	Mr. Young
Mr. O'Grady	Mr. Halm

Mrs. Silvestrov was absent. The motion fails.

**Discussion: Windsor**

Mr. Heilman – Accept auction price and use proceeds to keep taxes flat

Mrs. Dee – Reject the bid – Carrying costs are low – Property is worth \$500K

Mrs. Ciaccio – Consider accepting the bid – The auction drew few bidders – Other issues might crop up down the road.

Mr. Kochberg – Reject the bid – If the offer is considerably below market value and carrying costs are low, he is willing to risk that the offer (or another) will be there in a year.

Mr. Halm – Accept the bid and apply proceeds toward debt service as the value is what people are willing to pay regardless of the appraised value. Fees and the costs associated with approval will eat up the differential. Money should go to classrooms, not to attorneys.

Mrs. DeVito – Support all residents, not only Windsor residents

Mr. Young – Accept the bid – Use proceeds to offset property tax increase – The district is not a developer and it would be fiscally irresponsible to spend the \$50-\$100K needed for approvals.

Dr. Mayer said that asking the architect to create a concept to take to the Windsor community and to the planning board is part of the due diligence needed to explore every option.

Mr. O'Grady indicated that although all on the Board are in agreement about returning the Windsor proceeds to taxpayers, as stewards of the district and of the community it is the Board's responsibility to make sure the district gets the maximum amount it can for Windsor. He agreed with Dr. Mayer about the need for a complete evaluation.

**Other Discussion**

Mr. Young asked Dr. Mayer to elaborate on the cool play field. Dr. Mayer explained that it is comprised of three layers. The bottom layer is sand, the middle layer a silicon mix surface, and the top layer cool play which is cork rather than rubber. Some of the benefits include reduced field temperature, and the potential carcinogens associated with rubber are off the table. Finally, he indicated that players love it. Dr. Mayer also noted that the district is looking for a sponsor to help offset the costs.

**1. FINANCE**

**a. Bills and Claims List (Attachment #19)**

Motion to approve payment of the Bills & Claims List in the amount of \$2,112,566.29 for the period ending March 29, 2016 as indicated.

<b>Accounts Payable</b>		
Fund		
11 - General Fund	\$	1,605,233.52
12 - Capital Outlay	\$	5,838.00
20 - Special Revenue	\$	67,127.94
30 - Capital Projects	\$	-
40 - Debt Service		
60 - Food Service Fund	\$	74,370.21
61 - R.E.D.	\$	56,013.62
Unemployment		
Hand Checks	\$	303,983.00
<b>Total</b>	<b>\$</b>	<b>2,112,566.29</b>

**b. Transfer Report: March 29, 2016**

Motion to approve transfers totaling \$198,770.26 for the period ending March 29, 2016.

<b>Account From</b>	<b>Account To</b>	<b>Description</b>	<b>Amount</b>
11-000-221-320-09-01 District Workshops	11-000-221-800-09-01 Workshops and Dues	Additional Membership dues	\$ 800.00
11-000-230-610-07-01 Superintendent Supplies	11-000-230-890-07-01 Conference and Dues	Additional Membership dues	\$ 175.00
11-190-100-500-07-01 Copier	11-000-261-100-07-05 Maintenance Salaries	Contractual obligation (longevity)	\$ 532.00
11-204-100-106-07-04 LLD Aide Salary	11-000-217-100-07-04 1 to 1 Aides	Staff movement	\$ 1,967.67
11-000-216-100-07-03 PRMS Speech Salary	11-000-217-100-04-04 Extra Work	Additional needs as per IEP	\$ 6,000.00
11-215-100-106-07-04 Preschool Aide Salary	11-000-217-100-04-04 Extra Work	Additional needs as per IEP	\$ 5,000.00
11-000-230-530-08-00 Communications	11-130-100-101-07-03 6-8 grade salaries	Leave replacement	\$ 5,790.28
11-190-100-500-07-01 Copier	11-130-100-101-07-03 6-8 grade salaries	Leave replacement	\$ 758.74
11-190-100-610-08-04 Tech repair	11-212-100-101-07-04 MD Teacher Salary	Leave replacement	\$ 6,105.00
11-190-100-500-07-01 Copier	11-212-100-101-07-04 MD Teacher Salary	Leave replacement	\$ 976.00
11-204-100-106-07-04 LLD Aide Salary	11-212-100-106-07-04 MD Aide Salary	Staff movement	\$ 615.60
11-204-100-106-07-04 LLD Aide Salary	11-213-100-106-07-04 RC Aide salary	Staff movement	\$ 3,423.40
11-190-100-500-07-01 Copier	11-240-100-101-07-09 ESL Teacher	Contractual obligation (longevity)	\$ 495.00
11-401-100-100-03-01 PRMS Co-Curricular	11-130-100-101-03-04 Extra Duty	Increased work	\$ 1,700.00
11-120-100-101-07-02 Grades 1-4 salary	11-110-100-101-07-02 Kindergarten Salary	Leave replacement	\$ 15,000.00

<b>Account From</b>	<b>Account To</b>	<b>Description</b>	<b>Amount</b>
11-215-100-106-07-04 Preschool Aide Salary	11-000-219-320-04-01 Related Services	Leave replacements	\$ 5,000.00
11-000-100-566-04-01 Tuition to Private School	11-000-219-320-04-01 Related Services	Leave replacements	\$ 27,217.00
11-000-100-565-04-01 Tuition to MCSSSD	11-000-219-320-04-01 Related Services	Leave replacements	\$ 46,465.00
11-000-213-101-06-90 Physicals	11-000-213-105-07-02 Health Support Staff	Additional work	\$ 1,375.00
11-000-270-514-07-01 Special Ed Routes	11-000-270-162-07-27 Pupil Transportation	Additional work	\$ 10,000.00
11-000-270-514-07-01 Special Ed Routes	11-000-270-512-06-03 RHS Athletic Transportation	Increased costs	\$ 15,000.00
11-000-270-514-07-01 Special Ed Routes	11-000-270-512-07-02 PRMS Athletic Transportation	Increased costs	\$ 5,000.00
11-000-262-622-05-01 RHS Electric	11-000-262-490-05-02 Sharon Water	Additional funds needed	\$ 1,649.57
11-000-262-622-05-01 RHS Electric	11-000-262-490-05-03 PRMS Water	Additional funds needed	\$ 7,500.00
11-000-262-622-05-01 RHS Electric	11-000-262-490-05-06 Windsor Water	Additional funds needed	\$ 225.00
11-000-262-622-05-01 RHS Electric	11-000-262-621-05-01 RHS Gas	Additional funds needed	\$ 30,000.00
<b>TOTAL March 2016 Transfers:</b>			<b>\$ 198,770.26</b>

**c. Certification of Board Secretary**

Pursuant to N.J.A.C. 6A:23-2.12I3 I, Christina Moskal, Board Secretary/School Business Administrator, certify that as of January 31, 2016 no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23-22.12(a).

**d. Reports of the Board Secretary (Attachment #20)**

Motion to accept the Report of the Board Secretary for the period ending January 31, 2016.

**e. Reports of the Treasurer (Attachments #21 & #22)**

Motion to accept the Reports of the Treasurer for the periods ending December 31, 2015 and January 2016.

**f. Authorize Purchase: FieldTurf**

Motion to authorize a purchase through Keystone Purchasing Network (KPN) with FieldTurf in the amount of \$757,337.54 to replace the field turf and resurface the track at Robbinsville High School as indicated.

Turf Type: Revolution 2.25"	\$497,515.04
Track Type: Benynon BSS-300 Conversion IAFF	<u>\$259,822.50</u>
Total Project Cost	\$757,337.54

**g. Approve Professional Services Contract: Pupil Transportation Solutions, LLC**

Motion to approve a professional services contract with Pupil Transportation Solutions, LLC in an amount not to exceed \$2,700.00 for professional coaching in the area of student transportation through June 30, 2016.

**h. Accept Grant Funds: Investors Foundation, Inc.**

Motion to accept grant funds in the amount of \$2,500.00 from Investors Foundation, Inc. and designated for Robbinsville High School Virtual Enterprises International.

**2. FACILITIES**

**a. Reject High Bid: Windsor School Auction**

Motion to reject the sale of the Windsor property for the auctioned price of \$210,000. The Board will work with the Robbinsville Township Planning Board to develop a site plan according to the highest and best use for the property in order to attempt to secure a sale price closer to the assessed value.

**b. Approve 2015-2016 Fire and Security Drills**

Motion to approve Fire and Security Drills for the 2015-2016 school year as indicated. One fire and one security drill are required monthly.

<b>RHS</b>	<b>Fire Drill</b>	<b>Lockdown/ Active Shooter</b>	<b>Evacuation</b>	<b>Shelter in Place</b>	<b>Other / Tabletop</b>
September	09/18/15		09/18/15		
October	10/23/15				10/29/15 (Use of Technology during Drills)
November	11/18/15			11/18/15	
December	12/16/15				12/17/15 (Review Procedures)
January	01/22/16			1/14/15	01/14/15 (AED)
February	02/25/16			2/11/16	02/11/16 (AED)
March					
April					
May					
June					

<b>PRMS</b>	<b>Fire Drill</b>	<b>Lockdown / Active Shooter</b>	<b>Evacuation</b>	<b>Shelter in Place</b>	<b>Other / Tabletop</b>
September	09/25/15	09/25/15			
October	10/29/15				10/20/15 (Cafeteria Safe Zone Review)
November	11/11/15			11/30/15	
December	12/11/15	12/15/15			
January	01/20/16	01/19/16			
February	02/25/16				2/10/16 (Discussed Fire Drill into Evac. Drill)
March					
April					
May					
June					

<b>SES</b>	<b>Fire Drill</b>	<b>Lockdown/ Active Shooter</b>	<b>Evacuation</b>	<b>Shelter in Place</b>	<b>Other / Tabletop</b>
September	09/25/15		09/28/15		
October	10/21/15			10/19/15	
November	11/4/15				11/11/15 (Safety & Security Meeting)
December	12/21/15	12/9/15			
January	01/29/16	01/22/16			
February					
March					
April					
May					
June					

**c. Building Use (Attachments #23 - #28)**

Motion to approve the Buildings and Grounds Use of Facilities Schedule for the months of April and May 2016.

**3. TRANSPORTATION**

**a. Approve Jointure for School Related Activities: Route MCHW**

Motion to approve Bordentown Regional School District as the host district for Route #MCHW to transport the RHS Swim Team to competitions in the amount of \$237.53.

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

On motion of Mrs. DeVito and seconded by Ms. Dee, the Robbinsville Board of Education voted 8-0 to approve Robbinsville Extended Day resolutions D.1-2 as indicated. Mrs. Silvestrov was absent.

**1. ACCEPT RESIGNATION**

Motion to accept SES Assistant Site Coordinator Nicole DiMeglio’s resignation effective April 8, 2016.

**2. APPROVE EMPLOYMENT CHANGES**

Motion to approve RED employment changes effective April 8, 2016 as indicated.

<u>Name</u>	<u>Former Position</u>	<u>New Position</u>	<u>Rate per Hour</u>
Colleen McDonough	SES Aide	SES Asst. Site Coordinator	\$15 / 28 Hours per Week
Doreen Risoldi	RED Substitute	SES Instructor	\$16.50 / 6-8 Hours per Week

**XIV. SECOND HEARING OF THE PUBLIC**

**A. DEBBIE BAER**

Mrs. Baer asked where students not taking the PARCC would be. Dr. Mayer indicated that they would be in the commons.

**B. MIKE MCGOWEN**

Mr. McGowen asked who paid for the Windsor market studies. Dr. Mayer responded that the district paid for them. Mr. McGowen indicated that a retention pond will take space and that full approvals will be costly.

**C. SHANNON MACKKEY**

Mrs. Mackey spoke about a recent HIB incident in which her younger son was victimized. She asked how the bullying problem can be fixed and suggested the need for collaboration. Dr. Mayer thanked her and noted that the district is always working to create a culture of respect.

**D. DEBBIE BAER**

Mrs. Baer suggested that the district consider establishing a program modeled on one the NJ Devils runs in which community members participate in a pot luck dinner as a way to get to know one another.

**E. NUSHIN KAHANI**

Mrs. Kahani said that people don’t show up for meeting and events because they assume that someone else will. She urged the Board to solicit opinions from the public about Windsor.

**F. MIKE MCGOWEN**

Mr. McGowen said that his son attended Windsor and loved it.

**XV. OLD BUSINESS**

Regarding the school calendar, Mr. Halm asked if the district could be closed on Easter Monday.

Mr. O'Grady commended the Board for engaging in healthy debate regarding Windsor.

**XVI. NEW BUSINESS**

The matter of carcinogens being discovered on the baseball field while doing core samples in Lawrenceville School District came up. Dr. Mayer indicated that at one time, bonfires had been held in that location and that it is likely that this is what caused the carcinogens to appear.

REF Annual Casino Night and Recognition – April 1, 2016

REF Annual Golf Classic – May 17, 2016

**XVII. ADJOURNMENT**

On motion of Mrs. DeVito and seconded by Mr. Halm the Robbinsville Board of Education voted to adjourn the March 29, 2016 monthly meeting at 9:13 PM.

Respectfully submitted,

Christina Moskal  
School Business Administrator / Board Secretary

First Name	Last Name	Title	Location	Action	Effective Date	Ending Date	Return Date	Step	Salary	GAAP Code	Notes for Discussion
<b>1. Employment of Staff:</b>											
<b>a. Administrators/Supervisors/Non Affiliates: (Principals, Assistant Principals)</b>											
<b>RESIGN</b>											
Catherine	Daughenbaugh	Transportation Supervisor	District Office	Resign	4/30/2016						
<b>APPOINT</b>											
Jennifer	Freeman	Interim Transportation Coordinator	District Office	Appoint	3/30/2016	6/30/2016			\$45,000.00	11-000-270-160-07-20	Salary prorated for time worked.
<b>b. Certificated Staff: (Teachers)</b>											
<b>RESIGN</b>											
Elizabeth	Casto	Teacher	SES	Resign	6/30/2016						Resign for the purpose of retirement
<b>APPOINT</b>											
Marc	Steinberg	Teacher	RHS	Appoint	4/12/2016	6/30/2016		1 BA	\$51,850.00	11-213-100-101-07-07	LR for Rua
<b>APPROVE</b>											
Jennifer	Lipschutz	Nurse	RHS	Approve	3/18/2016				-\$297.24	11-000-213-101-07-01	Full day unpaid
Danielle	O'Connor	Teacher	SES	Approve	5/16/2016	4/18/2017					FMLA/Contractual Leave. Paid through 6/30/16
Cheryl	Punzo	Teacher	SES	Approve	3/11/2016	4/11/2016					Pending doctor clearance
<b>REVISE</b>											
Asmy	Ahmad	Teacher	RHS	Revise	3/8/2016	3/18/2016		1 MA	\$55,091.00	11-140-100-101-07-07	LR for Woodruff. Salary prorated for time worked.
Deborah	Dauer	Teacher	SES	Revise Leave Dates	2/16/2016	6/30/2016	4/11/2016			11-120-100-101-07-02	Unpaid leave
Sharon	Davis	Guidance Counselor	RHS	Revise	1/29/2016				\$312.18	11-140-100-101-07-07	To reflect 1 day of overlap
Elizabeth	Dolan	Teacher	SES	Revise Leave Dates	4/4/2016	6/30/2016					Paid through 4/15 Unpaid from 4/18 through 6/15
Marie	Minch	Teacher	SES	Appoint LR	2/29/2016	6/30/2016		1 BA	\$51,850.00	11-120-100-101-07-02	LR for Dauer
Shannon	Reed	Teacher	RHS	Revise	3/8/2016	3/31/2016		1 BA+15	\$52,714.00	11-140-100-101-07-07	LR for Sanchez. Salary prorated for time worked.
Shannon	Reed	Teacher	SES	Revise	4/1/2016	6/30/2016		1 BA+15	\$52,714.00	11-120-100-101-07-02	LR for Dolan. Salary prorated for time worked.
<b>LEAVE OF ABSENCE</b>											
Kristin	Aquilino	Teacher	SES	Approve	4/28/2016				-\$320.68	11-120-100-101-07-02	Unpaid day
Carlie	Termun	Teacher	PRMS	Approve	5/20/2016	6/30/2017	9/1/2017				FMLA Leave/Contractual Leave
<b>c. Non Certificated Staff: (Aides, Secretary, Maintenance, Technology, Custodians, Lunch and Bus)</b>											
<b>APPOINT</b>											
Anna	Coriasco	Transportation	Trans	Appoint	3/1/2016	3/29/2016			25.12/hr.	11-000-213-105-07-02	.5 LR Transportation Secretary
Kim	Ott	Transportation	Trans	Appoint	3/1/2016	3/29/2016			\$280.00/per day	11-000-270-160-07-20	Interim Transportation Supervisor
<b>REVISE</b>											
Sarah	Christiansen	PT IA	PRMS	Appoint	3/31/2016	6/30/2016			\$12,312.00	11-212-100-106-07-04	To reflect 3/31 start date. Salary prorated
<b>LEAVE OF ABSENCE</b>											
Kathleen	Antrim	CST Secretary	District	Approve					-\$557.64	11-000-219-105-07-04	3/14/16, 3/21/16 & 4/5/16 3 Full FMLA Days
Eileen	Delaney	Secretary	PRMS	Approve	3/2/2016	TBD					To go unpaid 3/16/16
Judy	Petroni	IA	PRMS	Approve	4/1/2016				-\$66.55	11-212-100-106-07-04	1 day w/o pay

First Name	Last Name	Title	Location	Action	Effective Date	Ending Date	Return Date	Step	Salary	GAAP Code	Notes for Discussion
<b>REVISE</b>											
Kathleen	Antrim	CST Secretary	District	Revise Salary	2/10/2016				-\$92.94	11-000-219-105-07-04	FMLA leave 0.5 days dock
Sarah	Christiansen	PT IA	PRMS	Revise	3/31/2016	6/30/2016			\$12,312.00	11-212-100-106-07-04	To reflect 3/31 start date. Salary prorated
<i>d. Substitutes</i>											
<b>APPOINT</b>											
Caroline	Bianchetti	Non Cert		Appoint	3/30/2016	6/30/2016			\$75.00/per day		Pending Cert
Cynthia	Bumber	Cert Sub		Appoint	3/30/2016	6/30/2016			\$85.00/per day		
Connor	Cortina	Non Cert		Appoint	3/30/2016	6/30/2016			\$75.00/per day		Pending Cert
Carli	Cosmo	Non Cert		Appoint	3/30/2016	6/30/2016			\$75.00/per day		
Veronica	Fanning	Cert Sub		Appoint	3/30/2016	6/30/2016			\$85.00/per day		
Nicholas	Reca	Cert Sub		Appoint	3/30/2016	6/30/2016			\$85.00/per day		
Catarina	Riviera	Non Cert		Appoint	3/30/2016	6/30/2016			\$75.00/per day		
<b>2. Placement on the Salary Guide:</b>											
<b>3. Extra Work/Extra Pay:</b>											
<i>a. Athletics:</i>											
<b>APPOINT</b>											
Jarred	Boykin	Asst. Coach	RHS	Appoint	3/1/2016	6/30/2016		1	\$3,695.00	Spring Boys Track	Boys Tennis
<b>REVISE</b>											
Sean	Greig	Head Coach	RHS	Revise Salary	3/1/2016	6/30/2016		2	\$7,108.00	11-402-100-100-06-01	Boys Lacrosse. Step Revised
<i>b. Co-Curricular:</i>											
<b>RATIFY</b>											
Birch	Wilson	Pit Director	PRMS	Ratify	11/1/2015	3/15/2016			\$1,750.00	11-401-100-100-03-01	Spring Musical
<b>APPOINT</b>											
Thomas	Brettell	Chaperone	RHS	Appoint	2/26/2016				\$22.00/hr.	11-401-100-100-01-05	Semi-Formal chaperones. Working from 6:00-10:00
Angel	Dolina	Mentor for new hires	RHS	Appoint Mentor	4/4/2016	6/30/2016			\$165.00	11-000-221-104-09-92	Paid by District for protégé Emma Harrison. Rate prorated for time worked.
Andrew	Patterson	Mentor for new hires	RHS	Appoint Mentor	3/28/2016	6/30/2016			\$165.00		Paid via payroll by protégé Jamie DiLetto per Provisional program. Salary prorated.
<b>RESCIND</b>											
Canel	Turkdogan	Chaperone	RHS	Rescind	2/26/2016				\$22.00/hr.	11-401-100-100-01-05	Semi-Formal chaperones. Working from 6:00-10:00
<i>c. Other:</i>											
<b>APPROVE PAYMENT</b>											
Margrette	Alagar	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Lois	Baldwin	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 1 hour
Caitlyn	Curran	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Sharon	Davis	Guidance Counselor	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 3.5 hours
Angel	Dolina	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Shae	Fahey	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Laura	Francolino	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Sue	Kanagawa	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Linda	Lackay	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours



First Name	Last Name	Title	Location	Action	Effective Date	Ending Date	Return Date	Step	Salary	GAAP Code	Notes for Discussion
Karen	Lubbers	Guidance Secretary	RHS	Approve Extra Work	3/16/2016				23.24/hr.	11-000-218-105-01-09	8th Grade Night. Worked 3.5 hours
Courtney	Mandracchia	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Kristina	Mannino	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Nicole	Napolitano	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Jennie	Paulino	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Haley	Poquette	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Lindsay	Richard	Guidance Counselor	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 3.5 hours
Laurie	Rotondo	Guidance Counselor	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 4 hours
MaryJane	Seiler	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Jennifer	Smith	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Alison	Sussman	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Joanne	Walker	Guidance Counselor	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 3 hours
Brian	Williams	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
Birch	Wilson	Teacher	RHS	Approve Extra Work	3/16/2016				34.00/hr.	11-000-218-104-01-90	8th Grade Night. Worked 2 hours
<b>RESCIND</b>											
Catherine	Daughenbaugh	Transportation Supervisor	District Office	Rescind	1/1/2016	6/30/2016			-\$4,000.00		Rescind stipend