

**MINUTES OF THE WORKSHOP MEETING OF THE ROXBURY TOWNSHIP BOARD OF EDUCATION
HELD ON MONDAY, MARCH 14, 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 (arrived 6:37 p.m), 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
Ms. Stefani Schwartz, 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. D'Agostino that the Roxbury Township Board of Education does hereby determine that it is necessary to meet in Executive Session to discuss personnel, student matters, outsourcing, Superintendent search and Business Administrator search, and matters covered by attorney client privilege. The matters discussed will be made public if

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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 6:31 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, 7:40 p.m.

PUBLIC SESSION

- Recess
- Reconvene - The meeting was reconvened in Public Session at 7:44 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
Ms. Stefani Schwartz, SSE&C, LLC

CORRESPONDENCE

There was a misprint in the Roxbury Register – the budget is going up .8% not 8%.

Withdraw of funds from Project Hope Account – need to close the account due to the lack of activity. Funds are to be sent to a church in Louisiana for Hurricane Katrina relief.

PRESENTATIONS

None

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STUDENT COUNCIL REPRESENTATIVE'S COMMENTS

Ms. Kelsey Bailey commented on the following:

- Right now is the middle of scheduling, student requests will be done by the 1st
- Spring sports have started
- The Musical was great
- There is a choir festival this weekend
- World Language Honors Society inductions are on the 31st
- Junior Prom is April 1st
- We're a little over halfway done with the 3rd Marking Period
- SCA meeting Wednesday night
- Blood Drive on the 18th
- The registration of 18 year olds to vote will be next week
- On Wednesday, 9th period, Mr. Swanson will be explaining the Senior Options and Independent Studies to the Junior Class
- A student survey about mid-year assessments will be posted on-line for student feedback

BOARD PRESIDENT'S COMMENTS

The Board President commented on the following:

- A copy of the Tentative Budget is available for review at this meeting, there is also a copy at the Library and Municipal Hall.
- There is an additional agenda item regarding litigation, Resolution No. 422-11.
- Committee Reports will be held until the April meeting.

SUPERINTENDENT'S REPORT

The Superintendent commented on the following:

- At the next meeting a resolution will be presented to appoint a new Business Administrator.
- Announced his resignation and spoke on his accomplishments with the District.

The Board President thanked the Superintendent for his service.

BUSINESS ADMINISTRATOR'S REPORT

The Business Administrator commented on items as listed in his report.

REQUEST FOR INFORMATION

Inquires were made regarding the following items:

- QSAC and overtime cost to prepare to be in compliance
- Insurance coverage on cost to cover a board member
- Resolution 422-11
- Where administration is located in budget was explained

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PUBLIC COMMENTS – Action Items

Ms. Day commented on the following:

- 412-11 – Rental of Tennis Courts
- 413-11 – Project Hope
- 414-11 – Calendar
- New Business Administrator – Should the Board wait so new Superintendent can appoint a new Business Administrator

ACTION ITEMS

PUBLIC COMMENTS ON RESOLUTION 422-11

Mr. Nappi questioned how much? It is still being negotiated. And what is it for? Employment related document and it is still pending litigation.

Mrs. Brooks motioned, and Mrs. D’Abbraccio seconded the motion that Resolution 422-11 be accepted as amended.

The motion was approved by roll call vote.

Mrs. Brooks: Yes; Mrs. Castriotta: No; Mrs. D’Abbraccio: Yes; Mrs. D’Agostino: No; Mrs. Marchesi: Yes; Mrs. Miller: Yes; Mr. Rogers: No; Ms. Schneck: No; Mr. Somjen: Yes; Mr. Moschella: Yes

RESOLUTION NO. 422-11

Resolution Approving the Settlement of the Litigation Docket No. MRS-L-2957-09

WHEREAS, an action was commenced against the Roxbury Township Board of Education, (“the Board”) and Eric Renfors (“Mr. Renfors”), in the Superior Court of New Jersey, Morris County, Docket No. MRS-L-2957-09; and

WHEREAS, the Board’s insurance carrier provided defense and coverage of this law suit subject to a reservations of its rights; and

WHEREAS, the insurance carrier, on behalf of the Board, has determined that it wishes to resolve the matter by entering into a settlement agreement; and

WHEREAS, the settlement is a result of a compromise and accord between the parties and does not constitute an admission of determination of liability or wrongdoing on behalf of the Board or its agents and employees; and

WHEREAS, the passage of this Resolution does not authorize or require the Board to expend any monies, in that the entire amount of settlement will be paid by the Board’s insurance carrier;

IT IS RESOLVED, the Board of Education approves and authorizes the insurance carrier to move forward with the settlement of this matter, consistent with terms discussed with the Board of Education, which terms shall be placed in a written Settlement Agreement which will include a release of the Board and Mr. Renfors and dismissal of the action with prejudice.

IT IS FURTHER RESOLVED, the Board President and Board Secretary are hereby authorized to execute the settlement documents, once they have been negotiated and approved by legal counsel.

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Finance

Ms. Scheneck motioned, and Mrs. Brooks seconded the motion that Finance Resolutions 411-11 through 413-11 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. Marchesi: Yes to all; Mrs. Miller: Yes to all; Mr. Rogers: Yes to 412-11, 413-11, and No to 411-11; Ms. Scheneck: Yes to all; Mr. Somjen: Yes to all; Mr. Moschella: Yes to all

RESOLUTION NO. 411-11
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) Patricia	Hovey	Special Education Law Conference	4	Lehigh University, Bethlehem, PA	May 13, 2011	\$175.00 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. 412-11
Approval of Contract – County College of Morris

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education approves a contract with the County College of Morris, 214 Center Grove Road, Randolph, NJ 07869 for the use of the tennis courts at CCM for the Roxbury High School tennis team practices and matches. The County College of Morris agrees to provide use of the tennis courts commencing at 3:30 p.m. on March 15, 2011 and terminating at 5:00 p.m. on May 31, 2011. The fee for this court rental will be \$5.00/court per hour.

RESOLUTION NO. 413-11
Approval to Cancel the Project Hope Bank Account

IT IS RESOLVED, that in accordance with the Superintendent’s recommendation, the Roxbury Township Board of Education cancels the Project Hope Bank Account. The account has a current balance of \$4,197.88.

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Education

Mrs. Miller motioned, and Mrs. D'Abbraccio seconded the motion that Education Resolution 414-11 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. Schneck: Yes; Mr. Somjen: Yes; Mr. Moschella: Yes

RESOLUTION NO. 414-11

Approval of 2011/2012 School Calendar

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the school calendar be adopted for the 2011/2012 school year as attached. (Exhibit 1)

Personnel

Mr. Rogers motioned, and Mrs. Castriotta seconded the motion to Table Resolution 402-11.

The motion failed by roll call vote.

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

Mrs. D'Agostino motioned, and Mrs. Brooks seconded the motion that Personnel Resolutions 402-11 and 415-11 through 418-11 be accepted as presented and corrected.

The motion was approved by roll call vote.

Mrs. Brooks: Yes to all; Mrs. Castriotta: Yes to 415-11, 416-11, 417-11, 418-11, and No to 402-11; 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 415-11, 416-11, 417-11, 418-11, and No to 402-11; Ms. Schneck: Yes to all; Mr. Somjen: Yes to all; Mr. Moschella: Yes to all

RESOLUTION NO. 415-11

Resignation – Administrative Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for personal reasons of *Dr. Michael A. Rossi, Jr.*, Superintendent of Schools, be accepted effective the close of business day on June 30, 2011.

RESOLUTION NO. 402-11

Appointment – Athletic Event Worker

This resolution was tabled at the February 28, 2011 meeting.

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the staff listed below be approved for employment as an Athletic Event Worker retroactive to January 24, 2011 for the 2010/2011 school year.

Brian Bischoff

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RESOLUTION NO. 416-11

Appointment – Athletic Department 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 2010/2011 school year. A Certification for Paraprofessional Aide – Athletic Volunteer form has been signed and is on file.

Les Cirelli	Baseball
Phil Moskowitz	Baseball

RESOLUTION NO. 417-11

Approval of Second Reading – Policy 1140 – Affirmative Action Program

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 1140 Affirmative Action Program for second reading. (Exhibit 2)

RESOLUTION NO. 418-11

Approval of Second Reading – Policy 1523 – Comprehensive Equity Plan

IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 1523 Comprehensive Equity Plan for second reading. (Exhibit 3)

Mrs. D'Agostino motioned, and Mrs. Miller seconded the motion that Personnel Resolutions 419-11 through 421-11 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. 419-11

Resignation – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for personal reasons of *Ms. Clorinda Mason*, Sixth Grade Teacher at the Lincoln/Roosevelt School, be accepted effective April 8, 2011.

RESOLUTION NO. 420-11

Resignation – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the resignation for retirement purposes of *Ms. Sandra Sward*, Mathematics Teacher at the Eisenhower Middle School, be accepted effective June 30, 2011.

RESOLUTION NO. 421-11

Leave of Absence – Secretarial Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Stephanie Thiel*, Secretary to the Superintendent, be granted a leave of absence for medical reasons effective March 16, 2011 using available sick days until released by her physician.

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MINUTES

1. Minutes of the Regular Meeting and Executive Session of February 28, 2011
2. Minutes of the Special Meeting and Executive Session of March 2, 2011

Mrs. D'Agostino motioned, and Mrs. Brooks seconded the motion that the Minutes of the Regular Meeting and Executive Session of February 28, 2011 be accepted as amended.

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: Abstain; Mr. Moschella: Abstain

Mrs. D'Abbraccio motioned and Mrs. Brooks seconded the motion that the Minutes of the Special Meeting and Executive Session of March 2, 2011 be accepted as amended.

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: Abstain; Mr. Moschella: Abstain

COMMITTEE REPORTS

Committee reports are being held until the April meeting.

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

None

ADJOURNMENT

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

Respectfully submitted,

Mr. Paul Stabile
Assistant Board Secretary