



**ROBBINSVILLE BOARD OF EDUCATION
MONTHLY MEETING**

**TUESDAY, FEBRUARY 28, 2017 – 7:00 PM
RHS STUDENT ACTIVITY CENTER**

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

Mrs. Jane Luciano

Mrs. Faith Silvestrov

Mr. Richard Young

ACTING SUPERINTENDENT

Dr. Kathleen A. Foster

ACTING ASSISTANT SUPERINTENDENT OF CURRICULUM & INSTRUCTION

Ms. Kim Tew

SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY

Ms. Beth Brooks

STUDENT GOVERNMENT PRESIDENT

Kai Byron

ROBBINSVILLE BOARD OF EDUCATION
PUBLIC SESSION MINUTES

February 28, 2017

I. CALL TO ORDER PUBLIC MEETING

President Matthew O’Grady called the February 28, 2017 meeting of the Robbinsville Board of Education to order at 6:05 PM. He read the *Statement of Public Meetings* and led the flag salute.

II. ROLL CALL

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

III. MOTION TO CONVENE IN EXECUTIVE SESSION

On motion of Mrs. Ciaccio and seconded by Ms. Dee, the Robbinsville Board of Education voted 7-0 to convene in Executive Session at 6:07 PM to discuss the following topics.

- A. Student Hearing
- B. Monthly Harassment, Intimidation and Bullying Report
- C. Personnel
- D. Litigation
- E. Negotiations

IV. MOTION TO CLOSE EXECUTIVE SESSION

On motion of Mrs. DeVito and seconded by Mrs. Luciano, the Robbinsville Board of Education voted 7-0 to close Executive Session at 7:40 PM.

V. RESUME PUBLIC SESSION

Public Session resumed at 7:46 PM.

VI. ADDENDUM: STUDENT DISCIPLINARY MATTER

On motion of Mrs. DeVito and seconded by Mrs. Ciaccio, the Robbinsville Board of Education voted 7-0 in favor of the following item to the agenda. Mr. Halm was absent.

WHEREAS, the Superintendent of Schools has recommended that the suspension of student bearing identification number 170179 (“the Student”) be continued;

WHEREAS, on February 28, 2017, a formal disciplinary hearing was held before the Board of Education in accordance with N.J.A.C. 6A:16-7.3;

WHEREAS, at the formal disciplinary hearing, the Board of Education received testimony from the Robbinsville High School administration and the Student and his/her parents;

BE IT RESOLVED that the Robbinsville Board of Education hereby continues the suspension of the Student until the next regular board meeting;

BE IT FURTHER RESOLVED that the Board of Education hereby determines that the Student shall not be present on any of the Board of Education’s school premises before, during, and after the regularly-scheduled school day during the period of his/her suspension, unless specifically authorized by the Superintendent;

BE IT FURTHER RESOLVED that the Board of Education hereby determines that the Student shall not be permitted to participate in any athletic, co-curricular and/or extra-curricular activities sponsored by the Board of Education, and shall not be present for, or attend, any Board of Education sponsored activities, either on Board of Education premises or in any school district where the Robbinsville School District is participating in the activities during the period of suspension;

BE IT FURTHER RESOLVED that the suspension shall be reviewed at every subsequent regular board meeting to determine whether the suspension will be continued until the next regular board meeting; and

BE IT FURTHER RESOLVED that an alternate education shall continue to be provided to the Student during his/her suspension.

VII. BOARD PRESIDENT'S REPORT – Mr. Matthew O'Grady

- **Congratulations to Jonathan Ronen (Grade 3) National PTA Reflections Winner**
With assistance from his brothers, Jonathan performed his award winning interpretive dance entitled *Math Dreams* for the Board.
- **Kudos to Ashley Stambouljian for Volunteerism**
Ms. Avery introduced Ashley to the Board and commended her for starting the Robbinsville chapter of One Project, a club that unifies people of all ages and backgrounds and whose mission is dedicated to giving back to the community.

VIII. BOARD MEMBER RESIGNATION

Mr. O'Grady read the following letter of resignation from long time Board member Faith Silvestrov.

Dear Matt and Kathie,

I want to thank everyone for their well wishes, prayers, and support concerning my family's medical emergency. We truly appreciate your thoughtfulness and care over the past year during an emotional and stressful time for us. It means a lot to my family and me.

I would also like to thank the public for electing me onto the Board of Education for nine consecutive terms. Due to personal matters, at this time and effective immediately, I will be resigning my position to allow me more time to spend with my family. It has been my pleasure to serve this community and thank you for your confidence.

I appreciate the opportunity to actively participate in the growth and success of the Robbinsville Township School district. When I was first elected this was a one school district, Sharon School, and we had our BOE meetings in the basement of Windsor School. Since that time I had been actively involved in the construction of Pond Road Middle School and Robbinsville High School and the expansion of Sharon School. In addition, it was a pleasure chairing the committees that were responsible for establishing the excellent curriculum for all schools that made Robbinsville Township an outstanding place to live which contributed to high property values. I was always committed to providing an excellent education while being fiscally responsible to our taxpayers.

I have enjoyed my time on the BOE and the wonderful people I have had the opportunity to work with for over 25 years.

*Sincerely,
Faith Silvestrov*

IX. TESTIMONY BEFORE STATE ASSEMBLY EDUCATION COMMITTEE

Mr. O'Grady read his February 23, 2017 testimony on the state's continued refusal and unwillingness to fund school districts according to the formula established by the School Funding Reform Act of 2008 into the record. He thanked Dr. Foster and the Administrative Team for their efforts in preparing for the event.

Honorable Members of the Assembly Education Committee, I wish to thank you for permitting me to testify on behalf of the tax payers and most importantly the students in Robbinsville Township. You are all very aware that equitable funding for public education in New Jersey has been under attack since 1985. For the last 32 years, this state has done the very thing that I despise the most. We have politicized our most important responsibility, educating our children. Along the way we have created a situation where communities are forced to argue who deserves more and who deserves less.

I am here before you today to talk to you about how this situation is negatively impacting the tax payers and the children of Robbinsville. I'm here today to talk about doing the right thing, about being fair, about following the written law, and most importantly to remind you that decisions regarding education need to consider all of the children of New Jersey. As you know approximately 38.5% of our entire state budget is spent on education which is commendable. The problem lies in how this money is being allocated and more importantly, our current system doesn't reward fiscal efficiency. Robbinsville is the third lowest spending school district of the 69 New Jersey K-12 of similar size, and at \$11,142 per student, we are the lowest spending school district in Mercer County.

Robbinsville has been forced to seek efficiency since 2004 when we opened our high school and our total state aide started its rapid decline. Since then, Robbinsville has been a frontrunner in finding alternative revenue aside from state aid or tax increases to fund our programs. Through this work we have accomplished the following:

- The district has eliminated numerous out-of-district tuition costs by building in-house programs for our Special Needs population.*
- We have outsourced our custodial services at a savings of \$500,000 in additional health benefit costs to the district.*
- We have reduced the number of full time instructional aides saving health benefit costs of \$390,000.*
- Our collective bargaining units comply with NJ Chapter 78 Tiered Health Benefit Contributions and contribute the maximum amount towards their health benefit costs.*
- We charge student activity fees.*
- We rent out our facilities to generate revenue.*
- We have a tuition-based preschool program.*
- We have a tuition-based kindergarten program for students residing in neighboring districts.*
- We have transportation jointures.*
- We have shared services agreements.*
- We have maximized energy cost reduction through an ESIP project, Demand Response, and solar initiatives.*
- We have created a revenue generating in-house, before and after school program known as RED.*

Robbinsville has received letters of commendation from the County Superintendent for our fiscal efficiency, prudence, and discipline. We've accomplished these initiatives even as our student population has grown at an annual at rate of 3%.

In essence, we have built a high performing school district at a time in our state's history where taxes are increasing and the financial burdens on members of our community are very difficult.

In 2009 our total state aid was \$2.8M and our student enrollment was 2697 students. As of January 2017, we have 3118 students enrolled and our projected aid for next year will be \$300,000 less. Since 2009 Robbinsville residents have contributed an additional \$5,482,249 in local tax levy. This inequitable disparity isn't fair

considering the State's legal obligation to educate all children in New Jersey. Where would the students of Robbinsville be today without this community support? How many more Robbinsville residents would have left our town over these burgeoning taxes and our impaired ability to provide core programs?

This doesn't even reference what happened in 2011 when our state aid, like many districts was cut by over 50%. During that time we eliminated 26 FTEs and significantly reduced programs that other like districts routinely provide. To the detriment of our students we have yet to recover all of those FTEs and some of those programs. Since 2009, our total underfunding according to SFRA calculations equals \$8.7M. Obviously if we considered uncapped aid our cumulative underfunding since 2009 would be nearly \$60M.

Despite our fiscal diligence, our latest budget cycle finds us with a gap of \$1.5M. With continuous effort to stay within the 2% cap, Robbinsville is once again facing serious decisions regarding

personnel and program reductions which results in increased class sizes, and the potential for unhoused students in order to close this gap as a consequence of years of being underfunded by the state. In a year when our school district budget is decreasing and our enrollment is increasing by about 3%, it seems fundamentally unfair that the tax payers in Robbinsville should again have their taxes increase while programs for their children decrease. As it stands today Robbinsville residents fund 93% of their entire school budget through local taxes. Because our budget is already lean and efficient, we have exhausted any additional opportunities to reduce expenses without causing irreparable harm to students of Robbinsville.

With all due respect and great appreciation for the work that each of you must do to ensure that our state's financial situation improves, I am not here to ask you to refund our previous years of underfunding nor am I asking you to fund us at our uncapped aid.

What I am asking you to do is:

- 1. Fully fund us based on SFRA without the annual limitations established at the onset of SFRA.*
- 2. Base this calculation on the original 2009 levels.*
- 3. Consider our growth since that time.*

Robbinsville students deserve access to the same programs and opportunities as every other student in the State of New Jersey, on an equal and fair basis. Robbinsville tax payers have already funded more than their fair share and have done so for far too long. It's time to do the right thing and reward fiscal prudence with fiscal justice.

Our School Board and administrative team are prepared to work through this very difficult budget cycle in a fashion that protects the interests of our students and our community, but it is unreasonable to ask our tax payers to pay more and get less. In your deliberations, I respectfully request that you reallocate these resources to support the members of our community.

Thank you for your kind attention and for considering this request.

Matthew T. O'Grady

X. ACTING SUPERINTENDENT'S REPORT – Dr. Kathie Foster

A. Board Goals: Midyear Review

Dr. Foster facilitated a discussion to review of the Board's goals established at the July 2016 retreat.

1. Establish a mentoring program for new Board members.

Mr. Young volunteered to mentor Mrs. Luciano, the Board's newest member.

2. Foster improved communication between BOE and stakeholders (parents, students, & local businesses).

Good, reliable, proactive communication continues to be a top priority of the Board. The Community Relations Committee continues to showcase the district through meetings like the School Connections Forum and events such as the upcoming town hall on April 5th. District websites have been streamlined and electronic newsletters inform and advise stakeholders on a regular basis. The Board also emphasized the importance of working to maintain a high comfort level among members of the Robbinsville Schools as a way to foster a productive exchange of ideas.

3. Improve stewardship by promoting a strong understanding of roles and responsibilities among Board members.

The Board is committed to improving stewardship by working toward better interpersonal relationships and encouraging excellent attendance at committee meetings as a way to ensure that all Board members have a voice.

B. Enrollment Report: February 24, 2017

School	3H	3F	4H	4F	KF	01	02	03	04	05	06	07	08	09	10	11	12	Total
RHS														242	267	240	226	975
PRMS										254	231	309	229					1023
SES	10		10	3	196	204	189	241	226									1079
SPROWTS	6		8															14
SUBTOTAL	16	0	18	3	196	204	189	241	226	254	231	309	229	242	267	240	226	3091
OOD		1		1					1		2	4	2	4	6	7	8	36
TOTAL	16	1	18	4	196	204	189	241	227	254	233	313	231	246	273	247	234	3127

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
RHS	983	999	983	981	981	980	976	975				
PRMS	979	1011	1014	1013	1016	1014	1018	1023				
SES	1017	1067	1059	1062	1065	1066	1075	1079				
SPROWT	8	15	12	13	13	14	14	14				
SUBTOTAL	2987	3092	3068	3069	3075	3074	3083	3091				
OOD	25	25	33	33	34	35	35	36				
TOTAL	3012	3117	3101	3102	3109	3109	3118	3127				

XI. SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Ms. Beth Brooks

Ms. Brooks provided the following budget update.

- District is proposing to spend to cap, including an enrollment adjustment and possibly a health benefit adjustment.
- State Aid will be released no later than this Thursday 3/2.
- The budget was developed assuming flat state aid.
- District Administration met several times to discuss possible areas for reduction. Most new requests were eliminated in balancing the budget.
- We have and/or will be meeting with all Board members to provide Q&A on the development of the proposed budget at the 3/7th Community Relations committee meeting.
- Preliminary budget presentation will be on March 13th.
- Preliminary budget is due to the county office no later than Monday, March 20th.
- Public hearing on the budget is scheduled for April 25th, the regular board meeting date.

XII. STUDENT GOVERNMENT REPORT – Colin Riley

In Kai Byron's absence Colin Riley reported on the following matters.

- February Student of the Month – Victoria Mysholowsky
- February Teacher of the Month – Mr. Fahey
- Semi-formal – February 26th
- Senior Trip to Disney World
- Sports Update – Girls Track / Basketball / Wrestling / Ice Hockey
- Virtual Enterprise – Basketball tournament of fundraiser for Special Olympics
- NHS – Preparing for Hershey trip / Recruiting volunteers to assist with 8th grade night / fundraising for local charities and shelters
- Kindness Week

XIII. STUDENT COUNCIL REPORT – Colin Riley

Colin Riley provided reports on Pond Road Middle School and Sharon Elementary School.

Pond Road Middle School

- Mindfulness in classrooms to support social and emotional learning
- Annie

Sharon Elementary School

- Buddy Classes
- Spirit Week
- Three children from Homefront adopted for holidays
- Established relationships with residents of Rose Hill
- Dollar Days – Raised \$500 for Good Grief

XIV. COMMITTEE REPORTS

A. Education, Development & Policy – Mr. Craig Heilman

Mr. Heilman reported on the following matters discussed during the February 13, 2017 meeting of the Education, Development and Policy Committee.

- Policies – First Reading and Adoption
- Curriculum Adoption – Grade 7 Science
- February 17 Professional Development Day
- EdTPA and New Teacher Certification Requirements

NJ has proposed new student teacher graduation requirements beginning in 2017-2018 where teachers have to complete what is known as an "EdTPA" portfolio. EdTPA is an assessment run by Pearson and includes videotaping of classroom lessons, which makes some districts wary because of who will own the videos and controlling the data. Because of this controversy, Mercer County superintendents are currently considering whether or not to accept student teachers next year.

- PRMS Schedule

PRMS principal Paul Gizzo shared the proposed new middle school schedule which will allow the building to go back to one single bell schedule. Students will still attend the five core classes, but in 62 minute blocks. Because of this additional time, they drop each core class once a week (each class will meet 4x a week). This means that there are 17 minutes less in each core class per week, but there is also equity in the schedule in that all classes (including cycles) are now the same amount of time. Further, students will have less homework per night because they will only have 4 out of their 5 core classes on a given day. Students still have an advisory period in the morning based on the Responsive Classroom model and will now receive an additional thirty minutes next to their lunch period as a

W.I.N. or “What I Need” period where they can attend G/T, Academic Support, visit a teacher for help, work on executive functioning skills, etc.

Discussion

Mrs. Luciano asked what the implications are if the district opts not to host student teachers. Dr. Foster noted that New Jersey prepares its teachers well. She said that the greatest impact will be on the student teachers themselves due to the cost of this new program (that they will be responsible for) and the likelihood that fewer districts may be willing to host student teachers based upon concerns about the video component. Until the matter is clarified, districts are putting pressure on colleges and universities.

B. Personnel – Mrs. Sharon DeVito

Mrs. DeVito reported on the following matters discussed during the February 21, 2017 meeting of the Personnel Committee.

- Personnel Agenda
- Transportation Coordinator – After one year in the position, Ms. Freeman will no longer be considered an Interim
- Job Description – Transportation Coordinator – The job description was tabled
- Staffing requests for 2017-2018: The administrative team completed a list of staffing needs for the 2017-2018 school year due to increased enrollment and need. Due to the challenging budget cycle, these positions will not be filled. The teacher of autism will be filled by reallocating current staff members.
- FMLA, Personal days, sick days – The committee chair requested some clarification regarding FMLA and time off. The school district does have a right to require a teacher to continue leave if the leave is less than 3-5 weeks before the end of the term/year. In addition, if the leave is to begin less than 3-5 weeks at the beginning of the school year, the school district may also request that teacher not begin the school year for the sake of continuity of instruction.
- Next Meeting Date: Tuesday, March 21

C. Finance, Facilities, & Transportation – Mr. Richard Young

Mr. Young reported on the following matters discussed during the February 22, 2017 meeting of the Finance, Facilities and Transportation Committee.

- Facilities – The Board attorney provided update/discussion on solar and Rutgers. FFT recommends an attorney update for the billboard.
- Solar – The attorney discussed options for purchasing solar through a PPA. The attorney spoke with several districts and is collecting their bid templates for review. He mentioned that solar can be risky and most districts used the bid process versus competitive contracting. The risk with competitive contracting is the review criteria and the documentation of that process. The attorney will forward copies of the collected templates to Ms. Brooks and she and will reach out to those districts to discuss process and pitfalls.
- Rutgers – The attorney is working on a settlement with Rutgers for removing and changing the “R” logo. FFT requested that the removal of the “R” on the turf field be extended to 15 years. There was also concern about the confidentiality clause in the proposed agreement. FFT requested that the attorney negotiate these two items. All other proposed terms were acceptable.
- Billboard – FFT requested that the attorney prepare a demand letter to the County, as a written easement document cannot be located and has not been recorded. The billboard needs to be removed due to its deteriorated condition and the district wishes to pursue revenue opportunities with a new electronic billboard.
- Update on Assessment Building Space Utilization – The building capacity study is under way with Spiezle. The district will follow up on the timing of completion.
- Grass Cutting Bid Renewal – The district renewed the bid with the current vendor with no increase in pricing. The current price is \$1,175 weekly with an estimated 25 cuts.

- All Clean Bid Renewal – The district renewed the bid with the current vendor with a slight increase in pricing to CPI (0.3%), which is approximately a \$3,000 increase.
- RHS – Gas Issue/Insurance Claim – Several months ago there was a gas leak in the pipes in the science wing. There was some hope that the leak was caused by the flood which took place. The insurance company is trying to link the flood to the leak but it does not look hopeful. The may mean that this district might have to pay to fix the issue. To date, approximately \$30,000 has been spent on this matter. Most of the science stations have been fixed. The estimated cost to complete all station is \$8,000.
- Concession Trailer – There is a local resident who has expressed interest in purchasing the concession trailer, however, if there are no purchasers from the second bid attempt, FFT recommends donating the property.
- Transportation – FFT reviewed the monthly report and there were no glaring issues. Due to illnesses, there have been issues with locating substitute drivers, but the District has been working with its vendor to cover all routes.
- Food Service Update – FFT discussed the increased revenue generated YTD compared to the prior year and the new initiatives.
- 2017-2018 Budget – FFT reviewed the revenue and expenditures numbers with Ms. Brooks and the proposals toward closing the \$1.4m revenue shortfall as the district moves towards finalizing the preliminary 2017-2018 budget. State aid will be released between February 28th and March 2nd. The budget was developed based on flat state aid. There were concerns regarding the 2018-2019 projections, but FFT will work with Ms. Brooks on all issues. Dr. Foster and Ms. Brooks will meet with the committees to discuss the budget difficulties for 2017-2017. FFT requested that Ms. Brooks review the Student Activities Fund to see that it is in accord with best practices.

D. Community Relations – Mr. Richard Young

Mr. Young reported on the following matters discussed during the February 7, 2017 meeting of the Community Relations Committee.

- Town Forum, April 5th: Partnership Programs with Municipal Alliance: On April 5th Robbinsville Schools will partner with the township to host a joint town hall meeting to address the issue of addiction and prevention. The speakers for the evening will include: Scott Kivet – Don’t Ignore the Signs; an attorney who will speak about “Parents who Host...”; Paul Ressler on the Good Samaritan Law; Dianna Dubbs from Recovery Advocates who will tell her story about drug addiction and recovery; Kevin Meara will speak on behalf of the City of Angels; Anna Hernandez and Ed Vincent will speak about their roles in prevention at the schools; and the CARE program. The details will be finalized in the next few months.
- Community Values Survey Revisited: The committee discussed adding additional statements related to classroom size and facilities.
- Hopewell Joint Statement Regarding Teacher Evaluation & PARCC: The REA suggested that we consider drafting a joint resolution opposing the new mandated PARRC test weighting for Teacher Evaluation. A similar resolution was drafted and signed by the Hopewell board of education, teachers’ and administrators’ union. All committee members were in favor of drafting a resolution.
- School Connection Forum Feedback: The committee assessed the format for the School Connection Forum. Most recently, attendance has dwindled for the last 2 meetings to under a dozen participants. We will continue to plan events and send invitations to anyone who is interested in attending. The next event will focus on feedback and questions from the Town Hall on addiction and prevention.
- Next meeting date: Tuesday, March 7, 2017

E. Negotiations – Mrs. Shaina Ciaccio

Mrs. Ciaccio reported that a meeting to establish ground rules was held on January 31, 2017. The first meeting is scheduled to take place on March 6. Attorneys for the Board and the REA will be present. Mrs. Ciaccio indicated that the Board is looking forward to a productive meeting.

XV. FIRST HEARING OF THE PUBLIC

A. DEBRA BELLA

Mrs. Bella, REA President, informed the Board and members of the public about two programs involving the Robbinsville Education Association.

- Save Your Teen Driver – February 2, 2016 – The event was very successful and filled to capacity. The REA is planning to make it an annual event.
- Dr. Seuss Night – March 8, 2016 – REA is delighted to use PRIDE funds to help finance this annual event.

B. AARON HOBART

Mr. Hobart asked how the Assembly Education Committee received Mr. O’Grady’s testimony. Mr. O’Grady indicated that it was the final round of testimony and noted that the Board is committed to continue fighting for Robbinsville. Hobart also asked about the process for finding a replacement for Mrs. Silvestrov, the status of the SES billboard (the district sent a letter to the county asking for proof of an easement by March 3rd or the district would have it the billboard removed), and the budget shortfall (contributing factors include the cost of health care, increased enrollment, timing of receipt of tax revenue, 2% cap on tax levy but no increase in state aid, etc.).

C. NOUSHIN KAHANI

Based upon new development, Mrs. Kahani asked if the township has an understanding of the district’s space issues. She also inquired about the status of the sale of Windsor Elementary School. Dr. Foster indicated that the bond ordinance becomes effective on March 12 and the sale will be complete shortly thereafter. Finally, Mrs. Kahani asked if the graduation requirements will be a topic of discussion during the March 2 PARCC Night. Mrs. Tew assured her that it will be discussed in detail.

XVI. MINUTES

On motion of Mrs. DeVito and seconded by Ms. Dee, the Robbinsville Board of Education voted to approve the minutes of the following meetings as indicated.

- January 31, 2017 Executive Session (Attachment #1) Vote: 6-0-1 (Mr. Heilman abstained / Mr. Halm was absent)
- January 31, 2017 Public Session (Attachment #2) Vote: 6-0-1 (Mr. Heilman abstained / Mr. Halm was absent)

XVII. ADDENDUM: BOE MEMBER RESIGNATION

On motion of Ms. Dee and seconded by Mrs. Luciano, the Robbinsville Board of Education voted 7-0 to add Mrs. Silvestrov’s resignation to the agenda. Mr. Halm was absent.

XVIII. APPROVE RESOLUTIONS

A. PERSONNEL (A.1 – 3)

On motion of Mrs. Ciaccio and seconded by Mrs. DeVito, the Robbinsville Board of Education upon recommendation of the Acting Superintendent voted 7-0 to approve Personnel resolutions A.1-3 on pages 19-20 as indicated. Mr. Halm was absent.

B. EDUCATION, DEVELOPMENT, & POLICY (B.1 – 7)

On motion of Mrs. Ciaccio and seconded by Ms. Dee, the Robbinsville Board of Education upon recommendation of the Acting Superintendent voted 7-0 approve Education, Development and Policy resolutions B.1-7 as indicated. Mr. Halm was absent.

1. **HARASSMENT, INTIMIDATION & BULLYING MONTHLY REPORT (Attachment #3)**

Motion to accept without modification the Superintendent's Report on Harassment, Intimidation and Bullying for the period ending February 28, 2017.

2. **REVIEW POLICIES: FIRST READING**

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

P1510: Americans with Disabilities Act (M) (Attachment #4)

R1510: Americans with Disabilities Act (M) (Attachment #5)

P2418: Section 504 of the Rehabilitation Act of 1973-Students (M) (Attachment #5)

R2418: Section 504 of the Rehabilitation Act of 1973-Students (M) (Attachment #7)

P5330.04: Administering an Opioid Antidote (Attachment #8)

3. **REVIEW POLICIES: ADOPTION**

Motion to adopt the following policies.

P3282: Use of Social Networking Sites (Teaching Staff) (Attachment #9)

P4282: Use of Social Networking Sites (Support Staff) (Attachment #10)

P5116: Education of Homeless Children (Attachment #11)

R5116: Education of Homeless Children (Attachment #12)

P5756: Transgender and Gender Nonconforming Students (Attachment #13)

P7470: Sustainability (Attachment #14)

P8330: Student Records (M) (Attachment #15)

R8330: Student Records (M) (Attachment #16)

4. **APPROVE CURRICULUM**

Motion to approve the following curriculum for immediate implementation.

Science: Grade 7 (Attachment #17)

5. **SPECIAL SERVICES**

a. **Rescind Tuition Contract: Hampton Academy**

Motion to rescind a tuition contract with Hampton Academy in the amount of \$41,448.00 for student # 190764 for the period dating September 8, 2016 through June 21, 2017. The contract was originally approved on January 31, 2017.

b. **Approve Tuition Contract: Washington Township Public Schools**

Motion to approve a tuition contract in the amount of \$41,448.00 with Washington Township Public Schools, Sewell NJ for student # 190764. Student is enrolled at Hampton Academy for the period dating September 8, 2016 through June 21, 2017.

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

Motion to approve a contract with Marie H. Katzenbach School for the Deaf in the amount of \$20,038.35 for student # 290436 for a one-to-one personal assistant for the period dating January 9, 2017 through June 30, 2017.

d. Approve Contract: Professional Education Servies, Inc.

Motion to approve a contract with Professional Education Services, Inc. to provide five hours of academic instruction per week for student #180093. Services will be provided at the rate of \$34.00 per hour for the remainder of the 2016-2017 school year.

e. Approve Contract: Daytop Village of New Jersey

Motion to approve a contract with Daytop Village of New Jersey to provide academic instruction for student #180820. Services will be provided at the rate of \$120 per day for the remainder of the 2016-2017 school year.

f. Approve Contract: Silvergate Prep

Motion to approve a contract with Silvergate Prep to provide academic instruction for student #240138 at the rate of \$45 per hour and not to exceed 20 hours or \$900.00.

6. 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.

<u>Month/Year</u>	<u>Class</u>	<u>Destination</u>	<u>Cost / Pupil</u>	<u>Purpose</u>
2/17	Robotics	NJIT	N/A	Competition
3/17	Eataly	NYC	N/A	Experience authentic Italian food
3/17	Jazz Combo	Atlantic City	N/A	Play at NJSBGA Convention
3/17	Honors Biology	Mutter Museum	N/A	Observe human mutations
4/17	Model UN	Cornell University	N/A	Simulation of UN Conference
4/17	Robotics	NJIT	N/A	Competition
5/17	SOAR	Rider University	N/A	Dare to Dream Conference

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>
3/17	Science Olympiad	Middlesex Community College	N/A	Competition

c. Field Trips – Sharon Elementary School

Motion to approve the following field trip(s) for Sharon Elementary School to take place during the 2016-2017 school year as indicated.

<u>Month/Year</u>	<u>Class</u>	<u>Destination</u>	<u>Cost / Pupil</u>	<u>Purpose</u>
3/17	Third Grade	Franklin Institute	N/A	Robot Revolution Exhibit

7. APPROVE WORKSHOPS

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

Name	Workshop Title	Event Date(s)	Registration	Travel Reimbursement
Linda Biondi	NJDOE Council of Teaching & Learning	2/27/2017	\$0.00	\$0.00
Kristina Mannino	32nd Learning Difference Conference	3/9-3/11/2017	\$0.00	929.89
Kimberly Keener	NJSBGA Annual Conference	3/13-3/15/2017	\$0.00	\$0.00
Linda Lackay	2017 Family Career & Community Leaders of America Competitive Events Program	3/23/2017	\$0.00	\$0.00
Total			\$0.00	\$ 929.89

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

On motion of Ms. Dee and seconded by Mrs. Ciaccio, the Robbinsville Board of Education upon recommendation of the Acting Superintendent voted 7-0 to approve Finance, Facilities and Transportation resolutions C.1-3 as indicated. Mr. Halm was absent.

Discussion

Mrs. Ciaccio recognized and expressed appreciation to the BAPS community and the Memorandum of Understanding with the district calling for a donation of \$4,000.00 to the RHS Green Team.

1. FINANCE

a. Bills and Claims (Attachment #18)

Motion to approve payment of the Bills & Claims List in the amount of \$7,059,356.97 for the period ending February 28, 2017 as indicated.

Accounts Payable	
Fund	
11 - General Fund	\$ 1,065,836.17
12 - Capital Outlay	\$ 4,220.22
20 - Special Revenue	\$ 30,722.55
30 - Capital Projects	\$ -
40 - Debt Service	\$ -
60 - Food Service Fund	\$ 12,148.94
61 - R.E.D.	\$ -
Unemployment	\$ 15,623.95
Hand Checks	\$ 3,503,855.82
Subtotal	
Payroll 2.15.17	\$ 1,298,040.81
Payroll 2.28.17	\$ 1,128,908.51
Total	\$ 7,059,356.97

b. Certification of Board Secretary

Pursuant to N.J.A.C. 6A:23-2.12I3 I, Beth Brooks, Board Secretary/School Business Administrator, certify that as of January 31, 2017 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 #19)

Motion to accept the Report of the Board Secretary for the period ending January 31, 2017.

d. Report of the Treasurer (Attachment #20)

Motion to accept the Report of the Treasurer for the period ending January 31, 2017.

e. **Transfer Report: February 28, 2017**

Motion to approve transfers totaling \$10,568.98 for the period ending February 28, 2017 as indicated.

Account From	Account To	Description	Amount
11-402-100-800-06-01 Athletics	11-000-262-420-05-01 Cleaning, maintenance	Dumpster fees	\$ 650.00
11-000-270-390-07-01 Purchased Services	11-000-270-800-07-00 Misc expenses	Line Shortage	\$ 188.98
11-000-270-518-07-01 MCSSD Routes	11-000-270-514-07-01 Special Ed Routes	Change in OOD contract	\$ 9,730.00
Total Transfers			\$ 10,568.98

f. **Renew Lawn Care Services Bid: April 2017 - October 2017**

Motion to award a contract renewal (Year 3) for lawn care services to Total Lawn Care & Landscape Service, LLC, Somerset, NJ in the amount of \$1,175.00 per cut during the April 2017 – October 2017 cutting season (estimate 25 weekly cuts). The original bid was awarded in March 24, 2015.

g. **Authorize a Memorandum of Understanding: BAPS Charities, Inc.**

Motion to authorize a Memorandum of Understanding between the Robbinsville Board of Education and BAPS Charities, Inc. As part of the agreement, BAPS Charities, Inc. shall issue a grant in the amount of \$4,000.00 to the Robbinsville High School Green Team. These funds shall be designated to sponsor and promote a charitable event.

h. **Authorize Purchase of Natural Gas Services through the Alliance for Competitive Energy Services (ACES) Bid (Cooperative Pricing System ID #E8801-ACESCPS)**

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Robbinsville Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2018, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that

submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2018 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

2. FACILITIES

a. Approve Completion of Fire and Security Drills: January 2017

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	11/30/16	11/18/16	-	-	-
December	12.22.16	-	-	-	12.13.16 Tabletop
January	01/31/17	-	-	01/31/17	-
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	11/18/16	11/18/16	-	-	-
December	12/22/16	12/16/16	-	-	-
January	01/12/17	-	-	-	01/26/17 Tabletop
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	11/17/16	11/18/16	-	-	-
December	12/14/16	-	-	-	12/7/16 Tabletop with Walkie Talkies
January	01/04/17	-	-	01/23/17	-
February					
March					
April					
May					
June					

b. Building Use (Attachments #21-#26)

Motion to approve the Buildings and Grounds Use of Facilities Schedule for the months of March and April 2017.

3. TRANSPORTATION

a. Approve Completion of School Bus Emergency Evacuation Drills

Motion to approve completion of school bus emergency evacuation drills as required.

Date: November 17, 2016
Time: 9:15am-10:15am
School: St. Gregory the Great Academy
Location: 4680 Nottingham Way Hamilton NJ 08690
Route: GRG-1
Person Overseeing: Dr. Jason C. Briggs

b. Approve Transportation Quote ELM 22

Motion to approve a transportation quote for Route ELM 22 recognizing Rick Bus Company as low quote at \$21,624.00 for the period dating January 17, 2017 through June 30, 2017. A summary follows:

Dapper Bus	No Quote
Delaware Valley	No Quote
Rick Bus Company	\$212.00/day
GST Transport	No Quote

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 month of January 2017 for a cost of \$2104.21.

<u>Date</u>	<u>School</u>	<u>Activity Location</u>	<u>Hourly Wage/Mileage</u>
1/3/17	RHS	Lawrence Prep.	\$ 175.11
1/4/17	RHS	Mercer County Park	\$ 140.56
1/4/17	RHS	Hamilton West	\$ 141.93
1/5/17	RHS	TCNJ	\$ 206.99
1/13/17	RHS	Plainsboro North	\$ 158.52
1/13/17	RHS	Hamilton West	\$ 146.72
1/13/17	RPMS	Community	\$ 150.68
1/14/17	RHS	Hightstown	\$ 177.70
1/19/17	PRMS	Grover Middle School	\$ 170.70
1/20/17	RHS	Hamilton West	\$ 143.68
1/24/17	RHS	Hamilton West	\$ 141.93
1/24/17	RHS	Hopewell	\$ 185.99
1/27/17	RHS	Mercer County Park	<u>\$ 163.70</u>
Total			\$2,104.21

XVI. AUTHORIZE STUDENT SUSPENSION

On motion of Ms. Dee and seconded by Mr. Heilman, the Robbinsville Board of Education voted 7-0 in accordance with the recommendation of the Acting Superintendent to authorize suspension of student bearing identification number 170179 as detailed in item VI of this agenda. Mr. Halm was absent.

XVII. ACCEPT BOARD MEMBER RESIGNATION

On motion of Ms. Dee and seconded by Mr. Young, the Robbinsville Board of Education voted 6-0 to accept the resignation of Mrs. Faith Silvestrov from the Board effective immediately. Mrs. DeVito abstained. Mr. Halm was absent.

Mrs. Ciaccio indicated that she is sorry to see Mrs. Silvestrov step down from her position on the Board. Other Board members agreed.

XVIII. HEARING OF THE PUBLIC

A. NOUSHIN KAHANI

Mrs. Kahani asked about item C.3c, the transportation jointure with Bordentown. Dr. Foster explained that because of the current transportation shortage, Bordentown has been helping with the district athletic and extra-curricular busing. Mrs. Kahani noted that she (and other residents) are interested in helping to promote an understanding that the district cannot afford continued increasing enrollment. Mr. O'Grady suggested a letter writing campaign to the Assembly Education Committee for individuals wanting to help.

B. MIKE MCGOWAN

Mr. McGowan expressed appreciation for Mr. O'Grady's recent testimony and asked if the township valuation has increased. Ms. Brooks indicated that it has.

XIX. OLD BUSINESS

None

XX. NEW BUSINESS

REF Annual Recognition Ceremony and Casino Night – March 31, 2017 – John Henry's Stone Terrace – Robbinsville First Responders will be honored.

XXI. ADJOURNMENT

On motion of Mrs. DeVito and seconded by Ms. Dee, the Robbinsville Board of Education voted to adjourn the February 28, 2017 monthly meeting at 9:15 PM.
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Respectfully submitted,

Beth Brooks
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
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1. Employment of Staff: February 2017

a. Administrators/Supervisors/Non Affiliates: (Principals, Assistant Principals)

APPOINT

Jennifer	Freeman	Transportation Coordinator	District	Appoint	3/1/2017	6/30/2017			\$45,000.00	11-000-270-160-07-20	
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b. Certificated Staff: (Teachers)

APPOINT

Robert	Dieffenbach	Teacher	RHS	Appoint	TBD	6/30/2017		5 BA	\$55,598.00		Replace S. Fahey
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APPROVE

Lisa	Caroselli	Social Worker	CST	Approve	2/13/2017	6/30/2017		5 MA	\$38,245.35	11-000-219-104-07-04	Leave replacement at .65/salary prorated for time worked. Approve start date
Shara	Katlin	Teacher	SES	Approve	4/21/2017	6/30/2017		1BA	\$52,301.00	11-120-100-101-07-02	Extend leave replacement for O'Connor

LEAVE OF ABSENCE

Daniel	Carrigan	Teacher	PRMS	Approve	2/3/2017	TBD					Using sick time during leave
Danielle	O'Connor	Teacher	SES	Approve	4/21/2017	6/30/2017	9/1/2017				Extend unpaid/contractual leave
Jodi	Szabo	Teacher	SES	Approve	4/25/2017	6/30/2017					Revise leave start date. Paid 4/25/17-6/5/17. Dates subject to change

2. Placement on the Salary Guide:

a. Non Certificated Staff: (Aides, Secretary, Maintenance, Technology, Custodians, Lunch and Bus)

APPOINT

Eric	Hamilton	Door Monitor	RHS	Appoint	TBD	6/30/2017			\$21.00/hr.	11-000-266-100-05-05	Pending fingerprint clearance
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APPROVE

Alyssa	Wilk	PT IA	SES	Resign	3/30/2017						
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REVISE

Amy	Gilbert	PT IA	CST	Revise	1/11/2017	2/22/2017			\$12,601.50	11-212-100-106-07-04	Revise leave replacement end date
Doreen	Risoldi	PT IA	CST	Revise	1/11/2017	2/22/2017			\$12,601.50	11-212-100-106-07-04	Revise leave replacement end date
Jayne	Thomas	PT IA	CST	Revise	1/11/2017	2/22/2017	2/23/2017			11-212-100-106-07-04	Revise leave end date

b. Substitutes

APPOINT

Amanda	Conlow	Cert Sub		Appoint	TBD	6/30/2017			\$85.00/ per day		Pending fingerprints
Robert	Dieffenbach	Cert Sub		Appoint	TBD	6/30/2017			\$85.00/ per day		Pending fingerprints
Victoria	Halloran	Non-Cert Sub		Appoint	TBD	6/30/2017			\$75.00/per day		Pending county cert and fingerprints
Shelby	Herncane	Non-Cert Sub		Appoint	TBD	6/30/2017			\$75.00/per day		Pending county cert
Jessica	Prawetz	Cert Sub		Appoint	3/1/2017	6/30/2017			\$85.00/ per day		
Kimberly	Raferly	Cert Sub		Appoint	TBD	6/30/2017			\$85.00/ per day		Pending fingerprints

3. Extra Work/Extra Pay:

a. Athletics:

APPOINT

Jarred	Boykin	Head Coach	RHS	Appoint	3/15/2017	6/30/2017		1	\$5,278.00	11-402-100-100-06-01	Tennis
Jason	Gray	Head Coach	RHS	Appoint	3/15/2017	6/30/2017		1	\$5,278.00	11-402-100-100-06-01	Golf

First Name	Last Name	Title	Location	Action	Effective Date	Ending Date	Return Date	Step	Salary	GAAP Code	Notes for Discussion
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RESCIND

Daniel	Carrigan	Head Coach	RHS	Rescind	3/15/2017	6/30/2017		3	\$5,816.00		Tennis
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b. Co-Curricular:

RATIFY

Lois	Baldwin	Teacher	RHS	Approve Extra Pay	9/1/2016	6/30/2017			\$34.00/hr.	11-000-221-104-09-91	Additional 10 hours of World Language Coaching
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c. Other:

APPROVE

Randi	Bucca	ESY Coordinator	ESY	Approve ESY work	3/1/2017	4/28/2017			\$34.00/hr.	11-401-100-100-04-00	ESY Planning not to exceed 30 hours
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