



**ROBBINSVILLE BOARD OF EDUCATION
MONTHLY MEETING**

**TUESDAY, DECEMBER 20, 2016 – 7:00 PM
RHS STUDENT ACTIVITY CENTER**

PUBLIC SESSION MINUTES

BOARD OF EDUCATION

Mr. Matthew O’Grady, President

Mr. Thomas Halm, Jr., Vice President

Mrs. Shaina Ciaccio

Ms. Leslie Dee

Mrs. Sharon DeVito

Mr. Craig Heilman

Mr. Keith Kochberg

Mrs. Faith Silvestrov

Mr. Richard Young

ACTING SUPERINTENDENT

Dr. Kathleen A. Foster

ACTING ASSISTANT SUPERINTENDENT OF CURRICULUM & INSTRUCTION

Ms. Kim Tew

INTERIM SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY

Mr. Mark A. Ritter

STUDENT GOVERNMENT PRESIDENT

Kai Byron

ROBBINSVILLE BOARD OF EDUCATION
PUBLIC SESSION MINUTES

December 20, 2016

I. CALL TO ORDER PUBLIC MEETING

President Matthew O’Grady called the December 20, 2016 meeting of the Robbinsville Board of Education to order at 6:01 PM. He read the Statement of Public Meetings and led the flag salute.

II. ROLL CALL

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

III. MOTION TO CONVENE IN EXECUTIVE SESSION

On motion of Mr. Halm and seconded by Mrs. Ciaccio, the Robbinsville Board of Education held a unanimous voice vote and convened in Executive Session at 6:03 PM to discuss the following topics.

- A. Monthly Harassment, Intimidation and Bullying Report
- B. Personnel
- C. Litigation

IV. RESUME PUBLIC SESSION

On motion of Mrs. DeVito and seconded by Ms. Dee, the Robbinsville Board of Education held a unanimous voice vote and resumed public session at 7:12 PM.

V. BOARD PRESIDENT’S REPORT – Mr. Matthew O’Grady

- A. FIRST Lego Robotics** – Aaron Hobart and members of Team IDK (I Don’t Know) provided a presentation on Lego Robotics. While students demonstrated their robot, Mr. Hobart provided background and, among other things, reviewed a variety of goals and objectives including project development, problem solving and team work, all important life skills. He informed the Board that Team IDK, rookie team, competed in the state championships on December 10th and ranked second.
- B. Ozobot Mania** - Robotics & Coding for the Elementary School – Sharon Elementary School teacher Kristin Aquilino provided a presentation about Ozobot Mania, a new program designed to teach students how to code / program. Using funds from a grant offered by the Robbinsville Education Foundation Ms. Aquilino has implemented this new program in technology class. She described how various content areas such as math (probability and percentage) are incorporated into lessons as well as how students participated in Hour of Code, an international coding program held on December 5, 2016.
- C. Kudos RHS Fall Athletes** – RHS Athletic Director Curtis Wyers introduced RHS fall athletic teams and pointed out the accomplishments of a particular few who excelled at their sport.
 - Taylor Twamley – Football – First Team All Liberty Division for Defensive Back
 - Lauren Kroepfl – Mercer County Runner of the Year / First Team All Group II / 2016 Mercer County Tournament Women’s Cross Country Champion / Shore Coaches Invitational Champion / Second Team All State
 - Brian Wojton – Soccer – Coaches All CVC First Team / Trentonian First Team All CVC / Second Team All Area / NJ.com Third Team All Group 2

- James Petagna - Soccer – Coaches All CVC First Team / Trentonian First Team All CVC / Second Team All Area / Trenton Times First Team All CVC
- Walter Romanow - Soccer – Coaches All CVC First Team / Trentonian First Team All CVC / First Team All Area
- Anthony Iorio – Soccer - Coaches All CVC First Team
- Kellie Hoffman – Soccer – Mercer 33 / First Team All CVC / First Team Trenton Times / First Team Trentonian All Area / NJGSCA All State / NJGSCA Nominated for All Regional
- Field Hockey – First Team All CVC – Megan Kratz (Offensive Player of the Year), Sydney Schreier, Shea Walsh, Laura Redler
- Shea Walsh – Field Hockey – Trenton Times All Area First Team
- Megan Kratz and Sydney Schreier - CJFHCA First Team
- Lady Ravens Cheerleading Team - 1st Place CVC All Music Division
- Bobby Hastie – 1st Team All State Group 2 / 1st Team All Area (Trenton Times)
- Ms. Colicchia – 2016 Trentonian Field Hockey Coach of the Year
- Lady Ravens Soccer Team – 2016 Central Jersey Group II Sectional Champions

Mr. Wyers also congratulated Karen DeRossett for her service as Girls Soccer Coach. Mrs. DeRossett, due to retire from this position, has built the program from the ground up and over the years has established a top rated program and has won numerous awards.

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

A. Board Member Recognition – Thank you Mr. Kochberg! Dr. Foster presented Mr. Kochberg with a crystal candy dish and Board members thanked Mr. Kochberg for his service on the Board.

B. QSAC Equivalency Application – Dr. Foster explained that because Robbinsville Schools has scored so well in the five DPR areas of QSAC, the district is eligible to file an equivalency application which will extend the current certification for an additional three years.

C. Hearing Of The Public: QSAC Equivalency Application

None

D. Authorize QSAC Equivalency Application

On motion of Mrs. DeVito and seconded by Mr. Halm, the Robbinsville Board of Education, upon recommendation of the Acting Superintendent, voted 8-0 to apply to the New Jersey Department of Education for an equivalency to extend the district’s Quality Single Accountability Continuum (QSAC) certification for an additional three years in accordance with N.J.A.C.6A:30-3.1(a)-(d) and 3.2.

E. Enrollment Report: December 16, 2016

School	3H	3F	4H	4F	KF	01	02	03	04	05	06	07	08	09	10	11	12	Total
RHS														244	269	240	227	980
PRMS										253	225	308	228					1014
SES	10		9	3	195	201	188	235	225									1066
SPROWT	6		8															14
SUBTOTAL	16	0	17	3	195	201	188	235	225	253	225	308	228	244	269	240	227	3074
OOD		1		1					1		2	4	2	4	6	6	8	35
TOTAL	16	1	17	4	195	201	188	235	226	253	227	312	230	248	275	246	235	3109

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

VII. INTERIM SCHOOL BUSINESS ADMINISTRATOR’S REPORT – Mr. Mark Ritter

Interim School Business Administrator Mark Ritter reported that the district earned \$32,000 from the sale of SRECs generated from solar panels at Sharon Elementary School. When asked, Mr. Ritter recommended selling them once a year and noted that they cannot be held for longer than five years. It was determined that the FFT Committee would review on a monthly basis in order to gauge market trends.

VIII. STUDENT GOVERNMENT REPORT – Kai Byron

Student Government President Kai Byron reported on the following matters.

- Student of the Month – Stephen Buonamassa
- Teacher of the Month – Mr. Patterson
- Sports Update
- Fall Write-a-thon raised \$500 for Special Olympics
- Model UN – Annual Rutgers University debate
- Winter Pep Rally
- Mr. RHS Update

IX. COMMITTEE REPORTS

A. EDUCATION, DEVELOPMENT & POLICY – MS. LESLIE DEE

Ms. Dee reported on the following matters discussed during the December 6, 2016 meeting of the Education, Development & Policy Committee.

First Reading Policies: 8465-Hate Crimes and Bias-Related Acts (M) introduced to discuss rise of bias-related incidents at RHS and how the district responds to hate and bias-related language; 5756 Transgender and Gender Nonconforming Students will be a first reading policy again in January once revised to include language about parent notification and gender transition plans that follow the student from grade to grade.

Policy Adoption: 8660-Transportation by Private Vehicle; 6620 Petty Cash; 2415.30 Title I-Educational Stability for Children in Foster Care; no changes to either policy.

AP Scores: Ms. Tew reviewed the 2016 AP Score Report. The district has a 83.2% rate of students who score a 3 or higher (compared to the state average of 71.8%). RHS will host parent nights to discuss what AP classes entail as well as guidance sessions for students that simulate the differences between AP and honors classes. Finally, the high school will be meeting with all AP teachers to discuss rigor in the AP classroom to ensure our grading schemes align with AP scores.

RHS Program of Studies Review Updates:

- New dates for the course selection timeline
- Limit to two course waivers per year
- New graduation requirements from the DOE regarding PARCC testing

- Updated math sequence of Algebra I, Algebra II, and Geometry since Algebra II is on the SAT and most students are still taking the course at the time of testing and if students don't pass the PARCC Algebra assessment, they will have a year of Algebra II before taking the PARCC Algebra I assessment again (instead of Geometry)
- Pre-Reqs changed in Math and Science because of change in course sequence
- Changed "Math Lab" to "Math Lab 12"
- Changed "Select Choir" to "Chamber Choir" and stated that auditions are required for some performances
- Updated Mercer County Tech Offerings
- Added an English as a Second Language class
- Deleted Life Skills 101 and added Advanced Culinary Arts
- Separated Health from PE (1 solid marking period) and rewrote course descriptions to include CPR and defibrillator training
- Added AP Physics I & II
- Added a Gender Studies ELA Elective (½ year course)
- Will offer AP Human Geography or AP Government and Politics (depending on staffing)
- Updated dual enrollment information

ESEA Action Plan: Since the district did not meet the overall 95% participation rate for both Pond and RHS, as well as subgroups at all three schools, an action plan that details plans to have more students participate this year is required. The plan includes electronic communication to parents, the annual testing presentation, PTA nights at each school, and a PARCC Information Night in early March to discuss the assessment and new graduation requirements.

Next Meeting: Tuesday, January 10, 2017

B. PERSONNEL – MRS. SHARON DEVITO

Mrs. DeVito reported on the following matters discussed during the December 13, 2016 meeting of the Personnel Committee.

Review the regular personnel agenda: The November board meeting personnel agenda includes resignations, recommendations for hire, substitutes, and Instructional Aides. Please see the following highlight: Davina Aziz is on the agenda as the leave replacement for Nicole Rokoszak, Grade 7 ELA. A new part time Speech Language Pathologist is on the agenda for approval. Silvia DeLeon will replace long-term employee AnnMarie Potts.

Job Descriptions: The School Business Administrator job description has been revised and is on the board agenda for approval. Additionally, Beth Brooks's terms of contract are in the body of this agenda.

Exit Survey for Staff Members: The district has developed an exit survey for staff choosing to resign and leave the district. This feedback will be used to identify the top reasons for leaving and guide administration in improving teacher retention.

Armed Security Guards: Bill S2983 was recently passed that establishes Class Three special police officers who would provide security at public and private schools. They would not replace the SRO. These individuals would not serve as rent-a-cops but in fact could be a retired police officer who knows the community and develops relationships with students and staff.

Next Meeting: January 17, 2017

C. FINANCE, FACILITIES, & TRANSPORTATION – MR. TOM HALM

Mr. Halm reported on the following matters discussed during the December 14, 2017 meeting of the Finance, Facilities and Transportation Committee.

Solar - Steve Siegel from Spiezle Architecture was in attendance for a discussion about solar. He indicated that, depending upon the option, the district stands to save from \$2.5M - \$5.3M if solar is implemented.

Long Range Facilities Plan – ESIP improvements have been made but there is still much to be done in each school. (SES - \$5M / PRMS - \$17M / RHS - \$26M). Solar is included in these estimates and is by far the largest component. It should be noted that the amounts included are inflated based upon a variety of options for solar.

RHS Field House – At 1000 square feet, the field house will cost \$585K. This does not include the cost of a kitchen. Adding a kitchen would cost an additional \$195K. Currently REF and The Robbinsville Family and Friends are conducting fundraisers for the fieldhouse project.

Building Capacity Study – Spiezle has made a proposal to conduct a building capacity study at a cost to the district of \$7,500. The committee recommends authorization of this study.

Field Turf Article – The Star Ledger recently reported about problems some districts are having with a field turf product installed by the same company used to install the new RHS turf field. The committee report noted that the product mentioned in the article is not the same product purchased by the district.

Windsor School – The district continues to work with the township on the purchase of Windsor.

PRMS Kitchen – There were not sufficient funds left from the referendum to cover the cost of the needed improvements to the kitchen at Pond. This is an item included on the LRFP.

SREC's – The district recently sold SRECS generated from the solar installation at Sharon Elementary School and realized a profit of \$32,000.

Monthly Transportation Report – Based upon a group complaint at a recent Board meeting, the committee continued to discuss a possible change in the bus stop on Main Street in Windsor.

Food Service Update – Profit to date equals \$10,000.

Finance – The decision to use the proceeds from the sale of Windsor for debt service relief in the 2016-2017 budget has left a gap since the sale has not yet closed. As a result, \$243,000 from capital projects fund was applied toward the budget leaving a balance of only \$149,000 as of June. This was resolved by using \$93,000 from cap reserve acct applied to debt service. Proposing to replenish cap reserve by applying proceeds from sale to capital reserve

Old Business – SES Billboard Update / REA Lawsuit Update / Rutgers Trademark Update

D. COMMUNITY RELATIONS – MR. RICHARD YOUNG

Mr. Young reported that no Community Relations meeting took place in December.

X. FIRST HEARING OF THE PUBLIC

A. AARON HOBART

Mr. Hobart stated that since the prices of SRECs tend to fluctuate it would not be wise to take this income into account when building the budget.

XI. MINUTES

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

- November 22, 2016 Executive Session (Attachment #1)
- November 22, 2016 Public Session (Attachment #2)

XII. APPROVE RESOLUTIONS

A. PERSONNEL (A.1 – 7)

Discussion: Mr. Halm thanked members of REA for their ongoing support of their colleagues with their generous donations to sick banks as they are established.

On motion of Mrs. DeVito and seconded by Ms. Dee, the Robbinsville Board of Education upon recommendation of the Acting Superintendent voted 8-0 to approve Personnel resolutions A.1-7 below and on pages 16-17 as indicated. Mrs. Ciaccio dissented on items A.5 and A.6.

4. APPROVE JOB DESCRIPTION: SCHOOL BUSINESS ADMINISTRATOR (Attachment #3)

Motion to approve a job description for the position of School Business Administrator

5. APPOINT SCHOOL BUSINESS ADMINISTRATOR: BETH BROOKS

Motion to approve Beth Brooks to serve in the capacity of School Business Administrator effective January 31, 2017. Ms. Brooks will be compensated in the amount of \$140,000.00 (prorated).

6. APPOINT BOARD AGENT

Motion to appoint Beth Brooks to serve as a Board Agent for the 2016-2017 school year in the capacities indicated and effective January 31, 2017.

School Board Secretary
Public Agency Compliance Officer
Custodian of Public Records

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

WHEREAS, the Robbinsville Board of Education (“Board”) and the Robbinsville Education Association (“Association”) are parties to a collective negotiations agreement (hereinafter “Agreement”); and

WHEREAS, the terms of the Agreement do not provide for a sick leave donation bank; and

WHEREAS, both the Board and the Association wish to create a one-time sick leave bank for Employee #4097; and

WHEREAS, Association members wish to voluntarily transfer accumulated sick, vacation, and/or personal leave to the sick leave bank for use by Employee #4097.

NOW, THEREFORE, in consideration of the foregoing, the Board and the Association agree as follows:

1. Association members shall be permitted to voluntarily donate accrued sick, vacation, and/or personal days to the Employee's sick leave bank, up to a maximum of ten (10) days per member, so long as the Association member maintains a minimum sick leave bank of thirty (30) days. The maximum number of days permitted in the leave bank is Forty-three (43) days. Members' donations will added to the leave bank in the order in which they are donated but shall be used one at a time on an as needed basis (If a member donates ten (10) days to the bank, days shall be left in the members own sick leave bank until one or more is needed by Employee #4097).
2. The leave bank may only be utilized by Employee #4097 for the purposes of leave associated with the treatment and / or recovery from his / her own personal illness.
3. The sick leave bank expires on February 28, 2017. Any leave days remaining in the leave bank upon its expiration shall also expire.
4. Employee #4097 shall be compensated 1/185 of his / her annual salary for each day of the leave bank, irrespective of the salary of the donating member.
5. This Agreement shall be non-precedential and cannot be used by either party in any future dispute for any purpose whatsoever, including, but not limited to, establishing past practice.

B. EDUCATION, DEVELOPMENT, & POLICY (B.1 – 10)

Discussion: None

On motion of Mr. Kochberg and seconded by Ms. Dee, the Robbinsville Board of Education upon recommendation of the Acting Superintendent voted 8-0 to approve Education, Development and Policy resolutions B.1-10 as indicated.

1. HARASSMENT, INTIMIDATION & BULLYING MONTHLY REPORT (Attachment #4)

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

2. REVIEW POLICIES: FIRST READING

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

P8465 Hate Crimes and Bias-Related Acts (M) (Attachment #5)

3. REVIEW POLICIES: ADOPTION

Motion to adopt the following policies.

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

P6620 Petty Cash (M) (Attachment #7)

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

4. APPROVE RHS PROGRAM OF STUDIES (Attachment #9)

Motion to approve the 2017-2018 Robbinsville High School Program of Studies.

5. APPROVE 2016 – 2017 ESEA ACCOUNTABILITY ACTION PLAN (Attachment #10)

Motion to approve Robbinsville Schools 2016 - 2017 Elementary and Secondary Education Act Accountability Action Plan documenting strategies to increase district-wide participation in PARCC.

6. APPROVE STUDENT TEACHER PLACEMENT

Motion to approve TCNJ student Maris Campanella to complete her student teaching requirement in secondary math during the spring semester. Daniel Hughes will serve as her cooperating teacher.

7. APPROVE INTERN: RHS GUIDANCE DEPARTMENT

Motion to approve Amy Sinisgalli to serve as an intern in the Robbinsville High School Guidance Department for the period dating January 3, 2017 through June 30, 2017.

8. SPECIAL SERVICES

a. Approve Contract: The Learning Well

Motion to approve a contract with The Learning Well not to exceed \$24,400.00 to provide autism support and consultation services for student #150223 for the period dating from November 22, 2016 through June 22, 2017.

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

Motion to approve a tuition contract with Marie H. Katzenbach School for the Deaf in the amount of \$35,001.00 for student #310495 for period dating from December 2, 2016 through June 30, 2017.

9. APPROVE FIELD TRIPS

a. Field Trips -Robbinsville High School

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

Month/Year	Class	Destination	Cost / Pupil	Purpose
12/16	Day of Dialogue	Rider University	N/A	Improve relationships between all groups/students/staff
12/16	RHS Choir	R'ville Senior Center	N/A	Singing for the community
1/17	Juniors/Seniors	Northern Burlington HS	N/A	Students will take ASVAB test
1/17	SOAR	WOW	N/A	Learn to use equipment
2/17	Project Unify & All Self Contained Classes	R'ville Field House	N/A	Kickball Tournament
3/17	Senior Class	Walt Disney World	\$1309.00	Senior Trip
3/17	FIRST Robotics	Springside Chestnut Hill Academy	N/A	Compete in Mid-Atlantic District Event
3/17	Day of Dialogue	Rider University	N/A	Improve relationships between all groups/students/staff
3/17	RHS Choir	Westminster Choir Club	N/A	Perform for Choir Directors on East Coast

Month/Year	Class	Destination	Cost / Pupil	Purpose
5/17	SADD	Six Flags	N/A	Awards Ceremony for U Got Brains
6/17	Teen Pep	Camp Mason	N/A	Build bonds/gain foundation knowledge for Teen Pep
6/17	Senior Class	R'ville Field House	N/A	Senior BBQ

b. Field Trips – Sharon Elementary School

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

Month/Year	Class	Destination	Cost / Pupil	Purpose
12/16	SES Students	R'ville Senior Center	N/A	Singing for the community

10. APPROVE WORKSHOPS

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

Name	Workshop Title	Event Date(s)	Registration	Reimbursement
Susan Lizura	Nutritional & Integrative Interventions for Mental Health Disorders	1/18/2017	\$199.99	\$20.83
Jennifer Lipschutz	Rewire the Anxious Brain: Using Neuroscience to End Anxiety, Panic & Worry	1/20/2017	\$199.99	\$22.63
Lisa Rich	Be the Best Baseball & Softball Convention	1/25-28/2017	\$129.00	\$0.00
Jane Hutchison, Kelly Kosch & Kathy St. John	Enhancing Curriculum & Student Learning (Price for 3)	1/27/2017	\$400.00	\$0.00
Jessica Pagodin	The Next Generation Science Standards: Practical Strategies & the Best New Tools	1/27/2017	\$245.00	\$0.00
Joseph Conroy	EduCon 2.9 Conference	1/27-30/2017	\$150.00	\$0.00
Shayna Schwartz	EduCon 2.9 Conference	1/27-30/2017	\$150.00	\$0.00
Linda Lackey	Philanthropy & Inequality in American Life	2/14 & 28/2017	\$0.00	\$0.00
Renee Lockington	2017 NJAHPERD Annual Convention	2/27 & 28/2017	\$100.00	\$54.18
Jodi Ricciardi	2017 NJAHPERD Annual Convention	2/27 & 28/2017	\$100.00	\$54.18
District Staff	Columbia University Teacher's College Reunion	3/18/2017	\$0.00	\$1,105.50
Total			\$1,673.98	\$1,257.32

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

Discussion: Mr. O'Grady reminded the Board and members of the public that one of the primary reasons for creating a conservative budget is based upon unexpected expenses that could crop up. He noted that the district's capital reserves are at an all-time low and that the Board, as stewards of the district's assets, have a responsibility to always be mindful of taxpayer dollars.

On motion of Mr. Halm and seconded by Mrs. Ciaccio, the Robbinsville Board of Education upon recommendation of the Acting Superintendent voted 8-0 to approve Finance, Facilities and Transportation resolutions C.1-2 as indicated. Mr. Heilman abstained from voting on item C.1i.

1. FINANCE

a. Bills and Claims (Attachment #11)

Motion to approve payment of the Bills & Claims List in the amount of \$1,289,210.65 for the period ending December 20, 2016 as indicated.

Accounts Payable		
Fund		
11 - General Fund	\$	1,095,512.74
12 - Capital Outlay	\$	-
20 - Special Revenue	\$	54,311.47
30 - Capital Projects	\$	-
40 - Debt Service	\$	-
60 - Food Service Fund	\$	75,983.76
61 - R.E.D.	\$	17,824.43
Unemployment	\$	-
Hand Checks	\$	254,367.33
Subtotal	\$	1,497,999.73
Payroll 11.30.16	\$	1,124,639.58
Payroll 12.15.16	\$	1,448,309.33
Total	\$	4,070,948.64

b. Certification of Board Secretary

Pursuant to N.J.A.C. 6A:23-2.12I3 I, Mark Ritter, Interim Board Secretary/School Business Administrator, certify that as of November 30, 2016 no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23-22.12(a).

c. Report of the Board Secretary (Attachment #12)

Motion to accept the Report of the Board Secretary for the period ending November 30, 2016.

d. Report of the Treasurer (Attachment #13)

Motion to accept the Report of the Treasurer for the period ending November 30, 2016.

e. Transfer Report: November 22, 2016

Motion to approve transfers totaling \$172,007.39 for the period ending November 22, 2016 as indicated.

Account From	Account To	Description	Amount
11-000-270-160-07-20 Transportation	11-000-270-161-07-20 Bus Driver Salary	Route changes	\$ 16,875.00
11-000-270-160-07-20 Transportation	11-000-270-162-07-27 Sub Drivers	Line shortage	\$ 7,458.00
11-000-262-100-07-90 Facility Use Salaries	11-110-100-101-07-02 Kindergarten	Longevity	\$ 495.00
11-000-291-299-07-00 Sick payout	11-120-100-101-07-02 Grades 1-4	Leave replacement	\$ 40,000.00
11-000-262-100-07-90 Facility Use Salaries	11-230-100-101-07-03 PRMS Basic Skills	Reduction in NCLB grant	\$ 1,510.00

Account From	Account To	Description	Amount
11-000-100-565-04-01 Tuition to MCSSD	11-000-100-566-04-01 Tuition to Private School	Additional Private tuition	\$ 48,344.04
11-000-261-610-05-00 Dist. Maintenance Supplies	11-000-230-331-07-01 Legal Fees	Increased legal fees	\$ 10,000.00
11-000-261-610-05-01 RHS Maintenance Supplies	11-000-230-331-07-01 Legal Fees	Increased legal fees	\$ 10,000.00
11-000-261-610-05-03 PRMS Maintenance Supplies	11-000-231-331-07-01 Legal Fees	Increased legal fees	\$ 5,000.00
11-190-100-640-01-01 Textbooks	11-190-100-340-01-01 RHS Contracted Services	Virtual school, Calculus III	\$ 9,700.00
12-140-100-730-01-01 Equipment	11-190-100-340-01-01 RHS Contracted Services	Day of Dialogue, Adventure course repair	\$ 4,078.00
11-401-100-800-01-01 RHS Co-curricular misc.	11-401-100-600-01-01 RHS Co-curric. supplies	Balance of Dance team uniforms	\$ 521.01
11-401-100-800-02-01 SES Student Activity Misc.	11-000-270-161-07-22 Field Trip account	2nd grade Senior Center performance	\$ 216.84
11-230-100-101-09-99 ESY Jumpstart	11-209-100-106-07-04 BD/ED IA	Transposition error	\$ 204.00
11-000-213-105-07-02 Health Staff	11-209-100-106-07-04 BD/ED IA	Transposition error	\$ 335.40
11-000-213-105-07-02 Health Staff	11-214-100-101-07-04 Autistic Teacher	Movement across guide	\$ 1,070.10
11-000-221-600-09-01 Curriculum Supplies	11-000-221-320-09-01 Contracted Services	Additional PD presenters	\$ 2,000.00
11-000-221-600-09-01 Curriculum Supplies	11-190-100-640-09-00 District Textbooks	Textbook purchase	\$ 14,200.00
TOTAL December 2016 Transfers:			\$ 172,007.39

f. Approve Additional Capital Reserve Withdrawal: RHS Field Turf

Motion to approve additional withdrawal of Capital Reserve Funds in the amount of \$53,033.32 to cover a change order for the RHS turf field project originally approved on August 30, 2016.

g. Approve Waiver of Health Benefits Program – 2016-2017

Motion to approve and adopt a Waiver of Health Benefits Program effective for the period July 1, 2016 – June 30, 2017 for non-affiliate staff.

Medical \$ 3500.00
Dental \$ 400.00
Prescription \$ 1000.00

h. Request Permission to Discard

Motion to request permission to discard the following:

- Extra Track Pallets (Approx. 20)
- Broken Hurdles
- Two broken tables
- Five broken chairs
- 1 Broken Lacrosse goal

i. Approve Donation: Robbinsville Recreation Department

Motion to approve the donation of unused, portable fencing to the Robbinsville Recreation Department.

j. Accept Donations: 217 Church

Motion to accept the following donations from 217 Church. The Board is appreciative of this generous donation.

- 100 metal folding chairs
- 4 sections of 4' x 8' platform for stage

k. Accept Donation: Robbinsville Education Association

Motion to accept a donation in the amount of \$2,000.00 from the Robbinsville Education Association and designated to support RHS FIRST Robotics Team 2590. The Board is appreciative of this generous donation.

2. FACILITIES

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

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

RHS	Fire Drill	Lockdown/ Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
September	09/16/16	-	09/16/16	-	-
October	10/31/16	10/27/16	-	-	-
November	11/30/16	11/18/16	-	-	-
December					
January					
February					
March					
April					
May					
June					

PRMS	Fire Drill	Lockdown / Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
September	09/21/16	-	-	9/20/16	-
October	10/31/16	-	-	-	10/27/16 Tabletop
November	11/18/16	11/18/16	-	-	-
December					
January					
February					
March					
April					
May					
June					

SES	Fire Drill	Lockdown/ Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
September	09/16/16	-	-	09/23/16	-
October	10/27/16	10/28/16	-	-	-
November	11/17/16	11/18/16	-	-	-
December					
January					

SES	Fire Drill	Lockdown/ Active Shooter	Evacuation	Shelter in Place	Other / Tabletop
February					
March					
April					
May					
June					

b. Building Use (Attachments #14-#19)

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

D. ROBBINSVILLE EXTENDED DAY PROGRAM (D.1 – 3)

Discussion: None

On motion of Mrs. DeVito and seconded by Ms. Dee, the Robbinsville Board of Education upon recommendation of the Acting Superintendent voted 8-0 to approve Robbinsville Extended Day resolutions D.1-3 as indicated.

1. RATIFY TERMINATION

Motion to ratify termination of RED employee #5586 effective November 21, 2016.

2. AUTHORIZE NEW HIRE

Motion to authorize Nancy Nalbome to serve as an instructor for Robbinsville Extended Day program at Sharon Elementary School at the rate of \$15.00 per hour effective January 3, 2017.

3. APPROVE LIGHTING AND SOUND WORK FOR TALENT SHOW

Motion to approve Birch Wilson as lighting and sound technician for annual RED talent show to take place in February 2017 at \$27.00 per hour and not to exceed four hours.

XIV. HEARING OF THE PUBLIC

A. AARON HOBART

Mr. Hobart asked about a student matter. The Board offered no comment as all matters pertaining to students are confidential.

B. CHRISTINE PANCARI

Mrs. Pancari expressed appreciation for the district's Winter Solstice Celebration as a way to celebrate Dr. Mayer's legacy.

C. MIKE MCGOWAN

Based upon the sick bank sidebar resolution, Mr. McGowan asked if the Board would consider establishing a sick bank as policy. Mr. Halm indicated that it would have to be a negotiated item for the contract if this were the case. Mr. McGowan asked how much the district has expended on legal fees associated with the furlough day matter. Dr. Foster indicated that about \$30K has been spent to date.

XV. OLD BUSINESS

Ms. Dee requested that a discussion on the Board's Annual Goals take place in January. She also asked if offices from the Robbinsville Police Department might be able to eat lunch with the SES / PRMS students once a month. Dr. Foster indicated that the SRO is highly visible in all buildings and has developed nice relationships with students at all levels.

Mr. Heilman asked if the district would consider implementing a Make Someone's Day award. Dr. Foster said she would share his idea with administrators.

XVI. NEW BUSINESS

Mrs. DeVito stated that the Community Christian Church Choir concert raised \$2,200.00 for the field house.

Mr. Halm indicated that FFT would ask the Transportation Coordinator to reevaluate all bus stops to see if it is feasible to have students not cross the street to board or disembark from the bus. Mr. O'Grady stated that it might be a good idea to converse with other stakeholders to identify "hotspots" within the township.

Mr. Young expressed his appreciation to Mr. Kochberg for his years of service on the Board.

XVII. ADJOURNMENT

On motion of Mrs. DeVito and seconded by Mrs. Ciaccio, the Robbinsville Board of Education voted to adjourn the December 20, 2016 monthly meeting at 8:49 PM.

Respectfully submitted,

Mark A. Ritter
Interim School Business Administrator

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: December 2016*

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

APPROVE

b. *Certificated Staff: (Teachers)*

APPOINT

Davina	Aziz	Teacher	PRMS	Approve	TBD	6/30/2017		1 BA	\$52,301.00	11-130-100-101-07-03	LR for Rokoszak. Salary prorated for time worked
Silvia	DeLeon	Speech	CST	Approve	1/3/2017	6/30/2017		9 MA	\$41,128.75	11-000-216-100-04-99	.65 position/salary prorated for time worked

LEAVE OF ABSENCE

Jodi	Kulin	Teacher	SES	Approve	5/10/2017	6/30/2017					Using accumulated sick/personal time to cover LOA
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2. *Placement on the Salary Guide:*

APPROVE

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

APPOINT

Allison	Reimel	PT IA	CST	Appoint	TBD	6/30/2017			\$12,601.50	11-212-100-106-07-04	Pending fingerprint clearance/Salary prorated for time worked (Sgro)
Alyssa	Wilk	PT IA	CST	Appoint	TBD	6/30/2017			\$12,601.50	11-212-100-106-07-04	Pending fingerprint clearance/Salary prorated for time worked (Migden)
Amy	Gilbert	PT IA	CST	Appoint	1/11/2017	2/24/2017			\$12,601.50	11-212-100-106-07-04	.5 LR for Thomas. Salary prorated for time worked
Doreen	Risoldi	PT IA	CST	Appoint	1/11/2017	2/24/2017			\$12,601.50	11-212-100-106-07-04	.5 LR for Thomas. Salary prorated for time worked

APPROVE

Lilies	Thompson	PT IA	CST	Approve	12/23/2016	12/23/2016			-\$68.12	11-212-100-106-07-04	To reflect one unpaid day
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RESIGN

Amanda	Sgro	PT IA	CST	Resign	12/20/2016						
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b. *Substitutes*

APPOINT

Davina	Aziz	Non Cert Sub		Appoint	12/21/2016	6/30/2017			\$75.00/per day		Pending County Cert
Erica	Carambot	Non Cert Sub		Appoint	12/21/2016	6/30/2017			\$75.00/per day		Pending county cert/Pending fingerprints
Sara	DeAngelis	Non Cert Sub		Appoint	12/21/2016	6/30/2017			\$75.00/per day		
Ian	Hunter	Cert Sub		Appoint	12/21/2016	6/30/2017			\$85.00/per day		Pending fingerprints
Elena	Maria	Non Cert Sub		Appoint	12/21/2016	6/30/2017			\$75.00/per day		Instructional Aide
Jessica	Sancilio	Non Cert Sub		Appoint	12/21/2016	6/30/2017			\$75.00/per day		Pending county cert/Pending fingerprints
Morgan	Silverblatt	Cert Sub		Appoint	12/21/2016	6/30/2017			\$85.00/per day		Pending fingerprints

3. *Extra Work/Extra Pay:*

a. *Athletics:*

APPOINT

David	Decker	Volunteer	RHS	Appoint	12/21/2016	6/30/2017					Volunteer/pending fingerprints
Lisa	Rich	Volunteer	RHS	Appoint	12/21/2016	6/30/2017					Weight room volunteer
Olga	Schmid	Coach	RHS	Appoint	12/21/2016	6/30/2017			\$25.75/hr.	11-402-100-100-06-01	Attend/coach RHS fencing team at NJSIAA events. Pay + mileage

b. *Co-Curricular:*

APPOINT

Erin	Serfass	Volunteer	RHS	Appoint	12/21/2016	6/30/2017					RHS Winterguard Director
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RESCIND

Stacey	Cammarano	Team Leader	PRMS	Rescind	9/1/2016	6/30/2017		0-3	\$383.40	11-120-100-101-03-02	5th Grade Team Leader
Deborah	Dauer	Team Leader	SES	Rescind	9/1/2016	6/30/2017		0-3	\$639.00	11-120-100-101-02-03	Grade 1

RATIFY

Kathleen	Diefes	Team Leader	SES	Ratify	12/1/2016	6/30/2017		0-3	\$447.30	11-120-100-101-02-03	Grade 1prorated for time worked
Beth	Vaccarino	Team Leader	PRMS	Ratify	9/1/2016	6/30/2017			\$639.00	11-120-100-101-03-02	5th Grade Team Leader
Birch	Wilson	Teacher	PRMS	Ratify	9/1/2016	6/30/2017			\$464.00/ session	11-401-100-100-03-01	4 Sessions of Jazz Band

c. Other:

APPROVE

Helen	Chiappetta	Mentor for new hires	PRMS	Approve	1/3/2017	6/30/2017	\$330.00		Paid via payroll by protégé Davina Aziz per Provisional program
Kelly	Kosch	Mentor for new hires	PRMS	Approve	1/3/2017	6/30/2017	\$330.00		Paid via payroll by protégé Stephanie Naishtut per Provisional program
Ryan	Parks	Volunteer	RHS	Approve	12/21/2016	6/30/2017			Per diem volunteer work at RHS (unpaid)
Josie	Smolka	Mentor for new hires	PRMS	Approve			\$110.00	11-000-221-104-09-92	Paid by District for protégé Alyssa Rodriguez
Tara	Whitlock	Secretary	RHS	Approve	12/21/2016	6/30/2017	\$23.56/per hour	11-402-100-100-07-00	Extra secretarial work for RHS athletic budget. Not to exceed 8hrs.

REVISE

Alison	Sussman	Teacher	RHS	Revise	9/1/2016	1/30/2017	\$250.00	11-140-100-101-01-06	Revise salary for Independent study pay per REA contract (Drama)
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RATIFY

Lois	Baldwin	Mentor for new hires	RHS	Ratify	10/1/2016	6/30/2017	\$495.00	11-000-221-104-09-92	Paid by District for protégé Heidi Falanga
Donna	Mayer	Mentor for new hires	SES	Ratify	12/1/2016	6/30/2017	\$385.00		Paid via payroll by protégé Stephanie Disbrow per Provisional program
Jill	Reid	Mentor for new hires	PRMS	Ratify	10/1/2016	2/28/2017	\$302.50		Paid via payroll by protégé Jessica Prawetz per Provisional program
Tracy	Rodriguez	Mentor for new hires	RHS	Ratify	9/1/2016	6/30/2017	\$550.00	11-000-221-104-09-92	Ratify pay for full year. Paid by District for protégé Andrew Bruno
Laurie	Rotondo	Guidance Counselor	RHS	Ratify	9/1/2016	6/30/2017	\$54.91/hr.	11-000-218-104-01-09	Lead counselor work. Not to exceed an additional 150 hours.
Kathleen	St. John	Mentor for new hires	PRMS	Ratify	11/1/2016	6/30/2017	\$440.00	11-000-221-104-09-92	Paid by District for protégé Suzanne DeVito
Jillian	Vaz	Teacher	SES	Ratify	9/1/2016	6/30/2017	\$34.00/hr.	11-000-217-100-04-04	K-5 Math Curriculum writing. Not to exceed 5 additional hours.
Michelle	Warren	Chaperone	RHS	Ratify	12/1/2016	12/3/2016	\$273.00/per night	11-401-100-100-01-05	Model UN Overnight Chaperone

REVISE

Nicole	Rokoszak	Mentor for new hires	PRMS	Revise	9/1/2016	12/31/2016	\$220.00		Revise pay to reflect time worked. Paid via payroll by protégé Stephanie Naishtut per Provisional program
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