

**MINUTES OF THE REGULAR MEETING OF THE ROXBURY TOWNSHIP BOARD OF EDUCATION
HELD ON MONDAY, SEPTEMBER 27, 2010
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 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.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. Terry D'Agostino, Mrs. Patricia Miller,
Mr. Chris Rogers, Ms. Carol Scheneck,
Mr. John Moschella

MEMBERS ABSENT: Mrs. Liz D'Abbraccio, Mrs. Jennifer Marchesi, Mr. Greg Somjen

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

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. Brooks 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, student matters, 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.

September 27, 2010

- 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. Miller and seconded by Mrs. Brooks to return to Public Session at this time, 7:18 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 (arrived at 10:05 p.m.), Mrs. Terry D'Agostino,
Mrs. Jennifer Marchesi (arrived at 10:05 p.m.), Mrs. Patricia Miller,
Mr. Chris Rogers, Ms. Carol Scheneck,
Mr. John Moschella

MEMBERS ABSENT: Mr. Greg Somjen

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

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

CORRESPONDENCE

None

PRESENTATIONS

1. Rachel's Challenge Mural

Dr. Rossi gave a brief introduction. Mr. Swanson presented Joanne Hughes, Teacher, Roxbury High School Art Department.

September 27, 2010

STUDENT COUNCIL REPRESENTATIVE'S COMMENTS

The Student Council Representative commented on the following:

- Art Week
- Hallway Decorating Week
- Homecoming Football Game is Friday, October 1, 2010
- Club Fair
- Marching Band Competition will be held Saturday, October 2, 2010
- First Edition of the Roxbury Review this week

BOARD PRESIDENT'S COMMENTS

The Board President commented on the following:

- Senior Options Program deadline has past. No more applications are being accepted.
- Outsourcing – looking at custodial at this time. This is a result of the budget defeat and recommendation from the auditors the Township approved to review the budget.

SUPERINTENDENT'S REPORT

The Superintendent commented on the following:

- Publication of the *Gail Force* is on the district website
- Superintendent Goals for 2010/2011 will be discussed at the Board Retreat
- Staff member published a book
- Student researched and compiled the sports records of all the high school sports teams
- Competitive Grants
- Education Job Fund Act
- Code of Conduct
- Mentoring
- Eisenhower Middle School – Schools that Work Series

Mr. Rogers motioned and Mrs. Castriotta seconded a motion to suspend the Code of Conduct policy as presented.

The motion failed by roll call vote:

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

BUSINESS ADMINISTRATOR'S REPORT

The Business Administrator commented on the following:

- Refunding of Bonds – The District received a check in amount of \$13,052.74
- Looking at the possibility of outsourcing the custodial staff. Discussed the procedures and timelines regarding this.

REQUEST FOR INFORMATION

- Cost of Censure – Mr. Mistretta responded the cost to the District is \$28,927.00.
- Security Camera, Retention and Guidance – It was recommended that this goes to Finance Committee.

September 27, 2010

PUBLIC COMMENTS – Action Items

Mrs. Day commented on Resolution 173-11.

ACTION ITEMS

Finance

Mrs. Scheneck motioned and Mrs. Brooks seconded the motion that Finance Resolutions 171-11 through 173-11 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Brooks: *Yes to all*; **Mrs. Castriotta:** *Yes to 172-11(b), 172-11(c), 173-11, No to 172-11(a), and Abstain to 171-11*; **Mrs. D’Agostino:** *Yes to all*; **Mrs. Miller:** *Yes to all*; **Mr. Rogers:** *Yes to 173-11, No to 171-11, 172-11*; **Ms. Scheneck:** *Yes to 171-11, 172-11(a), 172-11(b), 173-11, and Recuse to 172(c)*; **Mr. Moschella:** *Yes to all*.

RESOLUTION NO. 171-11

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 \$1,770,707.29 as presented.

RESOLUTION NO. 172-11

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) Jim	McDermott	Working with Angry Students and Those Who Don’t Care	4 S-1	Newark, NJ	October 21, 2010	\$199.00 Registration See Note
b) Phyllis	Prestamo	Tools of the Trade: Math Curriculum Instruction Assessment & Professional Development	1	Somerset, NJ	October 21-22, 2010	\$230.00 Registration See Note
c) Jane	Feret	Tools of the Trade: Math Curriculum Instruction Assessment & Professional Development	1	Somerset, NJ	October 21-22, 2010	\$230.00 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.

September 27, 2010

RESOLUTION NO. 173-11

Approval of Contract – Jennifer Myers-Breen, OTR/L

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves a contract with Jennifer Myers-Breen, OTR/L to provide Occupational Therapy services to district students in accordance with student IEPs. This agreement shall commence on September 21, 2010 and terminate on June 30, 2011. The cost of services provided will be at a rate of \$85.00 per hour. This is a different provider from last year, and reflects a decrease of \$10.00/hour from the 2009/2010 school year.

Education

Mrs. Miller motioned, and Mrs. Castriotta seconded the motion that Education Resolutions 174-11 and 175-11 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Brooks: Yes to all; Mrs. Castriotta: Yes to all; Mrs. D'Agostino: Yes to all; Mrs. Miller: Yes to all; Mr. Rogers: Yes to all; Ms. Scheneck: Yes to all; Mr. Moschella: Yes to all.

RESOLUTION NO. 174-11

Approval of Out-of-District Placements/Services – 2010/2011

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the 2010/2011 Out-of-District Placements/Services listed below.

<i>File Number</i>	<i>School or Provider</i>	<i>Total Cost</i>	<i>Dates</i>
KTW003	Hunterdon Learning Center	\$36,385.70	09/17/10 to 06/30/11

RESOLUTION NO. 175-11

Approval of Senior Option and Independent Study Project – 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
101869	RHS Web Master/Historian	5
101468	Choir Intern	5
202976	Ballet	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
101531	Chiropractic Health Care Professional	5
100981	Professional Photography	5
109012	Applied Engineering	5
101493	Recording Engineer	5

September 27, 2010

Personnel

Mrs. D'Agostino motioned, and Mrs. Miller seconded the motion that Personnel Resolutions 176-11 through 187-11 be accepted as presented:

The motion was approved by roll call vote with the exception of Resolution 182-11 which did not have the requisite 6 votes at this time.

Mrs. Brooks: Yes to all; **Mrs. Castriotta:** Yes to 176-11, 177-11, 178-11, 179-11, 180-11, 181-11, 183-11, 185-11, 186-11 and No to 182-11, 184-11, 187-11; **Mrs. D'Agostino:** Yes to all; **Mrs. Miller:** Yes to all; **Mr. Rogers:** Yes to 176-11, 177-11, 178-11, 179-11, 180-11, 181-11, 183-11, 185-11, 186-11 and No to 182-11, 184-11, 187-11; **Ms. Scheneck:** Yes to all; **Mr. Moschella:** Yes to all.

RESOLUTION NO. 176-11

Leave of Absence – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Aristeia Theodoropoulos*, Social Studies Teacher at Roxbury High School, be granted a disability/child care leave of absence effective December 9, 2010 using available sick days until released by her physician and, thereafter, an unpaid leave of absence through June 9, 2011.

RESOLUTION NO. 177-11

Leave of Absence – Transportation Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Jill Fortner*, Bus Driver, be granted an unpaid leave of absence for medical reasons effective September 29, 2010 until released by her physician.

RESOLUTION NO. 178-11

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:

Lisa Anderson
Wesley Baughman
Allison Carroll

Kevin DeFreest
Peter Jarmulowicz
Heather Kaphan

Hillary Levine
Jessica Trotter
Henri Zevin

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

RESOLUTION NO. 179-11

Appointment - Substitute Secretary

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following be approved as a substitute secretary 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:

Jean Tom

This appointment, where necessary is dependent upon successful completion of a background search as required by State law.

September 27, 2010

RESOLUTION NO. 180-11

Appointment – Athletic Department Volunteer – RHS

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury 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.

Robin Gerber Athletic Trainer

RESOLUTION NO. 181-11

Appointment – Community School Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the staff listed below be appointed for the 2010/2011 Community School programs. Salary is paid out of collected tuitions and employment is dependent upon sufficient enrollment.

Applied Music Instrumental Instructors

Trish Baggs	Flute	\$30.00 - ½ hour
Sarah Bednarcik	Clarinet	\$25.00 - ½ hour
Jen Branch	Clarinet	\$25.00 - ½ hour
Kathi Jo Bryant	Oboe	\$30.00 - ½ hour
Jeffery Conrad	Euphonium/Tuba	\$25.00 - ½ hour
John DiEgidio	Saxophone	\$25.00 - ½ hour
Giuseppe Fusco	Saxophone	\$25.00 - ½ hour
Jonathan Gleich	Percussion	\$30.00 - ½ hour
Richard Hartsuiker	Trumpet	\$25.00 - ½ hour
Brad Ward	Trombone/Euphonium	\$25.00 - ½ hour

Applied Music Vocal Instructors
(\$22.00 per half hour)

Daniel Arnold	Laura Kiburz	Robert Dan Salyerds
Patrick Hachey	Christine Molnar	Sandra Taylor
Jessica Harrison	Louise Rogers	

RESOLUTION NO. 183-11

Extension of Child Rearing Leave of Absence – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Aimee Perhacs*, Third Grade Teacher at the Nixon School and currently on an unpaid child rearing leave of absence, be granted an extension of her unpaid leave of absence effective November 1, 2010 through February 28, 2011.

September 27, 2010

RESOLUTION NO. 184-11

Appointment – Professional Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Jaclyn Pennela* be appointed as a leave replacement Third Grade Teacher for the Nixon School retroactive to September 1, 2010 through February 28, 2011 and thereafter on an as-needed basis for the 2010/2011 school year. Ms. Pennela is replacing Ms. Aimee Perhacs who is on an unpaid child rearing leave of absence. Benefits to begin when the teacher's benefits who is being replaced is halted.

Degree: BA, Mount Saint Mary College, 2007
Certification: Elementary School Teacher in Grades K-5 (CEAS)
Salary: \$200 per day from day 1 for over 4 months consecutive/same assignment

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

RESOLUTION NO. 185-11

Transfer – Food Service Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Mary Hayde* be transferred as follows effective September 28, 2010 for the 2010/2011 school year. Ms. Hayde is replacing Ms. Kristi Baker who resigned.

FROM: Cafeteria Worker – Nixon School – 5 Hours/Day
TO: Cafeteria Worker – EMS – 5.25 Hours/Day

Salary: \$11.97/Hour not to exceed 8 Hours/Day

RESOLUTION NO. 186-11

Appointment – Food Service Staff

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, *Ms. Philippa Day* be appointed to the position of Cafeteria Worker at Kennedy School effective September 28, 2010 for the 2010/2011 school year.

Salary: \$10.65/Hour – 3.5 Hours/Day (not to exceed 8 Hours/Day)

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

RESOLUTION NO. 187-11

Appointment – Extracurricular Advisor – L/R

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the following personnel be appointed as an Extracurricular Advisor at the Lincoln/Roosevelt School for the 2010/2011 school year.

Name	Position	Step	Salary
Regner, Nicole	K-Kids	1/3 of Step 3	\$500

September 27, 2010

MINUTES

1. Minutes of the Workshop Meeting and Executive Session of September 13, 2010.

Mrs. D'Agostino motioned, and Mrs. Miller seconded the motion that the Minutes of the Workshop Meeting and Executive Session of September 13, 2010 be accepted with changes to the Executive Session Minutes:

The motion was approved by roll call vote.

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

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

Mr. Sandstrom commented on trees on school property overhanging on his property.

Ms. Colleen McDonald commented on Athletic Trainer Substitutes.

Mrs. Day commented on the following:

- Tri-County Orthopedic as a substitute for the Athletic Trainer
- NJ ASK scores
- AYP
- Putting dates for Committee Meetings on the website
- Censure
- Refunding of Bonds – Does it go to Debt Service?

Mrs. Lucas commented on Athletic Trainer, stating her support.

Mr. Laureys commented on Athletic Trainer.

BYLAW 0164

Mr. Rogers motioned, and Mrs. Castriotta seconded the motion to extend the meeting as per policy.

The motion was approved by roll call vote:

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

Ms. Heath commented on annual notification under FERPA.

Mr. Lucas stated he received a flyer that was distributed on district spending.

Mrs. D'Agostino motioned and Mrs. Miller seconded the motion that Personnel Resolution 182-11 be accepted 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. Schneck:** *Yes*; **Mr. Moschella:** *Yes*.

September 27, 2010

RESOLUTION NO. 182-11
Approval of Athletic Trainer Substitutes

This resolution was re-introduced at this time.

IT IS RESOLVED, that in accordance with the Superintendent's recommendation, the Roxbury Township Board of Education approves the individuals listed below to provide substitute Athletic Trainer services for the 2010/2011 school year at the rate of \$35 per hour. These individuals are licensed and certified.

John Galvany
Laura Iden
Scott Leiter
Dawn Maffucci
Sue Maurer

Al Errico
Jackie Loughridge
Jenifer Geary
Michelle Brozowski
Maria Gaccione

Carrie Helmann
Daria Oller
David Pepose
Tom Thomas
Michael Franciscus

Allie Lanenga
Chris McLaughlin
Rich Rosenblum
Michael Shiffman

ADJOURNMENT

It was motioned by Mrs. D'Agostino and seconded by Mr. Miller to adjourn the meeting at this time, 10:17 p.m.

Respectfully submitted,

Mr. Paul Stabile
Assistant Board Secretary