



**PUBLIC SESSION MINUTES**

**BOARD OF EDUCATION**

**Mrs. Carol Boyne, President**

**Mr. Matthew O’Grady, Vice President**

**Mrs. Shaina Ciaccio**

**Dr. Vincent J. Costanza**

**Mrs. Sharon DeVito**

**Mrs. Florence Gange**

**Mr. Thomas Halm, Jr.**

**Mr. Keith Kochberg**

**Mr. Matthew O’Grady**

**Mrs. Faith Silvestrov**

**SUPERINTENDENT OF SCHOOLS**

**Dr. Steven J. Mayer**

**ASSISTANT SUPERINTENDENT**

**Dr. Kathleen A. Foster**

**SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY**

**Mr. Robert DeVita**

**STUDENT GOVERNMENT PRESIDENT**

**Emily Kratz**

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

**February 25, 2014**

**I. CALL TO ORDER PUBLIC MEETING**

President Carol Boyne called the February 25, 2014 meeting of the Robbinsville Board of Education to order at 6:08 PM. She read the *Statement of Public Meetings* and led the flag salute.

**II. ROLL CALL**

Mrs. Boyne	Present	Mrs. DeVito	Present	Mr. Kochberg	Absent
Mrs. Ciaccio	Present	Mrs. Gange	Arrived 6:09PM	Mr. O'Grady	Present
Dr. Costanza	Present	Mr. Halm	Present	Mrs. Silvestrov	Arrived 6:10PM

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

On motion of Mr. O'Grady and seconded by Mr. Halm, the Board voted 7-0 to enter into Executive Session at 6:08 PM to discuss the following matters.

- A. Harassment, Intimidation & Bullying Monthly Report
- B. Negotiations
- C. Personnel
- D. Student Matter

**IV. MOTION TO RESUME PUBLIC SESSION**

On motion of Mr. Halm and seconded by Mr. O'Grady, the Board voted 9-0 to resume Public Session at 7:14 PM.

**V. BOARD PRESIDENT'S REPORT – Mrs. Carol Boyne**

Mrs. Boyne shared reflections on an NJSBA Leadership Training workshop that she attended on February 8<sup>th</sup>. She expressed appreciation for the fact that, in comparison with other districts in attendance, the relationship between the Robbinsville administrative team and the board is healthy and functional. This was reinforced by the Mercer County Superintendent during the February 10<sup>th</sup> NJQSAC visit when she indicated that she is impressed with the district's ability to work within its limited budget in spite of being funded at \$6.4M under adequacy.

Mrs. Boyne recognized RHS Business Teacher Tawrye Mason. Mrs. Mason in turn introduced members of Virtual Enterprise. The students described their experiences both in and out of school within the organization. This year, Robbinsville joined V.E. International allowing the teams to partner with such high profile businesses as Deloitte and Touche and Apple to form networking connections and pursue internship opportunities.

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

In a follow up to last month's Board meeting, Dr. Mayer announced that he and members of the ad hoc security team met with township officials to discuss adding new language regarding police access to the schools to the Uniform Memorandum of Understanding. The group decided to defer to the County Prosecutor who indicated that he had no issue with the way the revision is worded.

In a mid-year review of 2013-2014 District / Superintendent Goals, Dr. Mayer reviewed the following:

- **Technology** – A committee was established in the fall to explore technology options (Chromebooks or Tablets) which will allow students to take the PARCC assessment electronically. To date members have visited Hillsboro and have upcoming meetings scheduled in West Windsor and Shore Regional. The committee is charged with making a recommendation for the pilot by the end of the school year.

Board members expressed concerns about WIFI access and the cost to the district of this unfunded mandate. Dr. Mayer indicated that the district is upgrading access point coverage. He also noted that the cost of the PARCC initiative will cost the district approximately \$1.1Million for 1:1 coverage.

- **K-12 Math Objective** – As part of the K-12 math objective, the district accepted an invitation from the University of Pennsylvania to participate in a K-5 math study.
- **Referendum Project** – The goal was to be on schedule and under budget. Due to factors beyond the general contractor’s control, the project will not be completed in time to open in September 2014. To date, however, it is coming in under budget. Plans to hold a meeting with third grade parents are under consideration at this time.
- **Crisis Drilling** – An intentional component of the district’s drilling procedures to ensure that all protocols are adhered to, schools have been pulling students as a means to affirm that drilling methods are being followed. Various scenarios have been instituted, i.e. lunch time drills, random lock downs.
- **Community Relations** – Interaction is ongoing.

A discussion ensued and Board members asked the Superintendent if, in his opinion, the district is on the right path. Dr. Mayer indicated that establishing five consistent goal areas has served as a guide to keep the district focused, aligned and moving forward in a way that is beneficial to the school community.

## **VII. SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Robert DeVita**

Mr. DeVita provided information on the following matters.

- **2014-2015 Preliminary Budget Hearing:** March 6, 2014
- **State Aid:** Governor Christie stated that districts would receive more aid this year than last
- **Revision in BOE Meeting Schedule:** April meeting rescheduled to align with new state budget timeline (April 29<sup>th</sup> – 5<sup>th</sup> Tuesday)
- **Capital Reserve Funds:** Camera installation at SES / Camera upgrades at RHS & PRMS / New carpeting at PRMS

## **VIII. STUDENT GOVERNMENT REPORT – Emily Kratz**

Emily Kratz reported on the following matters.

**Clubs & Activities:** Mrs. Mason, February Teacher of the Month / Model UN / Athletics / FBLA Fashion Show / Friends of Rachel / Robotics / Project Unify / Mr. RHS

**Student Government:** Semi Formal / Kindness Week

**Upcoming Events:** Q&A Annual 5K – June 7, 2014

**IX. 2014 BOARD OF EDUCATION MEETING DATES (Revisions in Bold)**

On motion of Mrs. Silvestrov and seconded by Mr. Kochberg, the Board voted 9-0 to approve revisions to the 2014 Board of Education meeting dates as indicated.

Establish the 2014 meeting dates for the Board of Education as the 4<sup>th</sup> Tuesday of every month at 7:00 P.M. to be held in the Robbinsville High School Student Activity Center unless otherwise noted. Should an executive session be necessary, the start time of the regular meeting will be adjusted to begin at 6:00 P.M. In this event, no action will be taken until regular session resumes at 7:00 P.M. Additional executive sessions may be scheduled during and/or after a regular session of the Board, depending on necessity, for the purpose of discussing confidential matters that are permitted to be discussed in executive session under the Open Public Meetings Act. Information pertaining to the discussion will be made available to the public as soon as possible once the reasons for confidentiality are no longer applicable.

January 28, 2014	July 29, 2014
February 25, 2014	August 26, 2014
March 6, 2014 – Preliminary Budget Hearing	September 23, 2014
March 25, 2014	October 28, 2014
<b>April 29, 2014 – Final Budget Hearing</b>	November 18, 2014
May 27, 2014	December 16, 2014
June 24, 2014	January 5, 2015 - Reorganization
<b>June 30, 2014 – BOE Retreat</b>	

**X. APPROVE CALENDAR REVISIONS 2013-2014 (Attachment #2)**

On motion of Mrs. DeVito and seconded by Mr. Kochberg, the Board voted 9-0 to approve revisions to the 2013-2014 district calendar based upon school closures due to inclement weather.

**XI. APPROVE CALENDAR REVISIONS 2014-2015 (Attachment #3)**

**Discussion:** Revisions include snow days and Veteran’s Day.

On motion of Mrs. Silvestrov and seconded by Mr. Kochberg, the Board voted 8-1 to approve revisions to the 2014-2015 district calendar. Mr. O’Grady dissented.

**XII. MINUTES**

On motion of Mr. Halm and seconded by Mrs. Ciaccio, the Board voted 7-0 to approve the minutes of the January 28, 2014 meeting of the Robbinsville Board of Education as indicated.

- January 28, 2014 Public Session (Attachment #4) – Abstained: Mr. Kochberg / Mrs. Silvestrov
- January 28, 2014 Executive Session – Abstained: Mr. Kochberg / Mrs. Silvestrov

**XIII. COMMITTEE REPORTS**

**A. COMMUNITY RELATIONS – Mrs. Sharon DeVito**

Mrs. DeVito requested that Board members send their thoughts and ideas to her or Dr. Mayer about how the committee should evolve.

## **B. EDUCATION, DEVELOPMENT & POLICY – Dr. Vincent Costanza**

Dr. Costanza reported on the following Education, Development and Policy Committee matters.

- **2014-2015 Budget Review**
- **Curriculum Updates / Professional Development:** Calculus, K-3 Art and 4-8 Technology under revision / PD day postponed due to weather / Continued work planned to help teachers understand Danielson Observation Tool / 6-8 ELA teachers working with Supervisor on new implementation of ELA Curriculum Guide
- **CCSS Implementation / Parent Response:** Positive feedback from other districts / No parental response
- **K-5 Standards-based Report Card Update:** No new feedback from parents
- **Student Data Presentation:** Work to continue throughout school year / Summary reports describing internal processes for increasing achievement to be created

## **C. PERSONNEL – Mrs. Florence Gange**

- **2014-2015 Budget Review**
- **Regular Personnel Agenda**
- **Personnel Matter**
- **Desk Audit / Office Responsibilities at SES**
- **Leave Replacement for Athletic Director**

## **D. FINANCE, FACILITIES, & TRANSPORTATION – Mr. Thomas Halm**

- **2014-2015 Budget Review**
- **Transportation Incident Report**
- **RED**
- **NJQSAC**
- **Construction Update & Third Grade Parent Update:** A parent meeting will be scheduled to discuss the construction timeline and the necessity for current third graders to transition to PRMS rather than to remain at SES in September 2014.
- **Windsor Future:** As appraisals were less than optimal, the district will proceed slowly and explore options that may help to generate revenue. If, after moving all kindergarten classes to SES, the district wants to reinstate as a school, continuous use will be a requirement.
- **Chartwells:** Party program in need of price revision
- **Renewal of Lawn Maintenance Contract**

**Discussion:** The Board discussed options for the future of Windsor School. Mrs. Gange stressed the importance of stewardship and preserving the historic nature of Windsor. Board members agreed to develop a strategic list of one-time needs vs. permanent needs to help determine how the building can be used to the best advantage. One member suggested that the building may be able to host a tuition based kindergarten program for a neighboring town.

## **E. NEGOTIATIONS – Mr. Thomas Halm**

Mr. Halm reported that the first meeting between the Board and REA representatives took place on February 24, 2014 at which time the groundwork for moving forward was established. The next meeting is scheduled for March 3, 2014.

## **XIV. HEARING OF THE PUBLIC**

None

**XV. APPROVAL OF RESOLUTIONS**

**A. PERSONNEL (A.1 – 3)**

**Discussion:** Mrs. Boyne expressed appreciation to Mrs. Eisenger for her years of services and noted on the personnel agenda the alumni returning to Robbinsville to pursue careers in education.

On motion of Mrs. Gange and seconded by Mr. O’Grady and carried by a vote of 9-0, the Robbinsville Board of Education voted to approve Personnel resolutions XV A.1-3 as indicated on pages 16-18.

**B. EDUCATION, DEVELOPMENT, & POLICY (B.1 – 5)**

On motion of Dr. Costanza and seconded by Mr. Halm and carried by a vote of 9-0, the Robbinsville Board of Education voted to approve Education, Development and Policy resolutions XV B.1-5.

**1. HARASSMENT, INTIMIDATION & BULLYING MONTHLY REPORT**

Motion to accept without modification the Superintendent’s Report on Harassment, Intimidation and Bullying for the period ending February 25, 2014.

**2. APPROVE STAFF FOR RIDER UNIVERSITY JUNIOR PRACTICUM STUDENTS**

Motion to approve the following staff members to work with Rider University Junior Practicum students during the Spring 2014 semester.

**Rider Candidates**

Joseph Fulciniti  
Robyn Stein  
Rebecca Witt

**Cooperating Teacher**

Brian Williams  
Brian Williams  
Brian Williams

**3. SPECIAL SERVICES**

**a. Approve Tuition Contract: Garfield Park Academy**

Motion to approve a tuition contract with Garfield Park Academy in the amount of \$21,331.00 for student # 150023 for the period of February 12, 2014 through June 20, 2014.

**b. Approve Professional Service Contract: Irene McClure**

Motion to approve a contract with Irene McClure at the rate of \$45 per hour and not to exceed 40 hours to provide interpreter services on an as needed basis for student #150225.

**c. Approve Psychiatric Evaluations: Princeton Mental Health**

Motion to approve Princeton Mental Health to conduct psychiatric evaluations on an as needed basis in the amount of \$550.00 each.

**4. FIELD TRIPS**

**a. Robbinsville High School**

Motion to approve the following field trip(s) for Robbinsville High School during the 2013-2014 School Year as indicated. The district will incur no admission or transportation costs.

**Liberty Science Center-Philadelphia, PA**

Date: 3/19/14  
Number of Pupils Participating: 50  
Teacher/Other Chaperones: 3 / 2  
Approximate Cost per Pupil: \$40.00  
Time Scheduled to Leave/Return: 7:30 am / 2:00 pm  
Bus Service: Irvin Raphael Inc.  
Class/Group: H & CP Anatomy & Physiology  
Purpose: Students will have the opportunity to observe live surgery and interact with surgeon and equipment utilized, applying their knowledge of human anatomy and physiology.

**Liberty Science Center-Philadelphia, PA**

Date: 3/25/14  
Number of Pupils Participating: 50  
Teacher/Other Chaperones: 3 / 2  
Approximate Cost per Pupil: \$40.00  
Time Scheduled to Leave/Return: 7:30 am / 2:00 pm  
Bus Service: Irvin Raphael Inc.  
Class/Group: H & CP Anatomy & Physiology  
Purpose: Students will have the opportunity to observe live surgery and interact with surgeon and equipment utilized, applying their knowledge of human anatomy and physiology.

**McGraw Hill Financial-New York, NY**

Date: 4/2/14  
Number of Pupils Participating: 6  
Teacher/Other Chaperones: 2 / 1  
Approximate Cost per Pupil: \$50.00  
Time Scheduled to Leave/Return: 6:00 am / 6:00 pm  
Bus Service: BOE/NJ Transit  
Class/Group: Virtual Enterprise  
Purpose: Business Plan Competition

**69<sup>th</sup> Regiment Armory-New York, NY**

Date: 4/3/14  
Number of Pupils Participating: 50  
Teacher/Other Chaperones: 4 / 2  
Approximate Cost per Pupil: N/A – Paid for by fundraiser  
Time Scheduled to Leave/Return: 5:00 am / 5:00 pm  
Bus Service: Triple D Travel  
Class/Group: Virtual Enterprise  
Purpose: Tradeshow Virtual Enterprise

**Mutter Museum-Philadelphia, PA**

Date: 4/8/14  
Number of Pupils Participating: 18  
Teacher/Other Chaperones: 2 / 0  
Approximate Cost per Pupil: \$25.00  
Time Scheduled to Leave/Return: 9:00 am / 2:00 pm  
Bus Service: First Student Inc.  
Class/Group: Honors Biology & Research in Genetics  
Purpose: Students will have the opportunity to observe first hand human polymorphisms: Evolution & Genetics.

**TCNJ-Ewing, NJ**

Date: 5/2/14  
Number of Pupils Participating: 16  
Teacher/Other Chaperones: 2 / 0  
Approximate Cost per Pupil: \$0.00  
Time Scheduled to Leave/Return: 7:30 am / 2:00 pm  
Bus Service: BOE  
Class/Group: TSA  
Purpose: NJ Technology Student Association High School Conference-STEM students from around the state compete in many events.

**Grounds for Sculpture-Hamilton, NJ**

Date: 5/7/14  
Number of Pupils Participating: 20  
Teacher/Other Chaperones: 2 / 0  
Approximate Cost per Pupil: \$15.00  
Time Scheduled to Leave/Return: 9:30 am / 1:30 pm  
Bus Service: BOE  
Class/Group: All levels of French  
Purpose: Students will view sculptures related to celebrate French impressionist paintings of Renoir, Monet.

**b. Pond Road Middle School**

Motion to approve the following field trip(s) for Pond Road Middle School during the 2013-2014 School Year as indicated. The district will incur no admission or transportation costs.

**Buehler Challenger & Science Center-Paramus, NJ**

Date: 2/19, 2/20, 2/21/2014  
Number of Pupils Participating: 195(total for 3 days)  
Teacher/Other Chaperones: 19 / 0 (total for 3 days)  
Approximate Cost per Pupil: \$23.00  
Time Scheduled to Leave/Return: 8:15 am / 2:30 pm  
Bus Service: Irvin Raphael Inc.  
Class/Group: 5<sup>th</sup> grade  
Purpose: Provide and apply real world science experience that reflects the classroom content and knowledge.

**c. Special Services**

Motion to approve the following field trips for Special Services as indicated. These trips are an integral part of the educational/vocational program and the district may incur admission/transportation costs.



**Bricks4Kidz-Lawrenceville, NJ**

Date: 1/22/14  
Number of Pupils Participating: 16  
Teacher/Other Chaperones: 8 / 1  
Approximate Cost per Pupil: \$20.00  
Time Scheduled to Leave/Return: 9:00 am / 1:15 pm  
Bus Service: BOE  
Class/Group: Archer/Kohan

Purpose: Students will be able to work together to build using “legos” as well as practice money skills while at restaurant. Practicing “life skills in the real world”.

**Windsor School- Robbinsville, NJ**

Date: 2/5/14  
Number of Pupils Participating: 5  
Teacher/Other Chaperones: 2 / 0  
Approximate Cost per Pupil: \$0.00  
Time Scheduled to Leave/Return: 9:15 am / 10:15 am  
Bus Service: BOE  
Class/Group: RHS SOAR

Purpose: Students will run centers for a Kindergarten class. They will practice job and social skills while there.

**Robbinsville H.S.-Robbinsville, NJ**

Date: 5/28/14 (rain date 5/30/14)  
Number of Pupils Participating: 50  
Teacher/Other Chaperones: 12 / 0  
Approximate Cost per Pupil: \$0.00  
Time Scheduled to Leave/Return: 9:45 am / 1:30 pm  
Bus Service: BOE  
Class/Group: SOAR/Archer/Kohan/Project Unify

Purpose: Project Unify will host a field day for Special Olympics athletes from RHS & PRMS. Students will work on inclusiveness and team building.

**5. WORKSHOPS**

Motion to approve a list of upcoming professional development workshops scheduled to take place during the 2013-2014 school year.

<b>Participant</b>	<b>Vendor</b>	<b>Workshop</b>	<b>Event Date(s)</b>	<b>Registration</b>	<b>Travel Reimbursement</b>
Tiffany Brennan	FEA/NJ	School Law Modules Online	Spring 2014	\$300.00	N/A
Kathie Foster	Rider University	Rider Education Career Fair	3/6/2014	\$50.00	N/A
Cindy Jenkins	Middlesex Co. College	NJ Science Olympiad Finals	3/11/2014	N/C	N/A
Loryn Schneid	Bureau of Ed. & Research	Timesaving Math	3/18/2014	\$229.00	\$ 22.94
Amanda Matticks	NJCSS	Student Growth	3/19/2014	\$25.00	N/A
Jessica Migliaccio	NJCSS	Student Growth	3/19/2014	\$25.00	N/A
Cathy Zahn	NJCSS	Student Growth	3/19/2014	\$25.00	\$ 18.16

<b>Participant</b>	<b>Vendor</b>	<b>Workshop</b>	<b>Event Date(s)</b>	<b>Registration</b>	<b>Travel Reimbursement</b>
Linda Lackay	FCCLA	2014 Leadership Conference	3/20/2014	N/C	N/A
Kristin Aquilino	Bureau of Ed. & Research	School Library Program	3/21/2014	\$229.00	N/A
Kelly Kosch	Bureau of Ed. & Research	Whats New Y/A Literature	3/25/2014	\$235.00	N/A
Cheryl Punzo	Rutgers University	Reading & Writing Conference	3/28/2014	\$180.00	N/A
Tiffany Brennan	Standard Solutions	Preparing for PARRC training	3/28/2014	\$199.00	N/A
Josette Smolka	Rutgers University	Annual Reading & Writing Conf.	3/28/2014	\$180.00	N/A
Kim Keener	NSPMA	2014 Annual Conference	03/31 & 04/01/2014	N/C	N/A
Rosemarie McGlew	Bureau of Ed. & Research	Current & Best Strategies	04/09-10/2014	\$229.00	N/A
Rajneet Bajnath	Morris-Jointure Commision	Compliant IEP meetings W/S	3/14/2014	\$150.00	\$ 8.06
Lisa Peters	Lisa Peters	NJ Learning Consultants Conf.	4/4/2014	\$115.00	\$ 20.52
Kim Klaus	Kimberly Klaus	NJ Learning Consultants Conf.	4/4/2014	\$140.00	N/A
Marianne Aquaro	PESI, INC.	ADHD, Autism, Lrng Dsbls. w/s	4/11/2014	\$255.99	N/A
Marybeth Kowalski	Marybeth Kowalski	Transition Planning	4/25/2014	N/C	\$ 19.90
Rajneet Bajnath	Morris-Jointure Commission	Minimizing Liability - Spec Ed	5/21/2014	\$150.00	\$ 8.06
<b>Total</b>				<b>\$2,961.99</b>	<b>\$ 97.64</b>

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

On motion of Mr. O’Grady and seconded by Mr. Halm and carried by a vote of 9-0, the Robbinsville Board of Education voted to approve FFT resolutions XV C.1a-e & g-k, C.2.

On motion of Mr. Halm and seconded by Mr. O’Grady and carried by a vote of 9-0, the Robbinsville Board of Education voted to approve FFT resolution XV C.1f.

On motion of Mr. O’Grady and seconded by Mr. Halm and carried by a vote of 9-0, the Robbinsville Board of Education voted to approve FFT resolution XV C.3a.

**Discussion:** With regard to XV C.3a (Impose Default Penalty: George Dapper, Inc.), a Board member noted that the district is seeking the maximum penalty allowable (the value of one contracted day) for an incident in which a substitute bus driver became lost during a PM Sharon run causing children to be dropped off up to an hour late. Mr. O’Grady stressed the district’s belief that nothing is more important than the safety of our children.

**1. FINANCE**

**a. Bills and Claims List (Attachment #5)**

Motion to approve payment of the Bills & Claims List in the amount of \$3,395,979.91 for the period ending February 25, 2014 as indicated.

<b>Accounts Payable</b>		
Fund		
11 - General Fund	\$	747,267.94
12 - Capital Outlay	\$	3,337.46
20 - Special Revenue	\$	37,970.42
30 - Capital Projects	\$	130,218.98
40 - Debt Service	\$	-
60 - Food Service Fund	\$	68,704.46
61 - R.E.D.	\$	4,021.58
Unemployment	\$	15,541.35
Hand Checks	\$	20,175.30
<b>Total Accounts Payable</b>	<b>\$</b>	<b>1,027,237.49</b>
<b>Payroll</b>		
January 30, 2014	\$	1,117,087.18
February 14, 2014	\$	1,251,655.24
<b>Total Payroll</b>	<b>\$</b>	<b>2,368,742.42</b>
<b>Total Bill List</b>	<b>\$</b>	<b>3,395,979.91</b>

**b. Certification of Board Secretary**

Pursuant to N.J.A.C. 6A:23-2.12(c)3 I, Robert M. DeVita, Board Secretary/School Business Administrator, certify that as of January 31, 2014 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 #6)**

Motion to accept the Report of the Board Secretary for the period ending January 31, 2014.

**d. Report of the Treasurer (Attachment #7)**

Motion to accept the Report of the Treasurer for the period ending January 31, 2014.

**e. Transfer Report: February 25, 2014**

Motion to approve transfers totaling \$117,553.62 for the period ending February 25, 2014 as indicated.

<b>Account From</b>	<b>Account To</b>	<b>Description</b>	<b>Amount</b>
11-000-291-280-07-03 Admin Tuition Reimburse	11-000-291-290-07-01 Sick Payout	Retirement sick payout	\$ 13,000.00
11-000-218-600-03-01 Pond Guidance Supplies	11-000-218-320-03-00 Purchased Professional	Increase in assembly costs	\$ 123.00
11-000-291-270-07-01 Health Benefits	11-000-263-420-05-00 Grounds Purchased Services	Snow plowing and salting	\$ 30,000.00

<b>Account From</b>	<b>Account To</b>	<b>Description</b>	<b>Amount</b>
11-120-100-101-07-03 PRMS 4-5	11-000-219-104-07-04 CST Staff salary	Movement on guide	\$ 870.00
11-120-100-101-07-03 PRMS 4-5	11-110-100-101-07-02 Kindergarten salary	Longevity	\$ 605.00
11-213-100-106-07-04 RC Aide salary	11-213-100-101-07-01 RHS RC salary	Movement on guide, leave replacement	\$ 4,250.00
11-213-100-106-07-04 RC Aide salary	11-214-100-106-07-04 Autistic TA salary	Salary line adjustment	\$ 14,100.00
11-120-100-101-07-03 PRMS 4-5	11-120-100-101-07-02 Grades 1-3 salary	Leave replacements	\$ 700.00
11-000-100-565-04-01 Tuition to MCSSD	11-213-100-101-07-03 PRMS RC salary	Leave replacements	\$ 14,200.00
11-140-100-101-07-01 Grades 9-12	11-130-100-101-07-03 Grades 6-8 salary	4 leave replacements	\$ 11,000.00
11-000-262-300-07-00 Purchased Services	11-000-261-100-05-99 Maintenance O/T	Maintenance O/T due to snow	\$ 3,000.00
11-000-261-610-05-00 District Maint Supplies	11-000-263-610-05-01 General Supplies	Bulk salt purchase	\$ 2,000.00
11-000-100-565-04-01 Tuition to MCSSD	11-150-100-320-04-01 Purchased Services	Additional purchased academic instruction	\$ 10,000.00
11-402-100-600-06-01 Athletic Supplies	12-402-100-730-06-00 Equipment	Safety netting for lacrosse	\$ 7,000.00
11-230-100-610-03-01 BS Supplies-Pond	11-190-100-610-03-01 PRMS Teaching Supplies	Purchase teaching materials	\$ 482.64
11-230-100-640-03-01 BS Textbooks-Pond	11-190-100-610-03-01 PRMS Teaching Supplies	Purchase teaching materials	\$ 217.38
11-190-100-610-03-02 PRMS Handbooks	11-190-100-610-03-01 PRMS Teaching Supplies	Purchase teaching materials for LA curriculum	\$ 4,552.70
11-190-100-640-03-01 PRMS Textbooks	11-190-100-610-03-01 PRMS Teaching Supplies	Purchase teaching materials for LA curriculum	\$ 432.15
11-000-222-500-03-01 PRMS Cont. Services	11-000-222-600-03-01 PRMS Media Supplies	Purchase Media Center supplies	\$ 1,020.75
<b>Total</b>			<b>\$ 117,553.62</b>

**f. Approve Transfer of Funds**

Motion to approve the transfer of \$385,098.00 from capital projects fund to the debt service fund as per 18A:24-54 for debt service relief in the 2014-2015 budget year. These funds are the remaining balances from the 2001 referendum projects.

**g. Renew Contract: Landscaping and Grounds Maintenance**

Motion to approve a contract with U.S. Athletic Fields, P.O. Box 38, Skillman, NJ 08558 in the amount of \$34,600.00 for grass cutting service during period of April 2014 – October 2014. The contract is based upon 25 cuts depending upon weather conditions. This is the second renewal of the contract awarded February 28, 2012.

**h. Approve Change Order – Credit to District**

Motion to approve a credit change order for Paul Otto Building Company in the amount of \$4,125.92 for damage caused to existing telephone fiber during the construction at Pond Road Middle School.

**i. Authorize Energy Savings Improvement Plan (ESIP) Payments**

Motion to authorize the School Business Administrator to issue a payment in the amount of \$112,041.93 to Honeywell International, Inc. for work performed for the district’s ESIP.

**j. Approve Grant Application**

Motion to approve the submission of a grant application in the amount of \$6,550.00 for the 2014 Safety Grant Program through the New Jersey Schools Insurance Group’s ERIC NORTH subfund for the period of July 1, 2014 through June 30, 2015. The grant will be used to supplement the purchase of security camera at Robbinsville High School.

**k. Accept Donations: RHS Robotics Club**

Motion to accept donations totaling \$10,000.00 and designated for use by the Robotics Club as indicated.

<u>Sponsor</u>	<u>Donation</u>
CCL Label	\$ 5,000.00
Siemens	\$ 4,000.00
REF	\$ 1,000.00
<b>Total</b>	<b>\$10,000.00</b>

**2. FACILITIES**

**a. Approve/Ratify Change Orders: Sharon / Pond Renovation and Expansion Project**

Motion to approve the following change orders resulting in a credit to the district in the amount of \$99,109.95.

<b>PCO#</b>	<b>School</b>	<b>Reason</b>	<b>Amount</b>
<b>1</b>	<b>Sharon</b>	<b>Credit to owner - Alternate #4 to replace a number of exterior doors at Sharon School was accepted with the base bid. The doors in question are in good working condition and upon further review do not need to be replaced.</b>	<b>+ \$96,000.00</b>
3	Sharon	Furnish labor and material for acoustical mechanical changes To qualify for LEED certification there are some new acoustical requirements that were not a part of the original bid packet. This change order adds material to reduce the noise emitted through the air ducts.	- \$18,737.10
<b>4</b>	<b>Sharon</b>	<b>Credit to owner - Deletion of additional waterproofing for the interior walls on the addition. The general contractor has dug deep into the soil and has not encountered any water so this additional waterproofing was not necessary.</b>	<b>+ \$44,125.00</b>
5	Sharon	District requested additional sensors in exterior addition doors that indicate that a door has been opened or left ajar. Cost if for additional hardware not originally specified in the base bid.	- \$ 3,746.40
6	Sharon	It was discovered that the existing sanitary line was in poor condition and needed to be replaced.	- \$ 3,900.00
8b	Sharon	During excavation and existing and unknown electrical line was discovered buried in the ground. The change order is for material and labor to relocate the line into the ceiling at Sharon School.	- \$14,631.55
<b>Total Credit to District</b>			<b>+ \$99,109.95</b>

**b. Fire and Security Drills – January 2014**

Motion to approve Fire and Security Drills for January 2014 as indicated.

Required:	Monthly	2/School Yr.	2/School Yr.	2/School Yr.	2/School Yr.	2/School Yr.
School	Fire Drill	Security Drill Lockdown	Security Drill Bomb Threat	Security Drill Evacuation	Security Drill Active Shooter	Security Drill Other
Windsor	1/17/14	N/A	N/A	N/A	N/A	1/30/14
SES	1/17/14	N/A	N/A	N/A	N/A	1/30/14
PRMS	1/9/14	1/24/14	N/A	N/A	N/A	N/A
RHS	1/13/14	N/A	N/A	N/A	N/A	1/28/14

**c. Building Use (Attachments #8-13)**

Motion to approve the Buildings and Grounds Use of Facilities Schedule for the months of March and April 2014.

**3. TRANSPORTATION**

**a. Impose Default Penalty: George Dapper, Inc.**

Motion to authorize the district to impose a default penalty in the amount of \$95.03 upon George Dapper, Inc., 1020 Green Street, Iselin, NJ 08830 for not meeting the bid specifications on February 14, 2014.

**D. ROBBINSVILLE EXTENDED DAY PROGRAM (D 1&2)**

On motion of Dr. Costanza and seconded by Mr. Halm and carried by a vote of 9-0, the Robbinsville Board of Education voted to approve Robbinsville Extended Day resolutions D.1 & 2.

**1. R.E.D. PERSONNEL**

**a. Approve Volunteer**

Motion to approve Jessica Shangle to serve as a PRMS RED volunteer during the March 2014 Science Workshop.

**b. Change in Employment Status**

Motion to approve Alfonso Rivera as an aide at Pond Road Middle School for the Robbinsville Extended Day program effective March 3, 2014 at the rate of \$9.75 per hour for 12 hours per week.

**2. APPROVE TUITION RATES – 2014-2015 (Attachment #14)**

Motion to approve 2014-2015 tuition rates for the Robbinsville Extended Day program.

**XIV. HEARING OF THE PUBLIC**

None

**XV. OLD BUSINESS**

None

**XVI. NEW BUSINESS**

RHS Wrestlers – 7 made it to the regional competition and they have a good chance at qualifying for the upcoming state tournament

Polar Bear Plunge – Board member Vincent Costanza participated

**XVII. ADJOURNMENT**

On motion of Mr. Halm and seconded by Mrs. DeVito and carried by a vote of 9-0, the Robbinsville Board of Education voted to adjourn the February 25, 2014 meeting at 8:36 PM.
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Respectfully submitted,

Robert M. DeVita  
School Business Administrator / Board Secretary

Personnel Items for BOE Approval  
February 25, 2014

Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion
<b>1. Employment of Staff:</b>										
<b>a. Administrators/Supervisors:</b>										
Molly	Avery	Principal	RHS	Update Leave	11/15/2013	2/28/2014				Unpaid starting 1/14/14
Curtis	Wyers	Athletic Dir	RHS	Approve Leave	3/3/2014	3/14/2014				Estimated Dates - Paid FMLA/NJFLA
John	Donza	Leave Replace	RHS	Appoint Leave Replacement	3/3/2014	3/28/2014		\$350 a day	11-402-100-100-06-01	Leave Replace for C. Wyers - Not to exceed 20 days
<b>b. Certificated Staff:</b>										
Cynthia	Eisinger	Teacher	PRMS	Accept Retirement	6/30/2014					
Shae	Fahey	Teacher	RHS	Appoint New Hire	1/30/2014	6/30/2014	1BA	\$50,566.00	11-140-100-101-07-01	Business/Finance. Pending Cert
Lauren	Di Renzio-Archer	Teacher	PRMS	Approve Intermittent Leave	2/21/2014	2/21/2014		\$302.93	11-212-100-101-04-01	Unpaid FMLA/NJFLA
Joseph	Balcewicz	Teacher	PRMS	Approve Leave	3/31/2014	6/30/2014				All Unpaid FMLA/NJFLA
Gale	Szolomayer	Teacher	PRMS	Approve Leave	5/5/2014	6/30/2014				Unpaid starting 5/29/14 FMLA/NJFLA
Laura	Moore	Teacher	PRMS	Approve Leave	5/19/2014	6/30/2014				Paid FMLA/NJFLA
Lindsay	Richard	Guidance	RHS	Approve Leave	5/27/2014	6/30/2014				Paid FMLA/NJFLA
Lindsay	Richard	Guidance	RHS	Approve Additional Leave	9/1/2014	10/31/2014				All Unpaid FMLA/NJFLA
Jennifer	Kaye	Leave Replace	RHS	Appoint Leave Replacement	2/26/2014	6/30/2014	1MA	\$53,808.00	11-130-100-101-07-03	Leave Replace for L. Wilkinson
Leslie	Fisher	Leave Replace	RHS	Appoint Leave Replacement	9/1/2014	10/31/2014		\$400 a day	11-000-218-104-07-01	Leave Replace for L. Richard
Lucia	Fischer	Teacher	SES	Approve Unpaid Days	2/26/2014	2/28/2014		\$190.31	11-190-100-106-07-02	Out of Personal Days
Carlie	Termun	Teacher	PRMS	Approve Unpaid Leave Days	11/15/2013	4/21/2014				Adjust FMLA/NJFLA
Jodie	Ricciardi	Teacher	SES	Approve Unpaid Leave Days	3/3/2014	5/26/2014				Adjust FMLA/NJFLA
Lisa	Wilkinson	Teacher	PRMS	Approve Unpaid Leave Days	3/5/2014	6/30/2014				Adjust FMLA/NJFLA
Renee	Lockington	Teacher	SES	Approve Unpaid Leave Days	3/11/2014	5/30/2014				Adjust FMLA/NJFLA
Lauri	Foster	Teacher	PRMS	Approve Unpaid Leave Days	3/27/2014	6/30/2014				Adjust FMLA/NJFLA
Shayna	Schwartz	Teacher	PRMS	Approve Unpaid Leave Days	3/31/2014	6/30/2014				Adjust FMLA/NJFLA
Claire	Krulewicz	Teacher	RHS	Revise Leave	1/21/2014	2/14/2014				
Ashley	Williams	Leave Replace	RHS	Revise Leave Replacement	1/29/2014	2/14/2014				Leave Replace for C. Krulewicz



Personnel Items for BOE Approval  
February 25, 2014

Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion
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**c. Non Certificated Staff:**

Kathy	Antrim	Secretary	SES	Approve Intermittent Leave	2/6/2014			\$172.00	11-000-240-105-02-01	Unpaid FMLA/NJFLA
Betsy	Jones	Driver	Transportation	Approve Route/Salary	3/1/2014	6/30/2014		\$35,407.80	6.75 hrs @ 180 days	
Karen	Juniak	Bus Aide	Transportation	Approve Route/Salary	3/1/2014	6/30/2014		\$19,185.45	6.75 hrs @ 180 days	

**d. Substitutes**

Lauren	Varnum	Non Cert Sub		Appoint Sub	2/3/2014	6/30/2014		\$75.00		
Emily	DeMarzio	Cert Sub		Appoint Sub	2/3/2014	6/30/2014		\$80.00		
Ashley	Williams	Cert Sub		Appoint Sub	2/17/2014	6/30/2014		\$80.00		
Seemi	Ahmad	Non Cert Sub		Appoint Sub	2/26/2014	6/30/2014		\$75.00		
Alison	Ward	Cert Sub		Appoint Sub	2/26/2014	6/30/2014		\$80.00		
Jason	Zegarski	Cert Sub		Appoint Sub	2/26/2014	6/30/2014		\$80.00		

**2. Placement on the Salary Guide:**

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**3. Extra Work/Extra Pay:**

**a. Athletics:**

Jeff	Fisher	Volunteer	RHS	Appoint Supervisor	3/1/2014	6/15/2014				Open Weight Room Supervisor
Andrew	Patterson	Volunteer	RHS	Appoint Supervisor	3/1/2014	6/15/2014				Open Weight Room Supervisor
Shea	Fahey	Volunteer	RHS	Appoint Supervisor	3/1/2014	6/15/2014				Open Weight Room Supervisor
Brian	Wexler	Asst Coach	RHS	Appoint Coach	8/1/2014	11/30/2014	1	\$5,170.00	11-402-100-100-06-01	Football
Vincente	Gonzales	Asst Coach	RHS	Appoint Coach	8/1/2014	11/30/2014	1	\$5,170.00	11-402-100-100-06-01	Football
Shea	Fahey	Asst Coach	RHS	Appoint Coach	8/1/2014	11/30/2014	1	\$5,170.00	11-402-100-100-06-01	Football
Mitar	Rudanovic	Asst Coach	RHS	Appoint Coach	8/1/2014	11/30/2014	3	\$5,708.00	11-402-100-100-06-01	Football
Tyler	Fasanella	Volunteer	RHS	Appoint Coach	8/1/2014	11/30/2014				Football
Derek	Hughes	Volunteer	RHS	Appoint Coach	8/1/2014	11/30/2014				Football
Haydee	Donza	Asst Coach	RHS	Appoint Coach	3/1/2014	6/15/2014	1	\$4,847.00	11-402-100-100-06-01	Softball
Rick	Waye	Volunteer	RHS	Appoint Coach	3/1/2014	6/15/2014				Softball
Lauren	Cognigni	Volunteer	RHS	Appoint Coach	3/1/2014	6/15/2014				Softball
Lou	Cognigni	Volunteer	RHS	Appoint Coach	3/1/2014	6/15/2014				Softball
Sarah	Fitzgerald	Asst Coach	RHS	Appoint Coach	3/1/2014	6/15/2014	1	\$4,847.00	11-402-100-100-06-01	Spring 2014 JV Girls Lacrosse
Brianne	O'Neill	Asst Coach	RHS	Appoint Coach	3/1/2014	6/15/2014	2	\$5,062.00	11-402-100-100-06-01	Spring Track
Anthony	Paglione	Asst Coach	PRMS	Revise Coach	11/11/2013	3/15/2014	3	\$2,653.28	11-402-100-100-03-01	Wrestling.
Anthony	Paglione	Head Coach	PRMS	Revise Coach	11/11/2013	3/15/2014	2	\$885.80	11-402-100-100-03-01	Wrestling.
Sean	Grieg	Head Coach	PRMS	Revise Coach	11/11/2013	3/15/2014	3	\$3,790.40	11-402-100-100-03-01	Wrestling.
Caitlin	Curran	Asst Coach	RHS	Revise Coach	3/1/2014	6/15/2014	3	\$5,385.00	11-402-100-100-06-01	Softball
Jeff	Fisher	Asst Coach	RHS	Revise Coach	3/1/2014	6/15/2014	2	\$5,062.00	11-402-100-100-06-01	Baseball

Personnel Items for BOE Approval  
February 25, 2014

Name		Position	Location	Action	Effective Date	Ending Date	Step	Salary	GAAP Code	Notes for Discussion
<b>b. Co-Curricular:</b>										
Bridget	Cotter	Family Science	SES	Appoint Co-Curricular	2/26/2014	6/30/2014		\$34 per hr	11-401-100-100-02-01	2 Nights; Not to exceed 4 hours
Peter	Klapsogeorge	Family Science	SES	Appoint Co-Curricular	2/26/2014	6/30/2014		\$34 per hr	11-401-100-100-02-01	2 Nights; Not to exceed 4 hours
Jaela	Johnson	Teacher	RHS	Rescind Advisor	9/1/2013	6/30/2013		\$5,202.00	11-401-100-100-01-01	Spring Musical Dir.
Jaela	Johnson	Teacher	RHS	Appoint Advisor	9/1/2013	6/30/2013		\$2,678.00	11-401-100-100-01-01	Musical Choreographer
Kim	Brudner	Teacher	PRMS	Ratify Advisor	1/1/2014	2/26/2014		\$3,316.60	11-401-100-100-03-01	Assist Dir Choreography
Ed	Holub	Teacher	PRMS	Ratify Advisor	1/1/2014	2/26/2014		\$3,316.60	11-401-100-100-03-01	Technical Assist Dir.
<b>c. Other:</b>										
Erin	Jones	Mentor for new hires	PRMS	Approve Mentor	2/26/2014	6/30/2014		\$275.00		Paid via payroll by protégé Claire Johnson per Provisional Program
Lisa	Wilkinson	Mentor for new hires	PRMS	Revise Mentor	9/1/2013	2/25/2014		\$275.00		Paid via payroll by protégé Claire Johnson per Provisional Program.
Melissa	Avellino	Secretary	RHS	Approve Extra Pay	2/14/2014	2/17/2014		\$88.00	11-401-100-100-01-05	Dance Chaperone 4 hrs @\$22 hr
Lauren	Tyndorf	Teacher	RHS	Approve Extra Pay	2/14/2014	2/17/2014		\$88.00	11-401-100-100-01-06	Dance Chaperone 4 hrs @\$22 hr
Jessica	Woodruff	Teacher	RHS	Approve Extra Pay	2/14/2014	2/17/2014		\$88.00	11-401-100-100-01-07	Dance Chaperone 4 hrs @\$22 hr
Kristina	Mannino	Teacher	RHS	Approve Extra Pay	2/14/2014	2/17/2014		\$88.00	11-401-100-100-01-08	Dance Chaperone 4 hrs @\$22 hr
Marybeth	Kowalski	Teacher	RHS	Approve Extra Pay	2/14/2014	2/17/2014		\$88.00	11-401-100-100-01-09	Dance Chaperone 4 hrs @\$22 hr
Christine	McCahery	Teacher	PRMS	Approve Extra Pay	2/7/2014	2/17/2014		\$60.50	11-401-100-100-03-01	Play/Concert Chaperone 2.75 hrs @\$22 hr
Catherine	Burgess	Teacher	PRMS	Approve Extra Pay	2/7/2014	2/17/2014		\$137.50	11-401-100-100-03-01	Play/Concert Chaperone 6.25 hrs @\$22 hr
Marissa	Dolan	Teacher	PRMS	Approve Extra Pay	1/29/2014	2/17/2014		\$44.00	11-401-100-100-03-01	4th/5th Concert Chaperone 2 hrs @\$22 hr
Christine	Cabarle	Teacher	RHS	Approve Extra Pay	2/18/2014	2/28/2014		\$34 per hr	11-000-221-104-09-03	Teen Pep Training. Not to Exceed 14 hrs
Caitlin	Curran	Teacher	RHS	Approve Extra Pay	2/18/2014	2/28/2014		\$34 per hr	11-000-221-104-09-03	Teen Pep Training. Not to Exceed 14 hrs
Anna Marie	Hernandez	Teacher	RHS	Approve Extra Pay	2/18/2014	2/28/2014		\$34 per hr	11-000-221-104-09-03	Teen Pep Training. Not to Exceed 14 hrs
Sean	Flynn	Teacher	RHS	Approve Extra Pay	2/18/2014	2/28/2014		\$34 per hr	11-000-221-104-09-03	Teen Pep Training. Not to Exceed 14 hrs
Michelle	Warren	Teacher	RHS	Approve Extra Pay	2/20/2014	2/22/2014		\$819.00	11-401-100-100-01-05	3 nights overnight Chaperone for Model UN @ \$273 / day