



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

ACTING SUPERINTENDENT

Dr. Kathleen A. Foster

ACTING ASSISTANT SUPERINTENDENT OF CURRICULUM & INSTRUCTION

Ms. Kim Tew

SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY

Ms. Christina Moskal

ROBBINSVILLE BOARD OF EDUCATION
PUBLIC SESSION MINUTES

July 26, 2016

I. CALL TO ORDER PUBLIC MEETING

Vice President Thomas Halm called the July 26,, 2016 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	Absent	Mr. Heilman	Present	Mr. O’Grady	Absent
Ms. Dee	Present	Mr. Halm	Present	Mrs. Silvestrov	Present
Mrs. DeVito	Absent	Mr. Kochberg	Present	Mr. Young	Present

III. MOTION TO CONVENE IN EXECUTIVE SESSION

On motion of Mrs. Silvestrov and seconded by Mr. Young, the Robbinsville Board of Education voted 6-0 to convene in Executive Session at 6:05 PM to discuss the following topics.

- A. Litigation
- B. Personnel

IV. MOTION TO RESUME PUBLIC SESSION

On motion of Mrs. Dee and seconded by Mr. Heilman, the Robbinsville Board of Education voted 6-0 to resume Public Session at 7:07 PM.

V. BOARD PRESIDENT’S REPORT – Mr. Thomas Halm, Vice President

Mr. Halm introduced Pam Elmi, Director of the Robbinsville Extended Day program. Ms. Elmi provided an update to the Board. She noted that the R.E.D. program has enjoyed a steady increase in enrollment since its inception in 2011. She said that she envisions a continued expansion of enrichment and academic offerings for students. Ms. Elmi introduced Linda Field to the Board. Mrs. Field shared her experience as an instructor.

VI. ACTING SUPERINTENDENT’S REPORT – Dr. Kathie Foster

A. ANNUAL GOALS

B. SEMI-ANNUAL HARASSMENT, INTIMIDATION & BULLYING REPORT: POLICY 5512

C. INTERNET SAFETY HEARING: POLICY & REGULATION 2361

D. ENROLLMENT REPORT: JULY 22, 2016

	3H	3F	4H	4F	KF	01	02	03	04	05	06	07	08	09	10	11	12	Total
RHS														244	269	245	225	983
PRMS										240	217	301	221					979
SES	1		11	2	174	200	189	226	214									1017
SPROWT			8															8
SUBTOTAL	1	0	19	2	175	200	189	226	214	240	217	301	221	244	269	245	225	2987
OOD					1					1	1	3	1	4	6	3	5	25
TOTAL	1	0	19	2	175	200	189	226	214	241	218	304	221	245	275	248	230	3012

VII. SCHOOL BUSINESS ADMINISTRATOR'S REPORT – Ms. Christina Moskal

School Business Administrator Christina Moskal introduced Michael Pate, Robbinsville Schools Energy Specialist. Mr. Pate provided a report to the Board and indicated, among other things, that since joining with Cenergistic in July 2010 the district has saved \$1.9 million in energy cost avoidance. A Board member asked what the cost of the program is. Mr. Pate explained that there was an initial four year contract of \$147,000. For the first four years, any cost savings over and above that amount went to the district. Since the 2014 payoff of the contract, all savings through cost avoidance go directly to the district.

VIII. COMMITTEE REPORTS

A. EDUCATION, DEVELOPMENT & POLICY – Ms. Leslie Dee

Ms. Dee reported that in lieu of meeting in person, the Education, Development and Policy committee took part in a virtual meeting. The following is an update of discussion items.

- **Policies:** First Reading and Adoption
- **IRB Approval:** Kim Tew is conducting her doctorate research for her Ed.D. degree in Teacher Leadership from Rutgers University. This research will include a program evaluation of the Robbinsville New Teacher Induction program to determine if the multi-year program helps build teacher's self-efficacy (the belief that one can successfully perform a given task) and enhances their instruction.
- **Curriculum & Summer PD:** Many curriculum guides are being revised this summer. 9-12 ESL, Culinary Arts, and Grades 7-8 Computers/Technology are on the agenda for BOE consideration. Additional curriculum will be submitted for approval in August. Summer PD includes a 6-12 Math day and 6-12 ELA day on August 25th.
- **New Staff Orientation:** August 29th, 30th, and 31st.
- **Next Committee Meeting:** August 16, 2016

B. PERSONNEL – Mrs. Faith Silvestrov

Mrs. Silvestrov reported on the following matters that were discussed during the July 19, 2016 meeting of the Personnel Committee.

- **Review of Personnel Agenda:** The July board meeting personnel agenda includes resignations, recommendations for hire, coaches, advisors, and mentors. Please note: Mentors who are providing support to new teachers with provisional teaching certificates are paid directly from the protégé. New hires that already have their standard teaching certificates are paid through district funds.
- **Recommendation of 2016-2017 Salary Contract:** After interviewing three candidates, Amanda Matticks will be recommended as the Acting K-8 Supervisor for Curriculum & Instruction. She is currently a third grade teacher at Sharon School and this year was honored as Sharon School's Teacher of the Year. Amanda has been actively involved in leading the 1:1 Chromebook initiative and this year served as one of the two Instructional Technology coaches. Amanda received both her undergraduate and graduate degree from Rider University.
- **For the 2015-2016 School Year:**
 - 8 Retirees
 - 4 Non –renewals
 - 2 New Positions
 - 10 Resignations
- **Next Meeting Date:** Tuesday, August 23, 2016

C. FINANCE, FACILITIES & TRANSPORTATION – Mr. Tom Halm

Mr. Halm reported on the following matters discussed during the July 20, 2016 meeting of the Finance, Facilities and Transportation Committee.

- **Transportation:** Athletic bussing was discussed. The district will focus on recruiting charter bus companies such as Stout, Star Tours, A-1 Limousine, and others in the area. Retirement of the 24 passenger bus is not needed this year according to the DMV timelines with the calendar year versus the district's school year. A replacement bus will be budgeted in 2017-18. It is recommended that the district hold an open auction for the bus next year. Courtesy bussing and subscription bussing for divorced parents was discussed. Robbinsville policy is consistent with the law and all other districts in Mercer County. The committee determined that courtesy or subscription bussing is not feasible at this time due to budgetary constraints, burden on teaching staff, administrative complications, and logistic difficulties.
- **Demographic Study:** The committee discussed the demographic study and reviewed the following topics in great detail:
 - Negative replacement at the Kindergarten level
 - Building capacity analysis - The committee is requesting clarification on the calculation of the building capacities from the demographer.
- **Turf & Track:** The project is progressing and is on schedule. The district continues to experience excellent communication with Field Turf.
- **Windsor Elementary School:** The township is hoping to have the purchase of Windsor School as an agenda item in August.
- **2016-17 Lunch Prices:**
 - Recommended \$0.10 increase at Sharon and Pond; \$0.25 increase at RHS for some a la carte items such as sandwiches. This is primarily due to increased labor costs and increased food costs.
 - \$16,500 profit guarantee for the district
 - Next year the district will investigate removing Pond from the National School Lunch Program. Chartwells will coordinate focus groups with the PTA and student government.
 - The committee would like to bring Chartwells to the next FF&T meeting to discuss the lunch prices and guarantee in further detail. However, they recognize the importance of communicating this information to parents prior to the start of the school year. The Board has the opportunity to approve the lunch prices on the July agenda. If not, they recommend sending a letter to parents to inform them of the increase in lunch prices.

D. COMMUNITY RELATIONS – Mr. Richard Young

Mr. Young reminded the Board and members of the public that the "Make Someone's Day Today" celebration will take place on September 10th at 10:45 AM.

IX. FIRST HEARING OF THE PUBLIC

A. NUSHIN KAHANI

Mrs. Kahani spoke about the following matters.

- Promote RED for divorced parents
- Cost of sports bus
- Parents to drive for sports events
- Asking other Mercer County districts to join Robbinsville for an athletic run bid
- Demographic Study

X. MINUTES

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

- June 28, 2016 Executive Session (Attachment #2) – Mrs. Silvestrov and Mr. Halm abstained
- June 28, 2016 Public Session (Attachment #3) – Mrs. Silvestrov and Mr. Halm abstained
- July 12, 2016 Public Session (Attachment #4) – All yes

XI. APPROVE RESOLUTIONS

A. PERSONNEL (A.1 – 4)

On motion of Mrs. Silvestrov and seconded by Ms. Dee, the Robbinsville Board of Education voted 6-0 to approve personnel resolutions A.1-4 below and on pages 14 - 17 Mr. Young abstained from voting on resolutions A.1-3.

4. APPROVE ACTING SUPERINTENDENT’S MERIT GOALS

Motion to approve the Acting Superintendent’s Merit Goals for the 2016-2017 school year. In accordance with state protocol, after Board approval the goals will be submitted to the Mercer County Interim Executive Superintendent for level II approval. When they are met, each goal will result in a one-time, non-pensionable payment as indicated based upon the Acting Superintendent’s salary.

a. Qualitative Goal (2.5%)

Grades 6-12 Science Program

Align the district’s grades 6 through 12 Science program with standards set by the Next Generation Science Standards (NGSS). In addition, develop standards for teaching practice and performance assessments by examining expectations of NGSS evidence statements and performance outcomes.

Evidence of Completion

1. Grades 6-12 Science Professional Learning Community (PLC), a representative group will evaluate NGSS standards and adjust programs accordingly.
2. Leverage the 6-12 Science coach to strengthen student-centered instruction.
3. Articulate a strong science program from grade 6 through high school.

b. Quantitative Goal (3.3%)

Advance Sustainability at all Levels

Design and implement a plan for becoming a BRONZE status Sustainable Jersey for Schools program.

Evidence of Completion

1. Continue membership in the Sustainable Jersey for Schools
2. Leverage Green Teams in all schools
3. Complete applications for sustainability grants
4. Continue to promote Cenergestic program for energy savings

B. EDUCATION, DEVELOPMENT & POLICY (B.1 –13)

On motion of Mrs. Silvestrov and seconded by Ms. Dee, the Robbinsville Board of Education voted 6-0 to approve Education, Development and Policy resolutions B.1-13.

1. POLICIES & REGULATIONS: FIRST READING

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

P1220 Employment of Chief School Administrator (M) (Attachment #5)
P3111 Creating Positions (Attachment #6)
P3124 Employment Contract (Attachment #7)
P3125.2 Employment of Substitute Teachers (Attachment #8)
P3126 District Mentoring Program (Attachment #9)
R3126 District Mentoring Program (Attachment #10)
P3141 Resignation (Attachment #11)
P3159 Teaching Staff Member / School District Reporting Responsibilities (Attachment #12)
P3231 Outside Employment as Athletic Coach (Attachment #13)

2. POLICIES & REGULATIONS: ADOPTION

Motion to adopt the following policies.

P1140 Affirmative Action Program (M) (Attachment #14)
P1510 Rights of Persons with Handicaps or Disabilities / Policy on Non-Discrimination (M) (Attachment #15)
P1530 Equal Employment Opportunity (M) (Attachment #16)
P2510 Textbook Adoption (Attachment #17)

3. ABOLISH POLICY & REGULATION

Motion to abolish the following policy and regulation.

P3244 In-Service Training (M)
R3244 In-Service Training (M)

4. APPROVE CURRICULUM

Motion to approve revisions in the following curriculum.

ESL: Advanced Beginner / Intermediate (Attachment #18)
Culinary Arts (Attachment #19)
Grade 8 Computer Technology (Attachment #20)

5. APPROVE TUITION CONTRACT: WEST WINDSOR / PLAINSBORO

Motion to approve a tuition contract in the amount of \$14,752.00 with West Windsor / Plainsboro School District for student #180261 for the 2016-2017 school year.

6. APPROVE CONTRACT – READING RECOVERY: EVESHAM TWP. BOE

Motion to approve a contract with Evesham Township Board of Education in the amount of \$2,700.00 to provide ongoing professional development for Reading Recovery teachers during the 2016-2017 school year.

7. APPROVE NURSING SERVICES PLAN: 2016-2017 (Attachment #21)

Motion to approve the 2016-2017 Nursing Services Plan.

8. IDEA FUNDING – FY 2017

Motion to authorize the acceptance and submission of an application for IDEA funds for FY 2017 as indicated.

IDEA Basic:	\$ 519,541.00
IDEA Preschool:	\$ <u>25,377.00</u>
Total:	\$ 544,918.00

9. AUTHORIZE PERMISSION TO CONDUCT RESEARCH

Motion to authorize Acting Assistant Superintendent Kim Tew to conduct research for her Ed.D degree in Teacher Leadership from Rutgers University. The research will include a program evaluation of the Robbinsville New Teacher Induction program to determine if the multi-year program helps build teacher’s self-efficacy and enhances instruction.

10. APPROVE STUDENT TEACHING CANDIDATE

Motion to approve Rider University teaching candidate, Nicholas Albani, to student teach with Katie Manning (Grade 8 Social Studies) during the Fall 2016 semester.

11. AUTHORIZE DISPOSAL OF BOOKS (Attachment #22)

Motion to authorize disposal of tattered and dog-eared library books at Sharon Elementary School as indicated.

12. SPECIAL SERVICES

a. Approve Settlement Agreement and Release

Be it Resolved by the Robbinsville Board of Education, that the terms, stipulations and conditions as established in the Settlement Agreement and Release between the Board and the parents of student #210010, which is annexed to this resolution, are hereby adopted and approved by the Board. The Board President and the School Business Administrator / Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.

b. Authorize Contracts: Commission for the Blind

Motion to approve contracts with the Commission for the Blind for the students indicated for period dating September 6, 2016 through June 20, 2017.

Level I Services = \$1,900.00 per student

<u>Student #</u>	<u>Student #</u>	<u>Student #</u>
552	220006	250002
210438	220011	1000113

Level III Services = \$12,600.00 per student

Student #
220166

c. Approve 2016 ESY Contracts: Educational Services Commission of New Jersey

i. Tuition Contract

Motion to approve a tuition contract with the Educational Services Commission of New Jersey in the amount of \$4,321.00 for student # 220011 for the period dating June 27 through August 5, 2016.

ii. Occupational Therapy

Motion to approve a contract with the Educational Services Commission of New Jersey in the amount of \$318.00 to provide additional occupational therapy for student # 220011 during the period dating June 27 through August 5, 2016.

iii. Instructional Assistant

Motion to approve a contract with the Educational Services Commission of New Jersey in the amount of \$3,190.00 for student # 220011 for the period dating June 27 and ending August 5, 2016.

13. WORKSHOPS

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

Name	Workshop Title	Date(s)	Registration	Travel Reimbursement
Anupama Benegal	Advanced Placement Summer Institute	8/8, 9, 10, 11/2016	\$ 895.00	\$ 86.92
Kristina Mannino	Legal One Training	8/23 & 24/2016	\$ 300.00	\$ 27.59
Kristina Mannino	Identifying & Serving Homeless Children & Youth	10/21/2016	\$ 0.00	\$ 7.63
Ellen Malissa	NAGC Annual Convention	11/3-6/2016	\$ 449.00	\$ 0.00
Total			\$ 1,644.00	\$ 122.14

C. FINANCE, FACILITIES & TRANSPORTATION (C.1 – 2)

Discussion: A brief discussion took place and the Board decided to wait until after the next committee meeting and a discussion with Chartwells to vote on an increase in school lunch prices.

On motion of Ms. Dee and seconded by Mr. Heilman, the Robbinsville Board of Education voted 6-0 to remove item C.1h (school lunch prices) from the agenda.

On motion of Mrs. Silvestrov and seconded by Ms. Dee, the Robbinsville Board of Education voted 6-0 to table item C.1h (school lunch prices).

On motion of Mr. Young and seconded by Ms. Dee, the Robbinsville Board of Education voted 6-0 to approve Finance, Facilities & Transportation resolutions C.1a-g, C.1i, C.2.

1. FINANCE

a. Bills and Claims (Attachment #23)

Motion to approve payment of the Bills & Claims List in the amount of \$648,736.96 for the period ending June 30, 2016 as indicated

Accounts Payable	
Fund	
11 - General Fund	\$ 632,566.62
12 - Capital Outlay	\$ 14,640.00
20 - Special Revenue	\$ -
30 - Capital Projects	\$ -
40 - Debt Service	\$ -
60 - Food Service Fund	\$ -
61 - R.E.D.	\$ 1,530.34
Unemployment	\$ -
Hand Checks	\$ -
Total	\$ 648,736.96

b. Bills and Claims (Attachment #24)

Motion to approve payment of the Bills & Claims List in the amount of \$741,534.67 for the period ending July 26, 2016 as indicated.

Accounts Payable	
Fund	
11 - General Fund	\$ 734,452.67
12 - Capital Outlay	\$ -
20 - Special Revenue	\$ -
30 - Capital Projects	\$ -
40 - Debt Service	\$ -
60 - Food Service Fund	\$ 1,442.00
61 - R.E.D.	\$ 4,758.00
Unemployment	\$ 882.00
Hand Checks	
Total	\$ 741,534.67

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 May 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. Report of the Board Secretary (Attachment #25)

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

e. Report of the Treasurer (Attachment #26)

Motion to accept the Report of the Treasurer for the period ending May 31, 2016.

f. Transfer Report: June 30, 2016

Motion to approve transfers totaling \$124,135.93 for the period ending July 30, 2016 as indicated.

Account From	Account To	Description	Amount
11-000-270-161-04-04 Special Ed Field trips	11-000-270-420-07-02 Maintenance	Additional repairs, maintenance	\$ 5,000.00
11-000-270-162-07-27 Driver Salaries	11-000-270-420-07-02 Maintenance	Additional repairs, maintenance	\$ 5,135.93

Account From	Account To	Description	Amount
11-000-262-622-05-02 Sharon Electric	11-190-100-610-01-01 RHS Supplies	Additional Supplies	\$ 38,000.00
11-000-262-622-05-03 PRMS Electric	11-190-100-610-02-01 Sharon Supplies	Additional Supplies	\$ 38,000.00
11-000-262-622-05-02 Sharon Electric	11-190-100-610-03-01 PRMS Supplies	Additional Supplies	\$ 20,000.00
11-000-262-622-05-03 PRMS Electric	11-190-100-610-03-01 PRMS Supplies	Additional Supplies	\$ 18,000.00
June 2016 2x Transfer list			\$ 124,135.93

g. Transfer Report: July 26, 2016

Motion to approve transfers totaling \$25,372.00 for the period ending July 26, 2016 as indicated.

Account From	Account To	Description	Amount
11-000-251-100-07-12 Accounting Office salary	11-000-251-100-07-11 Sec. to the BA	Contractual Salary	\$ 8,000.00
11-000-251-100-07-12 Accounting Office salary	11-000-230-105-07-11 HR salary	Contractual Salary	\$ 1,469.00
11-000-251-100-07-12 Accounting Office salary	11-000-251-100-07-00 BA salary	Contractual Salary	\$ 2,380.00
11-000-251-100-07-12 Accounting Office salary	11-000-252-100-07-08 Tech salary	Contractual Salary	\$ 3,840.00
11-000-251-100-07-12 Accounting Office salary	11-000-261-100-07-05 Maintenance salary	Contractual Salary	\$ 2,233.00
11-000-251-100-07-12 Accounting Office salary	11-402-100-100-07-00 Athletic Salary	Contractual Salary	\$ 750.00
11-000-230-334-07-02 Architect	11-000-230-332-07-01 Auditor	Line shortage	\$ 500.00
11-190-100-610-03-02 PRMS Handbooks	11-190-100-610-03-01 PRMS Teaching Supplies	Additional Teaching Supplies	\$ 1,200.00
11-000-240-600-03-01 PRMS Principal Supply	11-190-100-610-03-01 PRMS Teaching Supplies	Additional Teaching Supplies	\$ 5,000.00
Total			\$ 25,372.00

h. Establish School Lunch Prices: 2016-2017 - TABLED

Motion to establish school lunch prices for the 2016-2017 school year as indicated. There will be no increase from the prior school year.

School	<u>2015-2016</u>	<u>2016-2017</u>
SES	\$2.80	\$2.90
PRMS	\$2.95	\$3.05
RHS	a la carte	a la carte

i. Contract Award: Compass Group USA, Inc.

BE IT RESOLVED that Robbinsville Board of Education (herein referred to as the Local Education Agency or LEA) approves Chartwells School Dining Services (herein referred to as

the Food Service Management Company or FSMC) as its Food Service Management Company for the 2016-2017 school year.

BE IT FURTHER RESOLVED that the Food Service Management Company shall receive, in addition to the costs of operation, an administrative fee of \$34,511.00/year and a management fee of \$.0284 per reimbursable meal and meal equivalent to compensate the Food Service Management company management costs. These fees shall be billed monthly as a cost of operation. The Local Education Agency guarantees the payment of such costs and fee to the Food Service Management Company.

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

BE IT FURTHER RESOLVED that the per meal management fee of \$.0284 will be multiplied by total meals.

BE IT FURTHER RESOLVED that the Food Service Management Company guarantees the Local Education Agency a minimum profit return of \$16,500.00 for the school year 2016-2017. This guarantee is contingent upon the guarantee terms and requirements as stated below from the FSMC's state-approved contract.

GUARANTEE

Conditional Guaranteed Return (Unlimited). Chartwells guarantees that the return to the LEA from the Food Service Program for the school year will be \$16,500.00. If the annual operating statement shows a return less than \$16,500.00, Chartwells will pay the difference between the actual and the guaranteed amount. The Guaranteed Return is based on the following conditions and assumptions remaining in effect for the school year.

CONDITIONS

1. Cash and/or reimbursement levels from State and Federal sponsors do not fall below the levels estimated in Chartwells' proposed budget.
2. The value of USDA donated foods will not be less than the value of USDA donated foods estimated in the prior Agreement year.
3. The number of days meals are served during the school year will not be less than:

School Category	Lunch
Elementary Schools	167 days
Middle Schools	167 days
High Schools	167 days

4. Changes in district policies, practices and serving requirements including but not limited to changes in bell schedules, meal service periods or proposed staffing may result in an adjustment.
5. The student enrollment for the current year will not be less than 2,951 students.
6. The level of wages, salaries and fringe benefits will not exceed those included in

Chartwells' budget. In the event of an increase in wages or fringe benefits payable to employees as a result of unionization or changes in minimum wage rates or taxes, the guarantee shall from the date of increase in wages, minimum wage rates, taxes or fringe benefits be adjusted by such actual increase.

7. The number of participating health insurance participants does not exceed the level of participants in the prior year.
8. The selling prices of Menu Pattern Meals and a la carte selections will not be less than the prior year.
9. Service will not be interrupted as a result of fire, work stoppage, strike or school closing.
10. The LEA and its representatives including but not limited to, school principals, teachers and LEA employees shall fully cooperate with Chartwells in the implementation of the Food Service Program. The LEA shall fully cooperate with Chartwells to limit the expansion of competitive food sales in order to maximize the gross receipts and other non-cash sales of the Food Service Program.
11. The LEA shall have timely submitted all documentation for reimbursement claims, except where such failure is due to an act or omission of Chartwells.
12. Changes in legislation (including but not limited to the Healthy Hunger Free Kids Act and the Affordable Care Act), regulation, reimbursement rates, meal components or quantities required by the National School Lunch Program or the Smart Snacks in Schools Program will affect the guarantee in proportion to the impact of such change.
13. Vendor prices shall remain constant throughout the year.
14. Due to the volatile nature of raw material costs, Chartwells and the LEA shall review quarterly the costs associated with paper and plastic supplies and fuel surcharges on deliveries. Any changes in Chartwells' cost shall result in an adjustment to the guarantee.
15. Chartwells' guarantee is based on revenue amounts and service levels/requirements set forth in the proposed budget. Should a shortfall in any of these revenue amounts or service levels/requirements set forth by the LEA occur, the guarantee shall be adjusted accordingly.
16. Make-up days due to inclement weather shall have equal or greater sales revenue as a normal day of operation for the period in which the inclement weather cancellation occurred.
17. Chartwells guarantee does not account for bad debts/uncollected funds. In the event there are bad debts/uncollected funds, such amounts shall be subtracted from Chartwells' guarantee obligation.
18. The number of students eligible for free and reduced price meals will be no less than that estimated in Chartwells' proposed budget.
19. In the event labor costs are higher than the proposed budget by Chartwells, the guarantee shall be adjusted by such amount.
20. USDA donated foods received by the LEA are compatible with the menus outlined in writing by Chartwells.

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

attributable to the changes in such conditions.

2. FACILITIES

a. Building Use (Attachments #27 - 32)

Motion to approve the Buildings and Grounds Use of Facilities Schedule for the months of August and September 2016.

D. ROBBINSVILLE EXTENDED DAY PROGRAM (D.1)

On motion of Ms. Dee and seconded by Mr. Kochberg, the Robbinsville Board of Education voted 6-0 to approve Robbinsville Extended Day program resolution D.1.

1. APPROVE 2016-2017 EMPLOYMENT RENEWAL

Motion to renew Jeanine DeOre to serve as Collections / Billing Clerk at an hourly rate of \$34.79 for up to ten hours per week during the 2016-2017 school year.

XIV. HEARING OF THE PUBLIC

A. KEVIN GRECZAK

Mr. Greczak asked about the transition in after care programs from S.A.F.E. to R.E.D. Mr. Halm explained that when the Board was considering establishing an in-house aftercare program, rather than outsourcing, about 50 residents came to a Board meeting in an attempt to get the district to reconsider. As it turns out, it was a decision that has benefited the district enormously. For instance, proceeds from R.E.D. have been utilized to fund playgrounds and other things.

Mr. Greczak complimented the district on their choice of Amanda Matticks as Acting Supervisor of Curriculum and Instruction.

XV. OLD BUSINESS

Because he has reservations about PARCC, Mr. Heilman asked the Board to consider adopting a resolution indicating that PARCC should not be a graduation requirement. Other districts have passed such resolutions. Given that the State Board of Education will vote on this matter in August, Mr. Halm asked district officials to monitor the vote and provide a report to the Education, Development and Policy Committee at its next meeting.

XVI. NEW BUSINESS

None

XVII. ADJOURNMENT

On motion of Ms. Dee and seconded by Mr. Kochberg, the Robbinsville Board of Education voted to adjourn the July 26, 2016 monthly meeting at 8:46 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
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1. Employment of Staff:

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

APPOINT

Amanda	Matticks	Acting Supervisor of Curriculum	District	Appoint	8/1/2016	6/30/2017			\$100,500.00	11-000-221-104-07-09	Salary prorated for time worked
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b. Certificated Staff: (Teachers)

RESIGN

Brooke	Magan	Teacher	PRMS	Resign	8/31/2016						
Megan	Wells	Teacher	SES	Resign	8/31/2016						

APPOINT

Kathryn	Austin	Social Worker	RHS	Appoint	9/1/2016	6/30/2017		7MA	\$61,820.00	11-000-219-104-07-04	Full Time, Tenured Track
Alexandra	Cullen	Teacher	SES	Appoint	9/1/2016	6/30/2017		1 MA	\$55,542.00	11-120-100-101-07-02	Full Time, Tenured Track
Lindsay	Ward	Teacher	PRMS	Appoint	9/1/2016	6/30/2017		4BA	\$54,745.00	11-130-100-101-07-03	Full Time, Tenured Track

REVISE

Dana Joy	Carducci	Teacher	SES	Revise	9/1/2016	6/30/2017		1 MA	\$55,542.00	11-212-100-101-07-04	Revise Salary
Cherie	Gehle	Teacher	SES	Revise	9/1/2016	6/30/2017		12 BA	\$65,877.00	11-120-100-101-07-02	Revise Salary

RESCIND

Alexandra	Cullen	Teacher	SES	Rescind	9/1/2016	4/18/2017		1 MA	\$55,542.00	11-120-100-101-07-02	LR Position
John	Palumbo	Teacher	RHS	Rescind	9/1/2016	1/27/2017		1BA+30	\$54,354.00	11-140-100-101-07-01	LR Position

LEAVE OF ABSENCE

Carlie	Termun	Teacher	PRMS	Approve	9/1/2016	6/30/2017	9/1/2017				Full year contractual unpaid leave
Stacey	Cammarano	Teacher	PRMS	Approve	9/26/2016	2/28/2017	3/1/2017				Dates subject to change

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

APPOINT

Kristin	Levy	Technician	Facilities	Appoint	7/1/2016	6/30/2017			\$50.00/per hour	11-000-261-100-05-99	Sound and Light Tech. Paid hourly per event
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APPROVE

Colleen	Foundos	IA	PRMS	Approve					\$66.55	11-212-100-106-07-04	To reflect .5 paid day
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RESIGN

Thomas	Chianese	Door Monitor	RHS	Resign	6/30/2016						
Iryna	Rydzanych	IA	PRMS	Resign	8/31/2016						

RESCIND

Colleen	Foundos	IA	PRMS	Rescind					-\$66.55	11-212-100-106-07-04	To reflect .5 unpaid day
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2. Placement on the Salary Guide:

APPROVE

Thomas	Brettell	Teacher	RHS	Approve	7/1/2016	6/30/2017		13MA	\$71,936.00	11-140-100-101-07-01	From 12BA+30
Sue	Kanagawa	Teacher	RHS	Approve	9/1/2016	6/30/2017			\$68,876.33	11-140-100-101-07-08	Teaching an additional class

RESCIND

Angel	Dolina	Teacher	RHS	Rescind	9/1/2016	6/30/2017			\$68,105.33	11-140-100-101-07-08	No longer teaching an additional class
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3. Extra Work/Extra Pay:

a. Athletics:

First Name	Last Name	Title	Location	Action	Effective Date	Ending Date	Return Date	Step	Salary	GAAP Code	Notes for Discussion
Fran	Colabella	Trainer	RHS	Appoint	8/15/2016	6/30/2017			\$125.00/per event	11-402-100-100-06-01	Substitute Athletic Trainer
Morgan	Cozze	Trainer	RHS	Appoint	8/15/2016	6/30/2017			\$125.00/per event	11-402-100-100-06-01	Substitute Athletic Trainer
Erin	Panfili	Trainer	RHS	Appoint	8/15/2016	6/30/2017			\$125.00/per event	11-402-100-100-06-01	Substitute Athletic Trainer
Victoria	Radwell	Asst. Coach	RHS	Appoint	8/15/2016	12/15/2016		1	\$4,847.00	11-402-100-100-06-01	Field Hockey
Joanne	Zapicchi	Trainer	RHS	Appoint	8/15/2016	6/30/2017			\$125.00/per event	11-402-100-100-06-01	Substitute Athletic Trainer

b. Co-Curricular:

First Name	Last Name	Title	Location	Action	Effective Date	Ending Date	Return Date	Step	Salary	GAAP Code	Notes for Discussion
Nicole	Alagar	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$875.00	11-401-100-100-01-01	RHS Drama Club
Nicole	Alagar	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$3,090.00	11-401-100-100-01-01	RHS Fall Drama Tier 2 Asst. Director
Nicole	Alagar	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Winter one-acts
Jennifer	Allessio	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,750.00	11-401-100-100-01-01	SADD
Jennifer	Allessio	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,493.50	11-401-100-100-01-01	RHS 12th Grade Class Advisor
Jennifer	Allessio	Mentor for new hires	RHS	Approve Mentor	9/1/2016	6/30/2017			\$550.00		Paid via payroll by protégé Ammar Ahmed per Provisional program
Lauren	Archer	Mentor for new hires	RHS	Approve Mentor	9/1/2016	6/30/2016			\$550.00		Paid via payroll by protégé Rachel Frishberg per Provisional program
Keith	Armstrong	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$2,060.00	11-401-100-100-01-01	Debate
Jason	Armstrong	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,750.00	11-401-100-100-01-01	Literary Magazine
Marc	Began	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Robotics
Carolyn	Bonifazi	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,133.00	11-401-100-100-01-01	RHS 9th Grade Class Advisor
Carolyn	Bonifazi	Mentor for new hires	CST	Approve Mentor	9/1/2016	6/30/2017			\$550.00	11-000-221-104-09-92	Paid by District for protégé Jennifer Orlovsky
Peter	Borowski	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Robotics
Marie	Brooks	Mentor for new hires	CST	Approve Mentor	9/1/2016	6/30/2017			\$550.00	11-000-221-104-09-92	Paid by District for protégé Cynthia Devine
Michael	Bruno	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$4,326.00	11-401-100-100-01-01	RHS Yearbook
Megan	Correia	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,493.50	11-401-100-100-01-01	RHS 11th Grade Class Advisor
Bridget	Cotter	Mentor for new hires	SES	Approve Mentor	9/1/2016	6/30/2016			\$550.00		Paid via payroll by protege Alexandra Cullen per Provisional program
Caitlyn	Curran	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,648.00	11-401-100-100-01-01	Executive Council
Sylwia	Denko	Teacher	SES	Appoint Coach	9/1/2016	6/30/2017			\$34.00/per hour	11-000-221-176-09-90	Instructional Technology Coach. Not to exceed 60 hours
Lauren	DeSimone	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,030.00	11-401-100-100-01-01	Interact
Jamie	Diletto	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,648.00	11-401-100-100-01-01	Executive Counsel
Angel	Dolina	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,133.00	11-401-100-100-01-01	RHS 9th Grade Class Advisor
Greg	Dunham	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$3,296.00	11-401-100-100-01-01	RHS Marching Band Percussions
Shae	Fahey	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,750.00	11-401-100-100-01-01	FBLA
Georgiana	Foti	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,208.00	11-401-100-100-01-01	Yearbook Assistance
Laura	Francolino	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,750.00	11-401-100-100-01-01	Language Honor Society

First Name	Last Name	Title	Location	Action	Effective Date	Ending Date	Return Date	Step	Salary	GAAP Code	Notes for Discussion
Laura	Francolino	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,493.50	11-401-100-100-01-01	RHS 12th Grade Class Advisor
Laura	Francolino	Teacher	RHS	Approve Extra Pay	9/1/2016	6/30/2017			\$34.00/per hour	11-000-221-104-09-90	Italian IV re-write curriculum not to exceed 15 hours
Kenneth	Gibson	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,750.00	11-401-100-100-01-01	Model UN
Danielle	Gladysz	Mentor for new hires	SES	Approve Mentor	9/1/2016	6/30/2016			\$550.00		Paid via payroll by protégé Dana Joy Carducci per Provisional program
Edward	Holub	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,750.00	11-401-100-100-01-01	RHS Fall Drama Tech/Crew Director
Sue	Kanagawa	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,750.00	11-401-100-100-01-01	Chinese Club
Jeffery	Keller	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Robotics
Kelly	Kosch	Mentor for new hires	CST	Approve Mentor	9/1/2016	6/30/2017			\$550.00	11-000-221-104-09-92	Paid by District for protégé Tina Tumminaro
Kristen	Levy	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$2,266.00	11-401-100-100-01-01	RHS Fall Drama Tier 3 Asst. Director
Kristen	Levy	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Asst. Direct Winter one-acts
Scott	Mangieri	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,750.00	11-401-100-100-03-01	Math League
Lisa	Papp	Mentor for new hires	PRMS	Approve Mentor	9/1/2016	6/30/2016			\$550.00		Paid via payroll by protégé Asmy Ahmad per Provisional program
Jennifer	Paulino	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Video Game Development Club
Lisa	Peters	Mentor for new hires	CST	Approve Mentor	9/1/2016	6/30/2017			\$550.00	11-000-221-104-09-92	Paid by District for protégé Kristy Prybylski
Haley	Poquette	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$2,060.00	11-401-100-100-03-01	Science Olympiad
Haley	Poquette	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					FMLA
Marya	Radosti	Mentor for new hires	PRMS	Approve Mentor	9/1/2016	6/30/2016			\$550.00		Paid via payroll by protégé Ivy Osario per Provisional program
Nicole	Rokoszak	Mentor for new hires	PRMS	Approve Mentor	9/1/2016	6/30/2016			\$550.00		Paid via payroll by protégé Stephanie Naishtut per Provisional program
Daniel	Rotante	Mentor for new hires	PRMS	Approve Mentor	9/1/2016	6/30/2016			\$550.00		Paid via payroll by protégé Alyssa Gautieri per Provisional program
Laurie	Rotondo	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$2,266.00	11-401-100-100-01-01	Friends of Rachel
Samantha	Rua	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,030.00	11-401-100-100-01-01	Interact
John	Ruch	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Robotics
Erin	Serfass	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$3,296.00	11-401-100-100-01-01	RHS Marching Band Color Guard
Jennifer	Smith	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,133.00	11-401-100-100-01-01	RHS 10th Grade Class Advisor
Adrienne	Stewart	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Multicultural Club
Alison	Sussman	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Winter one-acts
Alison	Sussman	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$875.00	11-401-100-100-01-01	RHS Drama Club
Alison	Sussman	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Film Makers
Alison	Sussman	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$4,326.00	11-401-100-100-01-01	RHS Fall Drama Director
Ashley	Tarasiewicz	Mentor for new hires	PRMS	Approve Mentor	9/1/2016	6/30/2016			\$550.00		Paid via payroll by protégé Rachel Ippolite per Provisional program
Rebekah	Territo	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$2,060.00	11-401-100-100-01-01	National Honor Society
Rebekah	Territo	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$875.00	11-401-100-100-01-01	Gay/Straight Alliance
Rebekah	Territo	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$3,296.00	11-401-100-100-01-01	RHS Musical Tier 2 Asst. Director
Rebekah	Territo	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,493.50	11-401-100-100-01-01	RHS 11th Grade Class Advisor

First Name	Last Name	Title	Location	Action	Effective Date	Ending Date	Return Date	Step	Salary	GAAP Code	Notes for Discussion
Stefanie	Ucles	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,750.00	11-401-100-100-01-01	Dance Club
Elizabeth	Vaccarino	Mentor for new hires	PRMS	Approve Mentor	9/1/2016	6/30/2016			\$550.00		Paid via payroll by protégé Kayla Shanley per Provisional program
Shipla	Vast	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$4,500.00	11-401-100-100-01-01	Robotics
Cristina	Ward	Mentor for new hires	CST	Approve Mentor	9/1/2016	6/30/2017			\$550.00	11-000-221-104-09-92	Paid by District for protégé Emma Harrison
Michelle	Warren	Mentor for new hires	RHS	Approve Mentor	9/1/2016	6/30/2016			\$550.00		Paid via payroll by protégé Stacey Mauceri per Provisional program
Brian	Williams	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$875.00	11-401-100-100-01-01	Music Honor Society
Brian	Williams	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$5,202.00	11-401-100-100-01-01	RHS Musical Director
Brian	Williams	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$3,296.00	11-401-100-100-01-01	RHS Marching Band Asst. Director
Brian	Williams	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$875.00	11-401-100-100-01-01	Gay/Straight Alliance
Birch	Wilson	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$875.00	11-401-100-100-01-01	Music Honor Society
Birch	Wilson	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,750.00	11-401-100-100-01-01	RHS Musical Pit Director
Birch	Wilson	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$5,202.00	11-401-100-100-01-01	RHS Marching Band Director
Barbara	Wojtowicz	Co-Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$1,133.00	11-401-100-100-01-01	RHS 10th Grade Class Advisor
Joy	Wolfe	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$4,500.00	11-401-100-100-01-01	Robotics
Peter	Wolfe	Advisor	RHS	Appoint Advisor	9/1/2016	6/30/2017			\$4,500.00	11-401-100-100-01-01	Robotics
Thomas	Young	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Robotics
Karen	Young	Volunteer	RHS	Appoint Volunteer	9/1/2016	6/30/2017					Robotics

RESCIND

Amanda	Matticks	Teacher	SES	Rescind	9/1/2016	6/30/2017			\$34.00/per hour	11-000-221-176-09-90	Technology Coach
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c. Other:

APPROVE PAYMENT

Ilene	Addonizio	Nurse	SES	Approve Extra Pay	7/5/2016	8/11/2016			\$46.74/per hour	11-000-213-101-02-99	SES Nurse not to exceed \$750.00
Anupama	Benegal	Teacher	RHS	Approve Extra Pay	8/8/2016	8/11/2016			\$100.00/per day	11-000-221-104-09-91	Summer Institute for Physics
Christina	DeSimone	Teacher	RHS	Approve Extra Pay	8/25/2016				\$100.00/per day	11-000-221-104-09-91	ELA Workshop
Betty Jane	Oliva	Teacher	SES	Approve Extra Pay	7/5/2016	8/11/2016			\$27.00/per hour	11-401-100-100-02-01	Media Center support. No to exceed 30 hours
Tina	Tuminaro	Teacher	PRMS	Approve Extra Pay	8/25/2016				\$100.00/per day	11-000-221-104-09-91	ELA Workshop
Melissa	Young	Nurse	SES	Approve Extra Pay	7/5/2016	8/11/2016			\$49.01/per hour	11-000-213-101-02-99	SES Nurse not to exceed \$750.00
Margaret	Walsh	Teacher	SES	Appoint	8/1/2016	8/4/2016			\$34.00/per hour	11-230-100-101-09-99	JumpStart

RATIFY

Nicole	Rokoszak	Mentor	RHS	Ratify	9/30/2015	6/30/2016			\$550.00	11-000-221-104-09-92	Paid by District for protégé Christina DeSimone
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d. ESY Work:

REVISE

Anthony	Dentino	Teacher	ESY	Revise	7/5/2016	8/11/2016			\$3,138.70	11-212-100-106-04-99	80.5 total hours
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RATIFY

Jamie	Kelley	Teacher	ESY	Ratify	7/5/2016	7/7/2016			\$52.56/ per hour	11-214-100-101-04-99	Not to exceed \$709.56
Iryna	Rydzanych	Aide	ESY	Ratify	7/5/2016	8/11/2016			\$18.79/per hour	11-204-100-106-04-99	69 total hours