

**DISTRICT OF ROXBURY TOWNSHIP
MINUTES OF THE WORKSHOP MEETING OF THE BOARD OF EDUCATION
DECEMBER 5, 2011**

7:00 PM – EXECUTIVE SESSION

7:30 PM – PUBLIC SESSION

Lincoln Roosevelt School, 34 North Hillside Avenue, Succasunna, NJ 07876

I. MEETING CALLED TO ORDER

The meeting was called to order at 6:30 p.m. in the Media Center at Lincoln/Roosevelt School, Vice President D’Agostino presiding.

Mr. Moschella motioned, and Mr. Ramage seconded the motion to recess the Public Session and reconvene in Executive Session in the Media Center. The motion was approved by unanimous agreement.

II. 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, and

Whereas, the Roxbury Township Board of Education approved Resolution 1 – Executive Session, at its November 21, 2011 meeting;

Now, therefore, the Roxbury Township Board of Education is meeting in Executive Session to discuss administrative positions, 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.

Mr. Moschella motioned, and Mrs. D’Agostino seconded the motion to recess the Executive Session at 7:32 p.m., and reconvene in Public Session in the Auditorium. The motion was approved by unanimous agreement.

III. PUBLIC SESSION

Public Session was reconvened at 7:34 p.m. in the Auditorium at Lincoln/Roosevelt School.

Mrs. D’Agostino 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 Web Site - <http://www.roxbury.org/boe/minutes/meetings.html>

Municipal Clerk

Roxbury Public Library

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

IV. ROLL CALL

The roll was taken and a quorum deemed present.

MEMBERS PRESENT: Mrs. Annette Brooks, Mrs. Terry D'Agostino,
Mr. James Monaghan, Jr., Mr. John Moschella,
Mr. David Ramage, Mr. Chris Rogers, Ms. Carol Scheneck

MEMBERS ABSENT: Mrs. Maureen Castriotta, Mrs. Liz D'Abbraccio, Mr. Ron Lucas

ADMINISTRATION PRESENT: Mr. Jim O'Neill, Dr. James Heinegg, Mrs. Phyllis Prestamo,
Mrs. Marlene Wendolowski, Mr. Paul Stabile

OTHERS PRESENT: Ms. Erin Healy, ASG&L LLC

V. PLEDGE OF ALLEGIANCE

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

VI. CORRESPONDENCE

None

VII. PRESENTATIONS

A. State Testing

Dr. Heinegg discussed the recent state testing scores. Discussion ensued amongst the board members and the members of the public. The Superintendent commented.

VIII. STUDENT COUNCIL REPRESENTATIVE'S COMMENTS

Mr. D.J. Ward commented on the following:

- Powder Puff game was held on Wednesday, November 23rd, prior to Thanksgiving break. Ultimately successful despite the rain, Juniors won.
- The Choir had a concert last Thursday, December 2nd, which was fantastic. There is a Strings Concert on December 6th, and a Band Concert on December 13th.
- Today, December 5th, students from RHS, EMS, MAPS, and St. Therese attended the Rachel's Challenge Program aimed at reducing school violence and increasing kindness and improving the atmosphere.
- Tonight a community follow-up was held at 7:00 p.m. at Roxbury High School
- Holiday Fund Raisers include:
 - Peer Leadership sponsored Toys for Tots drive – each sport team is collecting
 - Fundraiser (Holiday Pictures) all benefits go toward the Morristown Soup Kitchen

IX. BOARD PRESIDENT'S COMMENTS

Mrs. Brooks commented that it is a Workshop Session tonight only, and discussed the posting of the Superintendent position.

X. SUPERINTENDENT'S REPORT

Mr. O'Neill reported on the following:

- Senior Outreach Program
- New Director of Community School has been very proactive
- Meeting with the demographer on demographic study of the district
- Posting of several bills regarding school budgets
- Began meeting with principals on the 2012/2013 budget
- Budget goals

Mrs. Prestamo reported on review of personnel records in preparation for the budget.

XI. BUSINESS ADMINISTRATOR'S REPORT

Mrs. Wendolowski reported on the following:

- Two policies:
 - Energy Education
 - Modified Duty to Return to Work Program (Light Duty)
- Safe Routes to School Grant – Jefferson School and Lincoln/Roosevelt School
- Insurance Incentive Program
- Energy Audit has begun

XII. COMMITTEE REPORTS

A. COMMUNITY RELATIONS

The committee met on November 16, 2011; items discussed include:

- Senior Citizen Outreach Program
- Senior Groups have been advised on the happenings of the District by the Council Liaison
- Will meet with the Community School director in the near future

B. EDUCATION

The committee meets twice a month, prior to the board meetings; items discussed include:

- High School scheduling – have a model in mind and will be looking at a two year trial basis
- Modifying bylaws regarding fingerprinting
- New Community School initiative and offerings
- October days off due to the weather will be made up in February

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- Overnight trips
- Ping Pong Club additional information was required. This club and String Harmonic will be last clubs to be approved for the 2011/2012 school year on a trial basis.
- School Robotics under the guidance of the Community School
- Review of the test scores
- Two policies: Dating Violence, School Nutrition Program
- Twitter Account – appropriate use of this

C. FACILITIES

The committee met and items discussed were presented with the Business Administrator's Report.

D. FINANCE

The committee met on November 12th and November 16th; the next meeting is scheduled for December 14th. Items discussed include:

- Meeting with the Auditor about the audit
- Education Jobs Fund
- Additional State Aid
- Point of Sale Program for Cafeteria
- Budget Process
- Bleacher and HVAC repairs
- Item on the agenda
- Energy Audit Program

E. PERSONNEL

The committee met and discussed the hiring of a superintendent for July, 2012; starting search in-house before going out of district.

F. SHARED SERVICES

The committee met on November 19th; meetings are scheduled for December 6th, and January 17, 2012, tentatively. Committee members only met, no presentations took place. Items discussed include:

- Safe Routes Program
- NJSBA meeting – HIB Training
- Consolidation
- Path from Horseshoe Lake to Chester
- Washing buses at the new Township Maintenance Yard

G. NEGOTIATIONS – NJEA GROUPS

The committee is scheduled to meet on December 8, 2011 with NJEA representatives to discuss the salary guides.

H. NEGOTIATIONS – NON-NJEA GROUPS

Nothing to report

XIII. DISCUSSION ITEMS

A. Energy Education Proposed Policy and Guidelines

No further discussion at this time.

B. The Board will discuss budget goals and guidelines for the 2012/2013 school budget. Goals agreed to by the Board will appear as a resolution on the December 19th agenda.

- Academic
 - Maintain the diversity of the current program including co-curricular and athletic activities
 - Implement a full year Spanish course at EMS
- Technology
 - Ensure and support the effective utilization of technology in the classroom to enhance student achievement
- Facilities
 - Adequately fund the facilities needs of the district
- Finance
 - Construct a budget that is under the state cap of 2%

XIV. PUBLIC COMMENTS – Action Items

None

XV. ACTION ITEMS

A. Personnel

Mrs. D’Agostino motioned, and Mr. Moschella seconded the motion that Personnel Resolution 1 be accepted as presented.

The motion was approved by roll call vote.

Mrs. D’Agostino: Yes; Mr. Monaghan: Yes; Mr. Moschella: Yes; Mr. Ramage: Yes; Mr. Rogers: Yes; Ms. Scheneck: Yes; Mrs. Brooks: Yes

AFTER SCHOOL INSTRUCTION

1. IT IS RESOLVED, that the individual listed below be approved as an after-school Basic Skills Instructor at the Franklin School for the 2011/2012 school year at a salary of \$35 per hour not to exceed three instructional hours and one prep hour per week. Salary is to be paid through Ed Jobs.

Donna Norman

Franklin School

Mr. Rogers motioned, and Mr. Monaghan seconded the motion that a resolution be accepted as read by the board attorney.

The motion was approved by roll call vote.

Mrs. D'Agostino: Yes; Mr. Monaghan: Yes; Mr. Moschella: Yes; Mr. Ramage: Yes; Mr. Rogers: Yes; Ms. Scheneck: Yes; Mrs. Brooks: Yes

***ADVERTISE FOR A CANDIDATE**

2. WHEREAS, the Roxbury Township Board of Education is desirous of beginning the search for a candidate for the position of Superintendent of Schools; and

WHEREAS, the Board intends to advertise for the position from December 6, 2011 to January 15, 2012 using the appropriate criteria; and

WHEREAS, the Board intends for the new Superintendent to begin his or her term effective July 1, 2012;

BE IT HEREBY RESOLVED, that the Roxbury Township Board of Education authorizes and directs the Director of Human Resources to post the position of Superintendent of Schools within the above referenced parameters.

B. EXECUTIVE SESSION

Mr. Moschella motioned, and Mrs. D'Agostino seconded the motion that Executive Session Resolution 1 be approved as presented.

The motion was approved by roll call vote.

Mrs. D'Agostino: Yes; Mr. Monaghan: Yes; Mr. Moschella: Yes; Mr. Ramage: Yes; Mr. Rogers: Yes; Ms. Scheneck: Yes; Mrs. Brooks: Yes

***EXECUTIVE SESSION**

1. 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 Session; and

WHEREAS, the Board of Education is scheduled to hold a Regular Meeting on December 19, 2011 at 6:30 p.m. at the Lincoln/Roosevelt School; and

WHEREAS, the Board of Education intends to discuss matters in Executive Session at this meeting;

NOW THEREFORE, IT IS RESOLVED, that the Roxbury Township Board of Education expects to discuss personnel, student matters, negotiations and matters covered by attorney client privilege during the aforementioned Executive Session; and

IT IS FURTHER RESOLVED, that the public portion of the aforementioned Roxbury Township Board of Education meeting will commence at 7:30 p.m.

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

Mrs. McDonald commented on grading vs. assessment in 5th grade. Dr. Heinegg responded that results showed most parents were in favor of the grading, but no definitive plan is in place at this time.

Mr. Nappi had questions on the report for the Education Committee regarding the dating violence policy, and on the report for the Finance Committee regarding 'pay to play'.

Mr. Wine commented on Senate bills being proposed, Special Education costs, test scores and budget stats for the gifted students.

BYLAW 0164

Mr. Rogers motioned, and Mrs. D'Agostino seconded the motion to extend the meeting in accordance with board policy. The motion was approved by unanimous agreement.

The Superintendent responded to Mr. Wine.

XVII. EXECUTIVE SESSION

Mr. Moschella motioned, and Mr. Monaghan seconded the motion to reconvene in Executive Session in the Media Center to discuss the Interim Superintendent and Interim Business Administrator contracts. The motion was approved by unanimous agreement.

XVIII. ADJOURNMENT

It was motioned by Mr. Moschella and seconded by Mr. Monaghan to adjourn the Public Session at this time, 10:10 p.m.

Respectfully submitted,

Mr. Paul Stabile
Assistant Business Administrator