

Minutes of the Workshop Meeting of the Roxbury Township Board of Education held on Monday, February 4, 2008 at the Eisenhower Middle School, 47 Eyland Avenue, Succasunna, NJ 07876

The meeting was called to order in the Eisenhower Middle School Media Center at 5:30 p.m., President Badini presiding.

MEMBERS PRESENT: Mr. Robert Badini, Mrs. Maureen Castriotta, Mrs. Liz D'Abbraccio, Mrs. Terry D'Agostino, Mr. Edward Hill, Mrs. Hildi Libby, Mr. John Moschella, Mr. Joseph Perfetti, Ms. Carol Scheneck

MEMBERS ABSENT: Mrs Patricia Miller

ADMINISTRATION PRESENT: Mr. Dennis Mack, Mr. Edward Hade, Ms. Ruthann Quinn, Ms. Pam Hinman

OTHERS PRESENT: Ms. Nathanya G. Simon, Schwartz Simon Edelstein Celso & Kessler LLC

EXECUTIVE SESSION

Whereas Chapter 231, P.L., 1975 also known as the Sunshine Law, authorizes a public body to meet in Executive Session under certain limited circumstances; and

Whereas said law requires the Board of Education to adopt a resolution at a public meeting before it can meet in such an Executive or Private Session,

Now, therefore, it was motioned by Mrs. D'Abbraccio and seconded by Ms. Scheneck that the Roxbury Township Board of Education does hereby determine that it is necessary to meet in Executive Session at this time, 5:30 p.m. to discuss buildings and grounds personnel issues, student matters, and matters covered by attorney client privilege. The matters discussed will be made public if and when confidentiality is no longer required, and action pursuant to said discussion shall take place only in a public meeting.

It was motioned by Mrs. Libby and seconded by Ms. Scheneck that this meeting returns to Public Session at this time, 7:25 p.m., in Lincoln/Roosevelt Auditorium.

PUBLIC SESSION

The Public Session was called to order in the Lincoln/Roosevelt Auditorium at 7:30 p.m., President Badini presiding.

Mrs. D'Agostino announced that this Workshop Meeting of the Roxbury Township Board of Education is being held to take action and hold discussion on business before the Board tonight, and that the New Jersey Open Public Meetings Law was enacted to ensure the right of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Roxbury Township Board of Education has caused written notice of tonight's meeting and copies of the agenda for tonight's meeting to be transmitted to:

- Roxbury Register - Newspaper
- Daily Record - Newspaper

- Municipal Clerk
- Roxbury Public Library
- Roxbury Website - http://www.roxbury.org/boe/meetings_minutes.htm

The notice of tonight's meeting and a copy of tonight's agenda have been posted in the Board's Business Office.

February 4, 2008

PLEDGE OF ALLEGIANCE

Members of the Board, Administration, and Public participated in the salute to the flag.

ROLL CALL

The roll was taken and a quorum deemed present.

CORRESPONDENCE

None

MINUTES

Mrs. Castriotta asked why the statement read by Mrs. D'Agostino at the December 17, 2007 meeting regarding the status of teachers union/board negotiations was not entered into the minutes in its entirety. Terry replied she did not submit a copy of her statement to the board secretary.

Mrs. D'Agostino moved, and Mrs. D'Abraccio seconded a motion that the minutes of the Regular Meeting and Executive Session of January 28, 2008 be accepted with the following changes:

1. Personnel (page 7 of 15): Mrs. Castriotta clarified that she asked about the hiring process for Curriculum Writing. Mr. Hade explained the process.

The motion was approved by roll call vote.

Mrs. Castriotta: Yes; **Mrs. D'Abraccio:** Yes; **Mrs. D'Agostino:** Yes; **Mr. Hill:** Yes **Mrs. Libby:** Yes to *Workshop Minutes, Abstain to Executive Session* **Mr. Moschella:** Yes; **Mr. Perfetti:** Yes; **Ms. Scheneck:** Yes; **Mr. Badini:** Yes.

PRESENTATIONS

1. Stock Market – Presented by Jan Eberding

Ms. Karen Carlson, Principal of the Jefferson School, and Mrs. Elizabeth Azar, Principal of the Nixon School, introduced the students who participated in the Stock Market Game. Mr. Badini and Mr. Mack presented the awards to the children. Ms. Janice Eberding was thanked for her work as the advisor of the group.

2. VFW Voice of Democracy – Presented by Post Commander Howard Dalrymple

Mr. Howard Dalrymple and Mr. Howard Maple of the VFW presented the Voice of Democracy Award to Carolyn McLaughlin on her composition entitled, "How I Honor Veterans".

Ms. Jennifer Sassaman, Grade 5 Teacher at the Lincoln/Roosevelt School, was also presented with an award for her work with students on "What it Means to be a Patriot".

STUDENT COUNCIL REPRESENTATIVE'S COMMENTS

None

BOARD PRESIDENT'S COMMENTS

None

February 4, 2008

SUPERINTENDENT'S REPORT

None

BUSINESS ADMINISTRATOR'S REPORT

Ms. Quinn is requesting approval to reschedule a meeting and for travel requests.

COMMITTEE REPORTS

1. Facilities

The next committee meeting will be on Wednesday, February 6, 2008.

2. Community Relations

Mrs. Libby stated the election date is April 15, 2008 and asked the public to vote.

Mrs. Castriotta stated the next meeting is scheduled for February 14, 2008. She asked about her recommendation. Mrs. Libby forwarded it to Mr. Mack. Mrs. Castriotta is requesting that the OPRA law be placed on the district website. Mrs. Libby said it would be discussed at the next meeting.

3. Education

Mrs. D'Agostino read Mrs. Miller's notes stating that at their last meeting the committee discussed with Mr. Swanson the Alternative School. Mr. Swanson is reviewing the successes and shortcomings of the school. Bullying and Harassment will be discussed at the next meeting.

4. Finance

The committee is waiting for the final budget numbers to schedule the next meeting.

5. Shared Services

The committee is meeting with the town in regards to the turf field and the Berkshire Valley project on Thursday, February 7, 2008.

6. Personnel

None

7. Other

Mrs. Castriotta asked if the Education policies went through the committee. Mr. Hade responded positively. Mrs. Castriotta requested the minutes from the meetings of the Education and the Shared Services committees.

PUBLIC COMMENTS – Agenda Items

Mrs. Fran Day asked about Resolutions 395-08, 401-08, 405-08, 400-08, 393-08. The administrators responded.

February 4, 2008

ACTION ITEMS

Finance

Mrs. Castriotta moved, and Mr. Perfetti seconded a motion that the Finance Resolutions 393-08, and 394-08 be approved as presented and listed below.

The motion was approved by roll call vote.

Mrs. Castriotta: *Yes to all;* **Mrs. D’Abbraccio:** *Yes to all;* **Mrs. D’Agostino:** *Yes to all;* **Mr. Hill:** *Yes to all;* **Mrs. Libby:** *Yes to all;* **Mr. Moschella:** *Yes to all;* **Mr. Perfetti:** *Yes to all;* **Ms. Scheneck:** *Yes to all;* **Mr. Badini:** *Yes to all.*

RESOLUTION NO. 393-08

Approval of Change of Meeting Date

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education approves the change of date for the board meeting scheduled for March 17, 2008 to be held on March 24, 2008.

RESOLUTION NO. 394-08

Approval of Travel Requests

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education approves unavoidable travel and costs as related in this resolution which are educationally necessary and fiscally prudent and are related to and within the scope of the employee’s current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The reimbursements listed in this resolution are in compliance with State travel reimbursement guidelines as established by the Department of the Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1 et. seq.

First Name	Last Name	Conference/Seminar Title	Place	Date of Trip	Total Estimated Expenses*
Andrea	Saladino	Morris County Association of Secondary School Principals and Supervisors	Morris County School of Technology	February 6, 2008	\$35.00 Registration
Audrey	Wallock	ASK Training	Whippany, NJ	February 8, 2008	See Note
Justin	Spargo	Frank Glazier Mega Clinic	Baltimore, MD	February 15-17, 2008	See Note
Karen	Fasino	Response to Intervention	Newark, NJ	February 26, 2008	See Note
Brenda	Wilson	Response to Intervention	Newark, NJ	February 26, 2008	See Note
Audrey	Wallock	Response to Intervention	Newark, NJ	February 26, 2008	See Note
Nancy	Goldberg	Strengthening Your Secondary Art Program	Newark, NJ	March 3, 2008	\$195.00 Registration
Karen	Demarest	ELL's and Special Education - How to Determine Language Difference from Learning Disability	Rutgers	March 4, 2008	\$160.00 Registration
Brian	Sferra	ELL's and Special Education - How to Determine Language Difference from Learning Disability	Rutgers	March 4, 2008	\$160.00 Registration
Alexis	Korsak	48th Annual Directors of Athletic Association of New Jersey Workshop	Atlantic City, NJ	March 17-20, 2008	\$311.00 Registration
Patricia	Sikorski	AP Reading	Louisville, KY	June 4-12, 2008	See Note

*Note: Does not include mileage and sustenance as it is contractual. No hotel cost are paid in the state of New Jersey

February 4, 2008

Personnel

Resolution 399-08: Mrs. Castriotta asked how much the trainers were paid. Mr. Mack responded they are paid as a regular substitute and they are only used on an as needed basis.

Mr. Hill moved, and Mrs. Libby seconded a motion that the Personnel Resolutions 395-08 through 401-08 be approved as presented and listed below:

The motion was approved by roll call vote;

Mrs. Castriotta: *Yes to all;* **Mrs. D’Abbraccio:** *Yes to all;* **Mrs. D’Agostino:** *Yes to all;* **Mr. Hill:** *Yes to all;* **Mrs. Libby:** *Yes to all;* **Mr. Moschella:** *Yes to all;* **Mr. Perfetti:** *Yes to all;* **Ms. Schneck:** *Yes to all;* **Mr. Badini:** *Yes to all.*

RESOLUTION NO. 395-08
Transfer –Secretarial Staff

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the following Secretary be transferred as follows effective February 5, 2008 for the 2007/2008 school year:

Name	From	To	06/07 Salary*
Karyn McSkimming	F/T Secretary Special Services/Jefferson School	F/T Secretary Special Services	Step 6, Grade III \$37,628
*Salary pending completion of negotiations			

RESOLUTION NO. 396-08
Appointment – Paraprofessional Staff - RHS

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, *Ms. Kathleen Drew* be appointed as a Job Coach for after-school and weekends at Roxbury High School effective February 5, 2008 for the 2007/2008 school year. This is a new position.

Salary: Step 6 of the 2006/07 Paraprofessional Guide, \$19.39/Hour, not to exceed 12 Hours/Week (salary pending completion of negotiations)

A background search as required by State law has been successfully completed.

RESOLUTION NO. 397-08
Appointment – Food Service Staff - RHS

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, *Ms. Jill Morris* be appointed as a Substitute Cafeteria Worker at Roxbury High School effective February 5, 2008 for the 2007/2008 year.

Salary: \$9.47/Hour on an as-needed basis

A background search as required by State law has been successfully completed.

February 4, 2008

RESOLUTION NO. 398-08

Appointment - Substitute Teachers

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following be approved as substitute teachers for the 2007/2008 school year, contingent upon meeting all requirements according to state rules and regulations; remuneration to be in accordance with Board of Education Policy:

Lopes, Ines Ms. Lopes earned a BA in English and Creative Writing and an MA in Secondary English Education from Montclair University in New Jersey. She is currently a substitute teacher for the Livingston Board of Education and will be working under a substitute certificate.

Saideman, Laurence Mr. Saideman earned a BA in Religion from the University of Pennsylvania. He is currently a substitute teacher for the Randolph School District and will be working under an Elementary School Teacher certificate.

These appointments, where necessary are dependent upon successful completion of a background search as required by State law.

RESOLUTION NO. 399-08

Appointment – Athletic Trainer Substitutes

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the staff listed below be approved for employment as Athletic Trainer Substitutes for the 2007/2008 school year.

Jennifer Geary Jackie Loughridge

RESOLUTION NO. 400-08

Appointment – Athletic Volunteers – RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the appointment of the following athletic department volunteers for the 2007/2008 school year.

Les Cirelli - Baseball
Brian Eberly - Baseball

RESOLUTION NO. 401-08

Approval to Participate in Music Competition

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, approval be granted for the following students at Roxbury High School to participate in the All-State Band and All-State Women's Choir to be held in East Brunswick, NJ February 21-23, 2008.

<u>All-State Band</u>		<u>All-State Women's Choir</u>
Eric Gilligan	Lauren Garrison	Lee Ann Hill
Josh Zimmer	Kelly Larkins	
Ray Henricksen	Tim Taylor	

February 4, 2008

Mr. Hill moved, and Mrs. Libby seconded a motion that the Personnel Resolutions 402-08 and 403-08 be approved as presented and listed below.

The motion was approved by roll call vote.

Mrs. Castriotta: *Yes to all;* **Mrs. D’Abbraccio:** *Abstain to all;* **Mrs. D’Agostino:** *Yes to all;* **Mr. Hill:** *Yes to all;* **Mrs. Libby:** *Yes to all;* **Mr. Moschella:** *Yes to all;* **Mr. Perfetti:** *Yes to all;* **Ms. Schneck:** *Yes to all;* **Mr. Badini:** *Yes to all.*

RESOLUTION NO. 402-08

Appointment – Paraprofessional Staff

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, *Ms. Erin Farley* be appointed as a Pre-School Disabilities Aide at Jefferson School effective February 5, 2008 for the 2007/2008 school year. Ms. Farley is replacing Ms. Lisa Henriksen who was transferred to another position.

Salary: Step 1 of the 2006/07 Paraprofessional Guide - \$9.47/Hour, 30 Hours/Week, not to exceed 35 hours/week (Salary pending completion of negotiations)

A background search as required by State law has been successfully completed.

RESOLUTION NO. 403-08

Appointment – Coaches

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the following personnel be appointed as Coaches at the Eisenhower Middle School at the step and salary indicated for the 2007/2008 school year. Salary to be determined pending completion of negotiations.

Name	Position	07/08 Step	06/07 Salary*
<i>Track and Field</i>			
Parker, Mike – 1	Head Coach	3	\$4,595
Gangemi, Joe	Assistant Coach	3	3,695
1 – Includes longevity			
*Salary to be determined pending completion of negotiations			

Education

Mr. Hade was asked if health service plans are mandated. Mr. Hade responded affirmatively on all but the one for Personnel.

Mrs. D’Agostino moved, and Mr. Moschella seconded a motion that the Education Resolutions 404-08 through 415-08 be approved as presented and listed below.

The motion was approved by roll call vote.

Mrs. Castriotta: *Yes to all;* **Mrs. D’Abbraccio:** *Yes to all;* **Mrs. D’Agostino:** *Yes to all;* **Mr. Hill:** *Yes to all;* **Mrs. Libby:** *Yes to all;* **Mr. Moschella:** *Yes to all;* **Mr. Perfetti:** *Yes to all;* **Ms. Schneck:** *Yes to all;* **Mr. Badini:** *Yes to all.*

RESOLUTION NO. 404-08

Approval of Out-of-District Placements/Services

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education approves the 2007/2008 Out-of-District Placements/Services listed below.

<i>File Number</i>	<i>School or Provider</i>	<i>Total Cost</i>	<i>Dates</i>
DPS 007	Daytop Preparatory School	\$26,040.24	01/17/08 to 06/30/08

February 4, 2008

RESOLUTION NO. 405-08

Approval of Overnight Trip – RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, staff and students at Roxbury High School be approved for participation in the following educational event as per Board policy.

Event	Location	Dates
Key Club	King of Prussia, PA	April 11-13, 2008

RESOLUTION NO. 406-08

Approval of First Reading – Policy 5305 – Health Services Personnel

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 5305 Health Services Personnel for first reading. (Exhibit 1)

RESOLUTION NO. 407-08

Approval of First Reading – Policy 5306 – Health Services to Nonpublic Schools

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 5306 Health Services to Nonpublic Schools for first reading. (Exhibit 2)

RESOLUTION NO. 408-08

Approval of First Reading – Regulation R 5306 – Health Services to Nonpublic Schools

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 5306 Health Services to Nonpublic Schools for first reading. (Exhibit 3)

RESOLUTION NO. 409-08

Approval of First Reading – Policy 5307 – Nursing Services Plan

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 5307 Nursing Services Plan for first reading. (Exhibit 4)

RESOLUTION NO. 410-08

Approval of First Reading – Policy 5308 – Pupil Health Records

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 5308 Pupil Health Records for first reading. (Exhibit 5)

RESOLUTION NO. 411-08

Approval of First Reading – Regulation R 5308 – Pupil Health Records

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 5308 Pupil Health Records for first reading. (Exhibit 6)

RESOLUTION NO. 412-08

Approval of First Reading – Policy 5310 – Health Services

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 5310 Health Services for first reading. (Exhibit 7)

RESOLUTION NO. 413-08

Approval of First Reading – Regulation R 5310 – Health Services

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 5310 Health Services for first reading. (Exhibit 8)

February 4, 2008

RESOLUTION NO. 414-08

Approval of First Reading – Policy 5332 – Do Not Resuscitate Orders

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 5332 Do Not Resuscitate Orders for first reading. (Exhibit 9)

RESOLUTION NO. 415-08

Approval of First Reading – Policy 5335 – Treatment of Asthma

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 5335 Treatment of Asthma for first reading. (Exhibit 10)

PUBLIC COMMENTS – Non-Agenda Items

Ms. Janice Eberding, President of the REA, spoke about the information regarding legal fees that was sent to her from the Business Administrator. Indicating that negotiations fees were \$176,000, contrary to what Mrs. D'Agostino explained at the last meeting.

Mrs. D'Agostino again responded that the terminology of negotiations attorney encompassed many aspects of personnel issues including but not limited to negotiating bargaining contracts. The amount spent on contract negotiations was approximately \$51,000 for the 2006/2007 school year. The rest of the funds under negotiations were for grievance issues, personnel related issues, legal issues involving personnel and general personnel issues related to workers compensation. Mrs. D'Agostino stated she would not get into a debate with the union in a public session. She thanked Ms. Eberding for her comments.

Ms. Eberding went on to congratulate the children in the Stock Market Game. She stated that the teachers' level of service is not changing because they are without a contract. She asked that the board, "have a heart, settle now". The REA handed out valentine cards to the board members.

Mrs. Fran Day asked about the out-of-district trips and the Berkshire Valley project.

Mr. Hade responded the out-of-district trips limit is due to nursing coverage. He also stated there are some exceptions with certain trips.

Mrs. D'Agostino commented that the Berkshire Valley project is cost-prohibitive at this time. In the future, the board may discuss early childhood programs. The building will not meet the needs of the district.

Mrs. Day commented on the turf field. Mr. Mack stated that all would be discussed and included in the contract with the town. She asked if the contract would be available. The board attorney stated not until it has been approved by the board

Mr. Chris Rogers commented that his source for the salary guides was the Asbury Park Press and that 32% of Roxbury teachers make \$80,000 or greater. He asked if the board was going to host an event similar to the PTA REA event.

Mrs. Castriotta reminded the community of the public forum being held on February 6, 2008 at 7:00 p.m.

February 4, 2008

ADJOURNMENT

It was motioned by Mr. Perfetti and seconded by Mr. Moschella to adjourn the meeting at this time, 8:32 p.m.

Respectfully submitted,

Pam Hinman
Assistant Board Secretary