

Robbinsville Board of Education

Tuesday, December 18, 2018 Monthly Meeting

7:00 PM

RHS Student Activity Center

BOARD OF EDUCATION

Mr. Richard Young, President

Mrs. Jane Luciano, Vice President

Ms. Leslie Dee

Mrs. Sharon DeVito

Mr. Vito Galluccio

Mr. Thomas Halm

Mr. Craig Heilman

Mrs. Lisa Temple

Mr. Scott Veisz

SUPERINTENDENT

Dr. Kathleen A. Foster

ASSISTANT SUPERINTENDENT OF CURRICULUM & INSTRUCTION

Dr. Kim Tew

SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY

Ms. Beth Brooks

BOARD ATTORNEY

Mr. Matthew Giacobbe

Ms. Jodi Howlett

STUDENT GOVERNMENT PRESIDENT

Miss Kelly Herbert

ROBBINSVILLE BOARD OF EDUCATION
PUBLIC SESSION MINUTES

December 18, 2018

I. CALL TO ORDER PUBLIC MEETING

Board President Rich Young called the December 18, 2018 meeting of the Robbinsville Board of Education to order at 6:00 PM. He read the Public Announcement and led the flag salute.

II. ROLL CALL

Ms. Dee	Present	Mr. Galluccio	Present	Mrs. Temple	Present
Mrs. DeVito	Present	Mr. Heilman	Present	Mr. Veisz	Present
Mr. Halm	Present	Mrs. Luciano	Present	Mr. Young	Present

III. MOTION TO CONVENE IN EXECUTIVE SESSION

On motion of Ms. Dee and seconded by Mrs. Luciano, the Robbinsville Board of Education voted to enter Executive Session at 6:03 PM to discuss the topics indicated below.

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Robbinsville Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," without the public being permitted to attend, and

WHEREAS, the Board has determined that five (5) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session to be held on Tuesday, December 18, 2018 at 6:00 P.M, and

WHEREAS, the nine (9) exceptions to open public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box which will be marked when the issues to be privately discussed fall within that exception, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written:

✓ "Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is: **Attorney / Client Privilege: Residency**

✓ "Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is: **Monthly HIB Report / Monthly Violence & Vandalism Report / Student Disciplinary Matter**

✓ "Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public

officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478 (1991), the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is: **Personnel Matter**.

WHEREAS, the length of the Executive Session is estimated to be sixty (60) minutes after which the public meeting of the Board shall reconvene and proceed with business where formal action will be taken.

NOW, THEREFORE, BE IT RESOLVED that the Robbinsville Board of Education will go into Executive Session for only the above stated reasons; and

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

IV. RESUME PUBLIC SESSION – 7:04 PM

V. BOARD PRESIDENT’S REPORT

A. ROBBINSVILLE HYDROPONIC FARM

Interim Assistant Principal Laura Bond was joined by several 4th grade students as well as Director of Building and Grounds Kim Keener, Kyle Clement, Coordinator of the Hydroponic Farm and Kevin Holt, Robbinsville Township Recreation Manager to provide a presentation of a recent field trip to the Hydroponic Farm. Students discussed what they enjoyed most about the trip and what they learned that surprised them. At the conclusion of the presentation, students distributed packs of lettuce grown at the farm to members of the Board of Education. Mr. Clement informed the Board and members of the public that in February 2019 the farm will be part of a CSA and lettuce will be available for purchase.

B. RHS FALL SPORTS RECOGNITION

Athletic Director Tom Brettell introduced RHS fall student athletes. He discussed their accomplishments as well as their upcoming plans and highlighted the following among other things:

- Girls Cross Country – CVC Division Champions (8th consecutive year)
- Boys Cross Country – Group II State Qualifier (Placed 6th)
- Cheerleading – Varsity placed 1st CVC (5th consecutive year) / JV placed 3rd

Mr. Brettell also spoke about the soccer, field hockey and football teams.

VI. SUPERINTENDENT’S REPORT – Dr. Kathie Foster

A. BOARD MEMBER RECOGNITION

In appreciation of her service on the Board, Dr. Foster presented Ms. Leslie Dee with a crystal candy dish and thanked her for work and consummate professionalism during her Board tenure.

B. ENROLLMENT REPORT: December 18, 2018

School	3H	3F	4H	4F	KF	01	02	03	04	05	06	07	08	09	10	11	12	Total
RHS														313	244	231	264	1052
PRMS										269	242	263	257					1031
SES	13	6	15	4	165	181	222	231	221									1058
Subtotal	13	6	15	4	165	181	222	231	221	269	242	263	257	313	244	231	264	3141
OOD					2	1						3	3	8	5	5	10	37
Total	13	6	15	4	167	182	222	231	221	269	242	266	260	321	249	236	274	3178

School	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
RHS	980	1062	1057	1058	1054	1052	1052						
PRMS	1068	1017	1034	1034	1032	1033	1031						
SES	1134	1024	1041	1061	1062	1066	1058						
Subtotal	3182	3103	3132	3153	3148	3151	3141						
OOD	38	32	32	33	34	35	37						
Total	3220	3135	3164	3186	3182	3186	3178						

C. OUTGOING PRESIDENT’S REMARKS

Mr. Young addressed the Board and spoke about his service during 2018 as President. He also thanked Ms. Dee for her service.

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

Ms. Brooks gave a brief presentation to update the Board on the 2019-2020 budget process.

VIII. STUDENT GOVERNMENT REPORT – Kelly Herbert, President, RHS Executive Council

Kelly Herbert reported on the following:

- Boys basketball home opener
- Garrett Bilgrav won his 100th wrestling match
- The ONE Project Club and the Thea’s Star of Hope club worked together on a Holiday Drive for CHOP’s Child Life, Education and Creative Arts Therapy Program in which they were able to collect over 150 toys and activities.
- The Pet Rescue club had a pet supply drive and they collected over 356 lbs of pet supplies.
- The Model UN club competed in a conference at Rutgers University and took home four gavels including three outstanding delegation awards and one most improved delegation award. In January they will be going to Yale University to compete in another conference
- The Newspaper club is working hard to publish their special “Holiday” edition.
- Senior students and RHS teachers have been preparing for the annual “Teacher VS Student” basketball game that will take place during this year’s winter pep rally. Senior basketball students will coach their peers against the RHS staff.
- Positive Education Initiative: This month each grade will focus on a specific task within PEI. Ninth graders will learn to use Evidence, Optimism, and Perspective to fight counterproductive thoughts. Tenth through twelfth graders will learn to recognize the differences among the spectrum of communication.

IX. PRMS STUDENT COUNCIL REPORT – Hannah James, RHS Executive Council

Hannah James reported that SES held Candy Cane Day and other holiday themed days. At Pond, the Choral Concert took place and winter sports have begun.

X. COMMITTEE REPORTS

Each committee chair is invited to highlight items discussed during this month's committee meetings, if he/she so chooses. For members of the public, a copy of each committee report is on file at the Board Office. The committee reports are also available for review in a binder at the front of the room.

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

Ms. Dee reported on the following items of discussion from the December 13, 2018 meeting of the Education, Development and Policy Committee.

- **P2361.1 Social Media Archiving (NEW) (First Reading):** The Social Media Archiving policy is new and something the district needs to begin to do with all official social media accounts,
- **Play/Musical Approval Process:** At the last board meeting, some parents expressed concern about the subject matter of the RHS Fall Drama and were curious about the approval process. The play and musical are ultimately approved by the Assistant Superintendent and Superintendent. This play was advertised as PG-13. The district tries to balance shows and while this one had darker themes and was geared more for older audiences, *Beauty and the Beast* (the spring musical) has wider mass appeal.
- **Program of Studies 2019-2020**
- **Universal Homework Policy**
- **Next Meeting:** January 15, 2019 - Discussion of Special Education programming

B. PERSONNEL – Mrs. Jane Luciano, Chair

Mrs. Luciano reported on the following discussion items from the December 11, 2018 meeting of the Personnel Committee.

- **Preschool Program Addition:** Due to the increased number of referrals for Special Needs 3 year olds, the district needs to add another Preschool class and teacher to be in compliance. The new full day preschool program, BUDS, will service students who present deficits in multiple areas that impact readiness and accessibility to a General Education school environment. This will be a full day program. The position for this new class has been posted for approval at the January board meeting.
- **Teacher Retention:** The committee reviewed the statistics for teacher retention for the last two years. Comparing year over year, the numbers are as follows:
 - Before 9/2017: 31 staff members left the district. 14 at RHS, 9 at Pond, 6 at SES, and 2 from Student Services.
 - Before 9/2018: 9 teachers left. 5 at RHS, 0 at Pond, 1 at SES and 3 Student Services.These numbers include retirements, resignations for relocation and new opportunities, leave replacements.

C. FINANCE, FACILITIES, & TRANSPORTATION – Mr. Tom Halm, Chair (Mr. Vito Galluccio)

Mr. Galluccio reported on the following discussion items from the December 12, 2018 meet of the Finance, Facilities and Transportation Committee.

- **Township Shared Services Agreement:** Ms. Brooks provided FFT with the annual shared services agreement with the township for the period January 1 – December 31, 2109 for automotive repair services and for salt purchases.
- **RFP Custodial Monitoring Update and Contract (Advocate):** Ms. Keener recommended the current All Clean staff to be interviewed by Pritchard as many of the current staff have been recent hires.

- **RFP Professional Services – Auditor and Architect:** (April award)Ms. Brooks discussed the RFP three year rotation schedule and recommended to use the RFP process for the 2019-20 school year for the appointment of an Architect and to get costs comparisons for Auditor services.
- **2019-2020 Budget Planning:** Ms. Brooks provided FFT with the 2018-19 additional state aid spending plan that are recurring costs and need to be included in the 2019-20 budget. This includes approx. \$1.6 million in new positions, unfunded and/or new clubs, purchased custodial services and supplies.
- **Cadillac Tax-Impact on Negotiations:** Ms. Brooks provided FFT with two articles on the Cadillac tax. One article was issued by NJ School Boards Association entitle “Health on the Table”. The Cadillac tax is a provision of the Affordable Card Act (ACA) that has now been postponed until 2022. The article discussed the upcoming Cadillac tax and its impact on negotiations. The article recommended language to be used when negotiating a new contract. Annual Audit CAFR – draft report: Ms. Brooks stated that the CAFR must be finalized within 30 days of receiving the missing information from the state on pension liabilities, which will most likely be at the end of January.
- **Transportation** – (Report from Jen Freeman) report distributed
- **Food Services** - (Report from Sandy Perkins) report distributed
- **ESIP Phase II** – Award ESCO to Honeywell
- **Annual Comprehensive Fire Alarm Inspection:** Fire Security Technologies (FST) is recommended for approval for our annual fire alarm device inspections in the amount of \$4,855.00 for Sharon Elementary School and \$4,450.00 for Robbinsville High School. Pond Road Middle School inspections will be included in the new addressable device installation project. Two other quotes were received. FST is a certified EST Fire Panel Specialist.
- **On-going Construction Updates RHS Vestibule:** Mrs. Keener stated that the RHS transaction window is being coordinated with the contractor to be completed over holiday break.
- **Capital Improvements** - Summer projects 2019 include SES roofing and PRMS HVAC replacement
- **Next Meeting:** January 23, 2019

D. COMMUNITY RELATIONS – Mr. Craig Heilman, Chair

Mr. Heilman reported on the following discussion items from the December 5, 2018 meeting of the Community Relations Committee.

- **Workshops for Parents and Students: Internet Safety, Call to Action, Suicide Prevention:** The district is planning the following workshops to help educate students and parents around Internet Safety and Mental Health. **Pond:** As the county continues its Call to Action, George Scott will be returning to discuss mental health with 8th grade students during the day and facilitate a workshop for parents in the evening. The target date for these sessions is some time in February or March. Additionally, Pond is inviting a speaker to provide assemblies for all students and parents around anti-bullying efforts. The date will be forthcoming.
- **Internet Safety:** Daryn McCool, a parent of a Sharon School student, has volunteered to lead a workshop for parents. Mr. Veisz has agreed to work with him to create a plan for the presentation. Audience TBD.
- **Strategic Planning Committee:** The board will participate in a retreat as we envision who we currently are and where we see ourselves in the next 5 years. Dr. Foster will propose an evening meeting in early January!
- **Reading Committee Minutes:** The minutes will be streamlined so committee chairs do not have to read word-for-word at the public board meeting. To expand the district’s transparency with the community, the minutes will be posted on the website.
- **Teacher Retention Statistics:** The committee is interested in reviewing statistics regarding teacher retention since the last teacher contract.

- **Communication Ideas:** Mr. Veisz will share information that he learned at NJSBO convention regarding district's use of Facebook. Other members discussed ways to communicate the chain of command protocols and get ahead of issues that arise.

E. AD HOC SECURITY – Mr. Scott Veisz

Mr. Veisz reported on the following matters discussed during the December 4, 2018 meeting of the Ad hoc Security Committee.

- **Welcome Dan Schaffener, Robbinsville Township Fire Chief:** The committee welcomed Dan Schaffener to the security committee and looks forward to his contributions to strengthen safety in the school district.
- **Security Training for Secretaries and Office Staff, Jeff Gale:** Jeff Gale, who serves as Coordinator for School Preparedness and Emergency Planning through the Department of Education, will come to the district on the next in-service day, February 15th to conduct security training for secretaries and office personnel.
- **Stop the Bleed Campaign and Training:** Dr. Foster will reach out to the Mercer County Superintendents to invite them to Robbinsville to participate in training through the "Stop the Bleed" Campaign. Please see the blurb from the website below.

A person who is bleeding can die from blood loss in as little as 5 minutes. Therefore, bystander intervention can be crucial to saving a life. "Stop the Bleed" is a nationwide campaign to empower individuals to act quickly and save lives.

District personnel will be trained in how to apply a tourniquet. The district will purchase tourniquets to be placed next to the AEDs in each of the schools.

- **School Safety Specialist Training:** Kim Keener and Molly Avery serve as the district School Safety Specialists. They attended a training session on November 16th entitled *Threat Assessment* and have fulfilled all the required training for this district role.
- **John More training:** We are very interested in having both staff and students trained to respond in an active shooter scenario. Before contracting John More, Ms. Avery update the committee about where the district is with the implementation of ALICE training.
- **Other agenda items:**
 - Scott Kivet, Kevin Colgan, Melyssa Alonso, and Dan Schaeffener shared feedback on building security and plans for future drills.
 - Rich Young let the SROs know that he has received many compliments about their active presence in the schools.

XI. PUBLIC COMMENT: AGENDA ITEMS ONLY

A. DEBI BELLA

As REA President, Mrs. Bella began to address The Difference Card with the Board. Because it was not considered an agenda item, Mr. Young asked her to hold her comments until the second public comment session.

B. LAUREN ARCHER

A teacher at PRMS, Mrs. Archer told the Board how much her students love Kevin Colgan, the PRMS SRO. She noted that he has gone over and above with her kids.

C. SHAINA CIACCIO

Mrs. Ciaccio commended Melyssa Alonzo, the SRO at Sharon Elementary School, and said she went on a field trip with her son's class.

D. NOUSHIN KANANI

Mrs. Kanani asked for a once a month meeting in which the public could raise questions and concerns. The Board attorney indicated that meetings regarding the Board are governed by the Open Public Meetings Act and that it would be better to send questions to the Superintendent.

E. DARREN MCCOOL

Mr. McCool commented on the improvement in teacher retention and asked if the reported drop in teachers leaving the district is due to retirement.

F. LIEF BREEDEN

Mr. Breeden asked if any headway has been made on holding an Internet Awareness Night. Mr. Heilman indicated that it is in the planning stages and that the Board feels that it is important to provide a strong message.

XII. MINUTES

On motion of Ms. Dee and seconded by Mrs. DeVito, the Robbinsville Board of Education voted to approve the minutes of the November 27, 2018 monthly meeting. Mr. Heilman abstained from voting on the November 27, 2018 Executive Session minutes and Mr. Young abstained from voting on both Public and Executive session minutes. All other members voted to approve both sessions.

- November 27, 2018 Executive Session (Attachment #1)
- November 27, 2018 Public Session (Attachment #2)

XIII. AUTHORIZE SIDEBAR AGREEMENT BETWEEN THE ROBBINSVILLE BOARD OF EDUCATION AND THE ROBBINSVILLE EDUCATION ASSOCIATION

On motion of Mrs. Luciano and seconded by Mrs. DeVito, the Robbinsville Board of Education voted 9-0 to approve the following sidebar agreement to the REA contract as indicated.

K-8 clubs that have been meeting since the beginning of the 2018-2019 school year will receive the full stipend amount. Any new K-8 clubs will be pro-rated accordingly. New K-8 clubs can be added at any time and will be paid a stipend at an amount agreed upon by the Robbinsville Board of Education and the Robbinsville Education Association.

K-8 CLUBS	2018-2019	2019-2020
Robotics Club	\$1,549	\$1,564
Makerspace Club	\$1,549	\$1,564
Girls on the Run (Grades 4 & 5)	488 (Per 10 week session)	\$493 (Per 10 week session)
Let Me Run (Grades 4 & 5)	488 (Per 10 week session)	\$493 (Per 10 week session)
Chess Club	\$1,209	\$1,221
Random Acts of Kindness	\$1,209	\$1,221
Writing Club	\$1,549	\$1,564
Yoga Club	\$1,549	\$1,564

XIV. APPROVE RESOLUTIONS

A. PERSONNEL (A.1 – 8)

On motion of Ms. Dee and seconded by Mrs. Luciano, the Robbinsville Board of Education upon recommendation of the Superintendent, voted 9-0 to approve personnel resolutions A.1- 8 below and on page 16 as indicated.

8. APPROVE RHS ADMINISTRATIVE INTERNS

Motion to approve Ken Gibson and Emma Harrison to serve as administrative interns with RHS Assistant Principal Nicole Mumpower for the period dating from January 2, 2019 through June 21, 2019. There will be no cost to the district.

B. EDUCATION, DEVELOPMENT & POLICY (B.1-9)

On motion of Ms. Dee and seconded by Mrs. DeVito, the Robbinsville Board of Education upon recommendation of the Superintendent, voted 9-0 to approve Education, Development and Policy resolutions B.1-9 as indicated.

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

Motion to accept without modification the Superintendent's Report on Harassment, Intimidation and Bullying for the period ending December 18, 2018.

2. APPROVE MONTHLY VIOLENCE & VANDALISM REPORT

Motion to approve the monthly Violence and Vandalism Report for December 18, 2018.

3. REVIEW POLICIES & REGULATIONS: FIRST READING (Attachment #4)

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

P2361.01 Archiving of Social Media (New) (Attachment #4)

4. APPROVE 2019-2020 RHS PROGRAM OF STUDIES (Attachment #5)

Motion to approve the 2019-2020 Robbinsville High School Program of Studies.

5. APPROVE WESTMINSTER CHOIR COLLEGE JR. PRACTICUM STUDENTS

Motion to approve the following students from Westminster Choir College to complete the Junior Practicum component of their teaching program with Brian Williams in January 2019.

Sarah Boone

Elena Byassee

Corinna Cardone

6. APPROVE RIDER CANDIDATE FOR CLASSROOM OBSERVATION

Motion to approve Jeffrey Applegate to observe classes with Allison Sussman as part of Rider University's MAT / Post-Baccalaureate Initial Teacher Certification Program.

7. STUDENT SERVICES

a. Approve Tuition Contract: Coastal Learning Center of Monmouth

Motion to approve a tuition contract with Coastal Learning Center of Monmouth in the amount of \$39,954.68 for student #220009 for the period dating from November 19, 2018 through June 30, 2019.

b. Approve Mercer County Special Services School District for Academic Instruction

Motion to approve a contract with Mercer County Special Services School District in an amount not to exceed \$2,460.00 for provision of academic instruction for student #170026 for the period dating from November 27, 2018 through June 30, 2019.

c. Approve Contract: Technology for Education and Communication

Motion to approve a contract in the amount of \$975.00 with Technology for Education & Communication to conduct an augmentative communication evaluation for student #170026.

8. APPROVE CONFERENCES, WORKSHOPS AND SEMINARS

Motion to approve the following conferences, workshops and seminars for district staff to meet professional development requirements.

Name	Workshop Title	Date(s)	Location	Registration	Reimbursement
Molly Avery	Safe Schools Liaison Training	1/7-11/2019	Egg Harbor, NJ	\$350.00	\$0.00
Rajneet Bajnath Kelly MacDuff Randi Bucca Julianne Rossi Devon Nocito	Innovations in SPED Technology (\$149.00 each)	1/11/2019	Monroe, NJ	\$745.00	\$0.00
Kimberly Bramley	Innovations in SPED Technology	1/11/2019	Monroe, NJ	\$149.00	\$8.31
Pamela Marsola	Increase Your ELL Students' Success in School (K-4)	1/14/2019	Voorhees, NJ	\$259.00	\$25.42
Rachel Frishberg	Do More For Students by Doing Less for Students	1/15/2019	Voorhees, NJ	\$249.00	\$23.37
Stephanie Lewandowski	Do More For Students by Doing Less for Students	1/15/2019	Voorhees, NJ	\$249.00	\$23.37
Kasey Kenworthy	Do More For Students by Doing Less for Students	1/15/2019	Voorhees, NJ	\$249.00	\$23.37
Adam Tatgenhorst	NJ Digital Citizenship Symposium	1/17/25019	Montclair, NJ	\$199.00	\$37.82
Anna Maria Hernandez	NJ Digital Citizenship Symposium	1/17/2019	Montclair, NJ	\$199.00	\$39.62
Linda Zaffarese	The Role of the School Climate Team	1/30/2019	New Brunswick, NJ	\$0.00	\$18.10
Kimberly Bramley	Mental Health & Intellectual & Development Resources Fair	1/31/2019	West Windsor, NJ	\$0.00	\$2.54
Jennifer Miller	Mental Health & Intellectual & Development Resources Fair	1/31/2019	West Windsor, NJ	\$0.00	\$2.54
Alisa Ialacci	Develop Growth Mindset in Math Grades 6-12	2/1/2019	Voorhees, NJ	\$269.00	\$23.87
Andrew Bruno	Develop Growth Mindset in Math Grades 6-12	2/1/2019	Voorhees, NJ	\$269.00	\$23.68
Lindsay Ambriz	Special Services Professional Development Academy	2/5/2019	Piscataway, NJ	\$0.00	\$22.32
Deniela LoPresti	Special Services Professional Development Academy	2/5/2019	Piscataway, NJ	\$0.00	\$21.08
Katelyn Passafaro	Special Services Professional Development Academy	2/5/2019	Piscataway, NJ	\$0.00	\$21.08
Lisa Caroselli	Special Services Professional Development Academy	2/5/2019	Piscataway, NJ	\$0.00	\$21.08
Nicole Loprete	Special Services Professional Development Academy	2/5/2019	Piscataway, NJ	\$0.00	\$22.32

Name	Workshop Title	Date(s)	Location	Registration	Reimbursement
Claire Corliss Deniela LoPresti Kate Passafaro Lisa Caroselli Lindsay Ambriz Nicole Loprete	Rescheduled dates from the 10.30.2018 BOE Agenda Special Services Professional Development Academy	New Dates: 2/5/2019 4/10/2019 5/7/2019	Piscataway, NJ	\$300.00	\$0.00
Jessica Buznitsky	Strategies & Structures for Teaching Reading & Writing	2/28/2019	Livingston, NJ	\$209.00	\$0.00
Julie Caiola	Teaching Science Though Issues	3/7 & 14/2019	Ewing, NJ	\$0.00	\$17.36
Amanda Carpena Sarah Paluzzi	Ignite Passion with Purpose	3/22/2019	West Windsor, NJ	\$408.00	\$0.00
Ellen Malissa	Ignite Passion with Purpose	3/22/2019	West Windsor, NJ	\$144.00	\$0.00
Lindsay Ambriz	Rescheduled dates from the 10.30.2018 BOE Agenda Special Services Professional Development Academy	4/10/2019 5/7/2019	Piscataway, NJ	\$0.00	\$44.64
Total				\$4,247.00	\$421.89

9. APPROVE FIELD TRIPS

Motion to approve the following field trip(s) to take place during the 2018-2019 school year as indicated. With the exception of Community-Based Instruction (CBI), the district will incur no admission/transportation costs.

<u>Month/Year</u>	<u>School</u>	<u>Class</u>	<u>Destination</u>	<u>Cost / Pupil</u>	<u>Purpose</u>
12/18	RHS	Choir	Senior Center	N/A	Concert
12/18	RHS	Robotics	Williamstown Middle School	\$40.00	Competition
12/18	RHS	Robotics	Wissahickon Middle School	\$8.34	Competition
12/18	RHS	ESL	NJ State Museum	\$60.00	Supports Curriculum
1/19	RHS	Model UN	Yale University (3 Nights)	\$250.00	Competition
1/19	RHS	Science Olympiad	Camden County College	N/A	Competition
1/19	RHS	Teen Pep	Robbins House	N/A	Workshop
1/19	RHS	Virtual Enterprise	Albright College	N/A	Competition
2/19	RHS	Choir	Westminster Choir College	\$10.00	Workshop
3/19	RHS	Virtual Enterprise	GOOGLE	N/A	Supports Curriculum
4/19	RHS	Choir/Band	Washington DC (4 days)	\$775.00	Workshop

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

On motion of Ms. Dee and seconded by Mr. Heilman, the Robbinsville Board of Education upon recommendation of the Superintendent, voted 9-0 to approve Finance, Facilities and Transportation resolutions C.1-3 as indicated. Mrs. Temple abstained on item C.2a.

1. FINANCE

a. Bills and Claims: December 18, 2018 (Attachment #6)

Motion to approve payment of the bills & claims list in the amount of \$4,106,897.31 for the period ending December 18, 2018 as indicated.

Accounts Payable		
Fund		
11 - General Fund	\$	972,267.43
12 - Capital Outlay	\$	89,873.36
20 - Special Revenue	\$	24,932.06
30 - Capital Projects	\$	-
40 - Debt Service	\$	-
60 - Food Service Fund	\$	71,233.59
61 - R.E.D.	\$	4,745.94
Unemployment	\$	-
Hand Checks	\$	332,563.92
Subtotal	\$	1,492,616.30
Payroll: 11/30/2018	\$	1,208,574.14
Payroll: 12/15/2018	\$	1,402,706.87
Total	\$	4,106,897.31

b. Certification of Board Secretary

Pursuant to N.J.A.C. 6A:23-2.12(a), I, Beth Brooks, Board Secretary/School Business Administrator, certify that as of November 30, 2018 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 #7)

Motion to accept the Report of the Board Secretary for the period ending November 30, 2018.

d. Report of the Treasurer (Attachment #8)

Motion to accept the Report of the Treasurer for the period ending November 30, 2018.

e. Approve Transfer Report

Motion to approve the transfer report totaling \$39,560.00 for the period ending December 18, 2018.

Account From	Account To	Description	Amount
11-401-100-600-03-01-040 PRMS Co-Curr. Supplies	11-000-270-512-07-04 Class trips	Science Olympiad- Middlesex CC	\$ 1,050.00
11-401-100-600-03-01-040 PRMS Co-Curr. Supplies	11-000-270-512-07-04 Class trips	Science Olympiad- Union CC	\$ 1,000.00
11-401-100-600-01-01 Co-Curr. Supplies	11-402-100-100-06-01-030 RHS Athletic Salaries	Winter Asst. Cheer Coach	\$ 3,439.00
11-000-270-515-07-01 Jointures	11-000-270-518-07-01 MCSSD	Additional Route	\$ 27,510.00
11-401-100-600-01-01 RHS Co-Curr. Supplies	11-190-100-340-01-01 RHS Purchased Services	Additional Purchased Services	\$ 6,561.00
TOTAL DECEMBER 18 Transfers:			\$ 39,560.00

f. Accept Profits from Sale of SRECs (Solar Renewable Energy Certificates)

Motion to accept the profits from the sale of 84 SRECs in the amount of \$213.00 each on December 12, 2018 netting a profit for the district of \$17,892.00. The transfer was facilitated by Flett Exchange, LLC.

g. Authorize Contract: Advocate

Motion to authorize a contract in the amount of \$3,600.00 with Edvocate for the period dating from January 1, 2019 through June 30, 2019 for ongoing contract monitoring of Pritchard, Inc. to ensure compliance. The Board will have the option to renew for four one-year terms in the amount of \$5,700.00 per year. Edvocate will also provide training for a District Inspector at the rate of \$475.00 per day not to exceed two days.

h. Approve Agreement: Fire Security Technologies (Sole Source Provider)

Motion to approve an agreement with Fire Security Technologies, as sole source provider, in the amount of \$4,855.00 for Sharon Elementary School and \$4,450.00 for Robbinsville High School for Annual Fire Alarm System Inspections. The Pond Road Middle School addressable device replacement project previously approved will include complete system inspection at no additional cost.

i. Authorize Shared Service Agreement between RBOE and Robbinsville Township

Motion to enter into a shared service agreement between the Robbinsville Board of Education and Robbinsville Township for the provision of automotive repairs and salting of parking lots for the period dating from January 1, 2019 through December 31, 2019. The Township shall charge the BOE for automotive services as follows:

- a. Labor rate of \$65.00 per man hour
- b. 10% over Township cost for all repair parts and sublet parts. No charge will be made for parts which are supplied by the BOE.
- c. The BOE will be billed for salt usage at \$87.75 per ton, and \$65.00 per hour for Salt Truck w/ Driver. A typical salting event would require 3 tons of salt and one hour.

j. Accept Donations: First Robotics Team 2590

Motion to accept donations as indicated and designated to support the First Robotics Team 2590. The Board is appreciative of these generous donations and support.

Robbinsville Education Association	\$2,000.00
Gloria Nilson & Company Real Estate	<u>\$2,000.00</u>
Total	\$4,000.00

2. FACILITIES

a. Building Use (Attachments #9 - #14)

Motion to approve the Buildings and Grounds Use of Facilities Schedule for the months of January – February 2019.

b. Approve Completion of Fire and Security Drills: November 2018

Motion to approve Fire and Security Drills for the 2018-2019 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	9.24.18	9.25.18			
October	10.25.18		10.25.18		
November	11.21.18				AED Drill: 11.27.18

PRMS	Fire Drill	Lockdown / Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
September	9.21.18	9.12.18			
October	10.29.18		10.17.18		
November	11.21.18			11.21.18	

SES	Fire Drill	Lockdown/ Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
September	9.13.18	9.21.18		9.21.18	
October	10.17.18		10.24.18		10.10.18 Safety & Readiness Mtg.
November	11.30.18				11.15.18 Bus Evac. / Modified Dismissal

3. TRANSPORTATION

a. Approve Completion of the School Bus Emergency Evacuation Drills

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

Date: October 30, 2018
 Time: 9:20 am-10:50 am
 School: St. Gregory the Great Academy
 Location: 4680 Nottingham Way Hamilton NJ 08690
 Route number(s): GRG-1
 Person Overseeing: Dr. Jason C. Briggs

D. ROBBINSVILLE EXTENDED DAY PROGRAM (D.1)

On motion of Mrs. DeVito and seconded by Ms. Dee, the Robbinsville Board of Education upon recommendation of the Superintendent, voted 9-0 to approve Robbinsville Extended Day Program resolution D.1 as indicated.

1. APPROVE NEW HIRE

Motion to hire John Marotta to serve in the position of RED door monitor at Sharon Elementary School effective on January 2, 2019. Mr. Marotta will be compensated at the rate of \$21.00 per hour.

XVI. PUBLIC COMMENT: AGENDA & NON-AGENDA ITEMS

A. DEBI BELLA

Mrs. Bella spoke about the negative impact that the Difference Card is having on employees. She noted that REA has logged over 150 formal complaints from staff members and asked what the district is doing to rectify the problems. She indicated that requiring payment up front has created a hardship for many and that staff is reluctant to use the card. She noted that when the district changed insurance carriers the staff was promised a policy that would be equal to or better than the old policy. She also said that she would provide additional evidence to the Board upon request.

Ms. Brooks indicated that the administration is scheduled to meet with representatives of the Difference Card as well as the insurance brokers on December 20th. She requested that Mrs. Bella provide her with a list of issues in time for this meeting.

B. BRIAN HAYES

Mr. Hayes discussed how frequently in today's world misinformation is mistaken for fact and indicated that students must have the ability to discern fake news from real news. He said that it would be great if Robbinsville could incorporate this into the Robbinsville Ready skill set and take a prominent lead on this issue.

C. DARREN MCCOOL

Mr. McCool asked how recently the policy on inclement weather had been updated and indicated that he has received a FAQ from the township on plowing protocol. He said that it would be helpful if the township had copies of the district bus routes.

D. MICHAEL MCGOWAN

Thanked Mr. Young for his leadership. Said he took active shooter training and feels that all students should as well.

E. JOE MOLLICA

Mr. Mollica asked when the English / LAL curriculum would be revised and emphasized the need for better writing skills. He distributed a letter from Dr. Foster to the Board and indicated that teachers are not to blame.

XVII. OLD BUSINESS - None

XVIII. NEW BUSINESS

Due to a recent parent accident at RHS, a discussion took place about marking the RHS perimeter more clearly. Although it is currently one way, it is currently difficult to discern.

Mr. Young asked the Board to look at the issue of vaping in 2019.

XIX. ADJOURNMENT

On motion of Mrs. Luciano and seconded by Ms. Dee, the Robbinsville Board of Education voted to adjourn the December 18, 2018 monthly meeting at 8:48 PM.

Respectfully submitted,

Beth Brooks
School Business Administrator / Board Secretary