

- **Facilities:** The committee reviewed the status of the Windsor School sale. It appears that things are moving forward. Town B.A. Joy Tozzi spoke with Facilities Director Kim Keener about some questions and they conducted another walk through of the building. The property cannot be winterized because it is not healthy for it. We need to keep it running until the sale is complete. Estimated cost to district is about \$5K-\$6K. A discussion about the Pond Road Middle School kitchen took place. Interim BA Mark Ritter is looking at determining whether the district has sufficient excess funds from the referendum project to make the needed improvements with kitchen equipment and the like. The architects will need to create a plan for the equipment/improvements. Mr. Ritter will advise FFT at next month's meeting as to the amount of funds available.
- **Finance:** At the time of the meeting, the committee was advised that the audit was nearly complete. The auditor is scheduled to attend this month's meeting to review his findings. Once the audit is accepted, Mr. Ritter will close out the 2015-2016 budget and begin working on 2016-2017.
- **Chartwell Donation \$500 for State of Schools:** FFT was informed of the generous contribution and was very pleased to accept same. Members of FFT who attended the State of the Schools commented on how amazing the desserts prepared by Chartwells were.
- **OLD BUSINESS/Snow Removal:** There was one bidder for the snow removal contract; our existing vendor Waters & Bugbee. The hourly rate is up from \$266 to \$300 per hour. However, administration remarked about the quality of their work and the fact that they had not increased their rate over the last three years.
- **OLD BUSINESS/Trailer Disposal:** The committee discussed including the disposal of the trailer on the agenda. It is at the end of its useful life and is not being used any more despite costing us \$1K per year. The committee agreed to put it up for sale to see if a willing buyer could be found. The trailer cost \$22K back in 2006 when it was purchased.
- **OLD BUSINESS/Request for Busing from Town Center:** A gentleman from Town Center has contacted the district a number of times about providing busing from Town Center to the Middle School. He is currently demanding that the Board circulate a proposal to provide subscription busing to Town Center if sufficient interest is shown. Administration has reminded him that this proposal was previously circulated and resulted in few responses of interest. FFT indicated that they did not think that circulating another proposal made sense at this time.
- **OLD BUSINESS/Billboard:** FFT inquired as to whether administration had an opportunity to follow up with our counsel concerning the billboard issue. Administration indicated that they hope to have something to report at the next FFT meeting.
- **Next Committee Meeting:** December 14, 2016

D. Community Relations – Mr. Richard Young

Mr. Young reported on the following Community Relations matters.

- **Community Values Survey Revised:** The committee reviewed the revised Community Relations survey and will provide feedback before it is administered through google forms. Several Chromebooks will be set up during the State of the Schools to encourage participants to complete the survey.
- **State of the Schools, November 15th:** The details for the second annual State of the Schools Celebration. The event begins at 6:30 pm in Sharon School's cafeteria with dessert provided by Chartwells. A short program will take place including words of welcome, performances from each of the three schools, and a video clip to advertise the RHS fall drama. Dr. Foster will then provide a brief overview of the goals before dismissing people to visit various classrooms which highlight district initiatives.
- **Other Agenda Items:** Suggestions were discussed to promote awareness and action to eradicate drug use in the high school. Mr. Heilman hopes that the Pond and RHS PTA's would be able to provide funds to bring in Tony Hoffman, a former BMX biker and drug user to speak at the middle and high schools. Other ideas included organizing a Task Force with students, parents, boe members, administration, township officials, and outside agencies such as City of Angels, The Municipal Alliance, or the prosecutor's office. Additional programs should include texting and driving. More to come!

XI. FIRST HEARING OF THE PUBLIC

A. LOUIS BATAGLIA

Mr. Bataglia represented six families and nine children (all Sharon Elementary School students) from the Windsor community. The families are not satisfied with the location of the bus stop. Students are currently picked up and dropped off in the parking lot of Amarones. Mr. Bataglia stated that this is inconvenient and unsafe, especially in the winter when the parking area is not plowed and given that due to wetlands protection, there are no sidewalks. The families requested that the bus travel to the end South Main Street, a dead-end road, and turn around picking up students along the way.

B. NUSHIN KAHANI

Mrs. Kahani indicated that a friend complained to her about seeing a bus driver (SES Town Center bus) on the phone and texting while driving. She also asked district officials to provide information on a recent K-9 search that took place at Robbinsville High School. Dr. Foster explained that the K-9 search, just one of a variety of approaches, was meant to serve as a deterrent. Other methods include education, police presence, and collaboration with the county prosecutor's office. She noted that students were cooperative and no arrests took place.

C. GABRIEL SMOLARES

Mr. Smolares commended the Board for its multi-modality approach to preventing student drug use.

D. NUSHIN KAHANI

Mrs. Kahani indicated that there are rumors circulating that involve students flushing drugs during the search. Dr. Foster stated that the rumors she was referring to are false.

E. JHANSI SADULA

Mrs. Sadula asked if a similar search is being planned for Pond Road Middle School. Dr. Foster said that age appropriate plans are in the works.

XII. MINUTES

On motion of Mrs. Ciaccio and seconded by Ms. Dee, the Robbinsville Board of Education voted 7-0 to approve the following minutes as indicated.

- October 25, 2016 Executive Session (Attachment #3)
- October 25, 2016 Public Session (Attachment #4)

XIII. APPROVE RESOLUTIONS

A. PERSONNEL (A.1 – 3)

On motion of Mrs. DeVito and seconded by Ms. Dee, the Robbinsville Board of Education voted 7-0, upon the recommendation of the Acting Superintendent, to approve Personnel resolutions A.1-3 on pages 18-20 as indicated.

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

On motion of Mrs. DeVito and seconded by Ms. De, the Robbinsville Board of Education voted 7-0, upon the recommendation of the Acting Superintendent, to approve Education, Development and Policy resolutions B.1-8 as indicated. Mr. Halm abstained on B.1.

1. HARASSMENT, INTIMIDATION & BULLYING MONTHLY REPORT (Attachment #5)

Motion to accept without modification the Superintendent's Report on Harassment, Intimidation and Bullying for the period ending November 22, 2016.

2. REVIEW POLICIES: FIRST READING

Motion to review the following policies at the level of first reading.

P2415.30 Title I - Educational Stability for Children in Foster Care (M) (Attachment #6)

P6620 Petty Cash (M) (Attachment #7)

P8660 Transportation by Private Vehicle (M) (Attachment #8)

3. APPROVE STUDENT TEACHING CANDIDATES: SPRING 2017

Motion to approve the following student teaching candidates to serve in Robbinsville during the Spring 2017 semester to meet the requirements of their teaching program.

<u>Student Teacher</u>	<u>Area of Certification</u>	<u>School</u>	<u>Cooperating Teacher (s)</u>
Sarah Seitz	Spanish	TCNJ	Marya Radosti

4. AMEND NCLB APPLICATION FOR TITLE IA FUNDING: FY 2017

Motion to amend an application for NCLB Title IA funding for fiscal year 2017 in the amount of \$167,307.00. The original application did not include prior year carryover in the amount of \$4,907.00.

5. AUTHORIZATION TO DISCARD BOOKS: POND ROAD MIDDLE SCHOOL

Motion to request permission to discard the following outdated books at Pond Road Middle School.

Title of Book	Publisher	Year	ISBN #	Qty.
Grammar Practice Book Scholastic Literacy Place Grade 3	Scholastic	2000	0-439-25956-8	3
Scholastic Literacy Place	Scholastic	2000	0-439-06150-4	3
Everyday Math Student Math Journal Vol. 2 Grade 5	McGraw-Hill	2012	978-0-07-657643-2	12
Everyday Math Student Math Journal Vol. 1 Grade 5	McGraw-Hill	2012	978-0-07-657637-1	10
Everyday Math Study Links Grade 5	McGraw-Hill	2012	978-0-07-657663-0	6
Exploring Our World People, Places and Cultures	McGraw-Hill Glencore	2010	978-0-07-880310-9	172
Everyday Math Student Reference Book Grade 4	McGraw-Hill Wright Group	2004	0-07-600013-3	32
Everyday Mathematics Student Reference Book Grade 5	McGraw-Hill Wright Group	2007	0-07-605260-5	5
Everyday Mathematics Student Reference Book Grade 5	McGraw-Hill Wright Group	2004	0-07-6000-37-0	6

Title of Book	Publisher	Year	ISBN #	Qty.
Everyday Mathematics Student Reference Book	McGraw-Hill Wright Group	2007	0-07-604584-6	1
Everyday Mathematics Common Core State Standard - SRB	McGraw-Hill	2012	978-0-07-657650-0	4
Everyday Mathematics Study Links	McGraw-Hill	2002	1-57039-972-7	8
Everyday Mathematics Student Math Journal Volume 2	McGraw-Hill		0-07-600012-5	2
Unit Resources Exploring our World People, Places, Culture	McGraw-Hill Glencore		978-0-07-892153-7	7
Everyday Mathematics Common Core State Standard Math Masters Grade 4	McGraw-Hill Wright Group	2012	978-0-07-657696-8	3
Everyday Mathematics Assessment Handbook Grade 4	McGraw-Hill Wright Group	2012	978-0-07-657702-6	1
Everyday Mathematics Differentiation Handbook Grade 5	McGraw-Hill Wright Group	2007	0-07-605267-2	2
Everyday Mathematics Common Core State Standard Gr. 4-6 5 Minute Math	McGraw-Hill Wright Group	2012	978-0-07-6577253-1	1
Everyday Mathematics Student Reference Book	McGraw-Hill Wright Group	2004	0-07-584485-0	1
Everyday Mathematics Common Core State Standard Student Reference Book Grade 5	McGraw-Hill	2012	978-0-07-657651-7	143
Everyday Mathematics Student Journal Grade 4	McGraw-Hill	2012	978-0-07-657636-4	21
Everyday Mathematics Teacher Material Common Core State Standard Grade 5	McGraw-Hill	2012	978-0-07-657682-1	20
Mapquest Classroom Atlas of the US	Mapquest	2005	1-57262-626-9	12
Literacy Place Teacher's Edition/Answer Key	Scholastic		0-439-07897-0	4
English Teacher's Manuals	Houghton-Mifflin	2004	0-6185-31013-4	8
English	Houghton Mifflin	2004	0-618-31001-0	81
Everyday Mathematics Teacher's Manual Common Core State Standards Grade 5	McGraw-Hill	2012	978-0-07-657697-5	21
Literacy Place Workbook Volume 2	Scholastic	1996	0-590-90698-4	6
Our Country's Regions	MacMillan/McGraw-		0-02-150315X	78

Title of Book	Publisher	Year	ISBN #	Qty.
	Hill			
Our Nation	MacMillan/McGraw-Hill		0-02-150316-8	212
English Overhead Transparencies and Posters Grade 5	Houghton Mifflin			1
Everyday Mathematics Study Links Grade 5	McGraw-Hill Wright Group	2007	13-978-0-07-609742-5	240
Everyday Mathematics Student Math Journal Vol. 1 Grade 5	McGraw-Hill Wright Group	2007	0-07-604603-6	240

6. SPECIAL SERVICES

a. Approve Tuition Agreement: Educational Services Commission of New Jersey

Motion to approve a master special education tuition agreement with Educational Services Commission of New Jersey to provide educational services in accordance with the applicable regulations of the New Jersey State Board of Education for the period dating from September 1, 2016 through June 30, 2020.

b. Approve Contract: Educational Services Commission of New Jersey

Motion to approve a contract with Educational Services Commission of New Jersey, Academy Learning Center, in the amount of \$1,961.00 for student # 220011 for the period dating from September 1, 2016 through June 30, 2017. Additional occupational therapy will be provided.

c. Approve Tuition Contract: Marie H. Katzenbach School for the Deaf

Motion to approve a tuition contract with Marie H. Katzenbach School for the Deaf in the amount of \$50,402.00 for student #290436 for the period dating from September 8, 2016 through June 21, 2017.

d. Approve Tuition Contract: Hackensack Board of Education

Motion to approve a tuition contract with the Hackensack Board of Education in the amount of \$57,472.00 for student #220009, attending the YCS George Washington School, for the period dating from September 8, 2016 through June 21, 2017.

e. Approve Contract for Personal Assistant: Burlington County Special Services School District

Motion to approve a contract with Burlington County Special Services School District in the amount of \$37,750.00 for a One-to-One Personal Assistant for student #150223 for the period dating from September 6, 2016 through June 16, 2017.

f. Approve Contract Addendum: Epic Health Care

Motion to approve an addendum to a contract with Epic Health Care (originally approved on June 28, 2016) in the amount of \$7,220.00 to provide occupational and physical therapy for student # 290436 for the period dating from September 12, 2016 through June 23, 2017.

7. APPROVE 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 2016-2017 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>
11/16	SOAR	Shoprite	N/A	Community based instruction
11/16	SOAR	Daphne's Diner/WOW	N/A	Community based instruction
12/16	SOAR	Quakerbridge Mall	N/A	Community based instruction
1/17	Dance Team	South Brunswick HS	\$40.00	Competition with local teams
1/17	Science Olympiad	Camden County College	N/A	Regional competition
1/17	Virtual Enterprises	Fairleigh Dickinson Univ.	N/A	Regional business plan competition
4/17	Virtual Enterprises	Times Square	N/A	Competition
4/17	Virtual Enterprises	Manhattan	N/A	Meet/sell product w/intl. customers

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 2016-2017 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>
11/16	L.Archer	Shoprite	N/A	Community based instruction

8. APPROVE WORKSHOPS

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

<u>Name</u>	<u>Workshop</u>	<u>Event Date(s)</u>	<u>Registration</u>	<u>Reimbursement</u>
Kristen Levy	Mindfulness Fundamental (online course)	12/15/2016	\$125.00	\$ -
Melissa Otto	Co- Teaching Conference	11/30/2016	\$249.00	\$ 23.75
Alyssa Gautieri	Co-Teaching Conference	11/30/2016	\$249.00	\$ 23.75
Jane Hutchison & Thomas Snyder	The Value of Effective Parent Communication	12/8/2016	\$0.00	\$ -
Daniel Rotante	Math Teachers of NJ 26th Annual Conference	12/8/2016	\$175.00	\$ -
Lisa Wilkinson	Math Teachers of NJ 26th Annual Conference	12/8/2016	\$205.00	\$ -
Daniel Hughes	Math Teachers of NJ 26th Annual Conference	12/8& 9/2016	\$265.00	\$ -
Jonathan Hutchinson	All-Star Track & Field and Cross Country Clinic	12/8 &9/2016	\$99.00	\$ -
Kristin Aquilino	Powerful Makerspaces for your Classroom or School	12/13/2016	\$245.00	\$ -
Stephanie Lewandowski	Strategies for Reaching Underperforming Students	12/13/2016	\$245.00	\$ 13.02
Kristina Gildner	Strategies for Reaching Underperforming Students	12/13/2016	\$245.00	\$ 13.02
Debbie Donoher	What's New in Young Adult Literature	1/11/2017	\$249.00	\$ 23.90
Samantha Rua	What's New in Young Adult Literature	1/11/2017	\$249.00	\$ -

Name	Workshop	Event Date(s)	Registration	Reimbursement
Sean Greig	Strategies to Foster Self-Regulation & Executive Functioning	2/23&24/2017	\$195.00	\$ 39.93
Michelle Snyder	Strategies to Foster Self-Regulation & Executive Functioning	2/23&24/2017	\$195.00	\$42.90
Jason Gray	Strategies to Foster Self-Regulation & Executive Functioning	2/23&24/2017	\$195.00	\$42.90
Angel Dolina	Update for Teacher/Practitioners	5/8&15/2017	\$0.00	\$12.52
Betty Jane Oliva	Judy Freeman's Winners! Workshop	5/9/2017	\$209.00	\$0.00
Kathie Foster	University of Penn Study Council	12/2016 - 6/2017	\$0.00	\$199.96
Stefanie Ucles	Waksman Institute of Microbiology	12/2/16, 2/2/17, 4/28/17 & 6/5/17	\$0.00	\$ 81.96
Lisa Rich	Coaches Corner	12/11/2016	\$50.00	\$ -
Kimberly Keener	Cenergistic Winter Training Conference	1/8/17 - 1/10/17	\$0.00	\$944.70
Michael Pate	Cenergistic Winter Training Conference	1/8/17 - 1/10/17		\$1,002.70
Total			\$2,027.00	\$ 2,465.01

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

Board Discussion

Two Board members asked clarifying questions about the resolutions pertaining to transportation. Mr. Halm questioned the resolution pertaining to the work to redesign the kitchen at Pond Road Middle School (C.1g). A discussion ensued and Board members asked the administration to revisit and reassess the cost of the design work. They decided to table the motion.

On motion of Mrs. Ciaccio and seconded by Mrs. DeVito, the Robbinsville Board of Education voted 7-0, upon recommendation of the Acting Superintendent, to approve Finance, Facilities and Transportation resolutions C.1a-f, C.1.h-j, C.2-3 as indicated.

On motion of Mr. Halm and seconded by Mr. Young, the Robbinsville Board of Education voted 7-0, upon recommendation of the Acting Superintendent, to table resolution C.1g.

1. FINANCE

a. Bills and Claims (Attachment #9)

Motion to approve payment of the Bills & Claims List in the amount of \$1,348,154.95 for the period ending November 22, 2016 as indicated.

Accounts Payable		
Fund		
11 - General Fund	\$	1,225,182.00
12 - Capital Outlay	\$	5,671.20
20 - Special Revenue	\$	11,978.63
30 - Capital Projects	\$	15,000.00
40 - Debt Service		
60 - Food Service Fund	\$	62,454.81
61 - R.E.D.	\$	5,701.87
Unemployment	\$	22,166.44
Hand Checks		
Total	\$	1,348,154.95

b. Certification of Board Secretary

Pursuant to N.J.A.C. 6A:23-2.12I3 I, Mark Ritter, Interim Board Secretary/School Business Administrator, certify that as of September 30, 2016 or October 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).

c. Reports of the Board Secretary (Attachments #10 & #11)

Motion to accept the Report of the Board Secretary for the period ending September 30, 2016 and October 31, 2016.

d. Reports of the Treasurer (Attachment #12 & #13)

Motion to accept the Reports of the Treasurer for the periods ending September 30, 2016 and October 31, 2016.

e. Transfer Report: November 22, 2016

Motion to approve transfers totaling \$144,958.32 for the period ending November 22, 2016 as indicated.

Account From	Account To	Description	Amount
11-000-251-100-07-12 BA Salary	11-000-251-199-07-00 Vacation Payout	Vacation payout	\$ 1,642.85
11-212-100-101-04-04 MD Community Work	11-212-100-500-04-01 Other Purchased Svcs.	CBI trips	\$ 2,035.00
11-000-211-300-07-01 Attendance Officer(purch)	11-000-211-101-07-01 Attendance Officer	Staff member	\$ 5,500.00
11-000-251-100-07-12 Accounting Office	11-000-251-330-07-03 Business Office Prof.	Consulting work	\$ 1,700.00
11-000-221-600-09-01 Curriculum Supplies	11-000-221-320-09-01 Contracted Services	Additional workshops	\$ 4,500.00
11-000-291-270-07-03 Prescription	11-000-230-590-07-01 Liability Insurance	Increased premiums	\$ 17,349.47
11-000-291-270-07-01 Health Benefits	11-000-291-290-07-02 HB Opt Out	Increased opt out participants	\$110,000.00
11-000-270-511-07-01 Contracted routes	11-000-270-515-07-01 Jointures	Additional jointure	\$ 2,231.00
TOTAL November 2016 Transfers:			\$144,958.32

f. Approve Professional Services Contract Extension: Pupil Transportation Solutions, LLC

Motion to extend a professional services contract with Pupil Transportation Solutions, LLC in an amount not to exceed \$630.00 for professional coaching in the area of student transportation through June 30, 2017.

g. Approve Architect for PRMS Kitchen Design: Spiezele Architectural Group, Inc.

Motion to approve Spiezele Architectural Group, Inc., Robbinsville Schools Architect of Record, to complete design work for Pond Road Middle School kitchen updates and redesign for an estimated cost of \$23,900.00.

h. Reject Bids: Solar Power Purchase Agreement

Motion to reject all proposals submitted on October 20, 2016 for the district’s solar power purchase agreement RFP. None of the submissions met the necessary requirements set forth in the RFP.

i. Accept Bid: Snow Removal and Plowing

Motion to accept the following bid for snow removal and plowing to Waters and Bugbee, Inc., 75 South Gold Drive, Hamilton, NJ, as indicated.

Cost for Salting and Sanding of Parking Lots per Application: \$2,155.00 per application
 Hourly Rate for Snow Removal and Plowing: \$300.00 per hour

j. Award Bid: Snow Removal and Plowing

Motion to award the bid for snow removal and plowing to Waters and Bugbee, Hamilton, NJ as indicated.

Cost for Salting and Sanding of Parking Lots per Application: \$2,155.00 per application
 Hourly Rate for Snow Removal and Plowing: \$300.00 per hour

2. FACILITIES

a. Approve Completion of Fire and Security Drills: October 2016

Motion to approve Fire and Security Drills for the 2016-2017 school year as indicated. One fire and one security drill are required monthly.

RHS	Fire Drill	Lockdown/ Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
September	09/16/16	-	09/16/16	-	-
October	10/31/16	10/27/16	-	-	-
November					
December					
January					
February					
March					
April					
May					
June					

PRMS	Fire Drill	Lockdown / Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
September	09/21/16	-	-	9/20/16	-
October	10/31/16	-	-	-	10/27/16 Tabletop
November					
December					
January					
February					
March					
April					
May					
June					

SES	Fire Drill	Lockdown/ Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
September	09/16/16	-	-	09/23/16	-
October	10/27/16	10/28/16	-	-	-
November					
December					
January					
February					
March					
April					
May					
June					

b. Approve Disposal: 2006 Russel Trailer

Approve disposal of a 2006 Russel trailer at Robbinsville High School.

c. Building Use (Attachments #13-#18)

Motion to approve the Buildings and Grounds Use of Facilities Schedule for the months of December 2016 and January 2017.

3. TRANSPORTATION

a. Approve Parental Contract to Transport

Motion to approve the following parental contract to transport student #210002 to and from The New Grange School for the period dating November 14, 2016 through June 30, 2017.

<u>Parent Contractor</u>	<u>Contract Amount</u>	<u>Route #</u>
16-17BS	\$14,634.34	NG210002

b. Approve Jointure: West Windsor Regional Board of Education

Motion to approve a jointure with West Windsor Regional Board of Education in the amount of \$10,788.00. West Windsor Regional will serve as the host district for route CS12-2 to transport one Robbinsville student to and from a West Windsor bus stop for subsequent transport to the Center School, Somerset, NJ, during the period dating from September 1, 2016 through June 30, 2017.

c. Ratify Jointure: Bordentown Board of Education

Motion to ratify a jointure with the Bordentown Board of Education. Bordentown will serve as the host district for the following school related activities for the months of September and October 2016 for a cost of \$4,622.16.

<u>Date</u>	<u>School</u>	<u>Activity Location</u>	<u>Hourly Wage/Mileage</u>
9.7.16	RHS	Hamilton	\$ 158.02
9.8.16	RHS	Delran	\$ 242.02
9.9.16	RHS	Delran	\$ 844.56
9.23.16	RHS	Bordentown	\$ 175.01
9.23.16	RHS	Bordentown	\$ 387.94
9.23.16	PRMS	Northern Burlington	\$ 178.42
9.28.16	PRMS	Grover	\$ 128.34
10.5.16	RHS	Notre Dame	\$ 177.78
10.5.16	RHS	Steinert	\$ 158.80
10.7.16	RHS	Cinnaminson	\$ 248.51
10.7.16	RHS	Cinnaminson	\$ 525.46
10.13.16	RHS	Lawrence	\$ 177.77
10.13.16	PRMS	Lawrence	\$ 140.59
10.17.16	PRMS	New Egypt	\$ 164.58
10.18.16	PRMS	Millstone	\$ 167.79
10.18.16	PRMS	Millstone	\$ 142.34
10.28.16	RHS	Lawrence	\$ 418.42
10.28.16	RHS	Lawrence	<u>\$ 185.81</u>
Total			\$4,622.16

d. Approve School Bus Evacuations

Motion to approve the following school bus evacuations as required.

Date: October 25, 2016
Time: Upon AM arrival (8:50-9:15am)
School: Sharon Elementary School
Location: 234 Sharon Road, Robbinsville, NJ
Route number(s): ELM-1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20, 21, BOE 30, 31, 32, 4 & Jackson BOE bus
Person overseeing: Janet Sinkewicz & Nicole Bootier

Date: October 21, 2016
Time: Upon AM arrival (7:40)
School: Mercer Elementary School
Location: 1020 Old Trenton Rd, Hamilton, NJ
Route number(s): MEL/MJS BOE 7
Person overseeing: Cheryl Loftner

Date: October 21, 2016
Time: Upon AM arrival (8:40)
School: Mercer Jr/Sr High School
Location: 1030 Old Trenton Rd, Hamilton, NJ
Route number(s): MEL/MJS BOE 7
Person overseeing: Natalie Sabasto

Date: November 1, 2016
Time: All Day
School: Notre Dame
Location: 601 Lawrence Rd, Lawrenceville, NJ 08648
Route number(s): NDRE
Person overseeing: David McWilliams

XIV. HEARING OF THE PUBLIC

A. AARON HOBART

Mr. Hobart indicated that a fair price for the cost of design work (for the PRMS kitchen) should be 5%-10% of the cost of the job. He stated that if the cost of this work is projected to be \$145,000, engineering fees of \$23,900, as stated in the resolution, are too high.

B. LOUIS BATAGLIA

Mr. Bataglia asked if the Windsor families could expect to hear if any changes would be made to the bus stop before the next Board meeting. Dr. Foster indicated that she will talk with the Transportation Coordinator and let him know the outcome. Mr. O’Grady assured the group that student safety is the district’s highest priority and that the district would strive to obtain the best possible outcome after all factors are taken into account.

XV. OLD BUSINESS

Mr. Young said the district did a commendable job with the K-9 search and that there had been lots of positive feedback. He noted that he is disappointed with the outcome of the solar project (there were no bidders that met all of the criteria) and hopeful that the matter can be revisited, perhaps adding solar to the parking lots.

Given the district’s inability to secure an AP Statistics teacher to fill in during the Math Supervisor’s maternity leave, Mr. O’Grady called for a motion to authorize the district to hire an online tutor.

XVI. AUTHORIZE ONLINE TUTOR: AP STATISTICS

On motion of Mr. Halm and seconded by Mr. Young, the Robbinsville Board of Education voted 7-0, upon recommendation of the Acting Superintendent, to authorize Robbinsville Schools administration to allocate the necessary resources to fund an online tutor for the AP Statistics class.

XVII. NEW BUSINESS

Mrs. DeVito indicated that it was wonderful to have student volunteers help out at the Holiday Bazaar. She complimented the student performers and thanked the staff members that offered their assistance to make the annual event a success.

XVIII. EXECUTIVE SESSION - 9:04PM

On motion of Mr. Halm and seconded by Mrs. DeVito, the Robbinsville Board of Education voted 7-0 to reconvene in Executive Session to continue the discussion about hiring a new School Business Administrator.

XIX. RESUME PUBLIC SESSION – 10:50 PM

XX. CONTRACT OFFER: BETH BROOKS

On motion of Mr. O’Grady and seconded by Mr. Halm, the Robbinsville Board of Education, upon recommendation of the Acting Superintendent, voted 5-2 to extend an offer to Beth Brooks to serve in the position of School Business Administrator pending salary negotiations and contract approval by the Executive Mercer County Superintendent. The vote was as follows.

Mrs. Ciaccio – No
Mrs. Dee – Yes
Mrs. DeVito – Yes

Mr. Heilman – No
Mr. Young – Yes
Mr. Halm – Yes

Mr. O’Grady – Yes

XXI. ADJOURNMENT

On motion of Ms. Dee and seconded by Mr. Halm, the Robbinsville Board of Education voted 7-0 to adjourn the November 22, 2016 monthly meeting at 10:52 PM.

Respectfully submitted,

Mark A. Ritter
Interim 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
1. Employment of Staff: November 2016											
b. Certificated Staff: (Teachers)											
APPOINT											
Stephanie	Disbrow	Teacher	SES	Appoint	11/28/2016	6/30/2017		1MA+15	\$56,731.00	11-120-100-101-07-02	LR for Dauer. Dates are subject to change
REVISE											
Tiffany	Brennan	Math Supervisor	RHS	Revise	11/2/2016	1/27/2017	1/30/2017			11-000-221-104-07-09 11-140-100-101-07-01	Revise start date. Paid through 12/21/16. Unpaid from 12/22/16 to end of leave. Dates subject to
Andrew	Bruno	Teacher	RHS	Revise	9/1/2016	6/30/2017		9 MA	\$63,275.00	11-213-100-101-07-01	Revise leave dates
Courtney	Mandracchia	Teacher	RHS	Revise	9/1/2016	6/30/2017	9/1/2017				Revise leave dates
Alyssa	Rodriguez	Teacher	PRMS	Revise	10/25/2016	6/30/2017					Revise start date of leave
RESCIND											
Thomas	Bryan	Teacher	RHS	Rescind	10/28/2016	1/27/2017			\$150.00/per day	11-140-100-101-07-01	LR for Brennan
LEAVE OF ABSENCE											
Randi	Bucca	Speech	SES	Approve	5/1/2017	10/31/2017	11/1/2017			11-000-216-100-07-02	Paid through 5/30/17. Unpaid from 5/31/17 to 6/30/17. Dates subject to change
David	Revay	Teacher	SES	Approve	11/30/2016	TBD	TBD			11-120-100-101-07-02	Using sick time throughout the leave of absence
a. Non Certificated Staff: (Aides, Secretary, Maintenance, Technology, Custodians, Lunch and Bus)											
APPOINT											
Miriam	Lopez	PT IA	CST	Appoint	12/1/2016	6/30/2017			\$12,601.50	11-212-100-106-07-04	Salary prorated for time worked. Pending fingerprint clearance
Karen	Mullen	PT IA	CST	Appoint	1/3/2017	6/30/2017			\$12,601.50	11-212-100-106-07-04	Salary prorated for time worked.
Amanda	Sgro	PT IA	CST	Appoint	11/28/2016	6/30/2017			\$12,601.50	11-212-100-106-07-04	Salary prorated for time worked. Pending fingerprint clearance
Tammy	Woodward	FT IA	CST	Appoint	12/1/2016	6/30/2017			\$25,203.00	11-212-100-106-07-04	PT to FT Instructoinal Aide. Salary prorated for time worked.
APPROVE											
Mary	Burum	Bus Aide	Transportation	Approve Route/Salary	12/1/2016	6/30/2017			\$19,115.25	11-000-270-107-07-20	6.25 hrs. @ 16.55 for 180 days + PD hrs. REA
Karin	Concepcion	Bus Driver	Transportation	Approve Route/Salary	12/1/2016	6/30/2017			\$31,150.80	11-000-270-107-07-20	5.5 hrs. @ 30.54 for 180 days + PD hrs. REA. Salary prorated for time worked.
Betsy	Jones	Bus Driver	Transportation	Approve Route/Salary	12/1/2016	6/30/2017			\$43,519.50	11-000-270-107-07-20	7.75 hrs. @ 30.54 for 180 days + PD hrs. per REA
Karen	Juniak	Bus Aide	Transportation	Approve Route/Salary	12/1/2016	6/30/2017			\$19,115.25	11-000-270-107-07-20	6.25 hrs. @ 16.55for 180 days + PD hrs. REA
Karen	McCarthy	Bus Driver	Transportation	Approve Route/Salary	12/1/2016	6/30/2017			\$43,519.50	11-000-270-107-07-20	7.75 hrs. @ 30.54 for 180 days + PD hrs. per REA
Robert	Miller	Bus Driver	Transportation	Approve Route/Salary	12/1/2016	6/30/2017			\$42,145.20	11-000-270-107-07-20	7.5 hrs. @ 30.54 for 180 days + PD hrs. per REA
Irene	Picone	Bus Driver	Transportation	Approve Route/Salary	12/1/2016	6/30/2017			\$44,893.80	11-000-270-107-07-20	8 hrs. @ 30.54 for 180 days + PD hrs. per REA
Anne	Quinn	Bus Aide	Transportation	Approve Route/Salary	12/1/2016	6/30/2017			\$21,349.50	11-000-270-107-07-20	7 hrs. @ 16.55 for 180 days + PD hrs. REA
Jayne	Thomas	PT IA	CST	Approve	1/11/2017	2/24/2017	2/27/2017			11-212-100-106-07-04	Using sick time throughout the leave of absence
RESIGN											
Amanda	Migden	PT IA	CST	Resign	12/31/2016						

First Name	Last Name	Title	Location	Action	Effective Date	Ending Date	Return Date	Step	Salary	GAAP Code	Notes for Discussion
b. Substitutes											
APPOINT											
Susan	Coyne	Cert Sub		Appoint	11/23/2016	6/30/2017			\$85.00/per day		Pending fingerprint clearance
Emily	Kratz	Non Cert Sub		Appoint	11/23/2016	6/30/2017			\$75.00/per day		Pending fingerprint clearance
Amanda	Sgro	Cert Sub		Appoint	11/23/2016	6/30/2017			\$85.00/per day		Instructional Aide
Karen	Young	Non Cert Sub		Appoint	11/23/2016	6/30/2017			\$75.00/per day		Pending county cert
REVISE											
Mehgan	Forkel	Cert Sub		Revise	11/23/2016	6/30/2017			\$85.00/per day		Revise salary
Lisa	Troutman	Cert Sub		Revise	11/23/2016	6/30/2017			\$85.00/per day		Revise salary
RATIFY											
Linda	Marrazzo	Cert Sub		Ratify	9/1/2016	6/30/2017			\$85.00/per day		Instructional Aide
3. Extra Work/Extra Pay:											
a. Athletics:											
APPOINT											
Daniel	Carrigan	Head Coach	PRMS	Appoint	11/15/2016	3/15/2017		3	\$4,738.00	11-402-100-100-03-01	Girls Basketball
Rick	Cordero	Asst. Coach	PRMS	Appoint	11/15/2016	3/15/2017		1	\$2,992.00	11-402-100-100-03-01	Wrestling
Seanna	Kelly	Lifeguard	RHS	Appoint	12/16/2016	6/30/2017			\$41.25/per event	11-402-100-100-06-01	Lifeguard/pending paperwork
Michael	Passafaro	Asst. Coach	PRMS	Appoint	11/15/2016	3/15/2017		3	\$3,317.00	11-402-100-100-03-01	Girls Basketball
Emma	Raucher	Lifeguard	RHS	Appoint	12/16/2016	6/30/2017			\$41.25/per event	11-402-100-100-06-01	Lifeguard/pending paperwork
Kristin	Whitmore	Asst. Coach	PRMS	Appoint	3/15/2016	6/30/2017		1	\$2,379.00	11-402-100-100-03-01	Softball
Corinne	Wisniewski	Lifeguard	RHS	Appoint	12/16/2016	6/30/2017			\$41.25/per event	11-402-100-100-06-01	Lifeguard/pending paperwork
RATIFY											
Timothy	Fahey	Advisor	RHS	Ratify	9/1/2016	6/30/2017			\$41.25/per event	11-402-100-100-06-01	Event Work
Timothy	Fahey	Advisor	RHS	Ratify	9/1/2016	6/30/2017			\$128.75/per event	11-402-100-100-06-01	Site Supervisor
Daniel	Greb	Advisor	RHS	Ratify	9/1/2016	6/30/2017			\$41.25/per event	11-402-100-100-06-01	Event Work
Brian	Harshman	Asst. Coach	RHS	Ratify	8/15/2016	12/15/2016		3	\$4,072.00	11-402-100-100-06-01	Cross Country/Salary correction
RESCIND											
Kristina	Connors	Asst. Coach	RHS	Rescind	8/15/2016	12/15/2016		3	\$5,385.00	11-402-100-100-06-01	Girls Soccer
b. Co-Curricular:											
APPROVE											
Thomas	Brettell	Volunteer	RHS	Appoint	11/23/2016	6/30/2017					Volunteer advisor for Astronomy Club
Kenneth	Gibson	Volunteer	RHS	Appoint	11/23/2016	6/30/2017					Volunteer advisor for Trivia Club
Kenneth	Gibson	Volunteer	RHS	Appoint	11/23/2016	6/30/2017					Volunteer advisor for Gender Liberation Club
Edward	Holub	Advisor	RHS	Approve	1/1/2017	6/30/2017			\$2,678.00	11-401-100-100-01-01	RHS Musical
Kimberly	King	Advisor	PRMS	Appoint	11/15/2016	3/15/2017			\$2,992.00	11-401-100-100-03-01	Musical Choreographer
Kathleen	Manning	Advisor	PRMS	Appoint	11/14/2016	6/30/2017		3	\$1,128.00	11-401-100-100-03-01	Student Council. Salary prorated for time worked. Stipend split with co-advisor.
Jillian	Pienciak	Advisor	PRMS	Revise	9/1/2016	11/9/2016		3	\$376.00	11-401-100-100-03-01	Student Council. Salary prorated for time worked. Stipend split with co-advisor.
Tracy	Rodriguez	Asst. Director	RHS	Approve	1/1/2017	6/30/2017		3	\$1,751.00	11-401-100-100-01-01	RHS Musical
Shayna	Schwartz	Advisor	PRMS	Revise	9/1/2016	6/30/2017		3	\$1,504.00	11-401-100-100-03-01	Student Council - Revise Salary

First Name	Last Name	Title	Location	Action	Effective Date	Ending Date	Return Date	Step	Salary	GAAP Code	Notes for Discussion
Lauren	Varnum	Advisor	RHS	Appoint	11/23/2016	6/30/2017			\$34/hr. not to exceed 44 hrs.	11-401-100-100-01-01	Musical Coach paid through student activities
Karen	Young	Advisor	RHS	Appoint	11/23/2016	6/30/2017			\$1,750.00	11-401-100-100-01-01	Technology Club

REVISE

Megan	Correia	Advisor	RHS	Revise	9/1/2016	6/30/2017			\$34.00/per hour	11-140-100-101-01-05	Freshman Cohort to meet 4 times during the 16-17 school year. Not to exceed 12 hours
Jamie	Diletto	Advisor	RHS	Revise	9/1/2016	6/30/2017			\$34.00/per hour	11-140-100-101-01-05	Freshman Cohort to meet 4 times during the 16-17 school year. Not to exceed 12 hours
Angel	Dolina	Advisor	RHS	Revise	9/1/2016	6/30/2017			\$34.00/per hour	11-140-100-101-01-05	Freshman Cohort to meet 4 times during the 16-17 school year. Not to exceed 12 hours
Anna	Hernandez	Advisor	RHS	Revise	9/1/2016	6/30/2017			\$34.00/per hour	11-140-100-101-01-05	Freshman Cohort to meet 4 times during the 16-17 school year. Not to exceed 12 hours
Laura	Tetto	Advisor	RHS	Revise	9/1/2016	6/30/2017			\$34.00/per hour	11-140-100-101-01-05	Freshman Cohort to meet 4 times during the 16-17 school year. Not to exceed 12 hours

c. Other:

APPROVE

Kathleen	Diefes	Teacher	SES	Ratify	12/1/2016	6/30/2017			\$447.30	11-120-100-101-02-03	Appoint as First Grade Team Leader
Emma	Harrison	Teacher	RHS	Approve	10/28/2016	1/27/2017			\$49.28/per half block	11-140-100-101-07-08	Teaching an additional class
Morgan	Sawin	Teacher	RHS	Approve	10/28/2016	1/27/2017			\$102.96/per block	11-140-100-101-07-08	Teaching an additional class
Cristina	Ward	Teacher	RHS	Approve	10/28/2016	1/27/2017			\$51.48/per half block	11-140-100-101-07-08	Teaching an additional class
Tammy	Woodward	IA	RHS	Apply Salary	12/1/2016	6/30/2017			\$17,642.10	20-250-100-100-04-07	Salary Charged to IDEA Grant

REVISE

Joan	Douglass	IA	RHS	Revise	9/1/2016	11/30/2016			\$7,560.90	20-250-100-100-04-07	Salary Charged to IDEA Grant
Sharon	Martin	Teacher	SES	Revise	9/1/2016	6/30/2017			\$53,424.00	20-231-100-100-09-17	Apply salary to Title 1 Grant Money
Sharon	Martin	Teacher	SES	Revise	9/1/2016	6/30/2017			\$5,155.00	11-230-100-101-07-02	Apply to Basic Skills

RESCIND

Deb	Dauer	Teacher	SES	Rescind	9/1/2016	6/30/2017			\$639.00		First Grade Team Leader
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