

**MINUTES OF THE WORKSHOP MEETING OF THE ROXBURY TOWNSHIP BOARD OF EDUCATION
HELD ON MONDAY, APRIL 6, 2009
Lincoln/Roosevelt School, 34 North Hillside Avenue, Succasunna, NJ 07876**

The meeting was called to order in the Media Center at Lincoln/Roosevelt School, President D'Agostino presiding.

MEMBERS PRESENT: Mr. Robert Badini, Mrs. Maureen Castriotta, Mrs. Liz D'Abbraccio, Mrs. Terry D'Agostino, Mrs. Hildi Libby, Mrs. Jennifer Marchesi, Mrs. Patricia Miller, Mr. John Moschella, Ms. Carol Scheneck,

MEMBERS ABSENT: Mr. Gregory Somjen

ADMINISTRATION PRESENT: Dr. Michael Rossi, Dr. James Heinegg, Dr. Gregory McGann, Ms. Quinn, Ms. Pam Hinman

OTHERS PRESENT: Ms. Nathanya 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. Castriotta that the Roxbury Township Board of Education does hereby determine that it is necessary to meet in Executive Session at this time, 6:00 p.m. to discuss personnel, 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 Mrs. Castriotta that this meeting return to Public Session at this time, 7:16 pm, in the Auditorium at Lincoln/Roosevelt School.

PUBLIC SESSION

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

Mr. Moschella 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
Roxbury Municipal Clerk		
Roxbury Public Library		
Roxbury Website	-	http://www.roxbury.org/boe/minutes/meetings.html

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, the Administration, and the Public participated in the salute to the flag.

ROLL CALL

The roll was taken, and a quorum deemed present

CORRESPONDENCE

None

MINUTES

None

PRESENTATIONS

1. *Alive at 25: Every 15 Minutes* – Mr. Swanson, along with Officer Feeney and Ms. Susan Ireland brought to the Roxbury High School the *Alive at 25: Every 15 Minutes* program on March 23rd and 24th. A number of students who participated in the program presented their experiences to the Board and the Public. A DVD was shown to the Public about the two days of events.

The Board recessed at this time: 8:37 p.m.

The Board reconvened at this time, 8:47 p.m.

STUDENT COUNCIL REPRESENTATIVE'S COMMENTS

Ms. Hailey Dix had to leave due to the late hour in order to study.

BOARD PRESIDENT'S COMMENTS

Mrs. D'Agostino commented that this was her last meeting as president. She thanked the board members and administrators for their hard work.

SUPERINTENDENT'S REPORT

Dr. Rossi thanked Mrs. D'Agostino for her time working with her as president.

BUSINESS ADMINISTRATOR'S REPORT

Ms. Quinn stated that the business office is seeking board approval for travel requests and participation in an energy audit program.

REQUEST FOR INFORMATION

None

COMMITTEE REPORTS

1. Facilities

Mrs. Castriotta mentioned the topics that were discussed in the last meeting, such as the Buildings and Grounds survey, the follow-up report from the Interim Buildings and Grounds Director, the hazardous routes, the Baseball Booster Club sign, the possible donation of

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fertilization services, and the review of tax maps for the different fields in the community. The next meeting will be held April 8, 2009 at 2:30 p.m.

2. Community Relations

Ms. Scheneck stated the committee had met to review the budget presentation.

3. Education

Mrs. Miller stated the committee is very involved in discussion of the *Alive at 25: Every 15 Minutes* program. The committee is still reviewing policies.

4. Finance

Mr. Badini thanked Ms. Quinn and Dr. Rossi for their work during the budget and being available to discuss any questions that arose. He also commented that he sees a great future for the district with the current administration.

5. Shared Services

Mrs. Castriotta discussed the meeting with the Township Committee with a government strategy group about the feasibility study for Buildings and Grounds. The committee is still working on the turf field agreement, the TV station with Verizon, and hazardous routes information was cleared up with the Township. The committee discussed email storage, along with the OPRA laws. The technology supervisor is working with the technology representative from the Township.

6. Personnel

Mrs. Libby mentioned the next meeting date is April 9, 2009 at 10:00 a.m.

7. Negotiations

Mrs. Miller stated the next meeting with the custodians is April 7, 2009.

Mrs. D'Agostino mentioned a meeting on April 16, 2009 at the Morris County Fire and Police Academy with the Morris County Freeholders Townships and Districts being presented by Mr. Chris Rath from Roxbury Township.

PUBLIC COMMENTS – Action Items

None

ACTION ITEMS

Finance

Mr. Badini motioned, and Mrs. Miller seconded the motion that Finance Resolutions 508-09 and 509-09 be accepted as presented.

The motion was approved by roll call vote.

Mr. Badini: Yes to all, Mrs. Castriotta: Yes to all; Mrs. D'Abbraccio: Yes to all; Mrs. Libby: Yes to all; Mrs. Marchesi: Yes to all; Mrs. Miller: Yes to all; Mr. Moschella: Yes to all; Ms. Scheneck: Yes to all, however, Recuse to Mr. Renfors and Dr. Heinegg only in Resolution 508-09; Mrs. D'Agostino: Yes to all.

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RESOLUTION NO. 508-09
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*
Eric	Renfors	Code of Student Conduct Development Workshop	Livingston, NJ	April 21, 2009	See Note
Roxana	Caivano	Follett Library Resources Book Look	Doylestown, PA	April 22, 2009	See Note
Barbra	Hardy	NCTM 2009 Annual Meeting & Exposition	Washington, D.C.	April 22-25, 2009	No Cost to Board Expenses covered by Grants
James	Heinegg	Reforming High Schools: Tools to Help Promote Change	Princeton University	April 24, 2009	See Note
Keith	Hayde	Asbestos Contractor-Supervisor Refresher	UMDNJ School of Public Health	April 24, 2009	\$200.00 Registration
Joanne	Haines	DECA - International Career Development Conference	Anaheim, CA	April 29-May 3, 2009	No Cost to Board Expenses covered by Grants
Kevin	Franco	Sensory Integration in Children	Rockaway, NJ	April 30, 2009	\$80.00 Registration

*Note: Does not include mileage and sustenance as they are contractual.

RESOLUTION NO. 509-09
Approval of Local Government Energy Audit Program Participation

WHEREAS, the New Jersey Board of Public Utilities, Office of Clean Energy administers the Local Government Energy Audit Program (Program), an incentive program to assist local government agencies to conduct energy audits and to encourage implementation of energy conservation measures; and,

WHEREAS, the Governing Body of Roxbury Township Board of Education has decided to apply to participate in the Local Government Energy Audit Program; and,

WHEREAS, the facilities to be audited are in New Jersey, are owned by the Roxbury Township Board of Education, are served by a New Jersey regulated public utility, and that the Roxbury Township Board of Education has not already reserved \$100,000 in the Program this year as of this application; and,

WHEREAS, it is acknowledged that acceptance into the Program is dependent on the Scope of Work and cost proposal, and that Program rules will have to be met in order to receive incentive funds; and,

WHEREAS, upon acceptance into the Program, the Roxbury Township Board of Education will prepare Facility Data Forms and Scopes of Work for each facility to be audited, solicit quotations from the authorized contractors, and submit the Part B application; and,

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WHEREAS, the Roxbury Township Board of Education understands that energy audit work cannot proceed until an Application Approval Notice is received from the Program; and,

NOW, THEREFORE, IT IS RESOLVED the Governing Body of the Roxbury Township Board of Education approves the submission of an Application for Participation in the Local Government Energy Audit Program of the New Jersey Board of Public Utilities.

Personnel

Mrs. Libby motioned, and Mr. Badini seconded the motion that Personnel Resolutions 510-09 through 516-09 be accepted as presented.

Mrs. Castriotta asked that the account description be included in the resolution.

She questioned Resolution 514-09, and if the volunteer was an employee, whether or not a background check was done and whether or not the waiver was done. Dr. McGann affirmed.

The motion was approved by roll call vote.

Mr. Badini: *Yes to all*, **Mrs. Castriotta:** *Yes to all*; **Mrs. D'Abbraccio:** *Yes to all*; **Mrs. Libby:** *Yes to all*; **Mrs. Marchesi:** *Yes to all*; **Mrs. Miller:** *Yes to all*; **Mr. Moschella:** *Yes to all*; **Ms. Scheneck:** *Yes to all*; **Mrs. D'Agostino:** *Yes to all*.

RESOLUTION NO. 510-09

Leave of Absence – Professional Staff - RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Heather Roddy*, Educational Media Specialist at Roxbury High School, be granted a disability/child rearing leave of absence effective June 1, 2009 using available sick days until released by her physician and thereafter an unpaid leave of absence through January 22, 2010. Ms. Roddy plans to return to work on January 25, 2010.

Charged to Account: 11-000-222-104-000-100

RESOLUTION NO. 511-09

Leave of Absence – Transportation Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Dawn Ondish*, Bus Driver, be granted an unpaid leave of absence for medical reasons retroactive to March 9, 2009 until released by her physician.

Charged to Account: 11-000-270-161-000-100

RESOLUTION NO. 512-09

Appointment – Buildings and Grounds Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Mr. Raymond Rios* be appointed as a substitute Custodian at Roxbury High School effective April 7, 2009 for the 2008/2009 school year.

Salary: \$12.00/Hour on an as-needed basis

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

Charged to Account: 11-000-262-100-602-100

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RESOLUTION NO. 513-09
Appointment – Transportation Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Mr. Anthony Perfetti* be appointed as a substitute Bus Driver effective April 7, 2009 for the 2008/2009 school year.

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

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

Charged to Account: 11-000-270-160-002-100

RESOLUTION NO. 514-09
Appointment – Athletic Department Volunteer – 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 Volunteer for the 2008/2009 school year.

Matthew Shin - Boys' Lacrosse

RESOLUTION NO. 515-09
Appointment - Substitute Teachers

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following be approved as substitute teachers for the 2008/2009 school year, contingent upon meeting all requirements according to state rules and regulations; remuneration to be in accordance with Board of Education Policy:

- | | |
|------------------|--|
| Baxter, Thomas | Mr. Baxter earned his AS in Law Enforcement from County College of Morris in NJ. He recently worked in private industry and will be working under a substitute certificate. |
| Carlin, Kimberly | Ms. Carlin earned her BS in Business Economics from S.U.N.Y. in NY. She previously worked in private industry and will be working under a substitute certificate. |
| D'Amico, Michael | Mr. D'Amico earned his BS in Business Management from Montclair State University in NJ. He previously worked in private industry and will be working under a substitute certificate. |
| Thiel, Kristel | Ms. Thiel earned her BA in Business Management from Johnson and Wales University in RI and her Elementary Education certificate from Caldwell College in NJ. She previously worked for the Mount Olive Board of Education. She 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.

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RESOLUTION NO. 516-09
Appointment - Substitute Secretary

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following be approved as a substitute secretary for the 2008/2009 school year, contingent upon meeting all requirements according to state rules and regulations; remuneration to be in accordance with Board of Education Policy:

Perez, Lisa Ms. Perez attended Bergen Community College and was a marketing major. She previously worked in private industry.

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

Mrs. Libby motioned, and Mrs. Miller seconded the motion that Personnel Resolutions 517-09 through 519-09 be accepted as presented.

The motion was approved by roll call vote.

Mr. Badini: *Yes to all*, **Mrs. Castriotta:** *Yes to all*; **Mrs. D'Abbraccio:** *Abstain to all*; **Mrs. Libby:** *Yes to all*; **Mrs. Marchesi:** *Yes to all*; **Mrs. Miller:** *Yes to all*; **Mr. Moschella:** *Yes to all*; **Ms. Schneck:** *Yes to all*; **Mrs. D'Agostino:** *Yes to all*.

RESOLUTION NO. 517-09
Declination of Resignation – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, approval be granted to rescind the resignation for retirement purposes of *Ms. Susan Schmeh*, Fourth Grade Teacher at the Nixon School, effective June 30, 2009 and hereby rescinds Resolution No. 443-09 dated February 23, 2009.

Charged to Account: 11-120-100-101-009-100

RESOLUTION NO. 518-09
Resignation – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for personal reasons of *Ms. Dollie Blanks*, Second Grade Teacher at the Kennedy School and currently on an unpaid leave of absence, be accepted retroactive to February 25, 2009.

Charged to Account: 11-120-100-101-010-100

RESOLUTION NO. 519-09
Leave of Absence – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Jaclyn Robortaccio*, Language Arts/Literacy Teacher at the Eisenhower Middle School, be granted a leave of absence for medical reasons retroactive to March 11, 2009 using five (5) available sick days and thereafter an unpaid leave of absence until released by her physician.

Charged to Account: 11-130-100-101-300-100

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Education

Mrs. Miller motioned, and Mrs. Libby seconded the motion that Education Resolutions 520-09 through 531-09 be accepted as presented:

Mrs. Castriotta questioned Resolution 521-09. She questioned whether or not the K-9 searches had been done in the past. She feels it violates the students' rights. She questioned whether or not there was an existing policy for the searches.

Mrs. Castriotta motioned, and Ms. Scheneck seconded a motion to table Resolution 521-09.

Both motions were approved by roll call vote.

Mr. Badini: *Yes to all*, **Mrs. Castriotta:** *Yes to all*; **Mrs. D'Abbraccio:** *Yes to all*; **Mrs. Libby:** *Yes to all*; **Mrs. Marchesi:** *Yes to all*; **Mrs. Miller:** *Yes to all*; **Mr. Moschella:** *Yes to all*; **Ms. Scheneck:** *Yes to all*; **Mrs. D'Agostino:** *Yes to all*.

RESOLUTION NO. 520-09

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. The cost of this trip will be covered by money received through NCLB and TARGET grants.

Event	Location	Dates	Cost
DECA	Anaheim, CA	April 29 – May 3, 2009	\$0

RESOLUTION NO. 521-09

Subject: *Approval for Suspicionless K-9 Search*

This resolution was tabled.

WHEREAS, the Roxbury Township Board of Education believes that random K-9 searches promote a safe school environment and act as a means to educate children and deter them from bringing illegal drugs to school; and

WHEREAS, the Roxbury Township Board of Education, in cooperation with the Morris County Prosecutor's Office, will conduct suspicionless K-9 searches at Roxbury High School periodically throughout the school year; and

WHEREAS, these searches will be scheduled in advance and require the approval of the building Principal and district Superintendent;

Now therefore be it resolved, the Roxbury Township Board of Education, in an effort to promote a safe, drug-free environment, authorizes the Morris County Sheriff's Office to conduct suspicionless K-9 searches.

RESOLUTION NO. 522-09

Approval of Second Reading – Policy 2460 – Special Education

IT IS RESOLVED, that the Roxbury Township Board of Education approves the attached Policy 2460 Special Education for second reading. (Exhibit 1)

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RESOLUTION NO. 523-09
Approval of Second Reading – Regulation R 2460 - Special Education

IT IS RESOLVED, that the Roxbury Township Board of Education approves the attached Regulation R 2460 Special Education for second reading. (Exhibit 2)

RESOLUTION NO. 524-09
Approval of Second Reading – Regulation R 2460.1 – Special Education – Location, Identification, and Referral

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 2460.1 Special Education – Location, Identification, and Referral for second reading. (Exhibit 3)

RESOLUTION NO. 525-09
Approval of Second Reading – Regulation R 2460.8 – Special Education – Free and Appropriate Public Education

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 2460.8 Special Education – Free and Appropriate Public Education for second reading. (Exhibit 4)

RESOLUTION NO. 526-09
Approval of Second Reading – Regulation R 2460.9 – Special Education – Transition from Early Intervention Programs to Preschool Programs

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 2460.9 – Special Education – Transition From Early Intervention Programs to Preschool Programs for second reading. (Exhibit 5)

RESOLUTION NO. 527-09
Approval of Second Reading - Regulation R 2460.16 - Special Education – Instructional Material to Blind or Print-Disabled Students

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 2460.16 Special Education – Instructional Material to Blind or Print-Disabled for second reading. (Exhibit 6)

RESOLUTION NO. 528-09
Approval of Second Reading – Policy 2467 – Surrogate Parents and Foster Parents

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 2467 Surrogate Parents and Foster Parents for second reading. (Exhibit 7)

RESOLUTION NO. 529-09
Approval of Second Reading – Regulation R 5512 – Reporting Procedure – Hazing and/or Harassment, Intimidation, or Bullying

IT IS RESOLVED, that the Roxbury Township Board of Education approves the attached Regulation R 5512 Reporting Procedure – Hazing and/or Harassment, Intimidation or Bullying for second reading. (Exhibit 8)

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RESOLUTION NO. 530-09

Approval of Second 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 second reading. (Exhibit 9)

RESOLUTION NO. 531-09

Approval of Second Reading – Regulation R 8420.7 – Lockdown Procedures

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 8420.7 Lockdown Procedures for second reading. (Exhibit 10)

PUBLIC COMMENTS – Non-Agenda Items (There is a three minute time limit, per Board Policy)

The public was informed that Dr. Rossi and Ms. Quinn will present the budget on April 14, 2009 at the Township Council Meeting, as well as on April 18, 2009 at the Lincoln/Roosevelt School, in addition to an audio power point presentation on the website.

ADJOURNMENT

It was motioned by Mrs. Castriotta and seconded by Mrs. Libby to adjourn the meeting at this time, 9:24 p.m.

Respectfully submitted,

Pam Hinman
Assistant Board Secretary