

**MINUTES OF THE WORKSHOP MEETING OF THE ROXBURY TOWNSHIP BOARD OF EDUCATION
HELD ON MONDAY, NOVEMBER 3, 2008
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. Jennifer Marchesi, Mrs. Pat Miller, Ms. Carol Scheneck,
Mr. Gregory Somjen, Mrs. Terry D'Agostino

MEMBERS ABSENT: Mrs. Liz D'Abbraccio, Mrs. Hildi Libby, Mr. John Moschella,

ADMINISTRATION PRESENT: Dr. Michael Rossi, Mr. Edward Hade, Ms. Ruthann 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. 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. Castriotta and seconded by Mr. Somjen that this meeting return to Public Session at this time, 7:35 p.m., in the Auditorium at Lincoln/Roosevelt School.

PUBLIC SESSION

The Public Session was called to order in the Auditorium at Lincoln/Roosevelt School at 7:40 p.m., President D'Agostino 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
Roxbury 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.

November 3, 2008

PLEDGE OF ALLEGIANCE

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

ROLL CALL

The roll was taken, and a quorum deemed present.

CORRESPONDENCE

None

MINUTES

Mrs. Miller motioned, and Mr. Badini seconded the motion that the Minutes of the Regular Meeting and Executive Sessions of October 20, 2008 be accepted as presented.

Mrs. Castriotta requested that additional comments be added to the minutes on Resolution 236-09. Mrs. D'Agostino and Mrs. Miller commented. Mrs. Castriotta stated she believed the minutes were not transparent enough. Mrs. Castiotta's motion was not seconded.

The motion was approved by roll call vote.

Mr. Badini: Yes; Mrs. Castriotta: No; Mrs. Marchesi: Yes; Mrs. Miller: Yes; Ms. Scheneck: Yes; Mr. Somjen: Yes; Mrs. D'Agostino: Yes.

PRESENTATIONS

None

STUDENT COUNCIL REPRESENTATIVE'S COMMENTS

Hailey Dix presented to the Board the current events at the high school. She discussed the Powder Puff Game being held just before the Thanksgiving break, the food drive and pajama drive. The Student Council will be selling coffee mugs and golf umbrellas.

BOARD PRESIDENT'S COMMENTS

- Mrs. D'Agostino reminded the Board of the invitation to the National Honor Society induction on November 20, 2008.
- The Board President discussed the Delegates Assembly meeting on November 22, 2008. There is a resolution to be voted on at the Assembly regarding Veterans Day. The original proposal mandated that school boards close school for Veterans Day. NJSBA can not make mandates for schools and changed the wording of the resolution. The resolution to be voted on encourages districts to hold Veterans Day ceremonies/exercises in honor of our Veterans. She asked the Board for direction on her vote as a delegate. She stated there will be a discussion of the consolidation of school districts.
- Mrs. Castriotta questioned the Veterans Day assembly that used to take place at the Roxbury High School every other year. Dr. Rossi and Mr. Hade responded. Ms. Scheneck commented.

SUPERINTENDENT'S REPORT

- Dr. Rossi discussed the events and communication efforts by the school district on the day of bad weather.

November 3, 2008

- The Superintendent mentioned the success of the Differentiated Instruction at the middle school on October 30, 2008.
- Dr. Rossi reminded the public of a seminar by Dr. Howard Gardner scheduled for November 21, 2008.
- Dr. Rossi mentioned the great sessions offered at the New Jersey School Boards Workshop.
- Dr. Rossi commended the extra-curricular groups that have had winning seasons and those that qualified for State tournaments.
- Dr. Rossi stated that Roxbury Social Services is looking for some more sponsorship for meals to be donated to those in need.

BUSINESS ADMINISTRATOR'S REPORT

Ms. Quinn stated that the business office is seeking board approval for travel requests.

REQUEST FOR INFORMATION

At the October 20, 2008 meeting, it was asked about the rate of pay for the athletic substitutes. Dr. Rossi stated the rate of pay is \$40/hr. The range in the county is \$35-70 and may go up to \$150.

COMMITTEE REPORTS

1. Facilities

Mrs. Castriotta discussed the two meetings held with the Committee. The Committee discussed transportation policies, which Ms. Quinn and Dr. Rossi would discuss with the Transportation Director. Other topics discussed were the Edvocate Report, the Eisenhower Middle School Computer Room renovation, and the electrical usage shifting. The Committee also met to discuss the Fullerton girls' softball dugout donation. The Committee will meet November 12, 2008 to discuss the Feasibility Study.

2. Community Relations

Ms. Scheneck stated the Committee would be meeting November 17, 2008 at 9:00 a.m. Mr. Somjen commented on some points he had made to the Committee.

3. Education

Mrs. Miller stated the last meeting's major topic was the Differentiated Instruction Workshop held last week. The Committee is meeting to discuss the new state regulation to educate 3-4 year olds based on the Free and Reduced Lunch applications. Mrs. Castriotta questioned the decision by the district to go in the direction of Differentiated Instruction. Dr. Rossi and Mr. Hade responded. Mrs. D'Agostino stated Differentiated Instruction seems to be a fast growing initiative in the state. Mrs. D'Agostino attended a session at the NJSBA Workshop on the topic.

4. Finance

Mr. Badini discussed the meeting of October 20, 2008. The Superintendent is looking to decrease class size and increase the staff. Mr. Badini recommended to all committees to look into ways to allow this to happen.

November 3, 2008

5. Shared Services

Mrs. Castriotta stated the Committee met with the Town Council on October 23, 2008. Topics considered were cable franchising, recycling, sports pathway, mechanics, Honeywell Alert, energy audit, and the turf field.

6. Personnel

None

7. Negotiations

Mrs. Miller stated the progress with the REA. The salary guides are all that is left to come to an agreement. Mrs. D'Agostino stated that the Teamsters had filed for impasse. The Board Negotiation Team attempted to meet with them on three occasions to reach an agreement; the Teamsters cancelled all three meetings. The next step is to go to mediation. The next meeting with the Custodians is November 13, 2008.

PUBLIC COMMENTS – Actions Items

None

ACTION ITEMS

Finance

Mr. Badini motioned, and Mrs. Miller seconded the motion that Finance Resolution 263-09 be accepted as presented.

The motion was approved by roll call vote.

Mr. Badini: Yes; Mrs. Castriotta: Yes; Mrs. Marchesi: Yes; Mrs. Miller: Yes; Ms. Scheneck: Yes; Mr. Somjen: Yes; Mrs. D'Agostino: Yes.

RESOLUTION NO. 263-09

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*
Sarah	Slane	First Aid for Coaches	On-line	November 4, 2008	\$45.00 Registration
Sarah	Slane	Fundamentals in Coaching	On-line	November 4, 2008	\$75.00 Registration
Andrea	Saladino	2008 NJEA Convention	Atlantic City, NJ	November 6-7, 2008	See Note
Jessica	Loeb	Teaching the Holocaust & Genocide	College of St. Elizabeth	November 10, 2008	See Note

November 3, 2008

First Name	Last Name	Conference/Seminar Title	Place	Date of Trip	Total Estimated Expenses*
Davida	Nitka	Teaching the Holocaust & Genocide	College of St. Elizabeth	November 10, 2008	See Note
Elizabeth	Gripp	Breakfast Reception - College Information	Parsippany, NJ	November 12, 2008	See Note
Stefanie	SanEmeterio	Breakfast Reception - College Information	Parsippany, NJ	November 12, 2008	See Note
Barbara	Drelich	NJ Association of School Librarians Annual Fall Conference	New Brunswick, NJ	November 13-14, 2008	\$85.00 Registration
Lee	Nittel	Where We Were, Where We Are, Where We Are Going	Rider University	November 13, 2008	See Note
Joanne	Haines	NJ Cooperative Educational Coordinator's Association	Mahwah, NJ	November 14, 2008	See Note
Elizabeth	Gripp	Counselor's Day	Rutgers University	November 14, 2008	See Note
Joanne	Haines	Northern NJ Marketing Ed Coordinators Association	Bertas - Wanaque, NJ / CCM - Randolph, NJ	November 19, 2008	See Note
Louis	Chuddley	Conductors / Fire Pumps	Flanders, NJ	November 20, 2008	\$100.00 Registration
Joanne	Haines	NJCECA Monthly Meeting	Dover, NJ	November 20, 2008	See Note
Justin	Renna	NSCAA/Adidas - Women's Championship Weekend	Cary, NC	December 5-7, 2008	See Note
Joanne	Haines	NJ Cooperative Educational Coordinator's Association	Mahwah, NJ	December 5, 2008	See Note
Joan	Beshar	Collaborative Problem Solving	Lakeview Learning Center	December 12, 2008	See Note
Marilyn	McSpiritt	Children's Health Summit	Toms River, NJ	December 12, 2008	\$40.00 Registration
Ruthann	Quinn	NJASBO - Budget Preparation	Mt. Olive, NJ	December 16, 2008	See Note
Pam	Hinman	NJASBO - Budget Preparation	Mt. Olive, NJ	December 16, 2008	See Note
Joanne	Haines	Northern NJ Marketing Ed Coordinators Association	Bertas - Wanaque, NJ / CCM - Randolph, NJ	December 17, 2008	See Note
Robin	Evensen	High School Environmental Science	Rutgers University	January 3, 2009	\$185.00 Registration
Joanne	Haines	NJ Cooperative Educational Coordinator's Association	Mahwah, NJ	January 11, 2009	See Note
Patricia	Winetz	Topics & Strategies to Improve Student Performance on NJ Ask II	Rutgers University	January 16, 2009	\$185.00 Registration
Joanne	Haines	Northern NJ Marketing Ed Coordinators Association	Bertas - Wanaque, NJ / CCM - Randolph, NJ	January 21, 2009	See Note
Joanne	Haines	NJ Cooperative Educational Coordinator's Association	Mahwah, NJ	February 6, 2009	See Note
Joanne	Haines	NJ Marketing Education Association Meetings	Wanaque, NJ	February 18, 2009	See Note
Barbara	Delaney	Wild School Sites	Great Swamp Outdoor Education Center	February 25, 2009	\$25.00 Registration
Joanne	Haines	NJ Cooperative Educational Coordinator's Association	Mahwah, NJ	March 6, 2009	See Note

November 3, 2008

First Name	Last Name	Conference/Seminar Title	Place	Date of Trip	Total Estimated Expenses*
Joanne	Haines	NJ Marketing Education Association Meetings	Wanaque, NJ	March 18, 2009	See Note
Joanne	Haines	NJ Cooperative Educational Coordinator's Association	Mahwah, NJ	April 10, 2009	See Note
Joanne	Haines	NJ Marketing Education Association Meetings	Wanaque, NJ	April 22, 2009	See Note
Joanne	Haines	NJ Cooperative Educational Coordinator's Association	Mahwah, NJ	May 8, 2009	See Note
Joanne	Haines	NJ Marketing Education Association Meetings	Wanaque, NJ	May 20, 2009	See Note
Joanne	Haines	NJ Marketing Education Association Meetings	Wanaque, NJ	June 10, 2009	See Note
Joanne	Haines	NJ Cooperative Educational Coordinator's Association	Mahwah, NJ	June 12, 2009	See Note

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

Personnel

Mrs. Marchesi motioned, and Mrs. Castriotta seconded the motion that Personnel Resolutions 264-09 through 273-09 and 276-09 be accepted as presented, and that Resolution 274-09 be tabled.

The motion was approved by roll call vote.

Mr. Badini: Yes to all; Mrs. Castriotta: Yes to all; Mrs. Marchesi: Yes to all; Mrs. Miller: Yes to all; Ms. Scheneck: Yes to all; Mr. Somjen: Yes to all; Mrs. D'Agostino: Yes to all.

RESOLUTION NO. 264-09

Appointment – Transportation Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following be appointed as substitute Bus Drivers effective November 4, 2008 for the 2008/2009 school year.

Sandra Perez

Myriam Vergara

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

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

RESOLUTION NO. 265-09

Appointment – Food Service Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Lillivette Pappaterra* be appointed as a substitute Cafeteria Worker effective November 4, 2008 for the 2008/2009 school year.

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

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

November 3, 2008

RESOLUTION NO. 266-09

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:

Karnitsky, Tina Ms. Karnitsky earned a BS in Accounting from State University of New York at Binghamton and a MA in Education from Adelphi University in NY. She is currently a substitute teacher with the Morris School District and will be working under an Elementary School Teacher certificate.

Miller, Thomas Mr. Miller earned a BS in Economics from Penn State University in PA. He recently worked for Willowglen Academy. He is currently a substitute teacher with the Hopatcong School District and will be working under an Elementary School Teacher in Grades K-5 (CE) certificate.

Palmieri, Tracy Ms. Palmieri earned an AAS in Secretarial Studies from the County College of Morris in Randolph, NJ. She currently works in private industry 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. 267-09

Appointment – Coaches - RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following personnel be appointed as Coaches at Roxbury High School for the 2008/2009 school year. Salary to be determined pending completion of negotiations.

Name	Position	07/08 Step*	06/07 Salary*
<i>Wrestling</i>			
Spargo, Justin	Assistant Coach	3	\$4,810
<i>Outdoor Track – Girls'</i>			
Slane, Sarah	Assistant Coach	1	2,770
*Step and salary to be determined pending completion of negotiations			

RESOLUTION NO. 268-09

Appointment – Athletic Volunteers – RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the appointment of the following Athletic Department Volunteers for the 2008/2009 school year.

Chad Rossy	Wrestling
Marc Palanchi	Wrestling
Sarah Slane	Indoor Track

RESOLUTION NO. 269-09

Appointment – Athletic Event Worker

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the staff listed below be approved for employment as an Athletic Event Worker for the 2008/2009 school year.

Susan LaManna

RESOLUTION NO. 270-09

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 additional periods of Science at Roxbury High School as indicated below retroactive to September 29, 2008 through October 24, 2008 at the following per diem rate.

Name	Total # of Class Periods	1/7 (14%) Per Diem Salary
Hyde, Laura	22	Step 17, BA+30 = \$56.94
Balcerski, Robert	22	Step 17, MA+15 = 58.72
O’Brien, William	19	Step 12, MA+30 = 41.62
*Step and salary to be determined pending completion of negotiations		

RESOLUTION NO. 271-09

Leave of Absence – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, *Ms. Lauren Mason*, First Grade Teacher at the Franklin School, be granted a disability/child rearing leave of absence effective December 8, 2008 using available sick days until released by her physician and, thereafter, an unpaid leave of absence through June 30, 2009. Ms. Mason intends to return to work on September 1, 2009.

RESOLUTION NO. 272-09

Transfer – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the following employee listed below be transferred as follows effective November 4, 2008 for the 2008/2009 school year.

Name	From	To	06/07 Salary*
Henricksen, Lisa	PSD Aide Jefferson School	First Grade Teacher Jefferson School	Step 2, BA Guide \$39,450
*Step and salary to be determined pending completion of negotiations			

RESOLUTION NO. 273-09

Transfer – Paraprofessional Staff

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the following employee listed below be transferred as follows retroactive to November 3, 2008 for the 2008/2009 school year.

Name	From	To	06/07 Salary*
Gulla, Carmel	Personal Aide Nixon School	Personal Aide Jefferson School	Step 9 - \$19.39/Hour 30 Hours/Week
*Step and salary to be determined pending completion of negotiations			

RESOLUTION NO. 274-09

Authorization to Establish Extracurricular Club

Resolution 274-09 was tabled..

RESOLVED, that in accordance with the Superintendent’s recommendation, authorization to establish the following extracurricular club on a two-year basis at the Eisenhower Middle School be approved retroactive to November 1, 2008 through November 2, 2010.

Investor\$

November 3, 2008

RESOLUTION NO. 276-09

Appointment – Coach

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following personnel be appointed as Coach at the Eisenhower Middle School for the 2008/2009 school year. Salary to be determined pending completion of negotiations.

Name	Position	07/08 Step	06/07 Salary*
Basketball - Girls			
Miller, Dominick	Head Coach	2	\$3,370
*Salary to be determined pending completion of negotiations.			

Education

Mrs. Miller motioned, and Mrs. Castriotta seconded the motion that Education Resolution 275-09 be accepted as presented.

The motion was approved by roll call vote.

Mr. Badini: Yes; Mrs. Castriotta: Yes; Mrs. Marchesi: Yes; Mrs. Miller: Yes; Ms. Schneck: Yes; Mr. Somjen: Abstain; Mrs. D'Agostino: Yes.

RESOLUTION NO. 275-09

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.

File Number	School or Provider	Total Cost	Dates
ESCMC 026	Park Lake School	\$46,750.00	10/14/08 to 06/30/09

PUBLIC COMMENTS – Non-Agenda Items

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. Miller 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, 8:40 p.m. to discuss personnel. 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.

November 3, 2008

ADJOURNMENT

It was motioned by Mrs. Castriotta and seconded by Mr. Badini to adjourn the meeting at this time, 9:00 p.m.

Respectfully submitted,

Pam Hinman
Assistant Board Secretary