

**MINUTES OF THE WORKSHOP MEETING OF THE ROXBURY TOWNSHIP BOARD OF EDUCATION
HELD ON MONDAY, FEBRUARY 7, 2011
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	-	http://www.roxbury.org/boe/minutes/meetings.html

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

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. Chris Rogers, Ms. Carol Scheneck, Mr. Greg Somjen, Mr. John Moschella

MEMBERS ABSENT:

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

OTHERS PRESENT: Mr. Andy Brown, SSE&C, LLC

EXECUTIVE SESSION

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

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

Now, therefore, it was motioned by Mrs. D'Abbraccio and seconded by Mrs. Brooks that the Roxbury Township Board of Education does hereby determine that it is necessary to meet in Executive Session to discuss personnel, student matters, litigation, 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.

February 7, 2011

- Recess
- Reconvene - The meeting was reconvened in Executive Session at 6:34 p.m. in the Media Center at Lincoln/Roosevelt School.

It was motioned by Mrs. D'Abbraccio and seconded by Mrs. Brooks to return to Public Session at this time, 6:45 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.

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. Chris Rogers, Ms. Carol Scheneck, Mr. Greg Somjen, Mr. John Moschella

MEMBERS ABSENT:

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

OTHERS PRESENT: Mr. Andy Brown, SSE&C, LLC

CORRESPONDENCE

None

PRESENTATIONS

None

STUDENT COUNCIL REPRESENTATIVE'S COMMENTS

Ms. Kelsey Bailey commented on the following:

- The 2nd Semester began today
- Varsity R Club is selling "Join the Fight" Nick and Nagy shirts, for a student and teacher battling cancer
 - So far \$10,000 has been raised
 - If fundraising goal is met, certain teachers, administrators, and students will be getting their heads shaved at the Pep Rally
- Boys' Basketball is in the Morris County Quarter Finals, State Tournament is approaching
- Girls' Basketball State Tournament is approaching
- Wrestling is hosting a sectional tournament, Wednesday and Friday
- Students have been practicing for the musical; tickets are now on sale

February 7, 2011

- Five athletes have signed letters of intent for D-1 schools
- Cheerleaders are headed to Florida this weekend for National Competition
- Debate Team is hosting a debate at the high school on Friday
- Preparations to register 18 year olds to vote have begun
- JSA Winter Congress in Washington DC is February 25-27
- Scheduling process for next year has begun
- Over 60 students have presented their Senior Option/Independent Studies
- Club Pictures for the yearbook were taken today and the yearbook talent show went well

Mrs. Castriotta asked about the *Roxbury Review*, school newspaper.

Mrs. Brooks commended the students' efforts for the 'Nick and Nagy' fundraising.

BOARD PRESIDENT'S COMMENTS

Mr. Moschella commented there is short agenda and there will be committee reports.

SUPERINTENDENT'S REPORT

The Superintendent commented on the following:

- Winter Sports Teams are doing quite well, and gave an update on all the teams
- Next Friday, February 18th, is an In-Service Day for the staff
- Artist in Residence display is at the high school and will be working this Spring with the Eisenhower Middle School Students
- January 28th the Superintendent went to a County Meeting; the new Commissioner of Education was there and spoke on various topics.

Mrs. Castriotta commented she attended a Valentines for Veterans Program at Lincoln/Roosevelt

BUSINESS ADMINISTRATOR'S REPORT

The Business Administrator commented on various agenda items as well as the following:

- the Governor's Budget Address will be on February 22nd
- the State Aid figures should be out by February 28th
- Tentative Budget hearing due on March 4th or March 7th
- Budget to be posted on the district website
- Gave an update on the budget process, noted the election is on April 27th

REQUEST FOR INFORMATION

None

PUBLIC COMMENTS – Action Items

None

ACTION ITEMS

Finance

Ms. Scheneck motioned, and **Mrs. D’Abbraccio** seconded the motion that **Finance Resolutions 365-11 and 366-11** be accepted as presented.

The motion was approved by roll call vote.

Mrs. Brooks: *Yes to all;* **Mrs. Castriotta:** *Yes to 365-11 (a), 365-11 (b), 366-11, and No to 365-11 (c);* **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 366-11 and No to 365-11;* **Ms. Scheneck:** *Yes to all;* **Mr. Somjen:** *Yes to all;* **Mr. Moschella:** *Yes to all*

RESOLUTION NO. 365-11

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>
a) Caroline	Manguiat	Creative Strategies to Enhance Your Effectiveness as a School Counselor	4	East Hanover, NJ	February 14, 2011	\$199.00 Registration See Note
b) Kathryn	Zenna	NJ State School Nurses Association Annual Conference	4	New Brunswick, NJ	March 19, 2011	\$195.00 Registration See Note
c) Judy	Hernandez	Accelerating Proficiency in Your Foreign Language Classroom Using TPRS Strategies	4 S-1	East Hanover, NJ	April 7, 2011	\$199.00 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.

RESOLUTION NO. 366-11

Approval of Donation

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education accepts a donation on behalf of the Roxbury Athletic Boosters in the amount of \$3,700 toward the purchase of an athletic stair climber to be placed and used in the training room at Roxbury High School.

Education

Mrs. Miller motioned, and Mrs. D’Abbraccio seconded the motion that Education Resolution 367-11 be accepted as presented.

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. Scheneck: Yes; Mr. Somjen: Yes; Mr. Moschella: Yes

RESOLUTION NO. 367-11

Approval of Independent Study and Senior Option Projects – RHS

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education accepts the Independent Study Projects at Roxbury High School listed below to be completed in the 2010/2011 school year.

Student	Research Focus	Credits
104885	Roxbury Public Library Program CCM Challenger Program	2.5 5
102369	World Language: Hebrew	2.5
101689	CCM Challenger Program	5
102390	CCM Challenger Program	5
204010	CCM Challenger Program	5
203191	Community School Intern	2.5

IT IS FURTHER RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education accepts the Senior Option Projects at Roxbury High School listed below to be completed in the 2010/2011 school year.

Student	Research Focus	Credits
203186	CCM Challenger Program	5
104618	Network Security & Web Page Design	10
101859	Comparative Governments	5
101872	College Algebra	5
101039	Principles of Marketing	5
101536	Physical Health	2.5
101918	Kindergarten Intern	2.5

Personnel

Mrs. D’Agostino motioned, and Mrs. Miller seconded the motion that Personnel Resolutions 368-11 through 374-11 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Brooks: Yes to all; Mrs. Castriotta: Yes to all, however No to G. Gordon only in Resolution No. 373-11; 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 all; Ms. Scheneck: Yes to all; Mr. Somjen: Yes to all; Mr. Moschella: Yes to all

February 7, 2011

RESOLUTION NO. 368-11
Resignation – Transportation Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for retirement purposes of *Ms. Maureen Frischmann*, Bus Driver, be accepted effective June 30, 2011.

RESOLUTION NO. 369-11
Leave of Absence – Professional Staff - RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Amanda Nagy*, Business Teacher at Roxbury High School, be granted a medical leave of absence effective February 7, 2011 using available sick days and, thereafter, an unpaid leave of absence until released by her physician.

RESOLUTION NO. 370-11
Leave of Absence – Transportation Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Betsy Snyder*, Bus Driver, be granted a leave of absence for medical reasons retroactive to January 26, 2011 using ten (10) available sick days and, thereafter, an unpaid leave of absence until released by her physician.

RESOLUTION NO. 371-11
Leave of Absence – Food Service Staff - RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Arlene Butchyk*, Cafeteria Worker at Roxbury High School, be granted a leave of absence for medical reasons effective February 4, 2011 using available sick days and, thereafter, an unpaid leave of absence until released by her physician.

RESOLUTION NO. 372-11
Appointment – Professional Staff – RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Carie Thompson* be appointed as a leave replacement Special Education Teacher for Roxbury High School retroactive to February 1, 2011 through June 30, 2011 for the 2010/2011 school year. Ms. Thompson is replacing Ms. Jennifer Donegan who is on a child rearing leave of absence. Benefits to begin when the teacher's benefits who is being replaced is halted.

Degree:	BA, Rowan University, 2005
Certification:	Teacher of the Handicapped Elementary School Teacher in Grades K-5
Salary:	\$200 per day from day 1 for over 4 months consecutive/same assignment

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

February 7, 2011

RESOLUTION NO. 373-11
Appointment - Substitute Teachers

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following be approved as substitute teachers for the 2010/2011 school year, contingent upon meeting all requirements according to state rules and regulations; remuneration to be in accordance with Board of Education Policy:

Ashley Archer
Mercedes Bauman
Randolph Brands
Maria Chaves
Katherine Cope

Frank Curley
Douglas DeMarco
Carisa DiBenedetto
Elizabeth Frister
Glenn Gordon

Don Kelley, Jr.
Suzannah Reed
Shelly Rowe
Briana Tantaros

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

RESOLUTION NO. 374-11
Appointment – Athletic Department Volunteer – RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the appointment of the following Athletic Department Volunteer for the 2010/2011 school year. A Certification for Paraprofessional Aide – Athletic Volunteer form has been signed and is on file.

Brett Douglass

Girls' Softball

Mrs. D'Agostino motioned, and Mrs. Castriotta seconded the motion that Personnel Resolutions 375-11, 376-11, and 378-11 be accepted as presented:

The motion was approved by roll call vote.

Mrs. Brooks: *Yes to all;* **Mrs. Castriotta:** *Yes to 375-11, 376-11, and Abstain to 378-11;* **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 375-11, 376-11, and No to 378-11;* **Ms. Schneck:** *Yes to all;* **Mr. Somjen:** *Yes to all;* **Mr. Moschella:** *Yes to all*

RESOLUTION NO. 375-11
Extension of Child Rearing Leave of Absence – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Danielle Witt*, First Grade Teacher at the Kennedy School and currently on an unpaid child rearing leave of absence, be granted an extension of her leave effective May 2, 2011 through June 30, 2011.

RESOLUTION NO. 376-11
Leave of Absence – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Elizabeth Litzinger*, School Nurse at the Nixon School, be granted a medical leave of absence effective February 10, 2011 using available sick days until released by her physician.

February 7, 2011

RESOLUTION NO. 378-11

Appointment – Paraprofessional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Suzanne Schisler* be appointed to the position of Office Aide at Franklin School retroactive to January 25, 2011 for the 2010/2011 school year. Ms. Schisler is replacing Ms. Phoebe Salerno.

Salary: Step 0 of the 2010/2011 Paraprofessional Guide - \$12.50/Hour for 3 Hours/Day

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

MINUTES

1. Minutes of the Regular Meeting and Executive Session of January 24, 2011.

Mrs. D'Abbraccio motioned, and Mrs. Brooks seconded the motion that the Minutes of the Regular Meeting and Executive Session of January 24, 2011 be accepted as corrected.

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. Marchesi:** *Yes to all;* **Mrs. Miller:** *Yes to all;* **Mr. Rogers:** *No to all;*
Ms. Scheneck: *Yes to all;* **Mr. Somjen:** *Yes to all;* **Mr. Moschella:** *Yes to all*

COMMITTEE REPORTS

1. Facilities

The committee met and discussed the following:

- Bus Advertising - waiting for additional clarification
- Energy Education
- Security camera policy
- Change order for electrical work

Mrs. Castriotta questioned the security camera policy.

Mr. Rogers questioned about an email to an individual. The Superintendent responded.

Mr. Rogers questioned if computers/printers are obsolete or working, where did they go? He stated he had names and addresses of those who had received district computers. The Superintendent responded that they were disposed of as per district policy and asked Mr. Rogers to provide the names and addresses.

2. Community Relations

Meeting planned for late February.

3. Education

- Dr. Rossi has been keeping the Board and the Public updated
- Will need to update policies as per Strauss/Esmay
- Next meeting is scheduled for February 28th at 4:30 p.m.

February 7, 2011

4. Finance Committee

- The Committee will be meeting next week
- Setting up a budget calendar

5. Shared Services

The Committee will meet on February 15th at 5:00 p.m.

6. Personnel

The Committee will meet on February 8th.

7. Negotiations

- Several meetings were canceled due to the weather.
- Will meet with the REA on February 10th at 4:30 p.m.
- Need to reschedule with the Custodians

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

Mr. Ralph Nappi commented on the following:

- School Uniforms – when was it last discussed for the district.
- Request to Speak Form – This was referred to the Facilities Committee.

Mr. Paul Bielawski asked why Mr. Rogers is suing. Mr. Moschella responded that a lawsuit has been filed.

Mrs. Mary Ellen DiPillo asked what is a straw poll, and why such a debate. Mr. Moschella responded. She expressed her concern why there will be teacher cuts if there is no budget at this time. She also commented on the lawsuit filed by Mr. Rogers.

Mr. Tucker Kelley of Rockaway Township stated he is well versed in OPRA law, Title 47 and spoke on policy. Public Record Activist.

Ms. Collen McDonald commented on the following:

- OPRA process/GRC
- Independent Study
- Computers

ADJOURNMENT

It was motioned by Mrs. D'Agostino and seconded by Mrs. D'Abbraccio to adjourn the meeting at this time, 8:32 p.m.

Respectfully submitted,

Mr. Paul Stabile
Assistant Board Secretary