

**MINUTES OF THE WORKSHOP MEETING OF THE ROXBURY TOWNSHIP BOARD OF EDUCATION  
HELD ON MONDAY, AUGUST 3, 2009  
Lincoln/Roosevelt School, 34 North Hillside Avenue, Succasunna, NJ 07876**

**MEETING CALLED TO ORDER**

The meeting was called to order at 6:30 p.m. in the Auditorium at Lincoln/Roosevelt School, President Moschella presiding.

**PUBLIC SESSION**

Mrs. Miller 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	-	<a href="http://www.roxbury.org/boe/meetings-minutes.htm">http://www.roxbury.org/boe/meetings-minutes.htm</a>

The notice of tonight's meeting and a copy of tonight's agenda have been posted in the Board's Business Office.

**ROLL CALL**

The roll was taken, and a quorum deemed present.

MEMBERS PRESENT: Mrs. Annette Brooks, Mrs. Maureen Castriotta, Mrs. Liz D'Abbraccio  
Mrs. Terry D'Agostino, Mrs. Patricia Miller, Mr. John Moschella,  
Mr. Chris Rogers, Mr. Gregory Somjen

MEMBERS ABSENT: Mrs. Jennifer Marchesi, Ms. Carol Scheneck

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

OTHERS PRESENT: Ms. Nathanya Simon, SSEC&Z, 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. Castriotta and seconded by Mrs. D'Abbraccio that the Roxbury Township Board of Education does hereby determine that it is necessary to meet in Executive Session to discuss personnel, an interim business administrator, student matters, negotiations, the turf field, and matters covered by attorney client privilege. The matters discussed will be made public if and when

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confidentiality is no longer required, and action pursuant to said discussion shall take place only in a public meeting.

- Recess
- Reconvene - The meeting was reconvened in Executive Session at 6:35 p.m. in the Media Center at Lincoln/Roosevelt School.

It was motioned by Mr. Somjen and seconded by Mrs. D'Abbraccio to return to Public Session at this time, 7:28 p.m.

### **PUBLIC SESSION**

- Recess
- Reconvene - The meeting was reconvened in Public Session at 7:30 p.m. in the Auditorium at Lincoln/Roosevelt School.

### **PLEDGE OF ALLEGIANCE**

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

### **MOMENT OF SILENCE FOR MS. DEBRA BAUER**

Members of the Board, the Administration and the Public observed a moment of silence.

### **ROLL CALL**

The roll was taken, and a quorum deemed present.

MEMBERS PRESENT: Mrs. Annette Brooks, Mrs. Maureen Castriotta, Mrs. Liz D'Abbraccio  
Mrs. Terry D'Agostino, Mrs. Patricia Miller, Mr. John Moschella,  
Mr. Chris Rogers, Ms. Carol Scheneck, Mr. Gregory Somjen

MEMBERS ABSENT: Mrs. Jennifer Marchesi

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

OTHERS PRESENT: Ms. Nathanya Simon, SSEC&Z, LLC.

### **CORRESPONDENCE**

None

### **MINUTES**

**Mrs. Castriotta motioned and Mrs. Miller seconded the motion that the minutes of the Regular Meeting and Executive Session of July 20, 2009 be approved.**

The Board discussed the submissions for changes by Mrs. Miller, Mr. Rogers, and Mrs. Castriotta. Mrs. Castriotta asked for the purchase order numbers to be included in the votes when voting no/abstain. Mr. Rogers mentioned the possibility of video taping the Board meetings. The Board voted individually on the changes by Mrs. Castriotta and Mr. Rogers. Mrs. Miller's changes were approved as corrections.

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In the June 15, 2009 minutes, Mr. Somjen asked that it be stated that he arrived at 8:05 p.m. Mrs. Castriotta motioned to have board meetings video taped. Mr. Moschella stated this does not follow protocol of board meeting policy and that it should be discussed in a committee meeting. The Board Attorney agreed that policy is made through committee.

**The motion to accept the Minutes of July 20, 2009 was approved by roll call vote.**

**Mrs. Brooks:** *Abstain to all;* **Mrs. Castriotta:** *No to all;* **Mrs. D'Abbraccio:** *Abstain to all;* **Mrs. D'Agostino:** *Yes to all;* **Mrs. Miller:** *Yes to all;* **Mr. Rogers:** *No to all;* **Ms. Schneck:** *Yes to all;* **Mr. Somjen:** *Yes to all;* **Mr. Moschella:** *Yes to all.*

## **PRESENTATIONS**

1. Summer Leadership Program

## **STUDENT COUNCIL REPRESENTATIVE'S COMMENTS**

None

## **BOARD PRESIDENT'S COMMENTS**

Mr. Moschella stated to the Public that the administrator contracts would be voted on separately from the remainder of the resolutions. He stated that the Board would go back into Executive Session to discuss the contracts, as well as the Inter-local Agreement with Mr. Fred Hall from the Township of Roxbury and return to public to vote on action items.

## **SUPERINTENDENT'S REPORT**

The Superintendent discussed the following issues:

- After-School Basic Skills Instruction/After-School Busing
- Action Plans/Data Driven Decision Making
- Charlotte Danielson Workshop
- Summer Leadership Program
- Genesis Schedule
- NJ Ask 3 & 4 Recalibration
- Professional Development Plan
- Transportation Update
- Fall and Spring Tennis Practice and Game Facility Use
- Core Curriculum Content Standards and High School Redesign
- Netrekker
- Transition to a New Business Administrator
- Inter-local Agreement

Mrs. Castriotta asked Dr. Rossi a few questions about his report. Dr. Rossi clarified some questions about the stimulus money that the district will be receiving.

## **BUSINESS ADMINISTRATOR'S REPORT**

Ms. Quinn indicated that the business office is seeking board approval for monthly financials, travel requests, a contract, bid award, transportation agreement and donation.

Mrs. Castriotta and Mr. Rogers asked for clarification on the Aide-In-Lieu requirements as stated in 18A. Ms. Quinn responded the school district is required to pay for transportation for those private school students, not related to special education students, who are sent out of district.

## **REQUEST FOR INFORMATION**

Ms. Quinn stated that the number of parents paid for nonpublic transportation (aide in lieu) was 72 families at a cost of \$71,252.00. The state reimburses the district \$21,404.57.

## **COMMITTEE REPORTS**

### 1. Facilities

Mr. Somjen reported that the Committee would be meeting every other month and that it is working closely with Mr. John Schiener, Interim Buildings and Grounds Director. Mr. Rogers asked about the chemical audit that is done annually. Ms. Quinn and Mr. Somjen explained the Right-to-Know process. Mr. Moschella asked the Facilities Committee to look into the costs and possibilities of video taping the board meetings.

### 2. Council Liaison

Mr. Somjen mentioned the July 14, 2009 Township meeting in regards to the Inter-local Agreement.

### 3. Community Relations

Mrs. Brooks stated the Committee would be getting ready for Succasunny Day. Mr. Somjen mentioned using the Committee to get out to the public the start of the late bus.

### 4. Education

Mrs. Miller stated the Committee had been working on policies, and also mentioned the Committee is still looking into placing community links on the website, but still concerned about security issues.

### 5. Finance

Ms. Scheneck stated she had items she would like placed on the agenda for the next meeting. Mr. Somjen asked for a simple summary about how the district faired at year end. Ms. Quinn stated that the audit presentation does just that.

### 6. Shared Services

Mrs. Castriotta mentioned the Committee had been discussing the Inter-local Agreement, an energy audit, safe routes, interim business administrator, and a possible shared service for the police for athletic events.

### 7. Personnel

Mrs. D'Agostino stated the Committee has been discussing policies, food services, interim business administrator, chemical inventory, and basic skills.

### 8. Negotiations

Mrs. Miller stated the Committee was working on finalizing contracts. Mr. Rogers mentioned a negotiations seminar given by the New Jersey School Boards Association.

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**PUBLIC COMMENTS – Agenda Items, Resolutions No. 055-10, No. 056-10, and No. 057-10 only**

Ms. Marie Felix asked the Board about the raise of one of the administrators who will be retiring. The Board President responded.

**EXECUTIVE SESSION**

Whereas Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in Executive Session under certain limited circumstances; and

Whereas said law requires the Board of Education to adopt a resolution at a public meeting before it can meet in such an Executive or Private Session,

Now, therefore, it was motioned by Mrs. D’Abbraccio and seconded by Mrs. Miller that the Roxbury Township Board of Education does hereby determine that it is necessary to meet in Executive Session to discuss personnel items and the Inter-local Agreement. 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.

- Recess
- Reconvene – The meeting was reconvened in Executive Session at 9:24 p.m. in the Media Center.

It was motioned by Mr. Somjen and seconded by Mrs. D’Abbraccio to return the meeting to Public Session at this time, 9:52 p.m.

**PUBLIC SESSION**

- Recess
- Reconvene – The meeting was reconvened in Public Session in the Auditorium.

**Mrs. D’Agostino motioned and Mrs. Miller seconded the motion that Resolutions 055-10, 056-10, and 057-10 be accepted as presented.**

Mr. Rogers read a statement in regards to the salary increases of the administration. Mrs. Castriotta reinforced the comments made by Mr. Rogers.

**The motion was approved by roll call vote.**

**Mrs. Brooks:** *Yes to all;* **Mrs. Castriotta:** *No to all;* **Mrs. D’Abbraccio:** *Yes to all;* **Mrs. D’Agostino:** *Yes to all;* **Mrs. Miller:** *Yes to all;* **Mr. Rogers:** *No to all;* **Ms. Scheneck:** *Recuse to 055-10 and 057-10 due to the appearance of conflict as Dr. Rossi and Dr. Heinegg are in direct line of supervision of her brother, and Yes to 056-10;* **Mr. Somjen:** *Yes to all;* **Mr. Moschella:** *Yes to all.*

**RESOLUTION NO. 055-10**

**Approval of Superintendent’s Contract 2009/2010**

IT IS RESOLVED, that in accordance with the Roxbury Township Board of Education, *Dr. Michael A. Rossi, Jr.* continue in the position of Superintendent for the 2009/2010 school year and to approve the following changes to the 2009/2010 contract from the 2008/2009 contract: Salary \$174,720.

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**RESOLUTION NO. 056-10**

**Approval of Business Administrator's Contract 2009/2010**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approve *Ms. Ruthann Quinn* as School Business Administrator/Board Secretary for the 2009/2010 school year and to approve the following changes to the 2009/2010 contract from the 2008/2009 contract: Salary: \$157,914.

**RESOLUTION NO. 057-10**

**Approval of Assistant Superintendent's Contract 2009/2010**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approve *Dr. James Heinegg* as Assistant Superintendent effective July 1, 2009 through June 30, 2010 and to approve the following changes to the 2009/2010 contract from the 2008/2009 contract: Salary \$137,700.

**BYLAW 0164**

**Mrs. D'Abbraccio motioned, and Mrs. Brooks seconded the motion to extend the meeting one half hour to 10:30 p.m.**

**The motion was approved by roll call vote.**

**Mrs. Brooks: Yes; Mrs. Castriotta: Yes; Mrs. D'Abbraccio: Yes; Mrs. D'Agostino: Yes; Mrs. Miller: Yes; Mr. Rogers: Yes; Ms. Scheneck: Yes; Mr. Somjen: Yes; Mr. Moschella: Yes.**

**PUBLIC COMMENTS – Action Items**

Mrs. Fran Day asked about how many open positions there were in the district. Dr. Rossi and Dr. McGann responded. She also questioned if board policies would be on the website. Dr. Rossi responded that the goal was to get them on by December.

**ACTION ITEMS**

**Finance**

**Mrs. D'Agostino motioned and Mrs. Miller seconded the motion that Resolution 059-10 be amended so that the "Formula for Change – 2009 Workshop & Exhibition" sponsored by the New Jersey School Boards Association be for group registration only, and that the board members pay their own way for the hotel costs.**

Mrs. Castriotta stated it would be a financial hardship.

**The motion was approved by roll call vote.**

**Mrs. Brooks: Yes; Mrs. Castriotta: No; Mrs. D'Abbraccio: Abstain; Mrs. D'Agostino: Yes; Mrs. Miller: Yes; Mr. Rogers: No; Ms. Scheneck: Yes; Mr. Somjen: Abstain; Mr. Moschella: Yes.**

**Ms. Scheneck motioned, and Mrs. Miller seconded the motion that Finance Resolutions 058-10 through 063-10 be accepted as presented and amended.**

**The motion was approved by roll call vote.**

**Mrs. Brooks: Yes to all; Mrs. Castriotta: Yes to all, however Abstain to herself only and No to R. Quinn and G. Somjen only in Resolution 059-10; Mrs. D'Abbraccio: Yes to all; Mrs. D'Agostino: Yes to all, however Abstain to herself only in Resolution 059-10; Mrs. Miller: Yes to all, however Abstain to herself only in Resolution 059-10; Mr. Rogers: Yes to 058-10, 059-10, 060-10, 062-10 and 063-10, however**

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*Abstain to himself only in Resolution 059-10, and No to 061-10; Ms. Scheneck: Yes to all, however Recuse to herself, G. McGann, M. Rossi, J. Heinegg only in Resolution 059-10; Mr. Somjen: Yes to all, however, Abstain to vendor #11603-Washington Academy only in Resolution 058-10 and Abstain to himself only in Resolution 059-10; Mr. Moschella: Yes to all; however, Abstain to himself only in Resolution 059-10.*

**RESOLUTION NO. 058-10**

**Approval of the Bills List**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the June 30, 2009 Bills Lists totaling \$186,042.29 as presented.

**RESOLUTION NO. 059-10**

**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.

<i>First Name</i>	<i>Last Name</i>	<i>Conference/Seminar Title</i>	<i>Place</i>	<i>Date of Trip</i>	<i>Total Estimated Expenses*</i>
Sebastion	DiPietro	NJSIAA On-line First Aid Course <sup>4</sup>	On-Line	On-Line	\$45.00 Registration
Ruthann	Quinn	ARRA Program for NJ Schools <sup>2</sup>	Robbinsville, NJ	August 4, 2009	See Note
Joan	Prach	Systems 3000 Training <sup>4</sup>	Eatontown, NJ	August 12, 2009	See Note
James	Heinegg	Creating 21 <sup>st</sup> Century NJ Schools <sup>3</sup>	Ridgewood, NJ	August 12, 2009	See Note
Sebastian	DiPietro	NFHS Fundamentals of Coaching Course <sup>4</sup>	Summit High School	August 18, 2009	\$75.00 Registration
Joanne	Haines	NJ Cooperative Educational Coordinator's Association <sup>4</sup>	to be determined	monthly	See Note
Joanne	Haines	Northern NJ Marketing Education Coordinator's Association <sup>4</sup>	Berkeley College of Business	September 16 or 23, 2009	See Note
Greg	McGann	AASPA Annual Conference <sup>4</sup> (per contract)	Hartford, CT	October 13-16, 2009	\$580.00 Registration \$495.00 Hotel
Joanne	Haines	Northern NJ Marketing Education Coordinator's Association <sup>4</sup>	Berkeley College of Business	October 14 or 21, 2009	See Note
Michael	Rossi	Formula for Change - 2009 Workshop & Exhibition <sup>4</sup>	Atlantic City, NJ	October 28-30, 2009	Group Registration
Maureen	Castriotta	Formula for Change - 2009 Workshop & Exhibition <sup>4</sup>	Atlantic City, NJ	October 28-30, 2009	Group Registration
Terry	D'Agostino	Formula for Change - 2009 Workshop & Exhibition <sup>4</sup>	Atlantic City, NJ	October 28-30, 2009	Group Registration
Pat	Miller	Formula for Change - 2009 Workshop & Exhibition <sup>4</sup>	Atlantic City, NJ	October 28-30, 2009	Group Registration
Chris	Rogers	Formula for Change - 2009 Workshop & Exhibition <sup>4</sup>	Atlantic City, NJ	October 28-30, 2009	Group Registration
John	Moschella	Formula for Change - 2009 Workshop & Exhibition <sup>4</sup>	Atlantic City, NJ	October 28-30, 2009	Group Registration

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<i>First Name</i>	<i>Last Name</i>	<i>Conference/Seminar Title</i>	<i>Place</i>	<i>Date of Trip</i>	<i>Total Estimated Expenses*</i>
Greg	Somjen	Formula for Change - 2009 Workshop & Exhibition <sup>4</sup>	Atlantic City, NJ	October 28-30, 2009	Group Registration
Carol	Scheneck	Formula for Change - 2009 Workshop & Exhibition <sup>4</sup>	Atlantic City, NJ	October 28-30, 2009	Group Registration
Joanne	Haines	Northern NJ Marketing Education Coordinator's Association <sup>4</sup>	Berkeley College of Business	November 18, 2009	See Note
Joanne	Haines	Northern NJ Marketing Education Coordinator's Association <sup>4</sup>	Berkeley College of Business	December 16, 2009	See Note
Joanne	Haines	Northern NJ Marketing Education Coordinator's Association <sup>4</sup>	Berkeley College of Business	January 20, 2010	See Note
Joanne	Haines	Northern NJ Marketing Education Coordinator's Association <sup>4</sup>	Berkeley College of Business	February 10, 2010	See Note
Joanne	Haines	Northern NJ Marketing Education Coordinator's Association <sup>4</sup>	Berkeley College of Business	March 17, 2010	See Note
Joanne	Haines	Northern NJ Marketing Education Coordinator's Association <sup>4</sup>	Berkeley College of Business	April 21, 2010	See Note
Joanne	Haines	Northern NJ Marketing Education Coordinator's Association <sup>4</sup>	Berkeley College of Business	May 19, 2010	See Note

Notes:

Does not include mileage and sustenance as they are contractual.

1-State/federal policy requirements, 2-State curricular requirements, 3-State invitations, 4-Individual job requirements

**RESOLUTION NO. 060-10**

**Approval of Contract – Jenifer Coombs**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves a contract with Jenifer Coombs for the 2009/2010 school year to provide ABA services to district students in accordance with the student's IEP. The provider shall be paid at a rate of \$30.00/hour, not to exceed five hours per week.

**RESOLUTION NO. 061-10**

**Approval of Bid Award – Bid No. 10-01 - One Each - 54-Passenger Bus, Two Each - 24-Passenger Van**

A Notice to Bidders was advertised in accordance with the provisions of the Public Contracts Law N.J.S.A. 18A:18A-21. Bids were received and opened and read publicly at the appointed date and time by the School Business Administrator on Wednesday, July 22, 2009 at 11:00 a.m. at the Board of Education Office, 42 North Hillside Avenue, Succasunna, New Jersey.

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, and after consideration of all bidders, the Roxbury Township Board of Education awards the bid for one each - 54-Passenger Bus to the sole bidder, American Bus & Coach, LLC, 2595 East State Street, Trenton, NJ, in the amount of \$89,818.00 and for two each - 24-Passenger Vans, to the lowest bidder, Arcola Sales & Services Corp., 51 Kero Road, Carlstadt, NJ, in the amount of \$45,997.00 each.

The bid award is being made in accordance with the terms of the Public Contracts Law. The bid is available for review at the Board Office during regular business hours.

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**RESOLUTION NO. 062-10**  
**Approval of Transportation Agreement**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves a Parental Contract for Student Transportation, providing transportation for student (KTW 002) to the Kentwood Academy, 10 Tierney Road, Lake Hopatcong, New Jersey. Total cost of this agreement is \$1,320.09.

**RESOLUTION NO. 063-10**  
**Acceptance of Donation**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education accepts a donation from the Class of 2009 in the amount of \$1000.00. This donation is intended for use for the Shakespeare Memorial Garden at Roxbury High School.

**Personnel**

**Mrs. D'Agostino motioned, and Mrs. Miller seconded the motion that Personnel Resolutions 064-10 through 079-10 be accepted as presented:**

Mr. Rogers questioned Resolutions 064-10, 065-10, and 068-10. Dr. McGann and Dr. Rossi responded. Mrs. Castriotta stated her reasons for her 'No' votes to those resolutions where staff are being hired at a step higher than Step 1.

**The motion was approved by roll call vote.**

**Mrs. Brooks:** Yes to all; **Mrs. Castriotta:** Yes to 064-10 through 073-10 and 077-10 through 079-10 and No to 074-10, 075-10, and 076-10; **Mrs. D'Abbraccio:** Yes to 064-10 through 073-10 and 075-10 through 079-10, Abstain to 074-10; **Mrs. D'Agostino:** Yes to all; **Mrs. Miller:** Yes to all; **Mr. Rogers:** Yes to 064-10, 065-10, 066-10, 067-10, 069-10, 070-10, 071-10, 072-10, 073-10, 077-10 through 079-10 and No to 068-10, 074-10, 075-10, and 076-10; **Ms. Schneck:** Yes to all; **Mr. Somjen:** Yes to all; **Mr. Moschella:** Yes to all.

**RESOLUTION NO. 064-10**  
**Erratum to Resolution – Appointment – Extended School Year Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, Resolution No. 037-10, Appointment - Extended School Year Staff be corrected to read as follows:

<b>Name</b>	<b>Position</b>	<b>Hourly Rate</b>	<b>Hours*</b>
Joel DeBarros	Job Coach	\$20.00	Up to 20 hours/wk/4 wks
Joel DeBarros	Bus Aide	\$12.00	Up to 3 hours day/4 wks
Kathy Drew	Job Coach	\$20.00	Up to 20 hours/wk/4 wks
Margaret Koval	Aide	\$12.00	Up to 20 hours/wk/4 wks
Maria D'Agostino	Teacher	\$30.00	Up to 25 hours/wk/4 wks
Lori Baker	Coordinator	\$30.00	Up to 35 hours/wk/5 wks

\*Not to exceed 35 hours/week

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**RESOLUTION NO. 065-10**  
**Resignation – Administrative Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for personal reasons of *Ms. Andrea Saladino*, Assistant Principal at Roxbury High School, be accepted effective September 18, 2009 or sooner pending the hiring of a suitable replacement.

Charged to Account: 11-000-240-103-000-100 SAL PRINCIPAL

**RESOLUTION NO. 066-10**  
**Resignation – Professional Staff - RHS**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for personal reasons of *Ms. Elizabeth Gripp*, Guidance Counselor at Roxbury High School, be accepted effective September 18, 2009 or sooner pending the hiring of a suitable replacement.

Charged to Account: 11-000-218-104-000-100 SAL GUIDANCE

**RESOLUTION NO. 067-10**  
**Transfer – Professional Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following employee listed below be transferred as follows effective September 1, 2009 for the 2009/2010 school year.

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Salary</b>
Skop, Deborah	Special Education Teacher L/R	Child Study Team Special Services	Step 17, MA+30 \$90,637

**RESOLUTION NO. 068-10**  
**Transfer – Secretarial Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Joanne Rogers* be transferred as follows effective August 4, 2009 for the 2009/2010 school year. Ms. Rogers is replacing Ms. Joan Prach who was transferred to another position.

FROM: Secretary – Community School  
Grade IV, Step 6 of the 2009/10 Secretarial Guide - \$43,431

TO: Secretary-Bookkeeper – Central Office  
Grade IV, Step 6 of the 2009/10 Secretarial Guide - \$43,431

**RESOLUTION NO. 069-10**  
**Transfer – Buildings and Grounds Staff - RHS**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Mr. Matthew Morrow* be transferred as follows retroactive to August 1, 2009 for the 2009/2010 school year. Mr. Morrow is replacing Mr. Ronald Parzero who was transferred to another position.

FROM: Groundskeeper – Roxbury High School  
Step 10, 1<sup>st</sup> Shift - \$53,892 (including Boiler's License and CDL License)  
(2007/08 salary pending completion of negotiations)

TO: Custodian – 1<sup>st</sup> Shift – Roxbury High School  
Step 10, 1<sup>st</sup> Shift - \$53,892 (including Boiler's License and CDL License)  
(2007/08 salary pending completion of negotiations)

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**RESOLUTION NO. 070-10**

**Transfer – Food Service Staff – RHS**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following staff be transferred effective September 1, 2009 for the 2009/2010 school year, not to exceed 40 hours per week.

Name	From	To
Kathryn Hardin	Cook/Manager – Roosevelt School 6.0 Hours/Day	Cook/Manager - RHS 5.0 Hours/Day

**RESOLUTION NO. 071-10**

**Transfer – Extracurricular Advisor – RHS**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following staff be transferred effective September 1, 2009 for the 2009/2010 school year.

Name	From	To
Hudlow, Lisa	Yearbook Assistant Advisor Step 2, \$2,791	Yearbook Advisor Step 2, \$2,993

**RESOLUTION NO. 072-10**

**Reappointment – Extracurricular Advisors – RHS**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following personnel be reappointed as Extracurricular Advisors at Roxbury High School for the 2009/2010 school year.

Name	Position	Step	Salary
Barbato, Nicole	Key Club	2	\$2,136
Baker, Sharon	Class Co-Advisor – Freshman	½ of Step 1	657
Nelson, Allyson	Class Co-Advisor – Freshman	½ of Step 1	657
Heddy, Lisa	Class Co-Advisor – Sophomore	½ of Step 1	731
DiGerolamo, Kathy	Interact	2	1,374

**RESOLUTION NO. 073-10**

**Appointment – Professional Staff - RHS**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Judy Hernandez* be appointed to the position of Spanish Teacher at Roxbury High School effective September 1, 2009 for the 2009/2010 school year. Ms. Hernandez is replacing Ms. Rebecca Ruballos.

Degree: MA, Farleigh Dickinson University, 2008  
BA, Farleigh Dickinson University, 2007  
Certification: Teacher of Spanish  
Experience: 2008-2009: Spanish Teacher, Hanover Park Regional High School,  
Hanover Park, NJ  
2008: Spanish Teacher, Morristown High School, Morristown, NJ  
Salary: Step 3-4 of the 2009/2010 MA Guide, \$49,057

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

Charged to Account: 11-140-100-101-800-100 SAL 9-12 WRDL LANG

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**RESOLUTION NO. 074-10**

**Appointment – Professional Staff - RHS**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Anne Fertitta* be appointed to the position of Media Specialist at Roxbury High School effective September 1, 2009 for the 2009/2010 school year. Ms. Fertitta is replacing Mr. William Martin who retired.

Degree: BA, University of Northern Iowa  
Certification: Associate School Library Media Specialist (Provisional)  
Experience: 2007-2009: Media Specialist, Mount Olive Middle School, Budd Lake, NJ  
2003-2007: Media Specialist Library Aide, Mount Olive Middle School, Budd Lake, NJ  
Salary: Step 5 of the 2009/2010 BA+30 Guide, \$48,135

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

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

**RESOLUTION NO. 075-10**

**Appointment – Professional Staff - RHS**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Joan Goldberg* be appointed to the position of Mathematics Teacher at Roxbury High School effective September 1, 2009 for the 2009/2010 school year. Ms. Goldberg is replacing Ms. Deborah Carter who resigned.

Degree: BE, SUNY, 1985  
Certification: Teacher of Mathematics  
Experience: 2008-2009: Mathematics Teacher, Columbia High School, Maplewood, NJ  
2006-2008: Mathematics/Computer Teacher, Glen Rock High School, Glen Rock, NJ  
2004-2006: Mathematics Teacher, International High School, Paterson, NJ  
Salary: Step 6 of the 2009/2010 BA+30 Guide, \$48,566

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

Charged to Account: 11-140-100-101-100-100 SAL 9-12 MATH

August 3, 2009

**RESOLUTION NO. 076-10**

**Appointment – Professional Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, Ms. Keeshana Jackman be appointed to the position of School Social Worker for the Roxbury Township School District effective September 1, 2009 for the 2009/2010 school year. Ms. Jackman is replacing Ms. Jannan Joseph who retired.

Degree: MA, University of Central Florida, 2007  
BA, Bloomfield College, 2004  
Certification: School Social Worker  
Experience: 2008-2009: School Social Worker, Liberty Academy Charter School, Jersey City, NJ  
2008: School Social Worker, Roxbury Township School District, Succasunna, NJ  
2006-2007: School Social Worker, Lake County Public Schools, Howey-In-The-Hills, FL  
2005-2006: Clinical Case Manager, Christian Services Center, Ocoee, FL  
Salary: Step 5 of the 2009/2010 MA Guide, \$49,257

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

Charged to Account: 11-000-219-104-000-100 SAL CST

**RESOLUTION NO. 077-10**

**Appointment – Community School Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the staff listed below be appointed for the 2009/2010 Community School programs. Salary is paid out of collected tuitions and employment is dependent upon sufficient enrollment.

<b><u>Name</u></b>	<b><u>Course Name</u></b>	<b><u># of Sessions</u></b>	<b><u>Payment</u></b>
Robert Capra	Adult Dodgeball	8	\$25.00/Hour
Robert Capra	Mens Basketball	9	\$30.00/Hour
Anna DeWitt	Italian Class	5	\$55.00/Person
Anna DeWitt	Spanish (4 <sup>th</sup> Graders – Kennedy School only)	12	\$60.00/Person
Maria D'Agostino-Tyron	Fundamentals of Girls Lacrosse	4	\$50.00/Person
Jackie Freimauer	PSAT	2	\$600.00 Flat Fee
Jackie Freimauer	SAT	10	\$1,000.00 Flat Fee
Lisa Gibney	Womens Volleyball	10	\$480.00 Flat Fee
Bruce Harlan	Tennis Anyone?	4	\$65.00/Person
Laura Hyde	Crocheting	4	\$35.00/Person
Laura Hyde	Digital Slideshow	4	\$55.00/Person
Laura Hyde	Yarnworks	4	\$40.00/Person
Steve Izzo	Cartoon Class	5	\$65.00/Person
Steve Izzo	Drawing Class	5	\$65.00/Person
Ed Koch	Golf Fitness	4	\$50.00/Person
Ed Koch	Haunted Graveyard Tour	1	\$5.00/Person
Marilyn McSpirit	Nutrition Course	1	\$20.00/Person
Marilyn McSpirit	Diabetes Course	1	\$20.00/Person
Marilyn McSpirit	Sports Nutrition Course	1	\$20.00/Person
Marilyn McSpirit	Biggest Loser	8	\$10.00/Person

August 3, 2009

**RESOLUTION NO. 078-10**  
**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 2009/2010 school year.

Name	Position	Step	Salary
<i>Soccer – Boys'</i>			
DeBarros, Joel	Assistant Coach	2	\$3,425

**RESOLUTION NO. 079-10**  
**Increase in Hours – Food Service Staff – RHS**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following staff have their hours increased effective September 1, 2009 for the 2009/2010 school year, not to exceed 40 hours per week.

Name	From	To
Danielle Albuquerque	Cafeteria Worker – St. Therese 3.5 Hours/day	Cafeteria Worker – St. Therese 4.0 Hours/Day

**Mrs. D'Agostino motioned, and Mrs. Miller seconded the motion that Personnel Resolutions 080-10 through 089-10 be accepted as presented:**

**The motion was approved by roll call vote.**

**Mrs. Brooks:** *Yes to all;* **Mrs. Castriotta:** *Yes to all;* **Mrs. D'Abbraccio:** *Yes to 081-10 and Abstain to 080-10 and 082-10 through 089-10;* **Mrs. D'Agostino:** *Yes to all;* **Mrs. Miller:** *Yes to all;* **Mr. Rogers:** *Yes to all;* **Ms. Scheneck:** *Yes to all;* **Mr. Somjen:** *Yes to all;* **Mr. Moschella:** *Yes to all.*

**RESOLUTION NO. 080-10**  
**Extension of Child Rearing Leave of Absence – Professional Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Janina Lavigne*, Resource Center Teacher at the Nixon School and currently on an unpaid child rearing leave of absence, be granted an extension of her unpaid leave effective September 1, 2009 through October 9, 2009. Ms. Lavigne plans to return to work on October 12, 2009.

**RESOLUTION NO. 081-10**  
**Transfer – Buildings and Grounds Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Mr. Gary Upp* be transferred as follows effective September 1, 2009 for the 2009/2010 school year. Mr. Upp is replacing Mr. Howard Joy who retired.

FROM: Custodian – Roxbury High School  
Step 10, 3<sup>rd</sup> Shift - \$54,024 (2007/08 salary pending completion of negotiations)

TO: Custodian – Roosevelt School  
Step 10, 2<sup>nd</sup> Shift - \$53,525 (2007/08 salary pending completion of negotiations)

August 3, 2009

**RESOLUTION NO. 082-10**  
**Transfer – Food Service Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following staff be transferred effective September 1, 2009 for the 2009/2010 school year, not to exceed 40 hours per week.

<b>Name</b>	<b>From</b>	<b>To</b>
Ann Bopp	Cook/Manager - Lincoln School 6.0 Hours/Day	Cook/Manager – Jefferson School 5.75 Hours/Day
Roberta Chalmers	Cook/Manager - Kennedy School 6.0 Hours/Day	Cook/Manager – Franklin School 5.5 Hours/Day
Nadine Cunneen	Cook/Manager - Nixon School 6.0 Hours/Day	Cook/Manager – Kennedy School 5.0 Hours/Day
Kathleen Dixon	Cook/Manager - Jefferson School 6.0 Hours/Day	Cook/Manager – L/R School 6.5 Hours/Day
Debra Manno	Cook/Manager - Franklin School 6.0 Hours/Day	Cook/Manager – Nixon School 5.75 Hours/Day
Joanne Corrente	Cafeteria Worker – St. Therese 3.5 Hours/Day	Cafeteria Worker – Lincoln School 3.5 Hours/Day

**RESOLUTION NO. 083-10**  
**Appointment – Professional Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Janine Suggs* be appointed to the position of Fifth Grade Teacher at the Lincoln/Roosevelt School effective September 1, 2009 for the 2009/2010 school year. Ms. Suggs is replacing Ms. Kristi Janosco who resigned.

Degree: BA, William Paterson University, 1998  
Certification: Elementary School Teacher (CEAS)  
Salary: Step 1-2 of the 2009/2010 BA Guide, \$44,367

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

Charged to Account: 11-120-100-101-002-100 SAL L/R 1-5 TCHR

**RESOLUTION NO. 084-10**  
**Appointment – Professional Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Susanna Rogers* be appointed to the position of Sixth Grade Teacher at the Lincoln/Roosevelt School effective September 1, 2009 for the 2009/2010 school year. Ms. Rogers is replacing Ms. Jean Maurella who retired.

Degree: BA, The College of New Jersey, 2008  
Certification: Elementary School Teacher in Grades K-5 (CEAS)  
Elementary School Teacher w/Mathematics Specialization:  
Grades 5-8 (CEAS)  
Salary: Step 1-2 of the 2009/2010 BA Guide, \$44,367

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

Charged to Account: 11-130-100-101-100 SAL 6-8 MATH

August 3, 2009

**RESOLUTION NO. 085-10**

**Appointment – Professional Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Mr. Bryan Gallagher* be appointed to the position of Resource Center Teacher at the Lincoln/Roosevelt School effective September 1, 2009 for the 2009/2010 school year. Mr. Gallagher is replacing Ms. Deborah Skop who is being transferred.

Degree: MA, Wagner College, 2006  
BA, Wagner College, 2003  
Certification: Elementary School Teacher (CEAS)  
Teacher of Students with Disabilities (CE)  
Experience: 2007-2009: Special Education Teacher, Butler High School, Butler,  
NJ  
Salary: Step 3-4 of the 2009/2010 MA Guide, \$49,057

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

Charged to Account: 11-213-100-101-000-100 SAL RES CNTR

**RESOLUTION NO. 086-10**

**Appointment – Professional Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Katherine Katsigiannis* be appointed to the position of Special Education Teacher at the Nixon School effective September 1, 2009 for the 2009/2010 school year. Ms. Katsigiannis is replacing Ms. Denise Reed.

Degree: BS, Seton Hall University, 2005  
Certification: Teacher of the Handicapped  
Elementary School Teacher (CEAS)  
Experience: 2007-2009: Teacher of the Handicapped, New Beginnings,  
Fairfield, NJ  
2006-2007: Pre-School Disabled Teacher, Walnut Ridge Primary  
School, Vernon, NJ  
2006: Resource Program Teacher, Valleyview Middle School,  
Denville, NJ  
Salary: Step 5 of the 2009/2010 BA Guide, \$44,767

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

Charged to Account: 11-214-100-101-000-250 SAL AUTISM

**RESOLUTION NO. 087-10**

**Appointment – Support Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Terri Belcher* be appointed as a substitute Cafeteria Aide at Kennedy School effective September 1, 2009 for the 2009/2010 school year.

Salary: \$11.53/Hour on an as-needed basis

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

Charged to Account: 11-000-262-110-004-100 SAL LNCHRM AIDES

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**RESOLUTION NO. 088-10**  
**Approval - Curriculum Writing**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the staff listed below be approved for 2009-2010 curriculum writing:

**Course Rewrite (20 Hours @ \$44.00)**

William Buro	L/R	Technology – Grade 5
Rachel Bonnema	EMS	Technology – Grade 7

**Course Revisions (10 Hours @ \$44.00)**

William Buro	L/R	Technology – Grade 6
Rachel Bonnema	EMS	Technology – Grade 8

Charged to Account: 20-260-200-100-000-099 TITLE V PER SVS SAL

**RESOLUTION. NO. 089-10**  
**Decrease in Hours – Food Service Staff**

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following staff have their hours decreased effective September 1, 2009 for the 2009/2010 school year, not to exceed 40 hours per week.

<b>Name</b>	<b>From</b>	<b>To</b>
Mary Bunalski	Cafeteria Worker – Roosevelt School 5.75 Hours/Day	Cafeteria Worker – L/R School 5.25 Hours/Day
Mary Hayde	Cafeteria Worker – Kennedy School 4.5 Hours/Day	Cafeteria Worker – Kennedy School 3.5 Hours/Day
Barbara Larmer	Cafeteria Worker – Lincoln School 5.5 Hours/Day	Cafeteria Worker – L/R School 4.5 Hours/Day
Cathy Nitto	Cafeteria Worker – Nixon School 5.5 Hours/Day	Cafeteria Worker – Nixon School 5.25 Hours/Day
Linda Parrillo	Cafeteria Worker – Jefferson School 5.5 Hours/Day	Cafeteria Worker – Jefferson School 5.25 Hours/Day

**BYLAW 0164**

**Mrs. D'Abbraccio motioned, and Mrs. D'Agostino seconded the motion to extend the meeting fifteen minutes to 10:45 p.m.**

**The motion was approved by roll call vote.**

**Mrs. Brooks: Yes; Mrs. Castriotta: Yes; Mrs. D'Abbraccio: Yes; Mrs. D'Agostino: Yes;  
Mrs. Miller: Yes; Mr. Rogers: Yes; Ms. Scheneck: Yes; Mr. Somjen: Yes; Mr. Moschella: Yes.**

August 3, 2009

**Education**

**Mrs. Miller motioned, and Mrs. D’Abbraccio seconded the motion that Education Resolutions 090-10 through 093-10 be accepted as presented:**

**The motion was approved by roll call vote.**

**Mrs. Brooks:** *Yes to all;* **Mrs. Castriotta:** *Yes to all;* **Mrs. D’Abbraccio:** *Yes to all;* **Mrs. D’Agostino:** *Yes to all;* **Mrs. Miller:** *Yes to all;* **Mr. Rogers:** *Yes to all;* **Ms. Scheneck:** *Yes to all;* **Mr. Somjen:** *Yes to all;* **Mr. Moschella:** *Yes to all.*

**RESOLUTION NO. 090-10**

**Approval of First Reading – Regulation R 5200 – Attendance**

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 5200 Attendance for first reading. (Exhibit 1)

**RESOLUTION NO. 091-10**

**Approval of First Reading – Policy 5331 – Management of Life-Threatening Allergies in Schools**

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 5331 Management of Life-Threatening Allergies in Schools for first reading. (Exhibit 2)

**RESOLUTION NO. 092-10**

**Approval of First Reading – Regulation R 5331 – Management of Life-Threatening Allergies in Schools**

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 5331 Management of Life-Threatening Allergies in Schools for first reading. (Exhibit 3)

**RESOLUTION NO. 093-10**

**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 2009/2010 Out-of-District Placements/Services listed below.

<i>File Number</i>	<i>School or Provider</i>	<i>Total Cost</i>	<i>Dates</i>
CTC 039	Celebrate the Children (SCALS)	\$58,944.00	09/08/09 to 06/30/10
LVS 001	Cerebral Palsy Association , Lakeview School	\$109,286.10	07/01/09 to 06/30/10
NB 002	North Jersey Outreach/KDDS TOO, Inc.	\$53,040.00	07/06/09 to 06/30/10
VSL 001	YCS - Sawtelle Learning Center	\$54,844.40	07/06/09 to 06/30/10
VSL 003	YCS - Sawtelle Learning Center	\$54,844.40	07/06/09 to 06/30/10

August 3, 2009

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

None

**ADJOURNMENT**

It was motioned by Mrs. D'Abbraccio and seconded by Mrs. D'Agostino to adjourn the meeting at this time, 10:33 p.m.

Respectfully submitted,

Pam Hinman  
Assistant Board Secretary