

Minutes of the Workshop Meeting of the Roxbury Township Board of Education held on Monday, December 3, 2007 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 6:35 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 Patricia Miller, Mr. John Moschella, Ms. Carol Scheneck

MEMBERS ABSENT: Mrs. Hildi Libby, Mr. Joseph Perfetti

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

OTHERS PRESENT: 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, 6:35 p.m. to discuss superintendent search, other personnel issues, student matters, teamsters 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 Mr. Badini and seconded by Mr. Moschella that this meeting return to Public Session at this time, 7:29 p.m., in the Interdisciplinary Room.

PUBLIC SESSION

The Public Session was called to order in the Eisenhower Middle School Interdisciplinary Room 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.

December 3, 2007

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. D’Agostino moved, and Mr. Moschella seconded a motion that the minutes of the Regular Meeting and Executive Session of November 5, 2007 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Castriotta: Yes; Mrs. D’Abbraccio: Yes; Mrs. D’Agostino: Yes; Mr. Hill: Yes; Mrs. Miller: Yes; Mr. Moschella: Yes; Ms. Scheneck: Abstain; Mr. Badini: Yes.

PRESENTATIONS

1. State Championship Awards

2007 Roxbury High School Girls Soccer
Iron Hills Conference Champions / Morris County Champions

| | | |
|--------------------|--------------------|-----------------------|
| Casey Artigliere | Fallon Goodman | Robin Rozembersky |
| Emily Artigliere, | Kristyn Guerci | Rachel Senyszyn |
| Danielle Conwell | Sarah Kelleher, | Jillian Smith, |
| Kristi Costantino, | Michelle Marabondo | Amanda Stormo, |
| Amanda Davis | Margot Murray | Kristen Tillyer |
| Jenn DiGioia, | Jessica Musmanno, | Melissa Volpe, |
| Natalie Dowd, | Ariann Neutts | Corissa Younghans, |
| Kelsey Dul | Kelly Rozembersky | |
| Coach Justin Renna | Coach Dave Monaco | Coach Michelle George |

2007 Roxbury High School Girls Cross Country
Iron Hills Conference Champions / Iron Hills Conference Dual Meet Champions
Morris County Champions / North I Group III State Sectional Champions
Group III Championship – 3rd Place / Meet of Champions – 2nd Place

| | | |
|--------------------|----------------------|---------------------|
| Kathleen Alexander | Alexandria Grabowski | Lauren Penney |
| Aimee Bischoff | Britt Henricksen | Alysha Sabarwal |
| Caitlin Bisson | Erica Jobes | Victoria Wardamasky |
| Ashley Cromartie | Chantel McHugh | |
| Nicole Grabowski | Mary Migton | Coach Sherry Sikora |

2. 2006/2007 Audit – Mr. William Schroeder, Nisivoccia & Company, LLP

Mr. William Schroeder, partner with Nisivoccia & Company, presented the 2007 Audit. Mr. Shroeder stated that all was well within the district and that there were no audit recommendations. Mr. Mack and Mr. Badini thanked Ruthann Quinn and her staff for their hard work.

Mr. Schroeder clarified for Mrs. Castriotta a question in regards to a new bill that applies to the 2008 audit, where a client must demonstrate they understand the financial statement of the district.

December 3, 2007

Mrs. D'Agostino clarified that the monies being returned to the board were approved by the individual student activity groups. Ms. Quinn responded yes.

STUDENT COUNCIL REPRESENTATIVE'S COMMENTS

The student representative reported on the current events at the High School. The representatives mentioned a few activities that have been cancelled. Mrs. Castriotta questioned why the activities were cancelled. The student replied it was due to the fact that the chaperones and supervisors had not been able to attend.

Mrs. D'Agostino clarified that the Student Council had an advisor at the beginning of the year. The student responded affirmatively.

BOARD PRESIDENT'S COMMENTS

None

SUPERINTENDENT'S REPORT

Mr. Mack commended the Girls' Soccer Team and Cross Country Team for their championship seasons.

Mr. Mack discussed the NJ QSAC. The monitors will be in the district on December 17, 2007. The monitors will be checking facilities, curriculum, instructions and finance.

Mrs. Miller asked how long does the monitor stay to observe. Mr. Mack stated it could go as long as two weeks.

Mrs. D'Agostino asked Mr. Moschella about his experience as a QSAC monitor. He stated it was about four days, but he was in Abbotts Districts only.

Mrs. Miller asked if there would be any student disturbance. Mr. Hade responded, no, there would not be any disturbance to student activity.

BUSINESS ADMINISTRATOR'S REPORT

Ms. Quinn thanked Pam Hinman and the Business Office staff for such a good year and the jobs they performed.

Mrs. Castriotta questioned the fact that the Class of 2007's donation had increased from it's previous resolution. Mr. Swanson responded that the Class of 1999 was offering their help in donating the make the walkway a larger area.

Mrs. Castriotta asked how long the district had been using Nisivoccia & Company. Mr. Mack and Ms. Quinn responded. Ms. Quinn stated the firm is on top of the finances of the district. The firm is extremely quick to respond and assist as needed throughout the year.

COMMITTEE REPORTS

1. Facilities

Mrs. Castriotta asked about the survey for the Buildings and Grounds assessment and if the staff were aware of the survey. Mr. Mack stated he spoke to the union representative.

2. Community Relations

None

3. Education

December 3, 2007

Mrs. Miller stated that the committee has been working on Homebound Instruction and the Virtual High School. The next meeting is December 5, 2007 at 10:00 a.m.

4. Finance

Ms. Quinn mentioned the budget process, the Berkshire Valley School project and the Field of Dreams.

5. Shared Services

None

6. Personnel

None

7. Project Graduation

Mrs. Castriotta stated a fundraiser was going to be held at Barnes and Noble on December 18th and 20th. The wrapping is free. A donation box will be there.

PUBLIC COMMENTS – Agenda Items

Mrs. Fran Day had questions on the following resolutions: 281-08, 284-08, 286-08, 288-08, 295-08, 302-08, and 312-08. Mr. Mack, Mr. Hade and Ms. Quinn responded.

ACTION ITEMS

Finance

Mrs. Miller moved, and Mrs. D’Agostino seconded a motion that the Finance Resolutions 276-08 through 285-08 be approved as presented and listed below.

The motion was approved by roll call vote.

Mrs. Castriotta: *Yes to all, however Recuse to Purchase Order 08-1429A only in Resolution 278-08, and Recuse to Mr. Trotter only in Resolution 282-08; Mrs. D’Abbraccio:* *Yes to all; Mrs. D’Agostino:* *Yes to all; Mr. Hill:* *Yes to all; Mrs. Miller:* *Yes to all; Mr. Moschella:* *Yes to all; Ms. Scheneck:* *Yes to all; Mr. Badini:* *Yes to all.*

RESOLUTION NO. 276-08

Amendment to Resolution No. 008-08

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, Resolution No. 008-08 be amended to state, “this donation is valued at approximately \$19,000”.

RESOLUTION NO. 277-08

Approval of Transfers

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education approves the attached list of transfers between accounts.

RESOLUTION NO. 278-08

Approval of the Bills Lists

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education approves the November Bills Lists totaling \$1,976,837.04 as presented.

December 3, 2007

RESOLUTION NO. 279-08

Approval of the Board Secretary's Reports

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the Board Secretary's Reports for September 2007 and October 2007 as presented.

RESOLUTION NO. 280-08

Approval of the Treasurer's Reports

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the Treasurer's Reports for September 2007 and October 2007 as presented.

RESOLUTION NO. 281-08

Monthly Financial Certification of the Board Secretary and Board of Education

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education, pursuant to N.J.A.C. 6A:23-2.11(c)3, does certify that no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a), and

IT IS FURTHER RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(c)4, after review of the Board Secretary's and Treasurer's monthly financial reports, that no major accounts and fund balances in the 2007/2008 budget have been over expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

RESOLUTION NO. 282-08

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.

The chart listed below is from the November 19, 2007 Board of Education Meeting, which was cancelled due to inclement weather.

| First Name | Last Name | Conference/Seminar Title | Place | Date of Trip | Total Estimated Expenses* |
|-------------------|------------------|--|-------------------------|---------------------|----------------------------------|
| Carol | Pellet | Introduction to Family Systems Theory | Denville FIS Office | November 26, 2007 | See Note |
| Michelle | Rivera | Reading: An Overview From Phonemic Awareness to Fluency to Comprehension | Mountain Lakes, NJ | November 28, 2007 | \$35.00 Registration |
| Fredericka | Buechler-Pergamo | Suicide Prevention Law Training | Deron School, Union, NJ | November 28, 2007 | See Note |
| Deborah | Wetreich | Suicide Prevention Law Training | Deron School, Union, NJ | November 28, 2007 | See Note |
| Ruthann | Quinn | NJASBO Professional Development Program | Mt. Olive, NJ | December 6, 2007 | No Cost |
| Linda | Rosenblatt | Ethical & Legal Issues in School Counseling | Monmouth University | December 7, 2007 | See Note |

December 3, 2007

| First Name | Last Name | Conference/Seminar Title | Place | Date of Trip | Total Estimated Expenses* |
|------------|-----------|---|-----------------|---------------------|---------------------------|
| Kevin | Poggi | National Wing T Clinic | Erie, PA | January 18-19, 2008 | \$80.00 Registration |
| Frank | Misurelli | National Wing T Clinic | Erie, PA | January 18-19, 2008 | \$80.00 Registration |
| Justin | Spargo | National Wing T Clinic | Erie, PA | January 18-19, 2008 | \$80.00 Registration |
| Roxanne | Dome | Darfur: The 1st Genocide of the 21st Century | Kean University | February 15, 2008 | \$30.00 Registration |
| Daphne | Mott | Winners! A Closer Look at the Year's 100 Best Books | Whippany, NJ | April 30, 2008 | \$179.00 Registration |
| Janet | Hawthorne | Winners! A Closer Look at 100 Best Children's Books | Whippany, NJ | April 30, 2008 | \$179.00 Registration |

Note: *Does not include mileage, as it is contractual, and sustenance

The chart listed below is requested for approval as of the December 3, 2007 Board of Education Meeting.

| First Name | Last Name | Conference/Seminar Title | Place | Date of Trip | Total Estimated Expenses* |
|------------|-----------|---|-----------------------------------|---------------------|---------------------------|
| Daniel R. | Johnson | MCAEMSA Winter Conference | Madison, NJ | December 7, 2007 | See Note |
| Donna | Sugarman | MCAEMSA Winter Conference | Madison, NJ | December 7, 2007 | See Note |
| Lily | Chang | MCAEMSA Winter Conference | Madison, NJ | December 7, 2007 | See Note |
| Danielle | Lynch | MCAEMSA Winter Conference | Madison, NJ | December 7, 2007 | See Note |
| Audrey | Wallock | Retention Begins with Hiring: A Behavior Based Approach to Hiring the Best New Teachers | Madison, NJ | December 7, 2007 | See Note |
| Donna | Sugarman | Mean Girls | Atlantic City, NJ | December 10, 2007 | \$129.00 Registration |
| Geri | Esposito | Mean Girls | Atlantic City, NJ | December 10, 2007 | \$129.00 Registration |
| Beth | Grasso | Mean Girls | Atlantic City, NJ | December 10, 2007 | 129.00 Registration |
| Greg | Trotter | World Baseball Coaches Clinic | Mohegan Sun Convention Center, CT | January 10-12, 2008 | \$129.00 Registration |
| Justin | Spargo | World Baseball Coaches Convention | Mohegan Sun Convention Center, CT | January 10-12, 2008 | \$129.00 Registration |
| Dan | Johnson | Strengthening Instruction for Gifted Students Through Differentiated Instruction | Parsippany, NJ | January 17, 2008 | \$195.00 Registration |
| Meg | Koval | Job Coach Training in CBI for Students With Disabilities | Montvale, NJ | May 1, 2008 | \$20.00 Registration |
| Elizabeth | Capra | Job Coach Training Workshop | Montvale, NJ | May 1, 2008 | \$20.00 Registration |
| Patti | Ianco | Job Coach Training in CBI for Students with Disabilities Workshop | Montvale, NJ | May 1, 2008 | \$20.00 Registration |
| Teresa | Bolger | Job Coach Training in CBI for Students With Disabilities | Montvale, NJ | May 1, 2008 | \$20.00 Registration |

Note: *Does not include mileage, as it is contractual, and sustenance

December 3, 2007

RESOLUTION NO. 283-08

Approval of Joint Transportation Agreement

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves a Joint Transportation Agreement with the Randolph Township Board of Education to transport one Randolph student together with four Roxbury students to New Beginnings, 28 Dwight Place, Fairfield, NJ. The Randolph Township Board of Education agrees to pay to the Roxbury Township Board of Education the sum of \$5,480.32, to be adjusted proportionately based on final costs using a per pupil mile factor.

RESOLUTION NO. 284-08

Acceptance of the 2006/2007 Audit

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board accept the annual audit for the period July 1, 2006 through June 30, 2007 as prepared by Nisivoccia and Company, LLP.

RESOLUTION NO. 285-08

Adoption of the Corrective Action Plan for the 2006/2007 Audit

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board adopt the following corrective action plan to address the recommendations contained in the 2006/2007 audit.

RECOMMENDATIONS:

1. Administrative Practices and Procedures
None
2. Financial Planning, Accounting and Reporting
None
3. School Purchasing Program
None
4. School Food Service
None
5. Student Body Activities
None
6. Application for State School Aid
None
7. Pupil Transportation
None
8. Facilities and Capital Assets
None
9. Status of Prior Year's Findings/Recommendations
There were no audit findings or recommendations in the prior year.

December 3, 2007

Personnel

Resolution 308-08: Mrs. Castriotta asked when the last time Curriculum Writing was re-written. Mr. Hade responded that it was necessary.

Mr. Hill moved, and Mrs. Miller seconded a motion that the Personnel Resolution 247-08 and Resolutions 276-08 through 285-08 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. Miller:** *Yes to all*; **Mr. Moschella:** *Yes to all*; **Ms. Scheneck:** *Yes to all*; **Mr. Badini:** *Yes to all*.

RESOLUTION NO. 286-08

Resignation – Administrative Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for retirement purposes of *Mr. George Fenske*, Director of Transportation, be accepted effective December 31, 2007.

RESOLUTION NO. 287-08

Resignation – Buildings and Grounds Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for personal reasons of *Mr. Dale Natiello*, part-time Weekend Custodian at Roxbury High School, be accepted retroactive to October 21, 2007.

RESOLUTION NO. 288-08

Removal from Substitute List – Transportation Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Mr. William Murray*, be removed from the substitute list as a Substitute Bus Driver retroactive to November 19, 2007.

RESOLUTION NO. 289-08

Leave of Absence – Professional Staff - RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Renee Zengel*, Art Teacher at Roxbury High School, be granted a disability/child rearing leave of absence effective February 15, 2008 using available sick days until released by her physician and, thereafter, an unpaid leave of absence until June 30, 2008. Ms. Zengel plans to return to work September 1, 2008.

RESOLUTION NO. 247-08

Leave of Absence – Transportation Staff

This resolution was tabled at the November 5, 2007 Board of Education Meeting.

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Barbara Henderson*, Bus Driver, be granted an unpaid leave of absence under the Family Leave Act retroactive to October 16, 2007 through October 30, 2007.

AND, IT IS FURTHER RESOLVED, *Ms. Barbara Henderson* be granted an unpaid leave of absence under the Family Leave Act on a part-time basis retroactive to October 31, 2007 through November 23, 2007. Ms. Henderson will be working 3.5 hours per day and has returned to work November 26, 2007.

December 3, 2007

RESOLUTION NO. 290-08
Appointment – Secretarial Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Susan Ireland* be appointed as a Secretary at Roxbury High School retroactive to November 26, 2007 for the 2007/2008 school year. Ms. Ireland is replacing Ms. Susan Gehrum who was transferred to another position.

Salary: Step 1 of the 2006/2007 Grade III Secretarial Guide - \$30,719 (Salary pending completion of negotiations)

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

RESOLUTION NO. 291-08
Appointment - Buildings and Grounds Staff - RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Mr. Victor Betancur* be appointed as a part-time Weekend Custodian at Roxbury High School effective December 4, 2007 for the 2007/2008 school year. Mr. Betancur is replacing Mr. Dale Natiello who resigned.

Salary: \$12.00/Hour, 8 Hours/Day (not to exceed 20 Hours/Week)

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

RESOLUTION NO. 292-08
Appointment – Food Service Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Joann Corrente* be appointed as a Cafeteria Worker at St. Therese School effective December 4, 2007 for the 2007/2008 year. Ms. Corrente is replacing Ms. Lisa Matera who was transferred to another position.

Salary: \$10.64/Hour, 17.5 Hours/Week (not to exceed 40 hours per week)

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

RESOLUTION NO. 293-08
Appointment – Food Service Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following be appointed as Substitute Cafeteria Workers retroactive to November 20, 2007 for the 2007/2008 year:

Joy Basenese

Diane Ramage

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

Background searches as required by State law have been successfully completed.

RESOLUTION NO. 294-08
Appointment – Food Service Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Karen Bolger* be appointed as a Substitute Cafeteria Worker effective December 4, 2007 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.

December 3, 2007

RESOLUTION NO. 295-08

Appointment – Transportation Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Mr. John Bewalder* be appointed as a Bus Driver retroactive to November 20, 2007 for the 2007/2008 school year. Mr. Bewalder is replacing Ms. Patricia L. Sherrer who resigned.

Salary: \$19.00/Hour, 25 Hours/Week (not to exceed 40 hours/week) (Salary pending completion of negotiations)

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

RESOLUTION NO. 296-08

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:

Cooper, Lisa Ms. Cooper earned her BS in Elementary Education from Marywood University in Pennsylvania. She recently worked with the St. Philip the Apostle School in Clifton, NJ. She will be working under an Elementary School Teacher certificate.

Kelly, Karen Ms. Kelly earned her BS in Business from Kean University in New Jersey. She recently worked in private industry and will be working under a substitute certificate.

Madsen, Anthony Mr. Madsen earned his BA in History Education from James Madison University in Virginia. He is currently a substitute with the Mt. Olive School District and will be working under an Elementary School Teacher and Teacher of Social Studies certificates.

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

RESOLUTION NO. 297-08

Appointment – Coach – RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following personnel be appointed as a Coach at Roxbury High School for the 2007/2008 school year. Salary to be determined pending completion of negotiations.

| Name | Position | 07/08 Step | 06/07 Salary* |
|---|-----------------|-------------------|----------------------|
| <i>Lacrosse – Boys'</i> | | | |
| Benbow, Jonathan | Assistant Coach | 3 | \$4,400 |
| *Salary to be determined pending completion of negotiations | | | |

December 3, 2007

RESOLUTION NO. 298-08

Appointment – Extracurricular Advisor – RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following personnel be appointed as an Extracurricular Advisor at Roxbury High School for the 2007/2008 school year. Salary to be determined pending completion of negotiations.

| Name | Position | 07/08 Step | 06/07 Salary* |
|---|-------------------------|------------|---------------|
| McCracken, Jen | Peer Leadership Advisor | Step 1 | \$1,094 |
| *Salary to be determined pending completion of negotiations | | | |

RESOLUTION NO. 299-08

Appointment – Athletic Event Workers

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

Jennifer Baxter Laura Hyde Lisa McLoughlin
Chris Connolly Meg Koval

RESOLUTION NO. 300-08

Appointment – Community School Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the staff listed below be appointed for the 2007/2008 Community School programs. Salary paid out of collected tuitions and employment is dependent upon sufficient enrollment.

SKI ADVISOR - \$21.00/Hour

Robin Evensen – Roxbury High School

PARENT NIGHT OUT SERIES - \$25.00/Hour

Joan Prach Heidi SanFilippo
Dawn Doland Greg Sumski

RESOLUTION NO. 301-08

Approval to Participate in Athletic Competition

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, approval be granted for *Ms. Allison Hadley*, a senior at Roxbury High School, to enter into competition in the NJSIAA Independent Fencers Qualifying Competition to be held at Hackettstown High School on February 2, 2008 representing Roxbury High School.

Mr. Hill moved, and Mrs. Miller seconded a motion that the Personnel Resolutions 302-08 through 309-08 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. Miller:** *Yes to all;* **Mr. Moschella:** *Yes to all;* **Ms. Scheneck:** *Yes to all;* **Mr. Badini:** *Yes to all.*

RESOLUTION NO. 302-08

Termination of Employment – Food Service Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *D.T.*, Cafeteria Worker at Eisenhower Middle School, be terminated for good cause retroactive to November 30, 2007.

December 3, 2007

RESOLUTION NO. 303-08

Extension of Child Rearing Leave of Absence – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Clorinda Mason*, Reading Specialist at the Lincoln/Roosevelt School and currently on a child rearing leave of absence, be granted an extension of her leave effective February 1, 2008 through June 30, 2008. Ms. Mason plans to return to work on September 1, 2008.

RESOLUTION NO. 304-08

Leave of Absence – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Andrea Grant*, First Grade Teacher at the Kennedy School, be granted a disability/child rearing leave of absence effective March 21, 2008 using available sick days until released by her physician and, thereafter, an unpaid leave of absence until June 30, 2008. Ms. Grant plans to return to work on September 1, 2008.

RESOLUTION NO. 305-08

Appointment – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Rachel Bonnema* be appointed to the position of Computer/Technology Teacher at the Eisenhower Middle School retroactive to November 20, 2007 for the 2007/2008 school year. Ms. Bonnema is replacing Ms. Adrienne Carchia who retired.

| | |
|----------------|---|
| Degree: | BS, Oklahoma State University, 2002 |
| Certification: | Teacher of Comprehensive Business |
| Experience: | 2005-2007: Computer Science Teacher, Owasso High School, Owasso, Oklahoma |
| Salary: | Step 3 of the 2006/2007 BA Guide, \$39,550 (pending completion of negotiations) |

A background check as required by State law has been completed.

RESOLUTION NO. 306-08

Appointment – Support Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Jeanette O'Connor* be appointed to the position of Cafeteria Aide at Jefferson School retroactive to November 20, 2007 for the 2007/2008 school year. Ms. O'Connor is replacing Ms. Karen Mykytka who resigned.

Salary: Step 1 of the 2006/2007 Paraprofessional Guide - \$9.47/Hour – 12.5 Hours/Week (not to exceed 35 Hours/Week) (Salary pending completion of negotiations)

This appointment is dependent upon successful completion of a background search as required by State law.

RESOLUTION NO. 307-08

Approval of Curriculum Writing

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the staff listed below be approved for 2007-2008 curriculum writing:

Course Rewrite (20 Hours @ \$40.00/Hour*)

| | | |
|----------------|-----|------------------------------------|
| Rachel Bonnema | EMS | Computer Literacy (Grades 7 and 8) |
|----------------|-----|------------------------------------|

*2006/2007 salary to be determined pending completion of negotiations

December 3, 2007

RESOLUTION NO. 308-08
Authorization to Establish Extracurricular Club

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, authorization to establish the following extracurricular club on a two-year trial basis at the Jefferson School be approved effective December 4, 2007 through December 5, 2009.

Kiwanis K-Kids at Jefferson

RESOLUTION NO. 309-08
Emergent Hiring

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approve submission to the County Superintendent, application(s) of the below listed employee(s) for emergency hiring and the applicant's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq.

The personnel listed below were approved for employment at the Board meeting of December 3, 2007.

| <u>Name</u> | <u>Resolution #</u> |
|-------------------|---------------------|
| Jeanette O'Connor | 306-08 |

Education

Resolution No. 312-08: Mrs. D'Agostino asked Mr. Swanson about whether there would be advisors for these trips. Mr. Swanson stated the administrators would go if necessary. Mrs. Castriotta asked how many subs would be needed for the trips. Mr. Hade responded.

Mrs. Miller moved, and Mr. Moschella seconded a motion that the Education Resolutions 310-08 through 313-08 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. Miller: Yes to all; Mr. Moschella: Yes to all; Ms. Scheneck: Yes to all; Mr. Badini: Yes to all.

RESOLUTION NO. 310-08
Approval of District Professional Development Plan

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the 2008/2009 District Professional Development Plan developed by the Roxbury Professional Development Committee members and approved by the Morris County Professional Development Board.

RESOLUTION NO. 311-08
Approval of First Reading – Policy 2110 – Mission Statement

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 2110 Mission Statement for first reading. (Exhibit 1)

December 3, 2007

RESOLUTION NO. 312-08
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 education event as per Board policy.

| Event | Location | Dates |
|-------------------------------------|------------------|---------------------|
| National Cheerleading Championships | Orlando, Florida | February 7-11, 2008 |
| Spring Vocal Music Tour | Boston, MA | April 10-13, 2008 |

RESOLUTION NO. 313-08
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> |
|--------------------|--|-------------------|----------------------|
| CII 031 | Chancellor Academy Outreach | \$30,590.00 | 11/20/07 to 06/30/08 |
| NJDCF 01 | New Jersey Department of Children and Families | \$30,001.50* | 11/08/07 to 06/30/08 |

*tuition deducted directly from our state aid

PUBLIC COMMENTS – Non-Agenda Items

Mr. Chris Bassani asked if more agendas could be provided for those who attend meetings regularly.

Ms. Carol Laughlin requested that more agendas be provided. She made comment about the minutes from the November 5, 2007 meeting. It was stated the minutes were not approved until this meeting.

ADJOURNMENT

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

Respectfully submitted,

Pam Hinman
Assistant Board Secretary