

Minutes of the Regular Meeting of the Roxbury Township Board of Education held on Monday, September 15, 2008 at 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. Hildi Libby
Mrs. Jennifer Marchesi, Mrs. Pat Miller, Mr. John Moschella,
Ms. Carol Scheneck, Mr. Gregory Somjen, Mrs. Terry D'Agostino

MEMBERS ABSENT: Mrs. Liz D'Abbraccio

ADMINISTRATION PRESENT: Dr. Rossi, 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. Marchesi and seconded by Mr. Badini that the Roxbury Township Board of Education does hereby determine that it is necessary to meet in Executive Session at this time, 6:30 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. Marchesi and seconded by Mr. Badini that this meeting return to Public Session at this time, 7:28 p.m., in the Auditorium at Lincoln/Roosevelt School.

PUBLIC SESSION

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

Mr. Moschella announced that this Regular 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.

PLEDGE OF ALLEGIANCE

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

September 15, 2008

MOMENT OF SILENCE

Mrs. D'Agostino asked for a moment of silence on behalf of two employees who passed away, Mrs. Jane Hopper, Roxbury High School English Teacher and School Newspaper Advisor, and Mrs. Nancy Proctor of Food Services. Both employees were an integral part of the district and will be missed. Mrs. Miller, Mrs. Castriotta, and Mr. Moschella all gave their condolences and their fond memories of these two employees. Dr. Rossi sent condolences on behalf of the district, administrators, and staff to the two families.

ROLL CALL

The roll was taken and a quorum deemed present.

CORRESPONDENCE

None

MINUTES

Mrs. Libby moved, and Mrs. Miller seconded a motion that the Minutes of the Workshop Meeting and the Executive Sessions of September 8, 2008 be accepted with changes:

1. Changes presented by Mrs. Castriotta:
 - a) Page 3, Committee Reports, Facilities: Add the following: A schedule for the rest of the year's meetings was set for the second Wednesday of the month at 2:30 p.m.
 - b) Page 16, Education, First Paragraph should state: Mrs. Castriotta asked for clarification on Resolution 174-09 and asked how much the *Live@25* Program costs, if the parking permit fees or federal aid money would be used for the program, if the parking permit fees were placed in the budget's general fund, and how the revenue from the fees will be used from year to year. Mr. Hade, Dr. Rossi, and Ms. Quinn responded.

The motion was approved by roll call vote.

Mr. Badini: Yes; Mrs. Castriotta: Yes to the Minutes of Workshop Meeting, No to the Minutes of the Executive Sessions; Mrs. Libby: Yes; Mrs. Marchesi: Yes; Mrs. Miller: Yes; Mr. Moschella: Yes; Ms. Schneck: Yes; Mr. Somjen: Yes; Mrs. D'Agostino: Yes.

STUDENT COUNCIL REPRESENTATIVE'S COMMENTS

None

PRESENTATIONS

None

BOARD PRESIDENT'S COMMENTS

Mrs. D'Agostino mentioned her meeting and discussion with Congressman Rodney Frelinghuysen with New Jersey School Boards.

Mrs. D'Agostino mentioned a "Request for Information" sheet to be used by the board members when asking for information from the administration.

SUPERINTENDENT'S REPORT

Dr. Rossi mentioned his attendance at the Back-to-School Nights held within the district.

September 15, 2008

The superintendent stated there would be a meeting on Tuesday, September 23, 2008 to discuss the Grades 5-8 structure and Differentiated Instruction.

The superintendent discussed the handling of the Code of Conduct issues.

BUSINESS ADMINISTRATOR'S REPORT

Ms. Quinn stated the business office is seeking board approval for the monthly financials, travel requests, and application amendments for the IDEA Consolidated Grant and the NCLB Grant.

REQUEST FOR INFORMATION

Ms. Quinn responded to a questions from the September 8, 2008 meeting in regards to the per hour rate for the Matheny School. The rate is \$85.00/hour.

PUBLIC COMMENTS – Action Items

Fran Day asked questions regarding the following resolutions: 187-09, 195-09, 200-09; and the September 8, 2008 minutes. Dr. Rossi, Mr. Hade and Ms. Quinn responded.

ACTION ITEMS

Finance

Mrs. Castriotta commented on her request for the applications from the two grants. Ms. Quinn and Mr. Hade commented the application is on-line.

Mr. Badini moved, and Mrs. Miller seconded a motion that the Finance Resolutions 178-09 through 187-09 be approved as presented and listed below:

The motion was approved by roll call vote.

Mr. Badini: *Yes to all;* **Mrs. Castriotta:** *Yes to all, however, Abstain to purchase orders 09-1690, 09-1827, 09-8128 and 08-8127 only in Resolution 179-09* **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 Greg Trotter only in Resolution 185-09;* **Mr. Somjen:** *Yes to all;* **Mrs. D'Agostino:** *Yes to all, however, Abstain to purchase order 08-4580 only in Resolution 179-09.*

RESOLUTION NO. 178-09

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. 179-09

Approval of the Bills Lists

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the September Bills Lists totaling \$2,474,699.41 as presented.

RESOLUTION NO. 180-09

Approval of the Board Secretary's Report – July 2008

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the Board Secretary's Report for July 2008 as presented.

September 15, 2008

RESOLUTION NO. 181-09
Approval of the Board Secretary's Report – August 2008

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the Board Secretary's Report for August 2008 as presented.

RESOLUTION NO. 182-09
Approval of the Treasurer's Report – July 2008

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the Treasurer's Report for July 2008 as presented.

RESOLUTION NO. 183-09
Approval of the Treasurer's Report – August 2008

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the Treasurer's Report for August 2008 as presented.

RESOLUTION NO. 184-09
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 2008/2009 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. 185-09
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*
Rick	Engle	Preschool Expansion 5 Year Plan Technical Assistance	Morris Plains, NJ	September 17, 2008	See Note
Danielle	Lynch	Preschool Expansion 5 Year Plan Technical Assistance	Morris Plains, NJ	September 17, 2008	See Note
Ruthann	Quinn	Understanding and Implementing the New Jersey School Funding Formula	Edison, NJ	September 19, 2008	\$37.00 Registration
Pam	Hinman	Understanding and Implementing the New Jersey School Funding Formula	Edison, NJ	September 19, 2008	\$37.00 Registration
Marilyn	McSpirtt	Pocono Produce Food Show	Bethlehem, PA	September 23, 2008	See Note

September 15, 2008

First Name	Last Name	Conference/Seminar Title	Place	Date of Trip	Total Estimated Expenses*
Roxie	Benbow	Morris County Elementary Counselors Meeting	Towaco, NJ	September 26, 2008	See Note
Gina	LaCapra	Social Skills Training & Positive Behavioral Supports for Students with Autism, Aspergers & Other	Mahwah, NJ	September 26, 2008	See Note
Gina	LaCapra	Morris County Elementary Counselor's Network Meeting	Towaco, NJ	September 26, 2008	See Note
Neil	Ascione	Dell Educational Forum Seminar	Iselin, NJ	October 1, 2008	See Note
Emilie	Bacchetta	2008 Blue Ridge Mountains Counselor Tour	Roanoke Plaza Hotel, VA	September 28-October 2, 2008	\$200.00 Hotel \$88.00 Meals
Beth	Percevault	Planning, Implementing & Maintaining a MS Windows Server 2003 Active Directory Infrastructure	Parsippany, NJ	September 29-October 3, 2008	See Note
Terry	D'Agostino	Advanced Training: Legal Issues	Roxbury High School	October 2, 2008	\$37.00 Registration
Roxie	Benbow	Social Skills Training in Positive Behavioral Supports for Students with Autism, Aspergers & Other	Mahwah, NJ	October 3, 2008	See Note
Eric	Renfors	The 3C's of Safe & Drug-Free Schools, Compliance, Compassion, Community	West Orange, NJ	October 3, 2008	\$25.00 Registration
Jennifer	Kenny	Gender Differences in Adolescent Psychosocial Development	Morris County Cultural Center	October 3, 2008	See Note
Nancy	Goldberg	AENJ Conference	Somerset, NJ	October 7, 2008	\$140.00 Registration
Joann	Huges	Art Educators of New Jersey Conference	Somerset, NJ	October 7 or 8, 2008	\$140.00 Registration
MaryLou	Kessel	Art Educators of New Jersey Conference	Garden State Center	October 8, 2008	\$140.00 Registration
Audrey	Wallock	The More Ways We Teach the More Students We Reach	Fairfield, NJ	October 14, 2008	\$189.00 Registration
Kurt	Weber	1968: Turning Point in the Vietnam Era	NJ Vietnam Veteran's Memorial, Holmdel, NJ	October 17, 2008	\$60.00 Registration
Roxanne	Dome	1968: Turning Point in the Vietnam Era	NJ Vietnam Veterans Memorial, Holmdel, NJ	October 17, 2008	\$60.00 Registration
Roxie	Benbow	Guiding Youth to Success	Skylands	October 17, 2008	\$35.00 Registration
Neil	Ascione	NJECC Monthly Meetings	Montclair State University	October 17, 2008	See Note
Gina	LaCapra	Guiding Youth to Success	Skylands	October 17, 2008	\$35.00 Registration
Greg	Trotter	Guiding Youth to Success	Skylands	October 17, 2008	\$35.00 Registration
Kevin	Poggi	Guiding Youth to Success - Substance Abuse Awareness	Skylands	October 17, 2008	\$35.00 Registration
Phyllis	Prestamo	Assessment Literacy	Hackettstown Middle School	October 22, 2008	See Note
Roxana	Caivano	NJ Center for the Book, Showcasing Information Literacies: New Dimensions 2008	Newark Public Library	October 22, 2008	See Note
Danielle	Lynch	Assessment Literacy	Hackettstown Middle School	October 22, 2008	See Note

First Name	Last Name	Conference/Seminar Title	Place	Date of Trip	Total Estimated Expenses*
Danielle	Lynch	Section 504 in NJ An Updated Look	Parsippany, NJ	November 12, 2008	\$218.00 Registration
Linda	Bowles	Teaching Multiple Intelligence in the NCLB Era	Morris County Fire & Police Academy	November 21, 2008	\$165.00 Registration
Neil	Ascione	NJECC Monthly Meetings	Montclair State University	November 21, 2008	See Note
Neil	Ascione	NJECC Monthly Meetings	Montclair State University	December 12, 2008	See Note
Neil	Ascione	NJECC Monthly Meetings	Montclair State University	January 16, 2009	See Note
Neil	Ascione	NJECC Monthly Meetings	Montclair State University	February 13, 2009	See Note
Neil	Ascione	NJECC Monthly Meetings	Montclair State University	March 17-19, 2009	See Note
Neil	Ascione	NJECC Monthly Meetings	Montclair State University	April 24, 2009	See Note
Neil	Ascione	NJECC Monthly Meetings	Montclair State University	May 15, 2009	See Note
Neil	Ascione	NJECC Monthly Meetings	Montclair State University	June 12, 2009	See Note

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

RESOLUTION NO. 186-09

Approval of Application Amendment for Individuals with Disabilities Education Act, (IDEA) Consolidated

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education approves the application amendment for Carryover for Individuals with Disabilities Education Act, (IDEA) Consolidated.

RESOLUTION NO. 187-09

Approval of Application Amendment for No Child Left Behind (NCLB)

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education approves the application amendment for No Child Left Behind (NCLB).

Personnel

Mrs. Libby moved, and Mrs. Miller seconded a motion that the Personnel Resolutions 188-09 through 197-09 be approved as presented and listed below:

The motion was approved by roll call vote;

Mr. Badini: Yes to all; Mrs. Castriotta: 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; Mr. Somjen: Yes to all; Mrs. D’Agostino: Yes to all.

RESOLUTION NO. 188-09

Resignation – Food Service Staff

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the resignation for personal reasons of Ms. Diane Ramage, Cafeteria Worker at Roxbury High School, be accepted effective September 19, 2008.

RESOLUTION NO. 189-09
Resignation – Transportation Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for retirement purposes of *Mr. James Norris, Sr.*, Bus Driver, be accepted effective October 31, 2008.

RESOLUTION NO. 190-09
Reappointment – Homebound Tutors

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the personnel listed below for reappointment as Homebound Tutors for the 2008/2009 school year. These Homebound Tutors are appropriately certified and have been fingerprinted.

Peggy Benson	Dorothy Halloran	Barbara Restaino
Nancy Blakely	Lillian Harbeson	Russell Rieger
Shirley Carpentier	Henry Heberling	John Roulhac
Pamela J. Collins-Leneghan	Angela Isola	Carolyn M. Ruban
Nina Codispotti	Judith Krasilovsky	Marlene Rudder-Rogovin
Judith Decker	Kathy Lambert	Edward Schey
Susan Dick	Marian Langer	Linda Schoenholz
Audrey N. Elovitz	Terry Lehman	Donna Thomas
Mary Engert	Valerie Levine	Ellen Tyroler
Barbara Fine	Gene Mauery	Bunny Washburn
Nathan Fine	Francine Nardone	Sister Juanita Williams
Connie Fox	Caroline Nickel	Roberta Wolfe
Joyce Friend	Sandra Patterson	
Samantha Graham	Patricia Pecha	

RESOLUTION NO. 191-09
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:

DeLillo, Joseph	Mr. DeLillo earned his BA in Psychology from Fairleigh Dickinson University in New Jersey and is currently working towards a MA in Elementary Education at FDU. He is currently a substitute teacher with the Mt. Arlington Public Schools and will be working under a substitute certificate.
Salazar, Elizabeth	Ms. Salazar earned her BA in Economics from Rutgers University in New Jersey and is currently working towards a MA in SLP at Montclair State University. She recently completed her student teaching with the Lake Hiawatha School District and will be working under a substitute certificate.
Scanlon, Timothy	Mr. Scanlon earned his BS in Physical Education from Catawba College in North Carolina. He is currently a substitute teacher with the West Morris School District and will be working under a Teacher of Driver Education and Teacher of Health and Physical Education certificate.
Schmidt, Danielle	Ms. Schmidt is currently working towards her BA in Family and Child Studies at Montclair State University in New Jersey and recently completed her student teaching at Watchung Elementary School in Montclair. She will be working under a substitute certificate.

September 15, 2008

Hoskins, Caitlyn Ms. Hoskins is currently working towards her BA in Mathematics Education with a minor in Chemistry at Fairleigh Dickenson University in New Jersey. She is currently working as a substitute teacher with the Mt. Arlington Public Schools and will be working under a substitute certificate.

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

RESOLUTION NO. 192-08
Appointment – Community School Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the staff listed below be appointed for the 2008/2009 Community School programs. Salary is paid out of collected tuitions and employment is dependent upon sufficient enrollment.

MUSIC INSTRUCTOR (VOCAL)

Lauren Connors \$20.00 – ½ Hour

RESOLUTION NO. 193-08
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 2008/2009 school year.

Sue Ireland Meg Koval

RESOLUTION NO. 194-09
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 English at Roxbury High School retroactive to September 10, 2008 for the 2008/2009 school year at the following per diem rate.

Name	1/7 (14%) Per Diem Salary
Tinquist, Denise	Step 17, BA Guide = \$52.04*
Heddy, Lisa	Step 5, BA Guide = \$28.42*
Baker, Sharon	Step 4, BA Guide = \$28.11*
Schmidt, Eric	Step 1, BA Guide = \$27.34*
Rispoli, Maria	Step 3, BA Guide = \$27.69*
*Step and salary to be determined pending completion of negotiations	

RESOLUTION NO. 195-09
Resignation – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for personal reasons of Ms. Lori Mendez, Reading Specialist at Franklin School, be accepted effective September 29, 2008.

RESOLUTION NO. 196-09
Resignation – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for retirement purposes of Mr. Dennis McDonald, PE/Health Teacher at Jefferson School, be accepted effective June 30, 2009.

September 15, 2008

RESOLUTION NO. 197-09

Transfer – Paraprofessional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following Paraprofessional be transferred as follows retroactive to September 4, 2008 for the 2008/2009 school year, not to exceed 35 hours per week.

Name	From	To	06/07 Salary*
Barbara Cooper	Personal Aide – Jefferson 30 Hours/Week	Personal Aide – Nixon 30 Hours/Week	Step 3 \$10.67/Hour

*Step and salary pending completion of negotiations

Education

Mrs. Castriotta asked if the agreement in Resolution 200-09 had any changes. Dr. Rossi stated no changes were handed down from the state.

Mrs. Miller moved, and Mrs. Libby seconded a motion that the Education Resolutions 198-09 through 200-09, be approved as presented and listed below.

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;* **Mr. Somjen:** *Yes to all;* **Mrs. D'Agostino:** *Yes to all.*

RESOLUTION NO. 198-09

Approval of Out-of-District Placements/Services – 2008/2009

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the 2008/2009 Out-of-District Placements/Services listed below.

<i>File Number</i>	<i>School or Provider</i>	<i>Total Cost</i>	<i>Dates</i>
CCM 002	County College of Morris	\$1,521.00	09/02/08 to 12/20/08
CEC 014	Connections at Morris County Educare & Enrichment Center	\$3,660.00	09/02/08 to 06/30/09
WCS 001	Warren County Special Services School District	\$39,700.00	09/02/08 to 06/30/08

RESOLUTION NO. 199-09

Approval of Second Reading – Regulation R 5514 – Pupil Use of Vehicles

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 5514 Pupil Use of Vehicles for second reading. (Exhibit 1)

RESOLUTION NO. 200-09

Approval of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials Update

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education re-approves the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials. The 1999 Agreement remains unchanged with no additional terms/revisions per the annual meeting between Michael Rossi, Jr., Ph.D., Superintendent, and Mark J. Noll, Roxbury Township Chief of Police.

September 15, 2008

PUBLIC COMMENTS – Non-Agenda Items

Ms. Rebecca Dauerman from Succasunna stated her concerns about the class structure and “groupings” for the middle school students.

Ms. Jean Potter commented on the status of the teacher negotiations as well as the quality of the teaching staff in the district.

ADJOURNMENT

It was motioned by Mrs. Marchesi and seconded by Mrs. Libby to adjourn the meeting at this time, 8:17 p.m.

Respectfully submitted,

Pam Hinman
Assistant Board Secretary