

**MINUTES OF THE REGULAR MEETING OF THE ROXBURY TOWNSHIP BOARD OF EDUCATION
HELD ON MONDAY, DECEMBER 21, 2009
Roxbury High School, 1 Bryant Drive, Succasunna, NJ 07876**

MEETING CALLED TO ORDER

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

PUBLIC SESSION

Mrs. Miller 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
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.

ROLL CALL

The roll was taken, and a quorum deemed present.

MEMBERS PRESENT: Mrs. Annette Brooks, Mrs. Maureen Castriotta (arrived at 6:34 p.m.), Mrs. Liz D'Abbraccio, Mrs. Terry D'Agostino, Mrs. Jennifer Marchesi, Mrs. Patricia Miller, Mr. John Moschella, Mr. Chris Rogers, Ms. Carol Scheneck, Mr. Gregory Somjen

MEMBERS ABSENT:

ADMINISTRATION PRESENT: Dr. Michael Rossi, Dr. James Heinegg, Dr. Gregory McGann, Mr. Anthony Mistretta, Mr. Paul Stabile

OTHERS PRESENT: Mr. Andy Brown, 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. D'Agostino 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, student tuition, student matters, a school ethics case, and matters covered by attorney client privilege. Action may be taken when the Board returns to Public Session.

December 21, 2009

- Recess
- Reconvene - The meeting was reconvened in Executive Session at 6:32 p.m. in the Media Center at Roxbury High School.

It was motioned by Mrs. D'Abbraccio and seconded by Mrs. D'Agostino to return to Public Session at this time, 7:10 p.m.

PUBLIC SESSION

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

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.

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

MEMBERS ABSENT:

ADMINISTRATION PRESENT: Dr. Michael Rossi, Dr. James Heinegg, Dr. Gregory McGann,
Mr. Anthony Mistretta, Mr. Paul Stabile

OTHERS PRESENT: Mr. Andy Brown, SSEC & Z, LLC.

CORRESPONDENCE

The Business Administrator read correspondence regarding a school ethics ruling.

MINUTES

1. Minutes of the Workshop Meeting and Executive Session of December 7, 2009

Mrs. D'Abbraccio motioned and Mrs. D'Agostino seconded the motion to accept the Minutes of the Workshop Meeting and Executive Session of December 7, 2009 as presented:

The motion was approved by roll call vote.

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

PRESENTATIONS

President John Moschella welcomed everyone in attendance and thanked the students for their latest accomplishments.

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1. Roxbury High School Student Awards

Mr. Swanson, Roxbury High School Principal, acknowledged the Marching Band and Football Team. A video showing highlights from both groups was shown. All students/athletes were recognized.

The Superintendent acknowledged the students, coaches and parents for their support and a job well done.

The Board recessed at this time, 8:20 p.m.

The Board reconvened at this time, 8:45 p.m.

2. AppliTrack Demo – Dr. Greg McGann

Dr. McGann presented the AppliTrack online application program. Various questions were asked.

STUDENT COUNCIL REPRESENTATIVE'S COMMENTS

The Student Council Representative reported on the following items:

- Music, band, choir, orchestra concerts
- End of marking period, mid-term exams
- Winter sports Pep Rally
- Senior Superlative
- Toys for Tots

BOARD PRESIDENT'S COMMENTS

The Board President commented during the presentations.

SUPERINTENDENT'S REPORT

The Superintendent discussed the following issues:

- Second Annual Roxbury Educational Seminar
- Genesis Parent Portal is open
- EMS Grant – Safe & Civil Schools – Eisenhower Middle School was chosen as recipient, received a \$10,000 grant
- Two Special Meetings regarding the budget for 2010/2011 will be held on February 4, 2010 and February 10, 2010, starting at 6:00 p.m.
- New Jersey is applying for the Race to the Top grant
- 21st Century School Design possible adding an economics course, will probably need to add a teacher
- NJSIAA licensing agreement – continue to investigate
- Turtle Energy
- Remedial help

BUSINESS ADMINISTRATOR'S REPORT

The Business Administrator reported that Resolution 339-10 will change to show \$17,542.

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REQUEST FOR INFORMATION

None

PUBLIC COMMENTS – Action Items

Mrs. Day commented on Resolution 339-10.

BYLAW 0164

Mrs. Miller motioned and Mrs. D’Agostino seconded the motion to extend the meeting fifteen minutes to 10:15 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. Marchesi:** Yes; **Mrs. Miller:** Yes; **Mr. Rogers:** Yes; **Ms. Schneck:** Yes; **Mr. Somjen:** Yes; **Mr. Moschella:** Yes.

ACTION ITEMS

Finance

Mrs. Schneck motioned and Mrs. D’Abbraccio seconded the motion that Finance Resolutions 328-10 through 333-10 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Brooks: *Yes to all;* **Mrs. Castriotta:** *Yes to 328-10, 330-10, 331-10, 332-10, 333-10, and Abstain to 329-10;* **Mrs. D’Abbraccio:** *Yes to all;* **Mrs. D’Agostino:** *Yes to all;* **Mrs. Marchesi:** *Yes to all, however Abstain to purchase orders 10-1700 and 10-2561 in Resolution 329-10 only;* **Mrs. Miller:** *Yes to all;* **Mr. Rogers:** *Yes to 329-10, 330-10, 331-10, 332-10, however No to purchase order 10-1631 only in Resolution 329-10, and No to 328-10 and 333-10;* **Ms. Schneck:** *Yes to all, however Recuse to purchase orders 10-2558 and 10-2438 only in Resolution 329-10, and Abstain to G. McGann and G. Trotter only in Resolution 333-10;* **Mr. Somjen:** *Yes to all, however Abstain to vendors numbered 12109-Educational Services Commission of Morris County, 3004-Educational Services Commission of Morris County, 13210-Schwartz, Simon, Edestein, Celso, & Zitomer, 1904-Chester Board of Education, 3009-Educational Services Commission of Morris County, and 5685-Mountain Lakes Board of Education only in Resolution 329-10;* **Mr. Moschella:** *Yes to all.*

RESOLUTION NO. 328-10

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. 329-10

Approval of the Bills Lists

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education approves the monthly bills lists totaling \$1,699,813.01 as presented.

RESOLUTION NO. 330-10

Approval of the Board Secretary’s Report

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education approves the Board Secretary’s Report for November 2009 as presented.

RESOLUTION NO. 331-10
Approval of the Treasurer's Report

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the Treasurer's Report for November 2009 as presented.

RESOLUTION NO. 332-10
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 2009/2010 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. 333-10
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 (City, State)</i>	<i>Date of Trip</i>	<i>Total Estimated Expenses</i>
Joanne	Haines	NJ Regional DECA Conference/Competition	4 S-1	County College of Morris	January 5, 2010	\$0.00 Registration See Note
Lois	Bachmura	NJ Regional DECA Conference/Competition	4 S-1	County College of Morris	January 5, 2010	\$0.00 Registration See Note
Robin	LaRosa	NJ Regional DECA Conference/Competition	4 S-1	County College of Morris	January 5, 2010	\$0.00 Registration See Note
Amanda	Nagy	2010 FBLA Regional Competitive Events	4 S-1	Mercer County College, Trenton, NJ	January 7, 2010	\$0.00 Registration See Note
Joanne	Haines	2010 FBLA Regional Competitive Events	4 S-1	Mercer County College, Trenton, NJ	January 7, 2010	\$0.00 Registration See Note
Joseph M.	Koch	Eastern Athletic Trainers Association 62 nd Annual Conference	4	Boston, MA	January 9-11, 2010	\$120.00 Registration \$336.00 Hotel \$177.50 Meals
Greg	McGann	Dismissal or Nonrenewal of the Incompetent Teacher	4	Webinar Training	January 12, 2010	\$60.00 Registration
Greg	Trotter	Be The Best You Are Coaches Clinic	4 S-2	Cherry Hill, NJ	January 14-16, 2010	\$100.00 Registration
Linda	Rosenblatt	Drexel Guidance Counselor Visit Day	4	Philadelphia, PA	January 27, 2010	\$0.00 Registration See Note

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<i>First Name</i>	<i>Last Name</i>	<i>Conference/Seminar Title</i>		<i>Place (City, State)</i>	<i>Date of Trip</i>	<i>Total Estimated Expenses</i>
Cosmo	Lorusso	National Wing T Clinic	4 S-1	Pittsburgh, PA	January 29-30, 2010	\$80.00 Registration \$74.99 Hotel
Kevin	Poggi	National Wing T Clinic	4 S-1	Pittsburgh, PA	January 29-30, 2010	\$80.00 Registration \$74.99 Hotel
Steve	Donnelly	National Wing T Clinic	4 S-1	Pittsburgh, PA	January 29-30, 2010	\$80.00 Registration
Jim	Dolan	NJ State Wrestling Championships	1 S-2	Atlantic City, NJ	March 4-7, 2010	\$0.00 Registration \$954.00 Hotel \$1,386.00 Meals
Justin	Spargo	NJ State Wrestling Championships	1 S-2	Atlantic City, NJ	March 4-7, 2010	\$0.00 Registration See Note
Dave	Monaco	NJ State Wrestling Championships	1 S-2	Atlantic City, NJ	March 4-7, 2010	\$0.00 Registration See Note

Notes:

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

1-State/federal policy requirements, 2-State curricular requirements, 3-State initiatives, 4-Individual job requirements
Substitute coverage is indicated by "S" followed by the number of days for which a substitute is needed.

Personnel

Mrs. D'Agostino motioned and **Mrs. D'Abbraccio** seconded the motion that **Personnel Resolutions 334-10, 307-10, 335-10 and 336-10** be accepted as presented.

The motion was approved by roll call vote:

Mrs. Brooks: Yes to all; **Mrs. Castriotta:** Yes to 334-10, 335-10, 336-10, and Abstain to 307-10; **Mrs. D'Abbraccio:** Yes to all; **Mrs. D'Agostino:** Yes to all; **Mrs. Marchesi:** Yes to all; **Mrs. Miller:** Yes to all; **Mr. Rogers:** Yes to 334-10, 335-10, 336-10 and No to 307-10; **Ms. Schneck:** Yes to all; **Mr. Somjen:** Yes to all; **Mr. Moschella:** Yes to all.

RESOLUTION NO. 334-10

Extension of Child Rearing Leave of Absence – Professional Staff – RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Heather Roddy*, School Library Media Specialist at Roxbury High School and currently on an unpaid child rearing leave of absence, be granted an extension of her unpaid leave effective January 25, 2010 through June 30, 2010. Ms. Roddy plans on returning to work September 1, 2010.

RESOLUTION NO. 307-10

Appointment – Professional Staff – RHS

This resolution was tabled at the December 7, 2009 Board of Education Meeting.

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Camille Martin* be appointed as a leave replacement Teacher of Art at Roxbury High School retroactive to December 7, 2009 through March 31, 2010 and thereafter, on an as-needed basis for the 2009/2010 school year. Ms. Martin is replacing Ms. Monica Lyden-Roman who is currently on a disability/child rearing leave of absence.

Degree: BA, Montclair State University, 1979
 Certification: Teacher of Art (CE)
 Salary: Step 1-2 of the 2009/2010 BA Guide, \$44,367 (prorated)

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

RESOLUTION NO. 335-10
Leave of Absence – Transportation Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Gladys Blake*, Bus Driver, be granted a leave of absence for medical reasons retroactive to November 23, 2009 using available sick days and, thereafter, an unpaid leave of absence until released by her physician.

RESOLUTION NO. 336-10
Appointment – Community School Staff

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

Name	Event	Date/Time	Salary
Robert Capra	Spring Break Sports & Games	4/5/10 – 4/9/10 9:00 AM - 12:00 PM	\$8.00/Hour/Participant (5 Sessions)
Lisa Gibney	Women's Volleyball	2/24, 3/3, 3/10, 3/17, 3/24, 3/31, 4/14, 4/21, 4/28, 5/5 7:00 PM – 10:00 PM	\$480.00 Flat Fee (10 Sessions)
Bruce Harlan	Learn to Play Tennis	2/22, 3/1, 3/8, 3/15 7:00 PM – 8:00 PM	\$65.00 Per Participant (4 Sessions)
Paul Kalleberg	Defensive Driving Course	5/15, 6/5 9:30 AM – 3:00 PM	\$70.00 Per Participant (2 Sessions)
Christine LaPosta	Adult Clay	1/9, 1/26, 2/2, 2/9, 2/23 7:00 PM – 8:30 PM	\$190.00 Per Participant (5 Sessions)
Christine LaPosta	Clay for Kids	1/19, 1/26, 2/2, 2/9, 2/23 4:00 PM – 5:30 PM	\$160.00 Per Participant (5 Sessions)
Christine LaPosta	Mommy & Me Clay	1/21, 1/28, 2/4, 2/11, 2/18 4:00 PM – 5:00 PM	\$190.00 Per Participant (5 Sessions)
Denise Masterson	Cooking w/Soups	2/23/10 6:30 PM – 8:30 PM	\$10.00 Per Participant (1 Session)
Denise Masterson	Cooking w/Chocolates	2/2/10 6:30 PM – 8:30 PM	\$10.00 Per Participant (1 Session)
Denise Masterson	Cooking for St. Patrick's Day	3/9/10 6:30 PM – 8:30 PM	\$10.00 Per Participant (1 Session)
Denise Masterson	Cooking Easter Breads	3/26/10 6:30 PM – 8:30 PM	\$10.00 Per Participant (1 Session)
Jamie Oately	S.A.T. Review	2/1, 2/4, 2/8, 2/11, 2/18, 2/22, 3/1, 3/4, 3/8, 3/11 2:15 PM – 4:15 PM	\$50.00 Per Hour (10 Sessions)
Suzanne Scudder	Self Esteem in Girls	3/22/10 6:30 PM – 7:30 PM	\$15.00 Per Participant (1 Session)

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Mrs. D'Agostino motioned and Mrs. Miller seconded the motion that Personnel Resolutions 337-10 and 338-10 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:** *Abstain to all;* **Mrs. D'Agostino:** *Yes to all;* **Mrs. Marchesi:** *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. 337-10

Extension of Child Rearing Leave of Absence – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Karolyn Crawn*, First Grade Teacher at the Kennedy School and currently on an unpaid child rearing leave of absence, be granted an extension of her unpaid leave effective January 4, 2010 through June 30, 2010. Ms. Crawn plans on returning to work September 1, 2010.

RESOLUTION NO. 338-10

Appointment – Professional Staff

RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Elizabeth Szigeti* be appointed as a Special Education Teacher at the Kennedy School effective January 4, 2010 through June 30, 2010. Ms. Szigeti is replacing Ms. Lynn Stoffers-Grieco who resigned.

Degree:	BA, East Stroudsburg University, 2008
Certification:	Teacher of Students with Disabilities (CEAS) Elementary School Teacher in Grades K-5 (CEAS)
Salary:	Step 1-2 of the 2009/2010 BA Guide, \$44,367 (prorated)

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

Education

Mrs. Miller motioned and Mrs. D'Abbraccio seconded the motion that Education Resolution 339-10 be accepted as changed.

The motion was approved by roll call vote:

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

RESOLUTION NO. 339-10

Approval of Tuition Student – RHS

RESOLVED, that in accordance with the Superintendent's recommendation, student, C.R., Grade 12 at Roxbury High School, be permitted to enroll in the district on a tuition basis of \$17,542.00 for the 2009/2010 school year.

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

Mrs. Fran Day stated that the Alan Robinson Seminar was a great seminar.

BYLAW 0164

Mrs. Miller motioned, and Mrs. D’Abbraccio seconded the motion to extend the meeting 30 minutes 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. Marchesi: Yes; Mrs. Miller: Yes; Mr. Rogers: Yes; Ms. Schneck: Yes; Mr. Somjen: Yes; Mr. Moschella: Yes.

ADJOURNMENT

It was motioned by Mrs. D’Abbraccio and seconded by Mrs. Marchesi to adjourn the meeting at this time, 10:15 p.m.

Respectfully submitted,

Paul Stabile
Assistant Board Secretary