

Minutes of the Workshop Meeting of the Roxbury Township Board of Education held on Monday, March 3, 2008 at the Lincoln/Roosevelt School, 34 North Hillside Avenue, Succasunna, NJ 07876

The meeting was called to order in the Lincoln/Roosevelt School Media Center at 7:00 p.m., President Badini presiding.

MEMBERS PRESENT: Mr. Robert Badini, Mrs. Liz D'Abbraccio, Mrs. Terry D'Agostino, Mrs Patricia Miller, Mr. Joseph Perfetti, Ms. Carol Scheneck

MEMBERS ABSENT: Mrs Maureen Castriotta, Mr. Edward Hill, Mrs. Hildi Libby, Mr. John Moschella

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 Mrs. Miller that the Roxbury Township Board of Education does hereby determine that it is necessary to meet in Executive Session at this time, 7:03 p.m. to discuss student matters, negotiations, 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. D'Abbraccio and seconded by Mr. Perfetti that this meeting return to Public Session at this time, 7:32 p.m., in Lincoln/Roosevelt Auditorium.

PUBLIC SESSION

The Public Session was called to order in the Lincoln/Roosevelt Auditorium at 7:35 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.

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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. Miller moved, and Mr. Perfetti seconded a motion that the minutes of the Regular Meeting and Executive Session of February 25, 2008 be accepted as presented:

The motion was approved by roll call vote.

Mrs. D'Abbraccio: *Abstain*; **Mrs. D'Agostino:** *Abstain to Executive Session Minutes, Yes to Regular Meeting Minutes*; **Mrs. Miller:** *Yes*; **Mr. Perfetti:** *Yes*; **Ms. Scheneck:** *Yes*; **Mr. Badini:** *Yes*.

PRESENTATIONS

1. Community School/Summer School

Ms. Debbie Burleigh, Director of Community School, presented to the Board all that the Community School has to offer.

STUDENT COUNCIL REPRESENTATIVE'S COMMENTS

Mr. Mack is waiting to hear from Mr. Swanson on the lack of attendance by the student representatives.

BOARD PRESIDENT'S COMMENTS

None

SUPERINTENDENT'S REPORT

Mr. Mack mentioned how well the Roxbury High School Band was doing in competition in Indianapolis. The program is becoming a nationally known program. Mrs. D'Agostino commented on the band program. She also commented that the Board contributed to the transportation of the band trip and that the money was well spent.

The Superintendent relayed the tremendous amount of participation in the PTA Reflections, "I Can Make A Difference". Displays will be at the Roxbury Mall.

BUSINESS ADMINISTRATOR'S REPORT

Ms. Quinn is requesting approval for submission of a tentative budget and for travel requests.

Ms. Quinn explained to the public the budget process and the background on the new funding formula. The new formula is based on wealth and income as well as some aid based on a dollar figure per student. She explained that the district will be receiving the same aid increase as the previous year. The taxable base only increased about 1.7% from last year. The tax increase is the lowest in 5 years, at \$127.00 increase per average house of \$200,000.

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The User-Friendly budget will be on the Roxbury Public Schools Website. There will also be a link to ask questions directly to the Board Office.

Mr. Mack explained that all school districts are responsible to pay back the PERS pension system for monies never put into the system. In 2008-2009, the district will have to pay back over \$1,000,000. He explained that this school year, the district has seen very few retirements which is unusual. Not having the usual breakage from salaries makes budgeting difficult, therefore staffing was an area that had to be cut.

Mrs. D'Agostino asked if the administration looked at other cuts, beside teaching staff. Mr. Mack responded affirmatively. Ms. Scheneck asked that these are non-tenured staff, also affirmative.

COMMITTEE REPORTS

1. Facilities

Mr. Perfetti commented that the Buildings and Grounds Department would be short staffed to be able to meet the needs of the facilities.

2. Community Relations

Mr. Mack explained that the committee has been meeting and working on the election process.

3. Education

Mrs. Miller discussed the policies regarding harassment and bullying. The committee is also working on the test score monitoring. Mr. Hade responded the state has been changing the test so it is difficult to monitor, but the NJ Ask will be for grades 3-8. This will make it better for tracking purposes. It was asked that the testing calendar be placed on the website. The next Education Committee meeting is March 26, 2008 at 10:00 a.m.

Mrs. D'Agostino commented on the Community School's use of the Virtual High School. She hopes that is still in the future of the district. Mr. Mack mentioned it is still a possibility and that other districts are using it.

4. Finance

Mr. Badini commented that the committee has been very busy. He thanked the administrators and all involved in the budget process. He stated he is sorry to see that the money cannot be budgeted for the Strategic Plan. Ms. Quinn mentioned the election is being held on April 15, 2008, polls will be open from 7:00 a.m. to 9:00 p.m.

5. Shared Services

Mr. Mack mentioned a meeting will be held Thursday, March 6, 2008 at 6:00 p.m.

6. Personnel

None

PUBLIC COMMENTS – Agenda Items

Mr. Greg Somjen commented on the budget process and the District Budget for 2008-2009. He mentioned his great concern that the new budget limits and funding formula are preventing the district from keeping teachers. He stated that there is a need to come up with alternative areas for revenue.

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ACTION ITEMS

Finance

Mr. Badini moved, and Mr. Perfetti seconded a motion that the Finance Resolutions 453-08, and 454-08 be approved as presented and listed below.

The motion was approved by roll call vote.

Mrs. D’Abbraccio: *Yes to all;* **Mrs. D’Agostino:** *Yes to all, however, Abstain to herself in Resolution 454-08 only;* **Mrs. Miller:** *Yes to all, however, Abstain to herself in Resolution 454-08 only;* **Mr. Perfetti:** *Yes to all;* **Ms. Scheneck:** *Yes to all, however, Recluse to Mr. Hade in Resolution 454-08 only;* **Mr. Badini:** *Yes to all.*

RESOLUTION NO. 453-08

Approval of Submission of Tentative Budget

IT IS RESOLVED, that the Roxbury Township Board of Education approve and authorize the submission of the tentative budget for the 2008/2009 school year to the County Superintendent for State approval. Detailed tentative budgets are available in the Board Office and on the district website for public review, on or about March 4, 2008.

GENERAL FUND TOTAL	\$65,131,530.00
SPECIAL REVENUE FUND	\$1,054,023.00
DEBT SERVICE FUND	\$2,262,376.00
TOTAL	\$68,447,929.00

IT IS FURTHER RESOLVED to acknowledge that the tentative 2008/2009 budget as described above results in a general fund tax levy of \$44,263,323.00 and debt service tax levy in the amount of \$2,171,656.00.

IT IS FURTHER RESOLVED that the school district policy and N.J.A.C. 6A:23B-1.2(b), provide that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2008/2009 school year.

IT IS FURTHER RESOLVED that the Roxbury Board of Education hereby establishes the school district travel maximum for the 2008/2009 school year not to exceed \$135,000.00 and that the School Business Administrator/Board Secretary shall track and record these costs to insure that the maximum amount is not exceeded.

RESOLUTION NO. 454-08

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*
Kristin	Bonnefond	Managing Problem Behaviors in School and Home	Brookdale Community College	March 4, 2008	\$95.00 Registration

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First Name	Last Name	Conference/Seminar Title	Place	Date of Trip	Total Estimated Expenses*
Jennifer	Mallet	Fundamentals of Coaching - NJ	Online	March 4, 2008	\$100.00 Registration
Jennifer	Mallet	NFMS Sports First Aid Course	Online	March 4, 2008	\$45.00 Registration
Becky	Popowycz	Fundamentals of Coaching - NJ	Online	March 4, 2008	\$100.00 Registration
Becky	Popowycz	NFMS Sports First Aid Course	Online	March 4, 2008	\$45.00 Registration
Linda	Mezzino	The Grass is Always Greener in the Garden State	Morris Museum	March 6, 2008	\$50.00 Registration
Dave	Monaco	NJSIAA Wrestling Championships	Atlantic City, NJ	March 7, 8, 9, 2008	See Note
Jason	White	NJSIAA Wrestling Championships	Atlantic City, NJ	March 7, 8, 9, 2008	See Note
Jim	Dolan	NJSIAA Wrestling Championships	Atlantic City, NJ	March 7, 8, 9, 2008	See Note
Kristin	Bonnefond	Establishing Inst. Control & Teaching Functional Communication	Saddle Brook, NJ	March 10, 11, 2008	\$195.00 Registration
Terry	D'Agostino	MCSBA General Membership	Morris Plains, NJ	March 13, 2008	No Cost to Board
Patricia	Miller	MCSBA General Membership	Morris Plains, NJ	March 13, 2008	No Cost to Board
Cosmo	Lorusso	Frank Glazier Football Clinic	Lancaster, PA	March 13-15, 2008	See Note
Georgia	Grant	NJECC 2008 Annual Conference	Montclair, NJ	March 18, 2008	\$105.00 Registration
Janet	Hawthorne	NJECC 2008 Annual Conference	Montclair, NJ	March 18, 2008	\$105.00 Registration
Edward	Hade	District Test Coordinator Training - NJ ASK 2008	Parsippany, NJ	March 31, 2008	See Note
Chris	Deery	District Test Coordinator Training - NJ ASK 2008	Parsippany, NJ	March 31, 2008	See Note
Beth	Grasso	District Test Coordinator Training - NJ ASK 2008	Parsippany, NJ	April 1, 2008	See Note
Carol	McStay	From Math Standards to Math Assessment: What's New in New Jersey?	Jamesburg, NJ	April 14, 2008	\$100.00 Registration
Aristea	Theodoropoulos	AP Psychology Exam Reading	Kansas City, MO	June 6-16, 2008	No Cost to Board

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

Personnel

Mrs. D'Agostino moved, and Mrs. Miller seconded a motion that the Personnel Resolutions 455-08 through 458-08 be approved as presented and listed below:

The motion was approved by roll call vote;

Mrs. D'Abbraccio: Yes to all; Mrs. D'Agostino: Yes to all; Mrs. Miller: Yes to all; Mr. Perfetti: Yes to all; Ms. Schneck: Yes to all; Mr. Badini: Yes to all.

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RESOLUTION NO. 455-08
Transfer – Transportation Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Mr. Edward Koch* be transferred as follows retroactive to February 25, 2008 for the 2007/2008 school year:

FROM: Bus Driver – 5 Hours/day
TO: Substitute Bus Driver

Salary: \$15.00/Hour on an as-needed basis

RESOLUTION NO. 456-08
Appointment – Paraprofessional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Catherine Pawchak* be appointed as an LLD Aide at Roxbury High School effective March 4, 2008 for the 2007/2008 school year. Ms. Pawchak is replacing Ms. Vicki Hogan who was transferred to another position.

Salary: Step 2 of the 2006/07 Paraprofessional Guide, \$10.06/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. 457-08
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:

Paulson, Diane Ms. Paulson earned her BA in English Literature in Secondary Education from William Paterson University in NJ. She is currently a substitute with the High Point Regional High School District and will be working under a Teacher of English certificate.

Stornetta, Marcia Ms. Stornetta earned her BA in English from Brigham Young University in Utah. She is currently a substitute teacher with the Morris School District and will be working under a Teacher of English certificate.

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

RESOLUTION NO. 458-08
Increase in Time/Salary Adjustment – Professional Staff - RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following staff be appointed to teach one (1) additional period of Special Education as an Academic Support Teacher three times a week at Roxbury High School with an effective date contingent upon an IEP-driven resolution through legal action for the 2007/2008 school year at the following per diem rate.

Name	1/7 (14%) Per Diem Salary
Donegan, Jennifer	Step 7, MA Guide = \$33.29*
*Salary to be determined pending completion of negotiations	

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Education

Mrs. Miller moved, and Mrs. D’Abbraccio seconded a motion that the Education Resolutions 459-08 through 461-08 be approved as presented and listed below.

The motion was approved by roll call vote.

Mrs. D’Abbraccio: Yes to all; Mrs. D’Agostino: Yes to all; Mrs. Miller: Yes to all; Mr. Perfetti: Yes to all; Ms. Scheneck: Yes to all; Mr. Badini: Yes to all.

RESOLUTION NO. 459-08

Approval of Overnight Trips – Athletic Events – RHS

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, staff and students be approved for participation in the following athletic events as per Board policy. Attendance at these events is based upon team and/or individual qualifications.

Event	Location	Dates
Wrestling	NJSIAA State Championships Atlantic City Convention Center	March 7, 8, 19, 2008
Track	Pennsylvania Relays Franklin Field University of Pennsylvania	April 24, 25, 26, 2008
Track	NJSIAA Group Championships Egg Harbor, NJ	June 3-4, 2008

RESOLUTION NO. 460-08

Approval of First Reading – Policy 5512.01 – Harassment, Intimidation, and Bullying

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 5512.01 Harassment, Intimidation, and Bullying for first reading. (Exhibit 1)

RESOLUTION NO. 461-08

Approval of First Reading – Policy 5512.02 – Cyber-Bullying

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 5512.02 Cyber-Bullying for first reading. (Exhibit 2)

Mrs. Miller moved, and Mr. Perfetti seconded a motion that the Education Resolution 462-08 be approved as presented and listed below.

The motion was approved by roll call vote.

Mrs. D’Abbraccio: Abstain; Mrs. D’Agostino: Yes; Mrs. Miller: Yes; Mr. Perfetti: Yes; Ms. Scheneck: Yes; Mr. Badini: Yes.

RESOLUTION NO. 462-08

Approval of Opportunity Extension Program

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education employs *Ms. Margaret Ferrentino* to work with students from 7:30 AM to 8:25 AM in a before-school program at the Lincoln/Roosevelt School to assist in the reading/language arts skills at the 2006/2007 rate of \$32.00 per hour for the 2007/2008 school year. (Salary to be determined pending completion of negotiations.)

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PUBLIC COMMENTS – Non-Agenda Items

Ms. Christine Bassani from Landing thanked the Board for its contribution to the band trip to Indianapolis. She commented on what a wonderful experience it was for the band. She applauded Mr. Todd Nichols for his efforts and all that he does for the band.

Mr. Somjen commented on the superintendent search. He asked the Board to narrow candidates down to 2-3. He recommended that the newly elected board select the new superintendent. Mrs. D'Agostino commented that the Board has discussed this and is reaching out to the search firm on March 4, 2008.

ADJOURNMENT

It was motioned by Mr. Perfetti and seconded by Mrs. D'Abbraccio to adjourn the meeting at this time, 8:50 p.m.

Respectfully submitted,

Pam Hinman
Assistant Board Secretary