

DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
MAY 8, 2023

REGULAR MEETING AGENDA
LINCOLN ROOSEVELT SCHOOL
34 North Hillside Avenue, Succasunna, NJ 07876

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

SPEAKER REQUEST AT BOARD OF EDUCATION MEETINGS

*Anyone wishing to speak about agenda or non-agenda items at a meeting of the Roxbury Township Board of Education must follow these procedures. Located on the front table will be forms entitled, **Speaker Request Form**. Please fill one out indicating your name and address and the agenda item or topic you wish to discuss. After completing the form, return it to the Assistant Business Administrator. Thank you for your cooperation.*

ACCESS AGENDA & EXHIBITS
ONLINE:



I. MEETING CALLED TO ORDER

The Roxbury Township Board of Education is meeting in a Regular Session for discussion on business before the Board tonight.

The New Jersey Open Public Meetings Law was enacted to ensure the public's right to have advance notice of and to attend meetings of public bodies at which business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, the Board has caused written notice of this meeting and copies of its agenda to be transmitted to:

Roxbury Register - Newspaper	Municipal Clerk
Daily Record - Newspaper	Roxbury Public Library
Star Ledger - Newspaper	
Roxbury Website – https://www.roxbury.org/domain/83	

The notice of tonight's meeting has been posted in the Board's Business office.

II. ROLL CALL

III. RESOLUTION TO MEET IN EXECUTIVE SESSION

RESOLVED, that the Roxbury Township Board of Education hold an Executive Session on

May 8, 2023

May 8, 2023, regarding personnel matters, student matters, negotiations and attorney client privilege.

IV. ROLL CALL

V. PUBLIC SESSION

VI. PLEDGE OF ALLEGIANCE

VII. PRESENTATIONS

- Mr. Jeffrey Conrad & the Roxbury High School Honors Wind Symphony Band - a celebration for their performance at the 2023 National Concert Band Festival

VIII. CORRESPONDENCE

IX. STUDENT REPRESENTATIVE'S COMMENTS

X. BOARD PRESIDENT'S COMMENTS

XI. SUPERINTENDENT'S REPORT

XII. BUSINESS ADMINISTRATOR'S REPORT

XIII. MINUTES

1. Minutes of the Regular Meeting of April 24, 2023.
2. Minutes of the Executive Session of April 24, 2023.
3. Minutes of the Special Meetings of April 26, April 27, and May 2, 2023.
4. Minutes of the Special Executive Session Meetings of April 26, April 27, and May 2, 2023.

XIV. COMMITTEE REPORTS

Each Committee Chair will advise the full board of the last committee meeting, and the next committee meeting, and any other comments you believe are important for the full board to know.

- A. COMMUNITY RELATIONS/SHARED SERVICES
- B. EDUCATION
- C. FACILITIES
- D. FINANCE
- E. PERSONNEL
- F. POLICIES/GOVERNANCE
- G. NEGOTIATIONS
- H. SUSTAINABILITY

XV. PUBLIC COMMENTS – Action Items – There is a three-minute time limit, per Board Policy.

XVI. ACTION ITEMS

A. Appointment of District Superintendent (Resolution 1)

- *1. NOTICE: The Roxbury Township Board of Education anticipates the appointment of a new district superintendent effective July 1, 2023, or as soon thereafter as he is released from his current employer. The Board will announce the name of the new superintendent and vote on a resolution to approve the superintendent's contract at this meeting.

B. Finances (Resolutions 1-9)

BILLS LIST

- *1. RESOLVED, that the Roxbury Township Board of Education approve the April 2023 bills list totaling \$517,031.15.

STUDENT ACTIVITY ACCOUNTS

- *2. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bills lists for the month of April 2023 as follows:

Roxbury High School	\$40,325.60	Franklin School	\$975.00
Athletics	\$1,524.50	Kennedy School	\$0.00
Eisenhower Middle School	\$10,811.50	Jefferson School	\$400.00
Lincoln Roosevelt School	\$17,326.00	Nixon School	\$1,453.00

TRAVEL REQUESTS

- *3. RESOLVED, that the Roxbury Township Board of Education approve unavoidable travel costs as presented 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 further the efficient operation of the school district. The reimbursements are in compliance with the state travel reimbursement guidelines as established by the Department of Treasury and Board of Education policy in accordance with N.J.A.C. 6A-23B-1.1 et seq.

	Name	Workshop Title		Place*	Date of Workshop	Registration Fee	Total Estimated Expenses
1.	Radulic, Loretta	NJASA/NJAPSA Annual Spring Leadership Conference 2023	4	Atlantic City, NJ	5/19/23	\$0	\$185.18
2.	Sparano, Deidre	Dorney Park Field Trip	4	Bethlehem, PA	5/19/23	\$0	\$60.16
3.	DelRusso, Stephanie	NJASECD Conference at Rider University	4	Lawrenceville, NJ	5/23/23	\$75.00	\$75.00
4.	Ferrare, Lisa	NJTESOL/NJBE District Recruiting at 2023 Spring Conference	4	New Brunswick, NJ	5/25/23	\$250.00	\$287.88
5.	DeBarros, Joel	NJTESOL/NJBE District Recruiting at 2023 Spring Conference	4	New Brunswick, NJ	5/25/23	\$90.00	\$127.88
6.	Zegar, Christopher	NJASECD Conference at Rider University	4	Lawrenceville, NJ	5/23/23	\$75.00	\$75.00
7.	Kolbusch, Kathy	NJASBO Annual Conference	4	Atlantic City, NJ	6/6-6/9/23	\$275.00	\$942.95
8.	Mondanaro, Joseph	NJASBO Annual Conference	4	Atlantic City, NJ	6/6-6/9/23	\$275.00	\$946.05

9.	LaMonica, Christina	NJPSA/FCA/NJASCD Fall Conference	4	Atlantic City, NJ	10/11/23	\$170.00	\$313.07
10.	Forlenza, Corey	74th NATA Clinical Symposia & AT Expo	4	Online	6/21-6/24/23	\$420.00	\$420.00
11.	Koch, Joseph	74th NATA Clinical Symposia & AT Expo	4	Online	6/21-6/24/23	\$420.00	\$420.00
12.	Evans, Danielle	Ethical Considerations for Culturally and Linguistically Diverse Populations	4	Online	June 2023	\$30.00	\$30.00
13.	Rommel, Allison	Ethical Considerations for Culturally and Linguistically Diverse Populations	4	Online	June 2023	\$30.00	\$30.00
14.	Schmidt, Eric	Rutgers "College Writing" Workshop	4	Online	7/10-7/12/23	\$575.00	\$575.00
15.	Stellingwerf, Kaitlin	Rutgers "College Writing" Workshop	4	Online	7/10-7/12/23	\$575.00	\$575.00
16.	Anthony, Lydia	Musicplay Live 2023	4	Online	7/20-7/21/23	\$100.00	\$100.00
17.	Ferrare, Lisa	Affirmative Action Officer (AAO) Online Certificate Program	4	Online	Asynchronous	\$500.00	\$500.00
<p>1-State/Federal policy requirements, 2-State curricular requirements, 3-State Initiatives, 4-Individual job requirements, T2-paid for by Title II funding, T3 paid for by Title III funding. Substitute coverage is indicated by "S" followed by the number of days for which a substitute is needed.</p>							

AUTHORIZATION OF REQUEST FOR PROPOSALS

- *4. RESOLVED, that the Roxbury Township Board of Education authorizes the Business Administrator/Board Secretary to conduct a Request for Proposals for the Financing of Technology equipment.

AWARD OF RFP (REQUEST FOR PROPOSAL)

- 5. A notice to Bidders for sealed proposals for Food Service Management Company (FSMC) for Roxbury Township Public Schools was advertised in accordance with the provision of N.J.S.A. 18A:18A-1. Proposals were received, opened, and read publicly at 1:00 p.m. on Tuesday, April 25, 2023, by the School Business Administrator in the Board of Education Conference Room, 42 N. Hillside Avenue, Succasunna, New Jersey.

RESOLVED, with the recommendation of the Business Administrator, Joseph Mondanaro, hereby award the RFP (Request for Proposal) to the Food Service Management Company (FSMC) Machio's Food Services, Inc., 525 East Main St., Chester, NJ (hereinafter the Food Service Management Co., FSMC).

BE IT FURTHER RESOLVED, that the award is being made in accordance with the terms of the Public Contracts Law and pending approval from the Department of Agriculture School Nutrition Programs. The bid is available for review at the Board Office during regular business hours.

AUTHORIZATION FOR COUNTY APPROVAL - TRAVEL

- *6. RESOLVED, that the Roxbury Township Board of Education authorize submission for approval by the Executive County Superintendent of Schools a travel request to attend the 2023 Workshop being held October 23 - 26, 2023. The total estimated cost for attendees

exceeds \$5,000 and therefore requires the approval of the Executive County Superintendent previously approved on April 24, 2023 XVI.A.6.

SUBMISSION AND ACCEPTANCE OF GRANT

- *7. WHEREAS, the Roxbury Township Public Schools has been afforded the opportunity to apply for the School Climate Change Pilot Grant through the NJDOE.
- *8. RESOLVED, that the Roxbury Township Board of Education approve the acceptance of the School Climate Change Pilot Grant through the NJDOE for FY2023 in the amount of \$6,660.00.

CONTRACTS

- *9. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Turf Field for Lincoln Roosevelt School from FieldTurf USA, Inc., 175 N Industrial Blvd NE, Calhoun, GA in the amount of \$1,253.984 and funded through the Capital Reserve Account.

C. Education (Resolutions 1-6)

The following motions recommended by the Superintendent and School Business Administrator are non-controversial, a matter of routine business and will be voted on by one motion.

HIB REPORT

- *1. RESOLVED, that the Roxbury Township Board of Education affirms the Superintendent's decisions provided in the Harassment, Intimidation, and Bullying Report for the 2022/2023 school year, ending as of April 21, 2023 for Incident Nos. 60 through 66.
- *2. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2022/2023 school year, beginning April 22, 2023 and ending May 5, 2023 for Incident Nos. 67 through 70.

FIELD TRIPS / COMPETITIONS

- 3. RESOLVED, that the Roxbury Township Board of Education approve staff and students for participation in **community-based instructional trip requests** as listed, with the understanding that dates are subject to change due to inclement weather, scheduling conflicts, etc.

	School	Group	Trip Destination	Location	Estimated # of Students	Faculty Sponsor
1	NES	LLD; TIDES	Horseshoe Lake	Succasunna, NJ	19	J.Perez
2	NES	TIDES	Walmart; The Shops At LedgeWood Commons	LedgeWood, NJ	7	J.Perez
* 3	RHS	VISTA	Clean Water Cafe	Parsippany-Troy Hills, NJ	7	C.Jones
* 4	RHS	VISTA	Dollar Tree & ShopRite	Succasunna, NJ	6	C.Jones

* 5	RHS	VISTA	Marcade Family Fun Center	Dover, NJ	7	C.Jones
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4. RESOLVED, that the Roxbury Township Board of Education approve staff and students for participation in **day field trip requests** as listed, with the understanding that dates are subject to change due to inclement weather, scheduling conflicts, etc.

Organized by "School":

	School	Group	Trip Destination	Location	Estimated # of Students	Faculty Sponsor	Discussion
1	EMS	SUMMIT	Meeker Street Pavilion	Succasunna, NJ	12	P.Critelli; A.Somers	
2	FES	Gr. 4 Early Act Club	Black River Barn Restaurant	Randolph, NJ	30	J.Maurer; M.Marzocca	Amends Date & Trip Destination aprvd 3/6/23, XVI.B.6.4.
3	FES	Gr. 4	Horseshoe Lake	Succasunna, NJ	69	J.Dranoff; S.Drury; M.Gallagher; A.Steinmetz	
4	KES	REACH	Van Saun County Park	Paramus, NJ	8	N.Marek; A.Somers	
5	KES	REACH	Meeker Street Pavilion	Succasunna, NJ	8	N.Marek; A.Somers	
6	LRS	REACH	Van Saun County Park	Paramus, NJ	6	E.Neumann; A.Somers	
7	LRS	REACH	Meeker Street Pavilion	Succasunna, NJ	6	E.Neumann; A.Somers	
* 8	RHS	Instrumental Music	Jefferson & Nixon Schools	Succasunna & Landing, NJ	15	S.Bednarcik, J.Goodwin	
* 9	RHS	Instrumental Music	Franklin & Kennedy Schools	Succasunna, NJ	15	S.Bednarcik, J.Goodwin	

OUT-OF-DISTRICT PLACEMENTS/SERVICES - 2023/2024

5. RESOLVED, that the Roxbury Township Board of Education approve 2023/2024 Extended School Year and 2023/2024 School Year Out-Of-District Placements/Services listed below:

File Number	School or Provider	Total Cost	Dates
210589	Eastwick College Shared Time	\$9,900.00	9/5/23-6/30/24
210338	Sage Alliance: Sage Day Boonton	\$4,576.00	6/23/23-7/28/23
208714	P.G. Chambers School	\$10,500.00*	5/8/23-6/30/23
Amends the total cost, originally Board Approved on August 22, 2022.			

TUITION STUDENTS

- *6. RESOLVED, that the Roxbury Township Board of Education approve the following tuition contract agreements for the 2023/2024 school year and/or extended school year.

<i>State ID</i>	<i>Sending District</i>	<i>Program</i>	<i>Total</i>
5323953342	Mount Arlington	BD	\$32,048.10
3397198089	Mount Arlington	MD	\$87,549.00
9752155324	Mount Arlington	BD	\$27,219.00
6615837372	Mount Arlington	BD	\$25,439.00
9427960513	Mendham Township Schools	BD	\$32,048.10
9583006931	High Point Regional School	MD	\$26,840.00
3082436990	Netcong School District	Autism	\$27,148.80
2874589379	Dover School District	MD	\$87,549.30
9360251389	Dover School District	MD	\$26,840.00
2341433856	Dover School District	MD	\$26,840.00
2147637821	Livingston School District	MD	\$17,178.00
2735266929	Lenape Valley School District	ICR	\$26,735.00

D. Policies (Resolution 1)

The following motion recommended by the Superintendent and School Business Administrator is non-controversial, a matter of routine business and will be voted on by one motion.

- *1. RESOLVED, that the Roxbury Township Board of Education approve the following for first reading:

	<i>Policy/Regulation Number</i>	<i>Policy/Regulation Title</i>	<i>Exhibit Number</i>
a	Policy 0144 Revised	Board Member Orientation and Training	P1
b	Policy & Regulation 2520 Revised	Instructional Supplies (M)	P2 & P3
c	Policy 3217 Revised	Use of Corporal Punishment	P4
d	Policy 4217 New	Use of Corporal Punishment (M)	P5
e	Policy 5305 Revised	Health Services Personnel (M)	P6
f	Policy & Regulation 5308 Revised	Student Health Records (M)	P7 & P8
g	Policy & Regulation 5310 Revised	Health Services (M)	P9 & P10
h	Policy 6112 Revised	Reimbursement of Federal and Other Grant Expenditures (M)	P11
i	Regulation 6115.01 New	Federal Awards/Funds Internal Controls - Allowability of Costs (M)	P12
j	Policy 6115.04 New	Federal Funds - Duplication of Benefits (M)	P13
k	Policy 6311 Revised	Contracts for Goods or Services Funded by Federal Grants (M)	P14
l	Policy 7440 Revised	School District Security (M)	P15
m	Policy 9100 Abolished	Public Relations	P16
n	Policy 9140 Revised	Citizens Advisory Committees	P17
o	Regulation 9140 Abolished	Citizens Advisory Committee (M)	P18

(M) = Mandated by law or monitoring standards

E. Personnel (Resolutions 1-12)

The following motions recommended by the Superintendent and School Business Administrator are non-controversial, a matter of routine business and will be voted on by one motion.

(NOTE: Approval of these resolutions authorizes the Superintendent to submit to the County Superintendent applications for emergent hiring and the candidate's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those candidates listed below. All appointments are pending verification of employment history pursuant to New Jersey P.L. 2018, c. 5 (N.J.S.A. 18A:6-7.6, et. seq.); contingent upon receipt of proper certification; and all salary placements are pending receipt of college transcripts verifying degree status.)

RESIGNATIONS, RETIREMENTS, TERMINATIONS

1. RESOLVED, that the Roxbury Township Board of Education approve the following:

	Name	Loc	Position	Action	Final day of employment	Discussion
1	Bethon, Catherine	FES, NES	Art Teacher	Resignation for personal reasons	6/30/23	
2	Phillips, Melissa	FES	School Nurse	Resignation for personal reasons	6/30/23	
3	Tarleton, Madeleine	JES	ISL Teacher (FTE 0.73)	Resignation for retirement purposes	6/30/23	
4	Vespucci, Elizabeth	NES	Kindergarten Teacher	Resignation for personal reasons	6/30/23	
5	Wyckoff, Amanda	NES	Gr. 2 Teacher	Resignation for personal reasons	6/30/23	

LEAVES OF ABSENCE

*2. RESOLVED, that Employee Number 5478 is placed on administrative leave with pay retroactive to the afternoon of April 20, 2023 through the morning of April 25, 2023 in accordance with the provisions of NJSA 18A:6-8.3.

APPOINTMENTS - LEAD TEACHERS

*3. RESOLVED, that the following staff be appointed for the 2022/2023 school year as indicated. This resolution amends and supersedes Resolution XVI.D.13.4 approved on June 13, 2022.

	Name	Position	Stipend per 2020-23 REA Contract
1	Zengel, Renee	Lead Teacher of Visual Arts Gr. 7 - 12	\$1,453

APPOINTMENTS - HOURLY EMPLOYEES

- *4. RESOLVED, that the Roxbury Township Board of Education approve the following Summer Staff members:

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Guide / Step</i>	<i>Hourly Rate</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Rodgers, Susanna	Tech	Summer Computer Technician	N/A	\$15.00	7/1/23	8/25/23	Not to exceed 20 hrs/wk
2	Scicchitano, Vincent	Tech	Summer Computer Technician	N/A	\$15.00	5/22/23	8/31/23	Not to exceed 20 hrs/wk

SUBSTITUTES - TRANSPORTATION, TECHNOLOGY, SECURITY, MAINTENANCE/GROUNDS

- *5. RESOLVED, that the following substitutes be approved on an as needed basis:

	<i>Name</i>	<i>Position</i>	<i>Hourly Rate</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Gaffney, Kevin	Substitute Security Guard	\$26.00	5/9/23	6/30/23	Not to exceed 29.5 hrs/wk; holds Permit to Carry

SALARY ADJUSTMENTS

- *6. RESOLVED, that the Roxbury Township Board of Education approve the following salary adjustments:

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Salary Guide / Step</i>	<i>Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Meixsell, Theodore	TR	Mechanic	REA Maint	\$56,385 prorated	4/12/23	6/30/23	Salary includes \$385 stipend for CDL issued 4/12/23

APPROVAL OF SERVICE PAYMENTS

- *7. RESOLVED, that the Roxbury Township Board of Education approve payment to the following individuals for their services to the district as indicated below for the 2022/2023 school year.

	<i>Name</i>	<i>22/23 Payment</i>	<i>Services Performed</i>
1	Monaghan, Mark	\$500	Playing drum set for the Roxbury HS Jazz Choirs' 3/25/23 and 4/4/23 performances and their corresponding rehearsals

REASSIGNMENTS / TRANSFERS (CERTIFICATED STAFF)

8. RESOLVED, that the staff listed below be transferred to a new location and/or assignment for the 2023/2024 school year as indicated:

Related Transfers					
	<i>Name</i>	<i>Former Assignment & Loc.</i>	<i>New Assignment & Loc.</i>	<i>Effective Date</i>	<i>Discussion</i>

1	Curley, Kelsey	ELA Electives Teacher TCH.EMS.BSI.NA.01	EMS	Gr. 8 ELA Teacher TCH.EMS.LA.NA.05	EMS	9/1/23 #	KC to replace A.Mahmoud
* 2	Mahmoud, Adam	Gr. 8 ELA Teacher TCH.EMS.LA.NA.05	EMS	English Teacher TCH.RHS.ENG.NA.05	RHS	9/1/23 #	AM to replace C.Hubbard
* 3	Hubbard, Cindy	English Teacher TCH.RHS.ENG.NA.05	RHS	ELA Electives Teacher TCH.EMS.BSI.NA.01	EMS	9/1/23 #	CH to replace K.Curley
* 4	Hamade, Rabiye	Civics Teacher TCH.EMS.SST.NA.07	EMS	Social Studies Teacher TCH.RHS.SST.NA.02	RHS	9/1/23 #	RH to replace A.McMichael
* 5	McMichael, Anthony	Social Studies Teacher TCH.RHS.SST.NA.02	RHS	Civics Teacher TCH.EMS.SST.NA.07	EMS	9/1/23 #	AM to replace R.Hamade
6	Mauro, Stephanie	Gr. 7 Math Teacher TCH.EMS.MAT.NA.06	EMS	Special Education Teacher (RC) TCH.SPE.RES.NA.01	EMS	9/1/23 #	SM to replace J.Rubenstein; & movement of RC position from FES to EMS
7	Rubenstein, Jill	Special Education Teacher (RC) TCH.SPE.RES.NA.01	FES	ISL Teacher TCH.EMS.BSI.NA.03	EMS	9/1/23 #	JR to replace E.Tucker
8	Tucker, Elizabeth	ISL Teacher TCH.EMS.BSI.NA.03	EMS	Math Electives Teacher TCH.EMS.MAT.NA.05	EMS	9/1/23 #	ET to replace K.Steinmark
9	Steinmark, Kira	Math Electives Teacher TCH.EMS.MAT.NA.05	EMS	ISL Teacher TCH.LR.BSI.NA.02	LRS	9/1/23 #	KS to replace P.Kaufman
10	Kaufman, Pamela	ISL Teacher TCH.LR.BSI.NA.02	LRS	Gr. 2 Teacher TCH.NIX.GR2.NA.02	NES	9/1/23 #	Replacement in position TCH.NIX.GR2.NA.02
11	Young, Jaime	H/PE Teacher (FTE 0.70) TCH.DS.PEH.PT.01	FES	H/PE Teacher (FTE 1.00) TCH.KEN.PEH.NA.01	KES	9/1/23 #	JY to replace H.Roddy
12	Roddy, Heather	H/PE Teacher TCH.KEN.PEH.NA.01	KES	School Library Media Specialist TCH.DS.MED.NA.04	KES	9/1/23 #	HR's 23/24 position to replace TCH.DS.COMP.NA.02
Individual Transfers							
	<i>Name</i>	<i>Former Assignment & Loc.</i>		<i>New Assignment & Loc.</i>		<i>Effective Date</i>	<i>Discussion</i>
* 13	Bednarcik, Sarah	Music Teacher	RHS	Music Teacher	EMS, RHS	9/1/23 #	

		TCH.RHS.MUS.IN.01		TCH.RHS.MUS.IN.01			
14	Betz, Chelsea	OT SPS.DS.OT.NA.04	JES, KES, NES	OT SPS.DS.OT.NA.04	KES, NES	9/1/23 #	
* 15	Conrad, Jeffrey	Music Teacher TCH.RHS.MUS.IN.05	RHS	Music Teacher TCH.RHS.MUS.IN.05	EMS, RHS	9/1/23 #	
16	Dalupang, Sherlyne	School Psychologist SPS.DS.PSY.NA.04	EMS	School Psychologist SPS.DS.PSY.NA.04	LRS	7/1/23	
17	Flammer, Suzanne	Special Education Teacher (PSD) TCH.SPE.PSD.NA.04	JES	Special Education Teacher (RC) TCH.SPE.RES.NA.06	JES	9/1/23 #	SF's 23/24 position to replace TCH.SPE.PSD.NA.04
* 18	Gibson, Ryan	Special Education Teacher (RC) TCH.SPE.RES.NA.28	RHS	Special Education Teacher (RC) TCH.SPE.RES.NA.28	EMS	9/1/23 #	
* 19	Hughes, Danielle	Math Teacher TCH.RHS.MAT.NA.04	RHS	Gr. 8 Math Teacher TCH.EMS.MAT.NA.07	EMS	9/1/23 #	Replacement in position
20	Kasliner, Janet	SLS TCH.DS.SLS.NA.04	LRS	SLS TCH.DS.SLS.NA.04	JES, LRS	9/1/23 #	
21	Lombardo, Andrea	ISL Teacher TCH.LR.BSI.NA.01	LRS	ISL Teacher TCH.DS.BSI.NA.10	JES	9/1/23 #	Movement of position to JES
* 22	Meeker, Reid	Math Teacher TCH.RHS.MAT.NA.02	RHS	Math Teacher & Special Education Teacher (RC) TCH.RHS.MAT.NA.02	RHS	9/1/23 #	
23	Midili, Tara	Special Education Teacher (RC) TCH.SPE.RES.NA.38	EMS	Special Education Teacher (RC) TCH.SPE.RES.NA.38	LRS	9/1/23 #	
* 24	Monaghan, Mark	Music Teacher TCH.EMS.MUS.IN.02	EMS	Music Teacher TCH.EMS.MUS.IN.02	EMS, RHS	9/1/23 #	
25	Palanchi, Kristin	School Library Media Specialist TCH.EMS.MED.NA.01	EMS	School Library Media Specialist TCH.DS.MED.NA.03	LRS, EMS	9/1/23 #	KP's 23/24 position to replace TCH.LR.MED.NA.01 & TCH.EMS.MED.NA.01
* 26	Salyerds, Robert	Music Teacher TCH.RHS.MUS.VO.02	RHS	Music Teacher TCH.RHS.MUS.VO.02	EMS, RHS	9/1/23 #	
* 27	Solotist, April	Special Education Teacher (SUCCESS) TCH.SPE.SUC.MD.01	RHS	Special Education Teacher (RC) TCH.SPE.RES.NA.45	RHS	9/1/23 #	
28	Stehlgens, Dana	Special Education Teacher (LLD) TCH.SPE.LLD.NA.03	FES	Special Education Teacher (LLD) TCH.SPE.LLD.NA.03	NES	9/1/23 #	

* 29	Sweer, Krista	Music Teacher TCH.RHS.MUS.VO.01	RHS	Music Teacher TCH.RHS.MUS.VO.01	EMS, RHS	9/1/23 #	
* 30	Sweer, Ryan	Music Teacher TCH.RHS.MUS.IN.04	RHS	Music Teacher TCH.RHS.MUS.IN.04	EMS, RHS	9/1/23 #	
31	Tavares, Diane	PT SPS.DS.PT.NA.01	FES, JES, KES, NES, LRS	PT SPS.DS.PT.NA.01	FES, JES, KES, NES	9/1/23 #	
32	Trimmer, Theresa	Special Education Teacher (LLD) TCH.SPE.LLD.NA.02	LRS	Special Education Teacher (RC) TCH.SPE.RES.NA.43	LRS	9/1/23 #	TR's 23/24 position to replace TCH.SPE.LLD.NA.02
33	Wenarsky, Courtney	Special Education Teacher (RC) TCH.SPE.RES.NA.37	JES	Special Education Teacher (RC) TCH.SPE.RES.NA.37	FES	9/1/23 #	
34	Wright, Keeshana	School Social Worker SPS.DS.SW.NA.03	LRS, EMS	School Social Worker SPS.DS.SW.NA.03	EMS	7/1/23	
# 10-month employees shall start on the first day of the 2023-24 calendar for this bargaining unit / employee group.							

REASSIGNMENTS / TRANSFERS (NON-CERTIFICATED STAFF)

9. RESOLVED, that the staff listed below be transferred to a new location and/or assignment for the 2023/2024 school year as indicated:

	Name	Former Assignment & Loc.		New Assignment & Loc.		Effective Date	Discussion
1	Appelgren, Melissa	Teaching Assistant AID.REG.FES.TA.01	FES	Special Education Paraprofessional AID.SPE.PT.NA.28	FES	9/1/23 #	
* 2	Crater, Susan	Security Guard (12m) GRD.DS.12M.PT.03	RHS	Security Guard (10m) GRD.DS.10M.PT.03	RHS	9/1/23 #	2023 summer work is payable by timesheets
3	Koutouzakis, Asimina	Teaching Assistant AID.REG.JES.TA.01	JES	Special Education Paraprofessional AID.SPE.PT.NA.41	JES	9/1/23 #	
* 4	Tilves, Michelle	Permanent Substitute Teacher TCH.SUB.PERM.EMS.02	EMS	Permanent Substitute Teacher TCH.SUB.PERM.RHS.01	RHS	9/1/23 #	
# 10-month employees shall start on the first day of the 2023-24 calendar for this bargaining unit / employee group.							

10. RESOLVED, that the Roxbury Township Board of Education approve the reassignment and change in salary for the staff members listed below:

	Name	Former Assignment & Loc.		New Assignment & Loc.	Pay Rate	Effective Date	Discussion
* 1	Agresta, Lauren	Leave-repl Special Education Teacher		Permanent Substitute	RHS \$160.00 per diem	9/1/23 #	Was previously LRS Permanent Substitute

		(RC) TCH.SPE.RES.NA.42		Teacher TCH.SUB.PERM.RHS .02				Teacher TCH.SUB.PERM.LRS.02
2	Campbell, Stefanie	School Secretary p/t 10m (0.5334 FTE) Grade II, Step 4 SEC.KEN.OFF.GR2. PT	KES	Secretary to the Principal (12m) Grade IV, Step 5 SEC.KEN.PRN.GR4.0 1	KES	\$56,990	7/1/23 - 6/30/24	Tenured replacement; salary pending completion of REA negotiations
# 10-month employee shall start on the first day of the 2023-24 calendar for this bargaining unit / employee group								

ANNUAL REAPPOINTMENTS

11. RESOLVED, that the Roxbury Township Board of Education reappoint the following staff members for the 2023-2024 school year as indicated in the attached Exhibits:

	<i>Exhibit Title</i>	<i>Exhibit Number</i>
1	Administrators and Supervisors	HR1
2	Teachers & Educational Services Personnel	HR2
3	Permanent Substitutes	HR3
4	Paraprofessionals (Title I, Special Education)	HR4
5	REA Secretaries	HR5
* 6	REA Maintenance, Grounds, Mechanics	HR6
* 7	Bus Drivers	HR7
* 8	Unaffiliated Salaried Employees	HR8
9	Unaffiliated Hourly Employees	HR9

COMMUNITY SCHOOL

- *12. RESOLVED, the appointment of the staff member listed below be rescinded for the 2023/2024 Roxbury Community School Course Offerings approved at the April 24, 2023 board meeting:

	Program	Instructor	Loc	Pay Rate	Start Date	End Date	Discussion
1	Calling All Kids Camp	Stanton, Kristy	KES	\$30 / Hour	6/19/23	7/28/23	Rescind 4/24/23 appointment D.9.22

F. Executive Session Regular Meeting

- *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 anticipating to hold a Regular Meeting on May 23, 2023 at 6:30 p.m. and;

May 8, 2023

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

NOW THEREFORE, BE IT 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

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

XVII. PUBLIC COMMENTS – There is a three-minute time limit, per Board Policy.

XVIII. BOARD MEMBER COMMENTS

XIX. EXECUTIVE SESSION - (IF NECESSARY)

XX. PUBLIC SESSION – (IF NECESSARY)

XXI. ADJOURNMENT

**DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
MAY 8, 2023
REGULAR MEETING AGENDA
LINCOLN ROOSEVELT SCHOOL
34 North Hillside Avenue, Succasunna, NJ 07876**

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

ADDENDUM

XVI. ACTION ITEMS

A. Appointment of District Superintendent (*Resolution 1*)

- *1. WHEREAS, the Roxbury Township Board of Education desires to employ Dr. Francis Santora as its Superintendent of Schools; and

WHEREAS, Dr. Francis Santora has agreed to serve as Superintendent of Schools; and

WHEREAS, the terms of a Contract of Employment have been approved by the Morris County Executive Superintendent;

NOW, THEREFORE, BE IT RESOLVED that the Roxbury Township Board of Education does hereby appoint Dr. Francis Santora as its Superintendent of Schools, effective July 1, 2023, or as soon thereafter as he is released from his current employer, through June 30, 2027, at an annual salary of \$205,000, and subject to the remaining terms and conditions of the Contract of Employment that has been approved by the Executive County Superintendent and which is hereby approved by the Roxbury Township Board of Education; and

BE IT FURTHER RESOLVED, that the Board President and Board Secretary are authorized and directed to execute the aforesaid Contract of Employment on behalf of the Roxbury Township Board of Education.

POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Bylaws

0144/Page 1 of 2

BOARD MEMBER ORIENTATION AND TRAINING

0144 BOARD MEMBER ORIENTATION AND TRAINING

The preparation of each **Board** member for the performance of Board of Education duties is essential to the proper functioning of the Board. The Board encourages each new Board member **to acquire** ~~in the acquisition of~~ information about school district governance, the separate functions of the Board and the Superintendent, the operations of the district, and Board procedures.

The Board directs that each new member receive access to and/or a copy of the Board of Education Bylaw and Policy Manual, the manual of administrative regulations, each negotiated agreement, and ~~such~~ other materials as deemed appropriate by the Superintendent.

Each new Board member will be invited and is encouraged to meet and discuss the responsibilities and authority of a Board member, Board functions, and Board policies and procedures with the Board President (if available), the Superintendent, and the School Business Administrator/Board Secretary.

Within the first ninety days of a new Board member's first term, the Board member ~~Each newly elected or appointed Board member shall complete during the first year of the member's first term~~ a training program to be prepared and offered by the New Jersey School Boards Association. **The training shall include instruction relative to the Board member's responsibilities pursuant to the School Ethics Act and N.J.S.A. 18A:12-33,** ~~in consultation with the New Jersey Association of School Administrators, the New Jersey Principals and Supervisors Association, and the Department of Education, regarding the skills and knowledge necessary to serve as a Board member.~~

The training program shall include information regarding the school district monitoring system established pursuant to P.L. 2005, c. 235, the New Jersey Quality Single Accountability Continuum, and the five key components of school district effectiveness on which school districts are evaluated under the monitoring system: instruction and program; personnel; fiscal management; operations; and governance.

The Board member shall complete a training program on school district governance in each of the subsequent two years of the Board member's first term.

Within one year after each re-election or re-appointment to the Board of Education, the Board member shall complete an advanced training program to be prepared and offered by the New Jersey School Boards Association. This advanced training program shall include information on relevant changes to New Jersey school law and other information deemed appropriate to enable the Board member to serve more effectively.



BOARD MEMBER ORIENTATION AND TRAINING

The New Jersey School Boards Association shall examine options for providing training programs to Board members through alternative methods such as on-line or other distance learning media or through regional-based training.

Within one year after being newly elected or appointed or being re-elected or re-appointed to the Board of Education, a Board member shall complete a training program on harassment, intimidation, and bullying in schools, including a school district's responsibilities under **N.J.S.A. P.L. 2002, c.83 (C.18A:37-13 et seq.)**. A Board member shall be required to complete the program only once. Training on harassment, intimidation, and bullying in schools shall be provided by the New Jersey School Boards Association, in consultation with recognized experts in school bullying from a cross section of academia, child advocacy organizations, nonprofit organizations, professional associations, and government agencies.

N.J.S.A. 18A:12-33; 18A:37-13 et seq.

N.J.A.C. 6A:28-4.1

Adopted: 14 October 2013

Revised: **TBD**



POLICY

ROXBURY TOWNSHIP
BOARD OF EDUCATION

Program
2520/Page 1 of 2
INSTRUCTIONAL SUPPLIES (M)

2520 INSTRUCTIONAL SUPPLIES (M)

M

The Board of Education shall provide staff members with the supplies and materials necessary for the successful implementation of the instructional program and provide students with the supplies and materials required for the successful completion of courses of study.

The Board expressly exempts from this Policy such clothing or personal equipment as may be required for reasons related to the safety and health of students or the protection of school property and are individualized or non-reusable, and any materials used in the manufacture or preparation of useful or decorative items that students are permitted to retain, except that no student will be denied participation in any course of study or school sponsored activity because of their financial inability to bear the cost of such clothing, equipment, or materials.

Supplies and materials will be distributed throughout the school district in a manner that ensures equal distribution to students; school facilities; courses; programs; and activities and services, regardless of the protected categories listed at N.J.A.C. 6A:7-1.7(a).

The Superintendent or designee shall develop procedures for the selection and utilization of instructional supplies that include effective consultation with teaching staff members at all appropriate levels.

~~The Board of Education believes each student should provide any equipment or materials needed for extracurricular activities with the exception of uniforms or safety equipment required for a sport, and supplementary educational activities involving individual projects in such courses as Industrial Arts.~~

~~Certain items required by all students in general, such as locks for lockers, will be purchased by the Board and sold to the student. When these items are no longer required they may be sold back to the school with reimbursement dependent upon their condition.~~

~~The administration may distribute free of charge those supplies where the cost of collecting the money approaches the cost of the supplies.~~



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Program
2520/Page 2 of 2
INSTRUCTIONAL SUPPLIES (M)

~~When necessary the administration may take appropriate action to collect unpaid fees. Action which may prevent a student from participation in a curriculum-related activity, the graduation ceremony, distribution of his/her report card however, will not be taken unless other action has proved ineffective.~~

N.J.A.C. 6A:7-1.7

N.J.S.A. 18A:34-1

Adopted: 14 October 2013

Revised: **TBD**



REGULATION

ROXBURY TOWNSHIP
BOARD OF EDUCATION

PROGRAM
R 2520/Page 1 of 3
INSTRUCTIONAL SUPPLIES

R 2520 INSTRUCTIONAL SUPPLIES

A. Definition

“Supplies” are the consumable materials distributed to teachers and students for the successful implementation of the instructional program.

~~All instructional materials purchased for use in the classroom or media centers must be approved by the Building Principal and/or educational media director, curriculum supervisors, department coordinators.~~

-

~~All printed instructional materials teachers prepare themselves and duplicate for class distribution and study must receive administrative or supervisor approval, as evidenced by signature, prior to duplication.~~

-

The following factors will be considered when selecting materials for use in the classroom or media centers:

1. Educational significance.
2. Need and value to the collection.
3. Reputation and significance of author or producer.
4. Clarity, adequacy and scope of text or audiovisual presentation.
5. Validity, accuracy, objectivity, up-to-dateness, and appropriateness of text or audiovisual presentation.
6. Organization and presentation of contents.
7. High degree of readability and/or comprehensibility.
8. High degree of potential use appeal.
9. High artistic quality and/or literary style.
10. Quality format.
11. Value commensurate with cost and/or need.



12. Recommendation of professional sources.

B. Supply Procedures

1. Each staff member will be able to request supplies by submitting a request to the Principal or designee.
2. Supplies will be kept in an appropriate location. The Principal or designee will be responsible to approve the request of supplies for their school and staff.
3. At the end of each school year, a record of the inventory of supplies retained by the staff member shall be reported by the staff member to the Principal or designee.
4. The Principal will encourage all staff members to suggest additional supplies and/or replacements for the supplies used.

C. Cost of Supplies

Supplies will be made available without charge to all students, except in the following circumstances:

1. Where non-reusable clothing or personal equipment, such as gym outfits, is required for the safety, health, or the protection of school property, students will be requested to provide their own clothing or equipment. The Principal may require that such clothing or equipment meet school standards and may recommend a suitable vendor for the clothing or equipment.
2. Where a student enrolled in a class or activity in which an item is made, such as woodshop or home economics, chooses to prepare and keep a useful item, the student may be required to pay the costs of the materials used. Students shall always be given the option of preparing an item for use by the school, for which no charge will be made. Any charge made under this regulation will be presented in writing by the teacher with a copy to the Principal or designee and the moneys collected will be deposited with the Business Office.



REGULATION

ROXBURY TOWNSHIP BOARD OF EDUCATION

PROGRAM
R 2520/Page 3 of 3
INSTRUCTIONAL SUPPLIES

3. Students may be required to provide supplies for their participation in co-curricular activities.
4. A student who is eligible for free and reduced rate meals will not be required to pay for any supplies, including those exempted from free distribution in paragraph C.1., 2., and 3. above.
5. Staff members shall report to the Principal or designee any student who is suspected of being unable to pay for supplies.

~~The Board of Education is responsible for all materials, books and equipment used in the schools. Therefore, all materials used in the classroom must be ordered through the department supervisors and approved by the Principal before being used in the classroom.~~

-

~~All materials ordered, even if ordered for preview or "on approval", must be ordered on Purchase Orders signed by the Principal. Any other material not ordered in the manner will be charged to the person doing the ordering.~~

-

~~All supplies will be stored in central storage and teachers will requisition same from there. Do not keep more supplies in your room than will be used in three to four weeks.~~

-

~~Teachers making assignments will be responsible for providing the type and quantity of paper necessary for each assignment made. Various types of paper are available and should be requisitioned through normal channels.~~

-

~~Requisition for supplies, procedures, will be established by the Building Principal.~~

Issued: 14 October 2013

Revised: TBD



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Teaching Staff Members
3217/Page 1 of 2
USE OF CORPORAL PUNISHMENT

3217 USE OF CORPORAL PUNISHMENT

~~The Board of Education cannot condone an employee's resort to force or fear in the treatment of students, even those students whose conduct appears to be open defiance of authority. Each student is protected by law from bodily harm and from offensive bodily touching.~~

No teaching staff member employed by the Board or a person engaged in any school in the school district shall inflict or cause to be inflicted corporal punishment upon a student attending any school in the school district; but any such teaching staff member may, within the scope of their employment, use and apply such amounts of force as is reasonable and necessary:

1. To quell a disturbance, threatening physical injury to others;
2. To obtain possession of weapons or other dangerous objects upon the person or within the control of a student;
3. For the purpose of self-defense; and
4. For the protection of persons or property;

and such acts, or any of them, shall not be construed to constitute corporal punishment pursuant to N.J.S.A. 18A:6-1. Every resolution, bylaw, rule, ordinance, or other act or authority permitting or authorizing corporal punishment to be inflicted upon a student attending any school in the district shall be void.

~~Teaching staff members shall not use physical force or the threat of physical force to maintain discipline or compel obedience except as permitted by law, but may remove students from the classroom or school by the lawful procedures established for the suspension and expulsion of students.~~

A teaching staff member who:

-

1. ~~Uses force or fear to discipline a student except as such force or fear may be necessary to quell a disturbance threatening physical injury to others, to obtain possession of weapons or other dangerous objects upon the person or within the control of a student, to act in self-defense, or to protect persons or property;~~

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POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Teaching Staff Members
3217/Page 2 of 2
USE OF CORPORAL PUNISHMENT

2. ~~Touches a student in an offensive way even though no physical harm is intended;~~
-
3. ~~Permits students to harm one another by fighting; or~~
-
4. ~~Punishes students by means that are cruel or unusual;~~

Any teaching staff member employed by the Board found to have violated this Policy will be subject to discipline by the this Board and may be dismissed.

N.J.S.A. 18A:6-1; 18A:37-1

Adopted: 14 October 2013

Revised: TBD



POLICY

PROGRAM
4217/page 1 of 1
Use of Corporal Punishment

4217 USE OF CORPORAL PUNISHMENT

No support staff member employed by the Board or a person engaged in any school in the school district shall inflict or cause to be inflicted corporal punishment upon a student attending any school in the school district; but any such support staff member may, within the scope of their employment, use and apply such amounts of force as is reasonable and necessary:

1. To quell a disturbance, threatening physical injury to others;
2. To obtain possession of weapons or other dangerous objects upon the person or within the control of a student;
3. For the purpose of self-defense; and
4. For the protection of persons or property;

and such acts, or any of them, shall not be construed to constitute corporal punishment pursuant to N.J.S.A. 18A:6-1. Every resolution, bylaw, rule, ordinance, or other act or authority permitting or authorizing corporal punishment to be inflicted upon a student attending any school in the district shall be void.

Any support staff member employed by the Board found to have violated this Policy may be subject to discipline by the Board.

N.J.S.A. 18A:6-1; 18A:37-1

Adopted: **TBD**



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Students
5305/Page 1 of 5
HEALTH SERVICES PERSONNEL

5305 HEALTH SERVICES PERSONNEL

The Board of Education shall appoint at least one school physician pursuant to N.J.S.A. 18A:40-1. The Board may appoint a lead school physician to serve as health services director if more than one school physician is **contracted required by the Board**. ~~The school physician shall be currently licensed by the New Jersey Board of Medical Examiners in medicine or osteopathy whose training and scope of practice includes child and adolescent health and development.~~ **The school physician(s) shall be currently licensed by the New Jersey Board of Medical Examiners in medicine or osteopathy and shall have a training and scope of practice that includes child and adolescent health and development. The contract between the Board and the school physician(s) appointed pursuant to N.J.S.A. 18A:40-1 shall include a statement of assurance that the school physician(s) has completed the Student-Athlete Cardiac Screening professional development module developed pursuant to N.J.S.A. 18A:40-41d and has read the sudden cardiac arrest pamphlet developed pursuant to N.J.S.A. 18A:40-41.** The school district shall conduct a criminal history background check on any physician before entering into an agreement for delivery of services **pursuant to N.J.A.C. 6A:16-2.3.**

The school physician shall provide, at a minimum, the following services:

1. Consultation in the development and implementation of school district policies, procedures, and mechanisms related to health, safety, and medical emergencies pursuant to N.J.A.C. 6A:16-2.1(a) **and Policy and Regulation 5310**;
2. Consultation to school district medical staff regarding the delivery of school health services, which includes special health care needs of technology-supported and medically fragile children, including students covered by 20 U.S.C. § 1400 et seq., Individuals with Disabilities Education ~~Improvement~~ Act;
3. Physical examinations conducted in the school physician's office or other comparably equipped facility for students who do not have a medical home ~~or whose parent has identified the school as the medical home for the purpose of a sports physical examination~~;
4. Provision of written notification to the parent stating approval or disapproval of the student's participation in athletics based upon the medical report;
5. Direction for professional duties of other medical staff;



6. Written standing orders that shall be reviewed and reissued before the beginning of each school year;
7. Establishment of standards of care for emergency situations and medically-related care involving students and school staff;
8. Assistance to the certified school nurse or non-certified nurse in conducting health screenings of students and staff and assistance with the delivery of school health services;
9. Review, as needed, of reports and orders from a student's medical home regarding student health concerns;
10. Authorization of tuberculin testing for conditions outlined in N.J.A.C. 6A:16-2.2(c) and Policy and Regulation 5310;
11. Review, approval, or denial with reasons of a medical home determination of a student's anticipated confinement and resulting need for home instruction; and
12. Consultation with the school district certified school nurse(s) to obtain input for the development of the school nursing services plan pursuant to N.J.A.C. 6A:16-2.1(b) and Policy and Regulation 5310.

The Board shall employ a certified school nurse to provide nursing services while school is in session pursuant to N.J.S.A. 18A:40-1 and 3.3. The certified school nurse shall work under the direction of the school physician and Superintendent of Schools.

The certified school nurse shall possess a standard educational services certificate with a school nurse endorsement or school nurse/non-instructional endorsement pursuant to N.J.A.C. 6A:9B-14.3 or 14.4. The certified school nurse shall possess a current New Jersey registered professional nurse license issued by the New Jersey State Board of Nursing; a bachelor's degree from a regionally accredited college or university; a current Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillators (AED) certification as issued by the American Heart Association, the American Red Cross, the National Safety Council, or other entities determined by the Department of Health to comply with the American Heart Association's CPR guidelines; and ~~The certified school nurse shall~~ complete training in airway management and in the use of nebulizers and inhalers consistent with nationally recognized standards including, but not limited to,



those of the National Institutes of Health and the American Academy of Allergy, Asthma, and Immunology.

The role of the certified school nurse shall include, but not be limited to:

1. Carrying out written orders of the medical home and standing orders of the school physician;
2. Conducting health screenings which include height, weight, blood pressure, hearing, vision, and scoliosis pursuant to N.J.A.C. 6A:16-2.2 and Policy and Regulation 5310 and monitoring vital signs and general health status for emergent issues for students suspected of being under the influence of alcohol and controlled dangerous substances pursuant to N.J.S.A. 18A:40-4 and 18A:40A-12 ~~12~~ and Policy and Regulation 5530;
3. Maintaining student health records, pursuant to N.J.S.A. 18A:40-4 and N.J.A.C. 6A:16-2.4, and Policy and Regulation 5308;
4. Recommending to the ~~school~~ Principal students who shall not be admitted to or retained in the school building based on a parent's failure to provide evidence of the child's immunization according to the schedules specified in N.J.A.C. 8:57-4;
5. Annually reviewing student immunization records to confirm with the medical home that the medical condition for the exemption from immunization continues to be applicable, pursuant to N.J.A.C. 8:57-4.3;
6. Recommending to the ~~school~~ Principal exclusion of students who show evidence of communicable disease, pursuant to N.J.S.A. 18A:40-7, 8, and 10;
7. Directing and supervising the emergency administration of epinephrine and glucagon, and training school staff designated to serve as delegates, pursuant to N.J.S.A. 18A:40-12.6 and 12.14 and Policy and Regulation 5330;
8. Administering asthma medication through use of a nebulizer;
9. Directing and supervising the health services activities of any school staff to whom the certified school nurse has delegated a nursing task;



10. Providing Classroom instruction in areas related to health education, pursuant to N.J.A.C. 6A:9B-14.3;
11. Reviewing and summarizing available health and medical information regarding the student and transmitting a summary of relevant health and medical information to the Child Study Team ~~for the meeting~~ pursuant to N.J.A.C. 6A:14-3.4(h);
12. Writing and updating, at least annually, the individualized health care plans and the individualized emergency healthcare plans for students' medical needs, and instructing staff as appropriate;
13. Writing and updating, at least annually, any written healthcare provisions required under Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a), for any student who requires them;
14. Assisting in the development of and implementing healthcare procedures for students in the event of an emergency;
15. Instructing teachers on communicable disease and other health concerns, pursuant to N.J.S.A. 18A:40-3; and
16. Reviewing completed health history update questionnaires and sharing with the school athletic trainer for review, if applicable, pursuant to N.J.S.A. 18A40-41.7; and
- 17.16. Providing other nursing services consistent with the nurse's educational services certification endorsement as a school nurse issued by the State Board of Examiners and current license approved by the State Board of Nursing.

A certified school nurse who possesses the school nurse/non-instructional certificate is not authorized to teach in areas related to health pursuant to N.J.A.C. 6A:9B-14.4.

The Board may appoint a non-certified nurse under the supervision of a certified school nurse to supplement the services of a certified school nurse ~~provided in accordance with the provisions of N.J.A.C. 6A:16-2.3(c).~~ The a non-certified nurse shall be assigned to the same school building or complex as the certified school nurse pursuant to N.J.S.A. 18A:40-3.3.(a) and a noncertified nurse is limited to providing services only as permitted under a the non-certified nurse's license issued by the State Board of Nursing in accordance with N.J.A.C. 6A:16-2.3(c).



POLICY

ROXBURY TOWNSHIP
BOARD OF EDUCATION

Students
5305/Page 5 of 5
HEALTH SERVICES PERSONNEL

N.J.S.A. 18A:40-1; 18A:40-3.3; 18A:40-4; 18A:40-7;
18A:40-8; 18A:40-10; 18A:40-12; 18A:40-12.6;
18A:40-12.14; 18A:40-41.7

N.J.A.C. 6A:9B-14.3; 6A:9B-14.4; 6A:14-3.4; 6A:16-2.1;
6A:16-2.2; 6A:16-2.3

Adopted: 14 October 2013

Revised: 15 August 2016

Revised: TBD



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Students
5308/Page 1 of 3

STUDENT PUPIL HEALTH RECORDS (M)

5308 **STUDENT PUPIL HEALTH RECORDS (M)**

M

The school district shall maintain mandated student health records for each student pursuant to N.J.A.C. 6A:16-2.4 and ~~as defined in N.J.A.C. 6A:32-7 6A:16-2.4(a)1 and 2.~~ The district will document student health records using a form approved by the Commissioner of Education.

The maintenance and security of student health records shall be in accordance with N.J.A.C. 6A:32-7.4 and 6A:16-2.4(e). Student health records, whether stored on paper or electronically, shall be maintained in accordance with N.J.A.C. 6A:32-7 ~~shall be maintained separately from other student records in a secure location, located in the school building or complex to which the student is assigned, and accessible to authorized personnel while school is in session. The health and immunization record shall be removed from the student's health record and placed in the student's mandated record until such time as graduation or termination and kept according to the schedule set forth in N.J.A.C. 6A:32-7.8.~~ Student health records shall be maintained separately from other student records. Student health records also shall be maintained according to the requirements of N.J.A.C. 6A:32-7 until such time as graduation or termination from the school district, whereupon the health history and immunization record shall be removed from the student's health record and placed in the student's mandated record. The school district of last enrollment, graduation, or permanent departure of the student shall keep, for 100 years, a mandated record of a student's health history and immunization in accordance with N.J.A.C. 6A:32-7.8(f). No additions shall be made to the record after graduation or permanent departure without prior written consent of the parent or adult student pursuant to N.J.A.C. 6A:32-7.8(e).

The transfer of student health records when a student transfers to or from a school district shall be in accordance with N.J.A.C. 6A:16-7.9 ~~6A:16-2.4(d)~~ and N.J.A.C. 6A:32-7.5.

Any Board of Education employee with knowledge of, or access to, the following health information shall comply with restrictions for sharing information as required by Federal and State statutes and regulations: information that identifies a student as having HIV infection or AIDS shall be shared only with prior written informed consent of the student age twelve or greater, or of the student's parent as required by N.J.S.A. 26:5C-1 et seq. and only for the purpose of determining an appropriate educational program for the student; information obtained by the school's alcohol and other drug program that would identify the student as an



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alcohol or other drug user may be disclosed only for those purposes and under conditions permitted by 42 CFR Part 2; information provided by a secondary school student while participating in a school-based alcohol or other drug counseling program that indicates that a parent or other person residing in the student's household is dependent upon or illegally using a substance shall be shared only for those purposes and conditions permitted by N.J.S.A. 18A:40A-7.1.

~~Any Board of Education employee with knowledge of, or access to, information that identifies a student as having HIV infection or AIDS; information obtained by the school's alcohol or drug program which would identify the student as an alcohol or drug user; or information provided by a secondary school student while participating in a school-based alcohol or drug counseling program that indicates a parent, guardian, or other person residing in the student's household is dependent or illegally using a substance shall comply with restrictions for sharing such information in accordance with N.J.A.C. 6A:16-2.4(e) and as required by Federal and State statutes and regulations.~~

Access to and disclosure of information in a student's health record shall meet the requirements of the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, and 34 CFR Part 99, incorporated herein by reference, as amended and supplemented, ~~34 CFR Part 99, incorporated herein by reference, as amended and supplemented,~~ and N.J.A.C. 6A:32-7, Student Records.

The school district shall provide access to the student's health record to licensed medical personnel, not holding educational certification, who are working under contract with or as employees of the school district only to the extent necessary to enable the licensed medical personnel to perform their duties. Secretarial or clerical personnel under the supervision of the certified school nurse shall be permitted access to those portions of the student health records that are necessary for entry and recording of data and for conducting routine clerical tasks as outlined in N.J.S.A. 18A:40-3.4 and N.J.A.C. 6A:32-7.5.

Nothing in N.J.A.C. 6A:16-2.45 or in this Policy and Regulation 5308 shall be construed to prohibit school personnel from disclosing ~~information contained in the student's health record~~ to students or adults in connection with an emergency ~~the information contained in the student health record~~ if such knowledge ~~the release~~ is necessary to protect the immediate health or safety of ~~the~~ a student or other persons pursuant to N.J.A.C. 6A:32-7.54.



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N.J.S.A. 18A:40-3.4

N.J.A.C. 6A:16-2.4 et seq.; 6A:32-7.1; ~~6A:32-7.5 et seq.~~; 6A:32-7.4 et seq.
6A:32-7.5; 6A:32-7.8

Adopted: 14 October 2013

Revised: TBD



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R 5308 **STUDENT** ~~PUPIL~~ HEALTH RECORDS (M)

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Student health records shall be maintained for each student pursuant to N.J.A.C. 6A:16-2.4. Maintenance and security of student health records shall be in accordance with N.J.A.C. 6A:32-7.4.

A. Mandated Student Health Records

1. The district shall maintain for each student, pursuant to N.J.A.C. 6A:32, a student health record that includes the following mandated records ~~following mandated student health records shall be maintained:~~
 - a. Findings of health histories, medical examinations, and health screenings pursuant to N.J.A.C. 6A:16-2.2 and 4.3; and
 - b. Documentation of immunizations against communicable diseases or exemption from these immunizations pursuant to N.J.A.C. 8:57-4, 1, 4.3 and 4.4.
2. The district will document the findings of student health histories, health screenings, and required medical examinations that are relevant to school participation on the student's health record using a form approved by the Commissioner of Education.

B. Maintenance **and Security** of Student Health Records

1. The school district shall maintain student health records in accordance with N.J.A.C. 6A:32-7.4 as follows:
 - a. Student health records **may be stored electronically or in paper format.** ~~shall be maintained separately from other student records in a secure location;~~
 - (1) **When student health records are stored electronically, proper security and backup procedures shall be administered;**



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- b. Student health records, whether stored on paper or electronically, kept in electronic form shall be maintained in accordance with N.J.A.C. 6A:32-7.1(l). ~~both accessible and secure according to N.J.A.C. 6A:32-7.4(d);~~
- (1) Student health records shall be maintained separately from other student records. Student health records also shall be maintained in accordance with the requirements of N.J.A.C. 6A:32-7 until such time as graduation or termination from the district, whereupon the health history and immunization record shall be removed from the student's health record and placed in the student's mandated record.
- c. Student health records shall be accessible during the hours in which the school program is in operation, ~~located in the school building or complex to which a student is assigned;~~
- d. ~~Student health records shall be accessible to authorized personnel while school is in session; and~~
- e. ~~The health and immunization record shall be removed from the student's health record and placed in the student's mandated record until such time as graduation or termination and kept according to the schedule set forth in N.J.A.C. 6A:32-7.8.~~

C. Transferring Student Health Records

The school district shall ensure compliance with the requirements of N.J.A.C. 6A:32-7 – Student Records and Policy and Regulation 8330 when transferring student health records.

- 1. ~~The school district shall ensure the following when transferring student health records:~~
 - a. ~~Original mandated student health records that school districts are directed to compile pursuant to New Jersey statute, rule, or authorized administrative directive shall be forwarded to the Chief School Administrator, or designee,~~



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~~of the school district to which the student has transferred within ten days of receipt of a written request and verification by the school district;~~

~~b. Duplicate mandated student health records which school districts have been directed to compile pursuant to New Jersey statute, rule, or authorized administrative directive shall be forwarded to the Chief School Administrator, or designee, of the nonpublic school to which the student has transferred within ten days of receipt of a written request and verification by the school district;~~

~~c. Duplicate mandated student health records which school districts have been directed to compile pursuant to New Jersey statute, rule, or authorized administrative directive shall be forwarded to the Chief School Administrator or designee of the out of State school district to which the student has transferred within ten days of receipt of a written request and verification by the school district;~~

~~d. Records that are transferred in duplicate form shall have their original maintained at the location of the sending school district; and~~

~~e. The Chief School Administrator or designee shall request all student health records in writing from the school district of last attendance within two weeks from the date that the student enrolls in the new school district.~~

D. Restrictions for Sharing Student Health Information

1. Any Board of Education employee with knowledge of, or access to, the following health information shall comply with restrictions for sharing that information as required by Federal and State statutes and regulations.

a. Information that identifies a student as having HIV infection or AIDS shall be shared only with prior written informed consent of the student age twelve or greater, or of the student's parent(s) or legal guardian(s) as required by



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N.J.S.A. 26:5C-1 et seq. and only for the purpose of determining an appropriate educational program for the student.

- b. Information obtained by the school's alcohol and other drug program ~~that~~ ~~which~~ would identify the student as an alcohol or other drug user may be disclosed only for those purposes and under ~~those~~ conditions permitted by 42 CFR Part 2.
- c. Information provided by a secondary school student while participating in a school-based alcohol or other drug counseling program that indicates a parent, ~~guardian~~, or other person residing in the student's household is dependent upon or illegally using a substance shall be shared only for those purposes and conditions permitted by N.J.S.A. 18A:40A-7.1.

E. Access to Student Health Records

1. Access to and disclosure of information in the student's health record shall meet the requirements of the Family Education Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, ~~incorporated herein by reference, as amended and supplemented,~~ and 34 CFR Part 99, ~~incorporated herein by reference, as amended and supplemented,~~ and N.J.A.C. 6A:32-7; ~~and~~ Student Records.
2. The school district shall provide access to the student health records to licensed medical personnel, not holding educational certification, who are working under contract with, or as employees of, the school district only to the extent necessary to enable the licensed medical personnel to perform their duties.
 - a. Secretarial or clerical personnel under the supervision of the certified school nurse shall be permitted access to ~~those~~ portions of the student's health record that are necessary for entry and recording of data and for conducting routine clerical tasks as outlined in N.J.S.A. 18A:40-3.4 and N.J.A.C. 6A:32-7.5.



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3. Nothing in N.J.A.C. 6A:16-2.4~~5~~ or in Policy 5308 and this Regulation 5308 shall be construed to prohibit school personnel from disclosing ~~information contained in the student's health record~~ to students or adults in connection with an emergency, ~~if such knowledge is~~ **the information contained in the student health record if the release is** necessary to protect the immediate health or safety of the student or other persons pursuant to N.J.A.C. 6A:32-7.54.

Adopted ~~Issued~~: 14 October 2013
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5310 HEALTH SERVICES

The Board of Education shall develop and adopt the following written policies, procedures, and mechanisms in accordance with N.J.A.C. 6A:16-2.1(a) for the provision of health, safety, and medical emergency services, and shall ensure staff are informed as appropriate:

1. The review of immunization records for completeness pursuant to N.J.A.C. 8:57-4.1 through 4.20 (Policy and Regulation 5320);
2. The administration of medication to students in the school setting by the following authorized individuals ~~in accordance with N.J.A.C. 6A:16-2.1(a)2.~~ (Policy and Regulation 5330);
 - a. The school physician;
 - b. A certified school nurse or noncertified nurse;
 - c. A substitute school nurse employed by the school district;
 - d. The student's parent;
 - e. A student approved to self-administer medication, pursuant to N.J.A.C. 6A:16-2.1(a)5.iii. and 6A:16-2.1(a)9. and N.J.S.A. 18A:40-12.3 and 12.4;
 - f. Other school employees who volunteer to be trained and designated by the certified school nurse to administer epinephrine in an emergency, pursuant to N.J.S.A. 18A:40-12.5 and 12.6; and
 - g. Other employees who volunteer to be designated as a delegate and trained to administer glucagon, pursuant to N.J.S.A. 18A:40-12.14.
3. The review of Do Not Resuscitate (DNR) orders received from the student's parent or medical home (Policy 5332);



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4. The provision of health services in emergency situations, including:
 - a. The emergency administration of epinephrine via **an epinephrine Epi-pen** auto-injector pursuant to N.J.S.A. 18A:40-12.5 (Policy and Regulation 5330);
 - b. The emergency administration of glucagon pursuant to N.J.S.A. 18A:40-12.14 (Policy and Regulation 5338);
 - c. The emergency administration of an opioid antidote pursuant to N.J.S.A. 18A:40-12.23 et seq. (Policy and Regulation 5330.04)**
 - d.** The care of any student who becomes injured or ill while at school or participating in school-sponsored functions (Policy and Regulation 8441);
 - e.** The transportation and supervision of any student determined to be in need of immediate care (Policy and Regulation 8441);
 - f.** The notification to parents of any student determined to be in need of immediate medical care (Policy and Regulation 8441); and
 - g.** The establishment and implementation of an emergency action plan for responding to a sudden cardiac event, including the use of an automated external defibrillator (AED), pursuant to N.J.S.A. 18A:40-41b (Policy and Regulation 5300).
5. The treatment of asthma in the school setting in accordance with the provisions of N.J.A.C. 6A:16-2.1(a)5 (Policy 5335);
6. Administration of student medical examinations, pursuant to N.J.S.A. 18A:40-4, N.J.S.A. 18A:35-4.8, and N.J.A.C. 6A:16-2.2 (Policy and Regulation 5310);
7. Utilization of sanitation and hygiene when handling blood and bodily fluids pursuant to N.J.A.C. 12:100-4.2, Safety and Health Standards for Public Employees, and in compliance with 29 CFR



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- 1910.1030, ~~Public Employees Occupational Safety and Health Program (PEOSH)~~ Bloodborne Pathogens Standards (Policy and Regulation 7420);
8. Provision of nursing services to nonpublic schools located in the school district as required by N.J.S.A. 18A:40-23 et seq. and N.J.A.C. 6A:16-2.5 (Policy and Regulation 5306);
 9. Self-administration of medication by a student for asthma or other potentially life-threatening **illness or life-threatening** allergic reaction pursuant to N.J.S.A. 18A:40-12.3, 12.5, and 12.6, and the self-management and care of a student's diabetes as needed pursuant to N.J.S.A. 18A:40-12.15 (Policy and Regulation 5330);
 10. Development of an individualized **healthcare** plan and individualized emergency healthcare plan for students with chronic medical conditions, including ~~life-threatening allergies~~, diabetes, ~~and asthma~~, **and life-threatening allergies** requiring special health services in accordance with N.J.S.A. 18A:40-12.11.c, 12.12, 12.13, and 12.15; and N.J.A.C. 6A:16-2.3(b)3xii (Policies and Regulations 5331 and 5338 and Policy 5335); and
 11. Management of food allergies in the school setting and the emergency administration of epinephrine to students for anaphylaxis pursuant to N.J.S.A. 18A:40-12.6a through 12.6d (Policy and Regulation 5331).

The Board of Education shall annually adopt the school district's nursing services plan at a regular meeting, **pursuant to N.J.A.C. 6A:16-2.1(b) and Policy 5307.**

~~The Board of Education shall comply with the following required health services as outlined in N.J.A.C. 6A:16-2.2:~~

- ~~1. Immunization records shall be reviewed and updated annually pursuant to N.J.A.C. 8:57-4.1 through 4.24.~~
- ~~2. A Building Principal or designee shall not knowingly admit or retain in the school building any student whose parent has not submitted acceptable evidence of the child's immunization, according to the schedule specified in N.J.A.C. 8:57-4, Immunization of Pupils in School.~~



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- ~~3. The school district shall perform tuberculosis tests on students using methods required by and when specifically directed to do so by the New Jersey Department of Health based upon the incidence of tuberculosis or reactor rates in specific communities or population groups pursuant to N.J.S.A. 18A:40-16.~~
- ~~4. The school district shall immediately report by telephone to the health officer of the jurisdiction in which the school is located any communicable diseases identified as reportable pursuant to N.J.A.C. 8:57-1, whether confirmed or presumed.~~
- ~~5. Each school in the district shall have and maintain for the care of students at least one nebulizer in the office of the school nurse or a similar accessible location, pursuant to N.J.S.A. 18A:40-12.7.~~
- ~~6. Each student medical examination shall be conducted at the medical home of the student. If a student does not have a medical home, the school district shall provide the examination at the school physician's office or other comparably equipped facility pursuant to N.J.S.A. 18A:40-4.~~
- ~~7. The findings of required examinations under 8.b., c., d., and e. below shall include the following components:
 - ~~a. Immunizations pursuant to N.J.A.C. 8:57-4.1 through 4.24;~~
 - ~~b. Medical history, including allergies, past serious illnesses, injuries, operations, medications, and current health problems;~~
 - ~~c. Health screenings including height, weight, hearing, blood pressure, and vision; and~~
 - ~~d. Physical examinations.~~~~
- ~~8. The school district shall ensure that students receive medical examinations in accordance with N.J.A.C. 6A:16-2.2(f) and 6. above and:
 - ~~a. Prior to participation on a school-sponsored interscholastic or intramural team/squad or cheerleading team for students~~~~



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- ~~enrolled in any grades six to twelve in accordance with N.J.A.C. 6A:16-2.2(h)1;~~
- b. ~~Upon enrollment in school in accordance with N.J.A.C. 6A:16-2.2(h)2;~~
- c. ~~When applying for working papers in accordance with N.J.A.C. 6A:16-2.2(h)3;~~
- d. ~~For the purposes of the comprehensive Child Study Team evaluation pursuant to N.J.A.C. 6A:14-3.4 in accordance with N.J.A.C. 6A:16-2.2(h)4; and~~
- e. ~~When a student is suspected of being under the influence of alcohol or controlled dangerous substances, pursuant to N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 in accordance with N.J.A.C. 6A:16-2.2(h)5.~~
9. ~~Each school shall have available and maintain an AED, pursuant to N.J.S.A. 18A:40-41a.a(1) and (3), and in accordance with N.J.A.C. 6A:16-2.2(i).~~
10. ~~The Board of Education shall make accessible information regarding the New Jersey FamilyCare Program to students who are knowingly without medical coverage pursuant to N.J.S.A. 18A:40-34.~~
11. ~~Information concerning a student's HIV/AIDS status shall not be required as part of the medical examination or health history pursuant to N.J.S.A. 26:5C-1 et seq.~~
12. ~~The Board of Education shall ensure that students receive health screenings as outlined in N.J.A.C. 6A:16-2.2(l).~~
13. ~~The school nurse or designee shall screen to ensure hearing aids worn by students who are deaf and/or hard of hearing are functioning properly. The school nurse or designee will ensure any FM hearing aid systems in classrooms or any school equipment in the school building used to assist students hear are functioning properly.~~



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N.J.S.A. 18A:35-4.8; 18A:40-4 ~~et seq.~~ 18A:40-12;
18A:40-12.3; 18A:40-12.5; 18A:40-12.6;
18A:40-12.6a; 18A:40-12.6b; 18A:40-12.6c;
18A:40-12.6d; 18A:40-12.7; 18A:40-12.11;
18A:40-12.15; 18A:40-16; 18A:40-23 et seq.;
18A:40-41a.; 18A:40-41b.

N.J.A.C. 6A:16-1.3; 6A:16-2.1; 6A:16-2.2

Adopted: 14 October 2013

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A. Definitions – N.J.A.C. 6A:16-1.3

1. Advanced practice nurse (APN) – means a person who holds a current license as either an advanced practice nurse or a nurse practitioner/clinical nurse specialist from the State Board of Nursing.
2. Certified school nurse – means a person who holds a current license as a registered professional nurse from the State Board of Nursing and an Educational Services Certificate, school nurse or school nurse/non-instructional endorsement from the Department of Education pursuant to N.J.A.C. 6A:9B-1412.3 and 1412.4.
3. Medical home – means a health care provider, including New Jersey FamilyCare providers as defined by N.J.S.A. 30:4J-12 and the provider’s practice site chosen by the student’s parent for the provision of health care.
4. Non-certified nurse – means a person who holds a current license as a professional nurse from the State Board of Nursing and is employed by a Board of Education or nonpublic school, and who is not certified as a school nurse by the Department of Education.
5. Parent – means the natural parent(s), adoptive parent(s), legal guardian(s), resource family foster parent(s), or parent-surrogate(s) parent(s) of a student. When parents are separated or divorced, “parent” means the person or agency who has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.
67. Physical examination – means the examination of the body by a professional licensed to practice medicine or osteopathy, or an advanced practice nurse, or physician assistant. The term includes specific procedures required by statute as stated in N.J.A.C. 6A:16-2.2.



76. Physician assistant (PA) – means a health care professional licensed to practice medicine with physician supervision.
8. School physician – means a physician currently licensed by the New Jersey Board of Medical Examiners in medicine or osteopathy whose training and scope of practice includes child and adolescent health and development ~~with a current license to practice medicine or osteopathy from the New Jersey Board of Examiners who works under a contract or as an employee of the school district.~~ The physician is also referred to as the medical inspector as per N.J.S.A. 18A:40-1.
- B. Medical Examinations – General Conditions (N.J.A.C. 6A:16-2.2)
1. Each student medical examination shall be conducted at the medical home of the student. If a student does not have a medical home, the school district shall provide the examination at the school physician's office or other comparably equipped facility pursuant to N.J.S.A. 18A:40-4.
 2. The findings of required examinations under N.J.A.C. 6A:16-2.2(h)2. through (h)5. and D. through G. below shall include the following components:
 - a. Immunizations pursuant to N.J.A.C. 8:57-4.1 through 4.24;
 - b. Medical history, including allergies, past serious illnesses, injuries, operations, medications, and current health problems;
 - c. Health screenings including height, weight, hearing, blood pressure, and vision; and
 - d. Physical examinations.
 3. Each school shall have available and maintain an automated external defibrillator (AED), pursuant to N.J.S.A. 18A:40-41a.a(1) and (3), that is:



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- a. In an unlocked location on school property, with an appropriate identifying sign;
 - b. Accessible during the school day and any other time when a school-sponsored athletic event or team practice is taking place in which students of the school district or nonpublic school are participating; and
 - c. Within a reasonable proximity of the school athletic field or gymnasium, as applicable.
4. The Board of Education shall make accessible information regarding the **NJ** ~~New Jersey~~ FamilyCare Program for students who are knowingly without medical coverage pursuant to N.J.S.A. 18A:40-34.
5. Information concerning a student's HIV/AIDS status shall not be required as part of the medical examination or health history, pursuant to N.J.S.A. 26:5C-1 et seq.
65. Pursuant to N.J.S.A. 18A:40-4.4, a student who presents a statement signed by his/her parent that required examinations interfere with the free exercise of his/her religious beliefs shall be examined only to the extent necessary to determine whether the student is ill or infected with a communicable disease or under the influence of alcohol or drugs or is disabled or is fit to participate in any health, safety, or physical education course required by law.
- ~~6. Information concerning a student's HIV/AIDS status shall not be required as part of the medical examination or health history pursuant to N.J.S.A. 26:5C-1 et seq.~~
- C. Medical Examinations - Prior to Participation on a School-Sponsored Interscholastic or Intramural **Athletic** Team or Squad for Students Enrolled in Any Grades Six to Twelve **(N.J.A.C. 6A:16-2.2(h)1.)**
1. The school district shall ensure that students receive medical examinations **in accordance with N.J.A.C. 6A:16-2.2(f) and B.1. above and** prior to participation on a school-sponsored interscholastic or intramural **athletic** team/squad or cheerleading team for students enrolled in any grades six to twelve. ~~The~~



~~examination shall be conducted within 365 days prior to the first day of official practice session in an athletic season and shall be conducted by a licensed physician, APN, or PA.~~

a. The examination shall be conducted within 365 days prior to the first day of official practice in an athletic season and shall be conducted by a licensed physician, APN, or PA.

b2. The physical examination shall be documented using the Preparticipation Physical Evaluation (PPE) form developed jointly by the American Academy of Family Physicians, American Academy of Pediatrics, American College of Sports Medicine, American Medical Society for Sports Medicine, American Orthopaedic Society for Sports Medicine, and American Osteopathic Academy of Sports Medicine and is available online at <http://www.state.nj.us/education/students/safety/health/records/athleticphysicalsform.pdf> in accordance with N.J.S.A. 18A:40-41.7.

(1)a. Prior to performing a preparticipation physical examination, the licensed physician, APN, or PA who performs the student-athlete's physical examination shall complete the Student-Athlete Cardiac Screening professional development module and shall sign the certification statement on the PPE form attesting to the completion, pursuant to N.J.S.A. 18A:40-41d.

(a+) If the PPE form is submitted without the signed certification statement and the school district has confirmed that the licensed physician, APN, or PA from the medical home did not complete the module, the student-athlete's parent may obtain a physical examination from a physician who can certify completion of the module or request that the school physician provides the examination.



- (2)b. The medical report shall indicate if a student is allowed or not allowed to participate in the required sports categories and shall be completed and signed by the original examining physician, APN, or PA.
- (3)e. An incomplete form shall be returned to the student's medical home for completion unless the school nurse can provide documentation to the school physician that the missing information is available from screenings completed by the school nurse or physician within the prior 365 days.
- c3. Each student whose medical examination was completed more than ninety days prior to the first day of official practice in an athletic season shall provide a health history update questionnaire completed and signed by the student's parent. The completed health history update questionnaire shall include information listed below as required by N.J.S.A. 18A:40-41.7.b.

The completed health history update questionnaire shall be reviewed by the school nurse and, if applicable, the school athletic trainer and shall include information as to whether, in the time period since the date of the student's last preparticipation physical examination, the student has:

- (1)a. Been advised by a licensed physician, APN, or PA not to participate in a sport;
- (2)b. Sustained a concussion, been unconscious, or lost memory from a blow to the head;
- (3)e. Broken a bone or sprained, strained, or dislocated any muscles or joints;
- (4)d. Fainted or blacked out;
- (5)e. Experienced chest pains, shortness of breath, or heart racing;
- (6)f. Had a recent history of fatigue and unusual tiredness;



REGULATION

ROXBURY TOWNSHIP BOARD OF EDUCATION

STUDENTS
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HEALTH SERVICES (M)

- (7)g. Been hospitalized, visited an emergency room, or had a significant medical illness;
 - (8)h. Started or stopped taking any over the counter or prescribed medications; or
 - (9)i. Had a sudden death in the family, or whether any member of the student's family under the age of fifty has had a heart attack or heart trouble.
- d4. The school district shall provide to the parent written notification signed by the school physician stating approval of the student's participation in athletics based upon the medical report or the reasons for the school physician's disapproval of the student's participation.
- e5. The Board of Education shall will not permit a student enrolled in grades six to twelve to participate on a school-sponsored interscholastic or intramural athletic team or squad unless the student submits a PPE form signed by the licensed physician, APN, or PA who performed the physical examination and, if applicable, a completed health history update questionnaire, pursuant to N.J.S.A. 18A:40-41.7.c.
- f6. The school district shall distribute to a student-athlete and the student-athlete's his or her parent the sudden cardiac arrest pamphlet developed by the Commissioner of Education, in consultation with the Commissioner of Health, the American Heart Association, and the American Academy of Pediatrics, pursuant to N.J.S.A. 18A:40-41.
- (1)a. A student-athlete and the student-athlete's his or her parent annually shall sign the Commissioner-developed form that they received and reviewed the pamphlet, and shall return it, to the student's school pursuant to N.J.S.A. 18A:40-41.d.
 - (2)b. The Commissioner shall update the pamphlet, as necessary, pursuant to N.J.S.A. 18A:40-41.b.



REGULATION

ROXBURY TOWNSHIP BOARD OF EDUCATION

STUDENTS
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HEALTH SERVICES (M)

- (3)e. The Commissioner shall distribute the pamphlet, at no charge, to the all school districts and nonpublic schools, pursuant to N.J.S.A. 18A:40-41.b.

D. Medical Examinations - Upon Enrollment in School (N.J.A.C. 6A:16-2.2(h)2.)

1. The school district shall ensure that students receive medical examinations in accordance with N.J.A.C. 6A:16-2.2(f) and B.1. above and upon enrollment in school. ~~The school district requires a parent to provide within thirty days of enrollment entry-examination documentation for each student.~~
 - a. The school district shall require parents to provide within thirty days of enrollment entry-examination documentation for each student.
 - b2. When a student transfers to another school, the sending school district shall ensure the entry-examination documentation is forwarded to the receiving school district pursuant to N.J.A.C. 6A:16-2.4(d).
 - c3. Students transferring into this school district from out-of-State or out-of-country may be allowed a thirty-day period to obtain entry-examination documentation.
 - d4. The school district shall notify parents through its website or other means about the importance of obtaining subsequent medical examinations of the student at least once during each developmental stage: at early childhood (pre-school through grade three), pre-adolescence (grades four through six), and adolescence (grades seven through twelve).

E. Medical Examinations - When Students Apply for Working Papers (N.J.A.C. 6A:16-2.2(h)3.)

1. ~~Pursuant to N.J.S.A. 34:2-21.7 and 34:2-21.8(3)~~ The school district shall ensure that students receive medical examinations in accordance with N.J.A.C. 6A:16-2.2(f) and B.1. above and when applying for working papers.



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ROXBURY TOWNSHIP BOARD OF EDUCATION

STUDENTS
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HEALTH SERVICES (M)

2. The school district may provide for the administration of a medical examination for a student pursuing a certificate of employment.
 32. The school district shall not be held responsible for the costs for examinations at the student's medical home or other medical provider(s).
- F. Medical Examinations - For the Purposes of the Comprehensive Child Study Team Evaluation Pursuant to N.J.A.C. 6A:14-3.4 (N.J.A.C. 6A:16-2.2(h)4.)
1. The school district shall ensure that students receive medical examinations in accordance with N.J.A.C. 6A:16-2.2(f) and B.1. above and for the purposes of the comprehensive Child Study Team evaluation pursuant to N.J.A.C. 6A:14-3.4.
- G. Medical Examinations - When a Student is Suspected of Being Under the Influence of Alcohol or Controlled Dangerous Substances pursuant to N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 (N.J.A.C. 6A:16-2.2(h)5.)
1. The school district shall ensure that students receive medical examinations in accordance with N.J.A.C. 6A:16-2.2(f) and B.1. above and when a student is suspected of being under the influence of alcohol or controlled dangerous substances, pursuant to N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3.
 24. If a student who is suspected of being under the influence of alcohol or controlled dangerous substances is reported to the certified school nurse, the certified school nurse shall monitor the student's vital signs and general health status for emergent issues and take appropriate action pending the medical examination pursuant to N.J.A.C. 6A:16-4.3.
 32. No school staff shall interfere with a student receiving a medical examination for suspicion of being under the influence of alcohol or controlled dangerous substances pursuant to N.J.A.C. 6A:16-4.3.



REGULATION

ROXBURY TOWNSHIP
BOARD OF EDUCATION

STUDENTS
R 5310/Page 9 of 9
HEALTH SERVICES (M)

H. Health Screenings (N.J.A.C. 6A:16-2.2(l))

The Board of Education shall ensure that students receive health screenings in accordance with N.J.A.C. 6A:16-2.2(l).

1. Screening for height, weight, and blood pressure shall be conducted annually for each student in Kindergarten through grade twelve.
2. Screening for visual acuity shall be conducted biennially for students in Kindergarten through grade ten.
3. Screening for auditory acuity shall be conducted annually for students in Kindergarten through grade three and in grades seven and eleven pursuant to N.J.S.A. 18A:40-4.
4. Screening for scoliosis shall be conducted biennially for students between the ages of ten and eighteen pursuant to N.J.S.A. 18A:40-4.3.
5. Screenings shall be conducted by a school physician, school nurse, or other school personnel properly trained.
6. The school district shall notify the parent of any student suspected of deviation from the recommended standard.
7. The school nurse or designee shall screen to ensure hearing aids worn by students who are deaf and/or hard of hearing are functioning properly. The school nurse or designee will ensure any FM hearing aid systems in classrooms or any school equipment in the school building used to assist students to hear, are functioning properly.

Adopted 14 October 2013

Revised: 16 May 2016

Revised: TBD



POLICY

ROXBURY TOWNSHIP
BOARD OF EDUCATION

Finances
6112/Page 1 of 3

REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)

6112 REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)

M

The Cash Management Improvement Act (CMIA) and related Federal regulations require a State to minimize the time elapsing between the transfer of funds from the United States Treasury and the expenditure of funds for program purposes. This requirement applies to grantees such as the State of New Jersey and their subgrantees, such as a school district. The State of New Jersey and school districts must assure funds have been, or will be, spent within a minimal amount of time after having been drawn from the Federal government.

In accordance with this requirement, the New Jersey Department of Education (NJDOE) has implemented a reimbursement request system of payment. The procedures as outlined in the New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures shall be followed by school districts in submitting reimbursement requests. Reimbursement requests for entitlement grant awards under the Every Student Succeeds Act (ESSA), the Individuals with Disabilities Education Act (IDEA), the **Strengthening Career and Technical Education for the 21st Century Act** ~~Carl D. Perkins Career and Technical Education Improvement Act of 2006~~, and any other program designated by the NJDOE shall be made using the NJDOE's Electronic Web-Enabled Grant (EWEG) System.

Reimbursement requests by the School Business Administrator/Board Secretary or designee shall be made for individual titles and awards using the payment functionality of the EWEG system. Only one reimbursement request per month may be submitted for an individual title, award, or subgrant. Reimbursement requests may only be for expenditures that have already occurred or will occur within three business days of receipt of funds.

The submission of a reimbursement request constitutes a certification by the School Business Administrator/Board Secretary that the school district has previously made the appropriate expenditures and/or will make the expenditures within three business days of receipt of funds and that the expenditures are allowable and appropriate to the cost objective(s) of the subgrant.

The Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if a new budget category for which no funds were previously budgeted or approved has been created. The



REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)

Superintendent or designee is responsible for submitting an amendment application to the NJDOE for approval if cumulative transfers among expenditure categories exceed ten percent of the total award. The Superintendent or designee is responsible for monitoring the cumulative ten percent level of fiscal change.

Reimbursement requests must be in accordance with approved grant applications. A reimbursement request may be submitted at any time after the subgrant has received final NJDOE approval. Reimbursement requests submitted at least ten business days before the end of the month but no later than the fifteenth day of the month will be reviewed and, if approved, processed for payment the first business day of the following month. School districts will normally receive payment by the fifth business day of the month and will be able to track the grant's payment history in EWEG through the payments link of the grant application.

Reimbursement requests must contain a brief description of the expenditures for which reimbursement is being requested. Individual line items need not be detailed. Expenditures must be supported by documentation at the school district level but should not be submitted to the NJDOE with a reimbursement request. The Superintendent or designee is responsible to maintain supporting documentation for seven years and for making it available to the NJDOE, the United States Department of Education, and/or their authorized representatives upon request. Documentation for salary expenditures is subject to the requirements of the Federal Uniform Grant Guidance. Documentation for all other expenditures must include evidence that the expenditures are allowable costs and of the relationship of the expenditure to the subgrant's cost objectives.

The NJDOE staff will review reimbursement requests to determine that they meet the subgrant's criteria. When a reimbursement request is approved or denied, the school district will receive an email notification through the EWEG system. Approval of a reimbursement request by NJDOE does not imply approval of the expenditures as allowable or appropriate to the subgrant's cost objectives as the approval of expenditures will continue to be processed through the final report. The School Business Administrator/Board Secretary or designee assumes responsibility for assuring that all funds requested through the EWEG system either have already been expended, or will be expended within three business days of receipt of funds.

New Jersey Department of Education Policies and Procedures for Reimbursement of Federal and Other Grant Expenditures – March 2014



POLICY

REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)

Adopted: 14 October 2013
Revised: 18 November 2019
Revised: TBD



REGULATION

FINANCES

R 6115.01/page 1 of 2

Federal Awards/Funds Internal Controls –
Allowability of Costs

M

R 6115.01 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS –
ALLOWABILITY OF COSTS

- A. In addition to the procedures used to determine the allowability of costs in accordance with 2 CFR §200.403 as outlined in Policy 6115.01 and this Regulation, the following procedures will be completed by the school district for Federal awards:
1. The Superintendent of Schools will designate a grant administrator for each Federal program in the district and Federal program the Board of Education submits an application for funding.
 2. The grant administrator shall complete the following responsibilities for a Federal grant submission:
 - a. Complete the grant application for approval by the Superintendent and the Board of Education;
 - b. Collaborate with the School Business Administrator/Board Secretary or designee to develop the budget to include all applicable costs;
 - c. Ensure all costs included on the grant application are allowable costs in accordance with 2 CFR §200.403; and
 - d. Work with the School Business Administrator/Board Secretary to ensure costs meet the general criteria in order to be allowable under Federal awards as outlined in Policy 6115.01 and 2 CFR §200.403.
 3. Upon approval and funding of the Federal grant program, the grant administrator will:



REGULATION

FINANCES

R 6115.01/page 2 of 2

Federal Awards/Funds Internal Controls –
Allowability of Costs

- a. Provide professional development and training to all school staff members working in the Federal program and any additional school staff members the grant administrator determines should be provided the professional development and training to ensure all staff members are providing the services approved and required by the grant;
 - b. Monitor the Federal grant program to ensure the program is being administered in accordance with the requirements of the grant; and
 - c. Oversee the program’s expenditures to ensure the grant funds are budgeted and expended in accordance with the grant application and approval.
4. Upon completion of the Federal grant program, the grant administrator will work with the School Business Administrator/Board Secretary or designee to complete any close-out and final reports as required by the Federal grant.

Adopted: **TBD**



POLICY

FINANCES

6115.04/page 1 of 2

Federal Funds – Duplication of Benefits

M

6115.04 FEDERAL FUNDS – DUPLICATION OF BENEFITS

A requirement for a Board of Education/local education agency (LEA) who accepts funds from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) – Elementary and Secondary School Emergency Relief Fund (ESSERF II); American Rescue Plan Elementary and Secondary Schools Emergency Relief (ARP ESSER); and all Federal programs and grants is for the LEA to have a Duplication of Benefits (DOB) Policy. DOB occurs when a person, household, business, government, or other entity receives financial assistance from multiple sources for the same purpose, and the total assistance received for that purpose is more than the total need for assistance.

The School Business Administrator/Board Secretary shall be responsible for ensuring no DOB occurs and will be responsible for ensuring compliance by subcontractors, subrecipients, and other partners.

To comply with DOB requirements, an LEA that accepts Federal funds is required by the Coronavirus Aid, Relief, and Economic Security (CARES) Act to establish and follow procedures to ensure that DOB does not occur. Establishing a process to effectively identify and prevent DOB is critical for the LEA to effectively manage multiple active funding streams related to coronavirus response and efficiently target resources to meet unmet needs within the school district. The Board of Education is solely responsible for ensuring that an actual DOB does not occur.

To prevent DOB, the LEA will have:

1. A requirement that the LEA must agree to repay assistance that is determined to be duplicative. This may be documented through a subrogation agreement or similar clause included in the agreement with the LEA. The LEA will establish a protocol to monitor compliance based on risk of DOB for each activity; and



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FINANCES

6115.04/page 2 of 2

Federal Funds – Duplication of Benefits

2. A method of assessing whether the use of these funds will duplicate financial assistance that is already received or is likely to be received (such as insurance proceeds) by acting reasonably to evaluate the need and the resources available to meet that need. The LEA will evaluate current programs available at the local, county, State, and Federal level as well as current and anticipated non-governmental assistance from nonprofits or faith-based groups and establish lines of communication for preventing DOB.

To analyze DOB, the LEA will complete the following steps:

1. Assess Need: Determine the amount of need (total cost);
2. Determine Assistance: Determine the amount of assistance that has or will be provided from all sources to pay for the cost;
3. Calculate Unmet Need: Determine the amount of assistance already provided compared to the need to determine the maximum award (unmet need); and
4. Document Analysis: Document calculation and maintain adequate documentation justifying determination of maximum award.

In DOB calculations, private loans are not considered a form of assistance and will not be considered when calculating DOB. However, subsidized loans from the Small Business Administration or Federal Emergency Management Agency will be included in the DOB analysis unless one of the three exceptions below is met:

1. Short-term subsidized loans (e.g. bridge loans) for costs later reimbursed with Federal funds;
2. Declined or cancelled subsidized loans; or
3. Loan assistance used toward a loss suffered as a result of a major disaster or emergency.

Adopted: **TBD**



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Finances
6311/Page 1 of 2

CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

6311 CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

Any vendor providing goods or services to the school district to be funded by a Federal grant must be cleared for contract in accordance with the provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.213 – Suspension and Debarment.

The School Business Administrator/Board Secretary shall be responsible to check the web-based System for Award Management (SAM) maintained by the United State government General Services Administration (GSA). The purpose of the SAM Exclusion List is to provide a single comprehensive list of individuals and firms excluded by Federal government agencies from receiving Federal contracts or Federally approved contracts or Federally approved subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.

The School Business Administrator/Board Secretary, upon opening of bids or upon receipt of proposals for goods or services to be funded by a Federal grant shall access the SAM to determine if the vendor has been disbarred, suspended, or proposed for disbarment. The School Business Administrator/Board Secretary shall also access the SAM list immediately prior to the award of a bid or contract to ensure that no award is made to a vendor on the list.

In the event a vendor under consideration to be awarded a bid or contract for goods or services to be funded by a Federal grant is on the SAM list or proposed for disbarment, the School Business Administrator/Board Secretary shall comply with the contracting restrictions as outlined in 2 CFR §200.

Continuation of current contracts and restrictions on subcontracting with vendors who are on the SAM list or proposed for disbarment shall be in accordance with the limitations as outlined in 2 CFR §200.

Any rejection of a bid or disqualification of a vendor who has been disbarred, suspended, or proposed for disbarment shall be consistent with the requirements as outlined in N.J.S.A. 18A:18A – Public School Contracts Law and all applicable State laws.

The applicability of the provisions of this Policy apply to covered transactions as defined in 2 CFR §3485.220. A covered transaction is any contract that is awarded by the Board of Education that is covered under 2 CFR §180.210 and the



CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

amount of the contract is expected to equal or exceed \$25,000, unless the Board chooses a lower threshold.

Compliance with the provisions of 2 CFR §200 and this Policy must be demonstrated by written evidence to be maintained by the School Business Administrator/Board Secretary. Examples of evidence include printouts of searches from the SAM, imprints from an ink stamp, or Avery or similar labels affixed to purchase orders memorializing performance of this verification.

2 CFR §200

2 CFR §3485.220

2 CFR §180.210

Adopted: 14 October 2013

Revised: 15 November 2021

Revised: TBD



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Property
7440/Page 1 of 3
SCHOOL DISTRICT SECURITY (M)

7440 SCHOOL DISTRICT SECURITY (M)

M

The Board of Education believes the buildings and facilities of the school district represent a substantial community investment. The Board directs the development and implementation of a plan for school district security to protect that the school community's investment in the school buildings and facilities, providing for the safety of students, employees, and authorized visitors. The Board will comply with the security measures required in N.J.S.A. 18A:7G-5.2 for new school construction and for existing school buildings.

The school district security program will include: maintenance of facilities that are secure against unwelcome intrusion; protection against fire hazards and faulty equipment; and compliance with safe practices in the use of electrical, plumbing, heating, and other school building equipment. ~~The Board directs close cooperation of district officials with law enforcement, fire officials, and other emergency agencies.~~

As used in this Policy and N.J.S.A. 18A:41-7.1, "critical incident mapping data" means information provided in electronic or digital form to assist first responders in an emergency including, but not limited to: aerial images of schools; floor plans, including room and suite numbers; building access points; locations of hazardous materials and utility shut-offs; and any other relevant location information.

The Board shall provide to local law enforcement authorities **critical incident mapping data** ~~a copy of the current blueprints and maps~~ for all schools and school grounds ~~within the school district or nonpublic school~~. In the case of a school building located in a municipality in which there is no municipal police department, critical incident mapping data shall be provided to an entity designated by the Superintendent of the New Jersey State Police. The Board shall provide revised **mapping data** ~~copies~~ to the applicable law enforcement authorities or designated entities any time that there is a change to the **critical incident mapping data** ~~blueprints or maps~~.

Critical incident mapping data provided pursuant to N.J.S.A. 18A:41-7.1.a. shall be: compatible with all platforms and applications used by local, State, and Federal law enforcement authorities; provided in a printable format; and verified for accuracy through an annual walkthrough of school buildings and school grounds.



Nothing in this Policy or N.J.S.A. 18A:41-7.1 shall be construed to require local law enforcement authorities or designated entities to access critical incident mapping data using third party viewing software.

The Board directs close cooperation of district officials with law enforcement, fire officials, and other emergency agencies.

Each public elementary and secondary school building shall be equipped with at least one panic alarm for use in a school security emergency pursuant to N.J.S.A. 18A:41-10 through 13 and this Policy and Regulation 7440.

The Superintendent of Schools shall designate a school administrator, or a school employee with expertise in school safety and security, as a School Safety Specialist for the district in accordance with the provisions of N.J.S.A. 18A:17-43.3 and this Policy and Regulation 7440. The School Safety Specialist shall be required to acquire a New Jersey Department of Education School Safety Specialist certification in accordance with the provisions of N.J.S.A. 18A:17-43.2 and this Policy and Regulation 7440. The School Safety Specialist shall also serve as the school district's liaison with local law enforcement and national, State, and community agencies and organizations in matters of school safety and security.

Access to school buildings and grounds outside the hours school is in session shall be limited to personnel whose employment requires their presence in the facility. An adequate key control system will be established to limit building access to authorized personnel and guard against the potential of intrusion by unauthorized persons who have obtained access improperly.

In accordance with N.J.S.A. 18A:7G-5.2.b.(15), propping open doors to buildings on school grounds is strictly prohibited and students and staff shall not open a door for any individual. All persons seeking entry into school facilities shall be directed to the secure vestibule entrances.

Building records and funds shall be kept in a safe place and secured as appropriate and necessary.

Protective devices designed to be used as safeguards against illegal entry and vandalism may be installed when appropriate. The Board may approve the employment of school resource officers, school security officers, and/or law enforcement officers in situations in which special risks are involved.



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The school district shall annually conduct a school safety audit for each school building in accordance with the provisions of N.J.S.A. 18A:41-14.

N.J.S.A. 18A:7G-5.2; 18A:17-43.1; 18A:17-43.2; 18A:17-43.3
18A:41-7.1; 18A:41-10; 18A:41-11; 18A:41-12;
18A:41-13; 18A:41-14
N.J.A.C. 6A:16-1.3; 6A:26-1.2

Adopted: 14 October 2013
Revised: 19 March 2018
Revised: 6 May 2019
Revised: 18 November 2019
Revised: 14 December 2020
Revised: TBD



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Community
9100/Page 1 of 1
PUBLIC RELATIONS

9100 PUBLIC RELATIONS

~~The Board of Education directs the implementation of a public relations program to foster the continuing and constructive cooperation of this school district with parent(s) or legal guardian(s), community organizations and institutions, representatives of business and industry, and other members of the community served by the school district.~~

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~~The Superintendent shall consult with representatives of the community in the development of educational goals for the district, objectives and standards for the educational program, and the family life education curriculum. The Board encourages the involvement of community members in the governance of the district through advisory committees, in accordance with Policy No. 9140.~~

-

~~The Board respects the contributions to community life made by business, industry, labor, charitable organizations, cultural institutions, volunteer associations, and other community groups that enrich the educational potential of the community. The Superintendent shall be alert to opportunities for an educational program expanded and enriched by utilization, both within and without the schools, of a diversity of community resources. A file of community resources shall be maintained in each school building.~~

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~~The Board directs all district employees to acquaint residents with the work of the schools; to give thoughtful and courteous consideration to all inquiries and suggestions and carefully investigate all complaints; to make parent(s) or legal guardian(s) feel welcome in the school and in the classroom; to cooperate with parent organizations and other groups of residents seeking information or offering assistance to the schools; to treat all students with firmness, sensitivity, intelligence, and fairness so as to command their respect and enlist the cooperation of their parent(s) or legal guardian(s); and to work with others in a manner conducive to high morale and meriting the respect of the community.~~

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~~Adopted: 14 October 2013~~



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Community
9140/Page 1 of 2
CITIZENS ADVISORY COMMITTEES (M)

9140 CITIZENS ADVISORY COMMITTEES (M)

M

The Board of Education encourages success of the school system depends, to a large extent, on open channels of communication between the school district community and the community at large. Citizens advisory committees may be particularly useful in keeping the Board of Education and the administration informed with regard to community opinion and in representing the community in the study of specific school problems.

The Board may establish a citizens advisory committees as standing committees to serve in a liaison function to provide input to the Board and the administration from between the local community and the schools, as permanent committees for funded programs as the law requires; and as the Board sees fit need arises.

In creating a new citizens advisory committee, the Board may shall appoint: members of the community who are able and interested in the subject and concerned about the schools; appoint members who represent a wide range of community interests and backgrounds; appoint a chairperson; and appoint one or more Board members; and school staff members to serve as ex officio members. The Board President or designee and the Superintendent or designee shall serve as members of the citizens advisory committee.

In charging a new citizens advisory committee, the Board shall define the citizens advisory committee assignment in writing, set a date for a preliminary and final report(s) to the Board, and establish a budget, if needed. Expenditures of district funds by a citizens advisory committees shall be made only upon the approval of the Superintendent.

Recommendations of an citizens advisory committee shall not reduce the responsibility of the Board, which may accept, or reject, or modify a citizens advisory committee's recommendations in the exercise of its statutory discretion.

Meetings of an citizens advisory committee that are open to or attended by fewer than a majority of the members of the Board are not subject to the Open Public Meetings Act and need not be open to the public, except as expressly permitted by the Board.

N.J.A.C. 6:30-1.5; 6:31-1.14(b)
20 U.S.C.A. 3801 et seq.



POLICY

Adopted: 14 October 2013

Revised: TBD



REGULATION

ROXBURY TOWNSHIP BOARD OF EDUCATION

COMMUNITY
R 9140/Page 1 of 2
CITIZENS ADVISORY COMMITTEE (M)

R 9140 CITIZENS ADVISORY COMMITTEE (M)

M

A. ~~Appointment~~

-

~~In order to form the membership of advisory committees to the Board of Education, the President shall:~~

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~~1. Appoint residents who are able and interested in the subject and concerned about the schools;~~

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~~2. Appoint a chairperson;~~

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~~3. Appoint himself/herself and the Superintendent as ex-officio members of the committee;~~

-

~~4. Define the committee assignment in writing;~~

-

~~5. Appoint an administrator advisor.~~

-

B. ~~Operation~~

-

~~1. All members of the committee, whether elected Board members, residents, or staff employees are intended to have the same rights, participation, and vote.~~

-

~~2. The chairperson shall call committee meetings, establish agenda, and provide liaison with staff where necessary.~~

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~~3. It is expected that some committees will meet more often than others in accordance with a schedule determined by its membership.~~

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~~4. Meetings of an advisory committee shall not be open to the public.~~

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~~5. A committee chairperson may call a special meeting of his/her committee at any time with due consideration to applicable statutes, rules, and regulations.~~

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C. ~~Recommendations~~



REGULATION

ROXBURY TOWNSHIP BOARD OF EDUCATION

COMMUNITY
R 9140/Page 2 of 2
CITIZENS ADVISORY COMMITTEE (M)

- ~~1. Recommendations of advisory committees shall not reduce the responsibility of the Board, which shall be free to accept or reject the recommendations as it sees fit.~~
- ~~2. Members of committees who are not elected Board members may not make decisions nor bind the Board or the school district in matters that are reserved to Board members by law.~~
- ~~3. Matters concerned with individual school district employees or students are not appropriate matters for consideration by non-elected members of the committees, but the philosophy, goals, and objectives related to programs, organization, structure, resources, facilities, and finance are.~~

~~Issued: 14 October 2013~~

ABOLISHED



ANNUAL REAPPOINTMENTS

ROXBURY TWP BOE 5/8/23 :: EXHIBIT HR1 :: Administrators and Supervisors

[+] Dates noted contingent on attendance and subject to change.

	Last Name	First Name	Position	Start Date	End Date	23/24 Salary	Tenured? [+]
1	ACEVEDO	NICOLE	Principal of Kennedy Elementary School	07/01/23	06/30/24	\$126,161	Tenured
2	ARGENZIANO	CHRISTOPHER	Principal of Lincoln Roosevelt Elementary School	07/01/23	06/30/24	\$133,705	Tenured
3	BELLARDINO	ALYSSA	Supervisor of Humanities, Gr. PK - 6	07/01/23	06/30/24	\$97,412	Tenured in district, gaining in position 07/02/2023
4	COSGROVE	MELISSA	Principal of Jefferson Elementary School	07/01/23	06/30/24	\$132,577	Tenured
* 5	CRISPINO	WILLIAM	Assistant Principal at Roxbury High School	07/01/23	06/30/24	\$107,432	Non-Tenured
* 6	DEBARROS	JOEL	Assistant Director of Special Services	07/01/23	06/30/24	\$119,647	Tenured in district, gaining in position 07/02/2023
* 7	FERRARE	LISA	Director of Human Resources & Staff Development	07/01/23	06/30/24	\$157,307	Tenured in district, gaining in position 02/17/2024
* 8	FISCINA	JEFFREY	Supervisor of Mathematics; Business; and Family & Consumer Science, Gr. 7 - 12	07/01/23	06/30/24	\$102,458	Tenured
* 9	GALLAGHER	AMY	Director of Special Services	07/01/23	06/30/24	\$154,834	Tenured
10	GALLAGHER	PAUL	Principal of Eisenhower Middle School	07/01/23	06/30/24	\$143,365	Tenured
* 11	HALL	MELISSA	Assistant Principal at Roxbury High School	07/01/23	06/30/24	\$117,530	Non-Tenured
12	HAMER	BRIAN	Principal of Franklin Elementary School	07/01/23	06/30/24	\$118,588	Tenured in district, gaining in position 02/17/2024
13	KELLY	ERIKA	Supervisor of Applied Science, Gr. PK - 6	07/01/23	06/30/24	\$97,412	Non-Tenured
* 14	KOLBUSCH	MARY	Assistant Business Administrator/Board Secretary	07/01/23	06/30/24	\$93,434	Non-Tenured
15	LA MONICA	CHRISTINA	Assistant Principal at Eisenhower Middle School	07/01/23	06/30/24	\$100,201	Non-Tenured
16	LYNCH	DANIELLE	Principal of Nixon Elementary School	07/01/23	06/30/24	\$142,619	Tenured
* 17	MANN	MONICA	Director of Guidance	07/01/23	06/30/24	\$119,674	Non-Tenured
* 18	MASON	STUART	Director of Athletics/Student Activities; Supervisor of Health & PE K - 12	07/01/23	06/30/24	\$163,908	Tenured
* 19	MAWN	MATTHEW	Supervisor of Science; Engineering, Design, & Technology; & Visual Arts, Gr. 7 - 12	07/01/23	06/30/24	\$95,036	Non-Tenured
* 20	MILLER	DOMINICK	Principal of Roxbury High School	07/01/23	06/30/24	\$170,891	Tenured
* 21	MONDANARO	JOSEPH	Business Administrator/Board Secretary	07/01/23	06/30/24	\$163,641	Tenured
* 22	SCHMIDT	ERIC	Supervisor of English Language Arts & Performing Arts, Gr. 7 - 12	07/01/23	06/30/24	\$103,572	Tenured
* 23	SEIPP	CHARLES	Assistant Superintendent for Curriculum & Instruction	07/01/23	06/30/24	\$192,815	Tenured
* 24	TROKAN	MATTHEW	Supervisor of Social Studies & World Languages, Gr. 7 - 12	07/01/23	06/30/24	\$100,092	Tenured 08/06/2023
25	ZEGAR	CHRISTOPHER	Assistant Principal at Lincoln Roosevelt Elementary School	07/01/23	06/30/24	\$125,114	Tenured in district, gaining in position 02/17/2024

ANNUAL REAPPOINTMENTS

ROXBURY TWP BOE 5/8/23 :: EXHIBIT HR2 :: Teachers & Educational Services Personnel

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[^] Step, Level, and Salary pending completion of REA negotiations.

[+] Dates noted contingent on attendance and subject to change.

	Last Name	First Name	Loc	Position	Start Date	End Date	23/24 FTE if diff than 1.00	22/23 Step [^]	22/23 Level [^]	22/23 Salary [^]	Tenured? [+]
1	AGUERO	BRITTANY	NES	Teacher	09/01/23 [#]	06/30/24		9	MA	\$66,055	Non-Tenured
2	ALLEN	ERIN	KES	Teacher	09/01/23 [#]	06/30/24		19	MA	\$84,966	Tenured
3	ALLISON	ROBERT	FES	Teacher	09/01/23 [#]	06/30/24		10	BA	\$62,855	Tenured
4	ANTHONY	LYDIA	NES	Teacher	09/01/23 [#]	06/30/24		6-7	BA	\$57,425	Non-Tenured
5	ARMS	VICTORIA	NES	Teacher	09/01/23 [#]	06/30/24		14-15	MA	\$74,387	Tenured
6	BABETSKI	DAVID	EMS	Teacher	09/01/23 [#]	06/30/24		8	MA+30	\$67,475	Tenured
7	BABUS	JENNIFER	FES, NES	OT	09/01/23 [#]	06/30/24		9	MA	\$66,055	Non-Tenured
8	BARBATO	SHELBY	FES	SLS	09/01/23 [#]	06/30/24		8	MA	\$64,125	Tenured
* 9	BARBOLINI	CARISSA	RHS	School Counselor	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured
10	BARRY	KENNETH	LRS	Teacher	09/01/23 [#]	06/30/24		6-7	BA	\$57,425	Non-Tenured
* 11	BASSO	GREGORY	RHS	Teacher	09/01/23 [#]	06/30/24		21	MA+30	\$96,455	Tenured
12	BATTAGLIA	KERRY	LRS	Teacher	09/01/23 [#]	06/30/24		19	MA	\$84,966	Tenured
* 13	BAXTER	JENNIFER	RHS	School Social Worker	07/01/23	06/30/24	1.10	20	MA	\$97,642	Tenured
14	BECKER	LAUREN	JES	Teacher	09/01/23 [#]	06/30/24		11-13	BA	\$65,330	Tenured
* 15	BEDNARCIK	SARAH	EMS, RHS	Teacher	09/01/23 [#]	06/30/24		19	MA	\$84,966	Tenured
* 16	BEDOYA	JUDY	RHS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
* 17	BELFIORE	CHRISTINA	RHS	School Counselor	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured
* 18	BENBOW	JONATHAN	RHS	Teacher	09/01/23 [#]	06/30/24		20	BA+15	\$85,516	Tenured
19	BETZ	CHELSEA	KES, NES	OT	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Non-Tenured
* 20	BEWALDER	KEVIN	RHS	Teacher	09/01/23 [#]	06/30/24		21	BA+15	\$89,302	Tenured
21	BIANK	DAVID	LRS	Teacher	09/01/23 [#]	06/30/24		1	BA	\$55,440	Non-Tenured
22	BILLECI	JENNIFER	EMS	Teacher	09/01/23 [#]	06/30/24		11-13	MA+30	\$74,080	Tenured
* 23	BISCHOFF	DEREK	RHS	Teacher	09/01/23 [#]	06/30/24		11-13	BA	\$65,330	Tenured
24	BLESSING	KELLY	NES	Teacher	09/01/23 [#]	06/30/24		20	MA+30	\$92,015	Tenured
25	BLEWITT	JESSICA	EMS	Teacher	09/01/23 [#]	06/30/24		20	MA+15	\$90,390	Tenured
* 26	BLOUGH	CHRISTOPHER	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
27	BOLLING	KELSEY	NES	Teacher	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Non-Tenured
* 28	BOYMANN	LISA	RHS	Teacher	09/01/23 [#]	06/30/24		16-17	BA	\$71,405	Non-Tenured
29	BREMER	JACLYN	JES	Teacher	09/01/23 [#]	06/30/24		14-15	MA	\$74,387	Tenured
30	BRENNAN	LAUREN	EMS	Teacher	09/01/23 [#]	06/30/24		9	MA+15	\$67,680	Tenured
31	BROOKES	JOYCE	EMS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
32	BROWN	KARISA	EMS	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Tenured 02/27/2024
33	BUCHANAN	STACEY	LRS	Teacher	09/01/23 [#]	06/30/24		21	MA+30	\$96,455	Tenured
* 34	BURD	MARY ELLEN	RHS	Teacher	09/01/23 [#]	06/30/24		23	BA	\$91,045	Tenured
* 35	BURKAT	WALTER	RHS	Teacher	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Tenured 05/19/2024
* 36	BURKE	JENNA	RHS	Teacher	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Tenured
* 37	BURLEIGH	DEBORAH	RHS	Teacher	09/01/23 [#]	06/30/24		11-13	MA+30	\$74,080	Tenured
38	BYRNE	KATHLEEN	KES	Teacher	09/01/23 [#]	06/30/24		23	BA+30	\$98,045	Tenured
* 39	CACCAVALE	FRANK	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured 09/04/2023
40	CADENA	MEAGHAN	LRS	Teacher	09/01/23 [#]	06/30/24		11-13	BA	\$65,330	Tenured
* 41	CAIVANO	ROXANA	RHS	School Library Media Specialist	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
* 42	CANTWELL	KEVIN	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
* 43	CAPPELLO	NATALIA	RHS	Teacher	09/01/23 [#]	06/30/24		20	MA+30	\$92,015	Non-Tenured
44	CAPRA	ROBERT	EMS	Teacher	09/01/23 [#]	06/30/24		21	MA+30	\$96,455	Tenured
45	CARROLL	STACEY	JES	Teacher	09/01/23 [#]	06/30/24		14-15	BA	\$68,305	Tenured
* 46	CHRISTIANSSEN	EMILY	RHS	Teacher	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Tenured
47	CICCHINO	ASHLEY	JES	School Counselor, ABS	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured
48	CLARK	JENNIFER	NES	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
* 49	CONNOLLY	JAMES	RHS	Teacher	09/01/23 [#]	06/30/24		9	MA	\$66,055	Tenured
* 50	CONRAD	JEFFREY	EMS, RHS	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
51	CORDEIRO	MARCIA	EMS	Teacher	09/01/23 [#]	06/30/24		23	BA+15	\$95,482	Tenured
52	CORRENTI	ALISON	LRS	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Tenured
53	CRITELLI	PAUL	EMS	Teacher	09/01/23 [#]	06/30/24		21	MA	\$92,805	Tenured
54	CULLENY	KAITLYN	LRS	Teacher	09/01/23 [#]	06/30/24		1	BA	\$55,440	Non-Tenured
* 55	CUNETTA	LEANNE	RHS	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Tenured 09/04/2023
56	CURADO	SANDRA	LRS	Teacher	09/01/23 [#]	06/30/24		8	MA	\$64,125	Non-Tenured
57	CURET	CARLOS	EMS	Teacher	09/01/23 [#]	06/30/24		18	MA+30	\$84,330	Tenured
58	CURLEY	KELSEY	EMS	Teacher	09/01/23 [#]	06/30/24		9	MA+30	\$69,405	Tenured
59	CURTISS	KAREN	NES	Teacher	09/01/23 [#]	06/30/24		16-17	BA	\$71,405	Non-Tenured
60	DALUPANG	SHERLYNE	LRS	School Psychologist	07/01/23	06/30/24	1.10	8	MA+30	\$74,223	Tenured
* 61	DAMELIO	KELLIE	RHS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
62	DARLING	SAMANTHA	EMS	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Tenured 12/03/2023
63	DAVENPORT	MELISSA	LRS	Teacher	09/01/23 [#]	06/30/24		6-7	BA	\$57,425	Tenured

ANNUAL REAPPOINTMENTS

ROXBURY TWP BOE 5/8/23 :: EXHIBIT HR2 :: Teachers & Educational Services Personnel

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[+] Dates noted contingent on attendance and subject to change.

	Last Name	First Name	Loc	Position	Start Date	End Date	23/24 FTE if diff than 1.00	22/23 Step [^]	22/23 Level [^]	22/23 Salary [^]	Tenured? [+]
* 64	DE ROSA	MARY	RHS	Teacher	09/01/23 [#]	06/30/24		23	BA	\$91,045	Tenured
65	DEANGELIS	JULIANA	NES	Teacher	09/01/23 [#]	06/30/24		1	MA	\$60,840	Non-Tenured
66	DEEB	LOREY	KES	Teacher	09/01/23 [#]	06/30/24		8	MA+15	\$65,750	Tenured
67	DEL ROSARIO	MONICA	LRS, EMS	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Non-Tenured
68	DEL RUSSO	STEFANIE	LRS	School Counselor, ABS	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Tenured
69	DEMAIO	BRITTANY	JES	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Non-Tenured
70	DEMAREST	KAREN	FES	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
* 71	DEMOVA	BOHDANKA	RHS	Teacher	09/01/23 [#]	06/30/24		21	MA+30	\$96,455	Tenured
72	DERENDAL	LYNDSAY	FES	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Non-Tenured
73	DERRICK	BARBARA	JES	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
74	DESIATO	CHRISTINE	KES	Teacher	09/01/23 [#]	06/30/24		11-13	MA+30	\$74,080	Tenured
75	DI BIASE	MICHELE	JES	Teacher	09/01/23 [#]	06/30/24		16-17	BA+15	\$74,941	Tenured
76	DIORENZO	SARAH	FES	School Library Media Specialist	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured
* 77	DIORIO	DANNY	RHS	Teacher	09/01/23 [#]	06/30/24		9	BA	\$60,655	Tenured 05/02/2024
78	DIPIETRO	SEBASTIAN	EMS	Teacher	09/01/23 [#]	06/30/24		14-15	BA	\$68,305	Tenured
* 79	DOLAN	JAMES	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+15	\$100,806	Tenured
* 80	DONEGAN	BRENDAN	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
81	DONEGAN	JENNIFER	LRS	Teacher	09/01/23 [#]	06/30/24		22	MA+30	\$100,316	Tenured
* 82	DONNELLY	STEPHEN	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
* 83	DOUGLAS	DIANE	RHS	Teacher	09/01/23 [#]	06/30/24		21	MA+30	\$96,455	Tenured
* 84	DOYLE	ROBERT	RHS	Teacher	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Tenured
85	DRANOFF	JENNIFER	FES	Teacher	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured
* 86	DRESSEL	MICHELE	RHS	LDT-C	09/01/23 [#]	06/30/24		18	MA+30	\$84,330	Non-Tenured
87	DRURY	SEAN	FES	Teacher	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Tenured
* 88	DUNN	ROBIN	RHS	Teacher	09/01/23 [#]	06/30/24		21	MA+30	\$96,455	Tenured
89	ECHEVARRIA	STEPHANIE	NES	Teacher	09/01/23 [#]	06/30/24		6-7	BA	\$57,425	Tenured
90	EHRICH	TRACY	NES	Teacher	09/01/23 [#]	06/30/24		21	MA	\$92,805	Tenured
91	ENGLE	RICK	EMS	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
92	ERDREICH	CARA	JES	Teacher	09/01/23 [#]	06/30/24		6-7	BA+30	\$61,925	Tenured
93	ESPOSITO	ELIZABETH	EMS	Teacher	09/01/23 [#]	06/30/24		18	BA	\$74,630	Tenured
94	ESPOSITO	GERI	EMS	SAC, ABS	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
95	ESTES	STACEY	FES, JES	School Social Worker	07/01/23	06/30/24	1.10	10	MA	\$75,293	Tenured
96	EVANS	DANIELLE	NES	SLS	09/01/23 [#]	06/30/24		10	MA+30	\$71,605	Tenured
* 97	FAGAN	MARGARET	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
98	FARINA	KIMBERLY	EMS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+15	\$79,183	Tenured
* 99	FEEHAN	MARTHA	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
100	FERRENTINO	MARGARET	LRS	Teacher	09/01/23 [#]	06/30/24		20	MA+15	\$90,390	Tenured
* 101	FIORAMO	JOSEPH	RHS	Teacher	09/01/23 [#]	06/30/24		11-13	MA+30	\$74,080	Tenured
102	FLAMMER	SUZANNE	JES	Teacher	09/01/23 [#]	06/30/24		14-15	MA+15	\$75,739	Tenured 09/04/2023
* 103	FLYNN	PETER	RHS	Teacher	09/01/23 [#]	06/30/24		11-13	BA	\$65,330	Tenured
104	FOLKERS	CAITLIN	LRS	Teacher	09/01/23 [#]	06/30/24		10	MA+30	\$71,605	Tenured
* 105	FORLENZA	COREY	RHS	Teacher	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Tenured
* 106	FOSTER	SHANNON	RHS	Teacher	09/01/23 [#]	06/30/24		18	BA+30	\$79,494	Tenured
107	FOX	KASEY	JES	Teacher	09/01/23 [#]	06/30/24		8	MA	\$64,125	Tenured
* 108	FRANCO	KEVIN	LRS, EMS, RHS	OT	09/01/23 [#]	06/30/24		19	DR	\$89,795	Tenured
109	FREEBORN	REBECCA	NES	Teacher	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Tenured 05/22/2024
110	FREUND	KELLY	FES	Teacher	09/01/23 [#]	06/30/24		22	MA+30	\$100,316	Tenured
111	GALLAGHER	MARIA	FES	Teacher	09/01/23 [#]	06/30/24		19	MA	\$84,966	Tenured
112	GANGEMI	GIUSEPPE	EMS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
* 113	GANGEMI	KAYLA	RHS	Teacher	09/01/23 [#]	06/30/24		6-7	MA+30	\$66,175	Non-Tenured
114	GARDNER	MELISSA	KES	Teacher	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Tenured 09/04/2023
115	GAUTHIER	NICOLE	LRS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
* 116	GEARY	JASON	RHS	Teacher	09/01/23 [#]	06/30/24		8	BA	\$58,725	Non-Tenured
* 117	GERVASIO	THOMAS	RHS	Teacher	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Tenured
118	GIBSON	RYAN	EMS	Teacher	09/01/23 [#]	06/30/24		11-13	BA+30	\$70,185	Tenured
119	GIORDANO	TESSA	JES	OT	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Tenured
* 120	GLUCK	CAITLIN	RHS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
* 121	GOODWIN	JAMES	RHS	Teacher	09/01/23 [#]	06/30/24		18	BA	\$74,630	Tenured
122	GOODYEAR	SARAH	KES	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Tenured
* 123	GOTTFRIED	MICHAEL	RHS	Teacher	09/01/23 [#]	06/30/24		10	DR	\$74,055	Tenured
124	GRABA	KRISTINA	JES	Teacher	09/01/23 [#]	06/30/24		19	MA+15	\$86,518	Tenured
125	GRANT	ANDREA	KES	Teacher	09/01/23 [#]	06/30/24		23	MA+15	\$100,806	Tenured

ANNUAL REAPPOINTMENTS

ROXBURY TWP BOE 5/8/23 :: EXHIBIT HR2 :: Teachers & Educational Services Personnel

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	Last Name	First Name	Loc	Position	Start Date	End Date	23/24 FTE if diff than 1.00	22/23 Step [^]	22/23 Level [^]	22/23 Salary [^]	Tenured? [+]
126	GREEN	CHRISTINA	JES	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
* 127	HACHEY	PATRICK	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
128	HAGEMANN	REGINA	EMS	Teacher	09/01/23 [#]	06/30/24		11-13	BA+15	\$68,566	Non-Tenured
129	HALLET	JENNIFER	LRS	Teacher	09/01/23 [#]	06/30/24		21	MA+30	\$96,455	Tenured
* 130	HAMADE	RABIYE	RHS	Teacher	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Non-Tenured
131	HANCOCK	JESSIE	LRS	Teacher	09/01/23 [#]	06/30/24		9	BA	\$60,655	Tenured
* 132	HANSEN	JAMES	RHS	Teacher	09/01/23 [#]	06/30/24		2	BA	\$55,940	Non-Tenured
* 133	HARDY	BARBRA	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
134	HARRISON CALDERON	JESSICA	EMS	Teacher	09/01/23 [#]	06/30/24		18	MA+30	\$84,330	Tenured
* 135	HATCH	BRYANT	EMS, RHS	SLS	09/01/23 [#]	06/30/24		9	MA+30	\$69,405	Non-Tenured
* 136	HAYDEN	LEE	RHS	Teacher	09/01/23 [#]	06/30/24		16-17	MA	\$77,769	Tenured
* 137	HEDDY	ELIZABETH	RHS	Teacher	09/01/23 [#]	06/30/24		20	MA+30	\$92,015	Tenured
138	HEILMAN	KERRI	LRS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
139	HELLYER	ROBIN	FES	Teacher	09/01/23 [#]	06/30/24		20	MA+15	\$90,390	Tenured
140	HERNANDEZ	JAIME	LRS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+15	\$79,183	Tenured
141	HIGGINS	KATHERINE	JES	Teacher	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured
142	HOLLENBECK	HELEN	EMS	Teacher	09/01/23 [#]	06/30/24		11-13	MA+30	\$74,080	Tenured
143	HOOPES	CASEY	JES	Teacher	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Tenured
* 144	HOPPER	JOELLEN	RHS	Teacher	09/01/23 [#]	06/30/24		16-17	MA	\$77,769	Tenured
145	HORNUNG	DESIREE	EMS	School Nurse	09/01/23 [#]	06/30/24		18	BA+15	\$78,336	Tenured
* 146	HOWEY	MICHAEL	RHS	Teacher	09/01/23 [#]	06/30/24		23	BA	\$91,045	Tenured
147	HUBBARD	CINDY	EMS	Teacher	09/01/23 [#]	06/30/24		18	MA	\$81,301	Tenured
148	HUGHES	DANIELLE	EMS	Teacher	09/01/23 [#]	06/30/24		14-15	MA	\$74,387	Tenured
* 149	HUGHES	DAVID	RHS	Teacher	09/01/23 [#]	06/30/24		18	MA+30	\$84,330	Tenured
150	HUTSEBAUT	REBECCA	NES	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Tenured
151	IACOBINO	KRISTIN	EMS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
* 152	ITURRALDE	KAYTEL	RHS	Teacher	09/01/23 [#]	06/30/24		1	BA	\$55,440	Non-Tenured
153	IUVONE	ERICA	KES	Teacher	09/01/23 [#]	06/30/24		11-13	BA+15	\$68,566	Tenured
* 154	IZQUIERDO	MARIA ELENA	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Non-Tenured
155	JACOBSEN	LAURA	JES	Teacher	09/01/23 [#]	06/30/24		23	BA+15	\$95,482	Tenured
* 156	JACOBY	ADAM	RHS	Teacher	09/01/23 [#]	06/30/24		2	BA	\$55,940	Non-Tenured
* 157	JAEGER	KATHRYN	RHS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
158	JAMIESON	MELISSA	EMS	Teacher	09/01/23 [#]	06/30/24		9	MA+30	\$69,405	Tenured
* 159	KAINE	SHARI	RHS	Teacher	09/01/23 [#]	06/30/24		22	MA+30	\$100,316	Tenured
160	KASLINER	JANET	JES, LRS	SLS	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
* 161	KATINSKY	JACLYN	RHS	School Nurse	09/01/23 [#]	06/30/24		14-15	BA	\$68,305	Non-Tenured
162	KATZ	KATE	LRS	Teacher	09/01/23 [#]	06/30/24		14-15	BA+30	\$73,374	Tenured
163	KAUFMAN	PAMELA	NES	Teacher	09/01/23 [#]	06/30/24		23	MA+15	\$100,806	Tenured
* 164	KELLY	MEGAN	RHS	Teacher	09/01/23 [#]	06/30/24		1	BA	\$55,440	Non-Tenured
* 165	KENNY	JENNIFER	RHS	SAC, ABS	09/01/23 [#]	06/30/24		19	MA+30	\$88,380	Tenured
166	KHOMYAK	JENNIFER	LRS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
167	KIM	ERICA	KES	Teacher	09/01/23 [#]	06/30/24		3-5	BA+15	\$59,440	Tenured
168	KITCHIN	CATIA	JES	Teacher	09/01/23 [#]	06/30/24		14-15	MA	\$74,387	Non-Tenured
169	KLEIN	PATRICIA	JES	Teacher	09/01/23 [#]	06/30/24		19	BA	\$77,980	Tenured
* 170	KOCH	JOSEPH M.	RHS	School Athletic Trainer	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
171	KOCOSKI	SANJA	KES	School Nurse	09/01/23 [#]	06/30/24		9	BA	\$60,655	Tenured
* 172	KONG	KRISTINA	RHS	Teacher	09/01/23 [#]	06/30/24		2	MA+15	\$62,965	Non-Tenured
173	KOVACS	RACHELLE	LRS	School Nurse	09/01/23 [#]	06/30/24		11-13	BA+15	\$68,566	Tenured 09/04/2023
174	KROG	DEBORAH	JES, NES	Teacher	09/01/23 [#]	06/30/24		10	BA+30	\$67,516	Non-Tenured
* 175	KROOG	BARBARA	RHS	Teacher	09/01/23 [#]	06/30/24		9	BA+15	\$63,655	Tenured
* 176	KRUMENAKER	TERRY	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+15	\$100,806	Tenured
* 177	KULICK	JUSTIN	RHS	Teacher	09/01/23 [#]	06/30/24		18	MA+30	\$84,330	Tenured
* 178	LACAPRA	GINA	RHS	School Counselor	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
179	LACOSTA	GAIL	FES	School Counselor, ABS	09/01/23 [#]	06/30/24		9	MA+15	\$67,680	Tenured
180	LAMONT	KELLY	JES	Teacher	09/01/23 [#]	06/30/24		19	BA+15	\$81,861	Tenured
181	LANE	MATTHEW	FES	Teacher	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Non-Tenured
* 182	LAPARA	ANGELA	RHS	Teacher	09/01/23 [#]	06/30/24		21	MA	\$92,805	Tenured 12/03/2023
183	LAPOSTA	CHRISTINE	LRS	Teacher	09/01/23 [#]	06/30/24		23	BA+30	\$98,045	Tenured
184	LEAVY	JENNIFER	FES	Teacher	09/01/23 [#]	06/30/24	0.73	8	BA	\$42,869	Non-Tenured
185	LEISTER	TINA	KES	Teacher	09/01/23 [#]	06/30/24		8	MA+15	\$65,750	Tenured
186	LEONARD	CATHERINE	NES	School Nurse	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured 09/04/2023
187	LETTIERI	HEATHER	KES	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
* 188	LIMA	MARCIE	RHS	Teacher	09/01/23 [#]	06/30/24		20	BA+30	\$87,547	Tenured

ANNUAL REAPPOINTMENTS

ROXBURY TWP BOE 5/8/23 :: EXHIBIT HR2 :: Teachers & Educational Services Personnel

[#] 10-month employee shall start working on the first day of the board approved school calendar.

[^] Step, Level, and Salary pending completion of REA negotiations.

[+] Dates noted contingent on attendance and subject to change.

	Last Name	First Name	Loc	Position	Start Date	End Date	23/24 FTE if diff than 1.00	22/23 Step [^]	22/23 Level [^]	22/23 Salary [^]	Tenured? [+]
* 189	LISA	KERRY	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
190	LOEB	JESSICA	EMS	Teacher	09/01/23 [#]	06/30/24		18	MA+30	\$84,330	Tenured
191	LOMBARDO	ANDREA	JES	Teacher	09/01/23 [#]	06/30/24		22	MA+30	\$100,316	Tenured
192	LOMUNTAD	CAROLINE	EMS	School Counselor	09/01/23 [#]	06/30/24		14-15	MA	\$74,387	Tenured
* 193	LONDON	FRANCES	RHS	Teacher	09/01/23 [#]	06/30/24		20	MA+30	\$92,015	Tenured
* 194	MAESO	MICHAEL	RHS	Teacher	09/01/23 [#]	06/30/24		19	BA	\$77,980	Non-Tenured
* 195	MAHER	CHELSEA	RHS	School Counselor	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Non-Tenured
* 196	MAHMOUD	ADAM	RHS	Teacher	09/01/23 [#]	06/30/24		10	MA+15	\$70,155	Tenured
197	MAIELLO	ERIN	EMS	Teacher	09/01/23 [#]	06/30/24		23	MA	\$99,031	Tenured
* 198	MAINIERO	MELISSA	RHS	Teacher	09/01/23 [#]	06/30/24		6-7	BA	\$57,425	Tenured
199	MANNEY	LYNN	FES	Teacher	09/01/23 [#]	06/30/24		8	MA	\$64,125	Tenured
200	MAREK	NATALIE	KES	Teacher	09/01/23 [#]	06/30/24		6-7	MA+15	\$64,450	Non-Tenured
201	MARTINI	ANN	NES	Teacher	09/01/23 [#]	06/30/24		16-17	MA	\$77,769	Tenured
202	MARTINO	TIFFANY	EMS	Teacher	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Tenured 09/04/2023
203	MARZOCCA	MICHELLE	FES	Teacher	09/01/23 [#]	06/30/24		23	BA+30	\$98,045	Tenured
204	MASON	JULIE	FES	Teacher	09/01/23 [#]	06/30/24		8	MA	\$64,125	Tenured
205	MASON	LAUREN	FES	Teacher	09/01/23 [#]	06/30/24		21	MA	\$92,805	Tenured
206	MATULLO	LAUREN	LRS	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Non-Tenured
207	MAURER	JENNIFER	FES	Teacher	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured
208	MAURO	STEPHANIE	EMS	Teacher	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Tenured
* 209	MC CRACKEN	JENNIFER	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
210	MCAULIFFE	KATEY	JES	School Library Media Specialist	09/01/23 [#]	06/30/24		23	MA+15	\$100,806	Tenured
211	MCDERMOTT	JAMES	LRS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
* 212	MCGINLEY	BIRSEN	RHS	Teacher	09/01/23 [#]	06/30/24		10	BA+15	\$65,962	Tenured
213	MCINNES	CATHY	FES	Teacher	09/01/23 [#]	06/30/24		9	BA	\$60,655	Tenured
214	MCMICHAEL	ANTHONY	EMS	Teacher	09/01/23 [#]	06/30/24		11-13	MA+30	\$74,080	Tenured
215	MCNEMAR	THERESA	NES	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
* 216	MCPHEE	MICHAEL	RHS	Teacher	09/01/23 [#]	06/30/24		14-15	BA+30	\$73,374	Tenured
217	MEANEY	COURTNEY	NES	Teacher	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Non-Tenured
* 218	MEEKER	REID	RHS	Teacher	09/01/23 [#]	06/30/24		8	BA+15	\$61,725	Tenured
* 219	MEETH	JUSTIN	RHS	Teacher	09/01/23 [#]	06/30/24		1	BA	\$55,440	Non-Tenured
220	MEISER	KRISTIN	JES	Teacher	09/01/23 [#]	06/30/24		11-13	BA	\$65,330	Tenured
221	MEOLA	LOUIS	EMS	Teacher	09/01/23 [#]	06/30/24		19	MA+30	\$88,380	Tenured
222	MIDILI	TARA	LRS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+15	\$79,183	Tenured
223	MILLER	RYAN	FES	Teacher	09/01/23 [#]	06/30/24		18	MA+30	\$84,330	Tenured
* 224	MISURELLI	FRANK	RHS	Teacher	09/01/23 [#]	06/30/24		19	BA+15	\$81,861	Tenured
* 225	MITCHELL	TERI	RHS	Teacher	09/01/23 [#]	06/30/24		23	BA+15	\$95,482	Tenured 11/20/2023
* 226	MONACO	DAVID	RHS	Teacher	09/01/23 [#]	06/30/24		22	MA+30	\$100,316	Tenured
* 227	MONAGHAN	MARK	EMS, RHS	Teacher	09/01/23 [#]	06/30/24		2	BA	\$55,940	Non-Tenured
228	MONTANO	ASHLEY	NES	Teacher	09/01/23 [#]	06/30/24		3-5	BA+15	\$59,440	Non-Tenured
229	MOSHER	KATHERINE	FES	LDT-C	07/01/23	06/30/24	1.10	23	MA	\$108,934	Tenured
* 230	MOSHER	MICHAEL	RHS	School Psychologist	07/01/23	06/30/24	1.10	23	DR	\$115,767	Tenured
231	MOSKOWITZ	PHILLIP	EMS	Teacher	09/01/23 [#]	06/30/24		9	MA+30	\$69,405	Tenured
232	MUELLER	SANDRA	JES	Teacher	09/01/23 [#]	06/30/24		2	BA	\$55,940	Non-Tenured
* 233	MULDERRIG	FRANCIS	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
234	MULLER	AMY	LRS	Teacher	09/01/23 [#]	06/30/24		14-15	BA+30	\$73,374	Tenured
235	MURILLO	AMY	LRS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
236	NASSAN	LORRAINE	KES	Teacher	09/01/23 [#]	06/30/24	0.73	11-13	MA	\$51,943	Tenured
* 237	NAVARRO	MARIA	RHS	Teacher	09/01/23 [#]	06/30/24		21	MA+15	\$94,605	Tenured
238	NEUMANN	ERIN	LRS	Teacher	09/01/23 [#]	06/30/24		6-7	BA+30	\$61,925	Tenured
239	NG	ELLEN	LRS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
240	NICKEL	KARA	KES	Teacher	09/01/23 [#]	06/30/24		11-13	MA+30	\$74,080	Tenured
* 241	NORGARD	KAITLYN	RHS	Teacher	09/01/23 [#]	06/30/24		10	MA	\$68,448	Non-Tenured
242	NORTH	TIFFANY	LRS	Teacher	09/01/23 [#]	06/30/24		11-13	BA	\$65,330	Tenured
243	O'CONNOR	CHRISTINE	NES	Teacher	09/01/23 [#]	06/30/24		1	BA	\$55,440	Non-Tenured
244	O'MALLEY	SHANNON	JES	Teacher	09/01/23 [#]	06/30/24		11-13	BA+15	\$68,566	Tenured
* 245	OBRAITIS	CASEY	RHS	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Tenured
* 246	OBRIEN	WILLIAM	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
247	OLCOTT	NICOLE	KES	Teacher	09/01/23 [#]	06/30/24		3-5	BA+15	\$59,440	Tenured
248	ORT	SARAH	LRS	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Tenured
249	OSBUN	JAMIE	LRS	Teacher	09/01/23 [#]	06/30/24		14-15	BA	\$68,305	Tenured
* 250	OSTER	KAITLYN	RHS	Teacher	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Tenured

ANNUAL REAPPOINTMENTS

ROXBURY TWP BOE 5/8/23 :: EXHIBIT HR2 :: Teachers & Educational Services Personnel

[#] 10-month employee shall start working on the first day of the board approved school calendar.

[^] Step, Level, and Salary pending completion of REA negotiations.

[+] Dates noted contingent on attendance and subject to change.

	Last Name	First Name	Loc	Position	Start Date	End Date	23/24 FTE if diff than 1.00	22/23 Step [^]	22/23 Level [^]	22/23 Salary [^]	Tenured? [+]
251	PALANCHI	KRISTIN	LRS, EMS	School Library Media Specialist	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured
252	PALMIERI	KRISTEN	KES	School Social Worker	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Tenured 09/21/2023
* 253	PEREZ	JENNIFER	JES, NES, EMS, RHS	Behavior Specialist-Analyst	09/01/23 [#]	06/30/24		21	MA+15	\$94,605	Tenured
254	PERHACS	JENNIFER	LRS	Teacher	09/01/23 [#]	06/30/24		6-7	BA	\$57,425	Tenured 12/07/2023
255	PILRUN	AMY	EMS	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Non-Tenured
* 256	POGGI	KEVIN	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
* 257	POPOWYCZ	BECKY	RHS	Teacher	09/01/23 [#]	06/30/24		22	MA+30	\$100,316	Tenured
258	RALSTON	SHERI	NES	Teacher	09/01/23 [#]	06/30/24		22	MA+30	\$100,316	Tenured
259	REDWOOD	SUSAN	LRS	LDT-C	07/01/23	06/30/24	1.10	23	MA+15	\$110,887	Tenured
260	REILLY	SEAN	EMS	Teacher	09/01/23 [#]	06/30/24		8	MA	\$64,125	Tenured
* 261	REISER	JEANNETTE	RHS	Teacher	09/01/23 [#]	06/30/24		19	BA+15	\$81,861	Tenured
262	RENN	CHRISTI	FES	Teacher	09/01/23 [#]	06/30/24		23	MA+15	\$100,806	Tenured
* 263	RENNA	JUSTIN	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
264	REX	JEAN	NES	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Tenured
265	RICE	KATHLEEN	JES	Teacher	09/01/23 [#]	06/30/24	0.73	14-15	MA	\$54,303	Non-Tenured
266	RICHARDSON	KILEY	EMS	Teacher	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Non-Tenured
267	RICHMAN	MARGERY	EMS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
268	RIGGINS	DAWN	JES	Teacher	09/01/23 [#]	06/30/24		16-17	BA+30	\$76,708	Tenured
* 269	RISPOLI	MARIA	RHS	Teacher	09/01/23 [#]	06/30/24		18	MA+30	\$84,330	Tenured
270	RODAS	SHANNON	EMS	Teacher	09/01/23 [#]	06/30/24		16-17	MA	\$77,769	Tenured
271	RODDY	HEATHER	KES	School Library Media Specialist	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
272	RODGERS	SUSANNA	LRS	Teacher	09/01/23 [#]	06/30/24		14-15	MA+30	\$77,410	Tenured
273	ROHDE	STEPHANIE	JES	Teacher	09/01/23 [#]	06/30/24		6-7	DR	\$68,625	Tenured
* 274	ROMAN	DANIEL	RHS	Teacher	09/01/23 [#]	06/30/24		10	BA	\$62,855	Tenured
* 275	ROMAN	MONICA	RHS	Teacher	09/01/23 [#]	06/30/24		19	BA	\$77,980	Tenured
276	ROMMEL	ALLISON	JES	SLS	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Tenured
277	ROSE	DENISE	LRS	Teacher	09/01/23 [#]	06/30/24		10	BA	\$62,855	Tenured
278	ROSSI	CHRISTINA	EMS	Teacher	09/01/23 [#]	06/30/24		8	MA	\$64,125	Tenured
* 279	ROUMES	RYAN	RHS	Teacher	09/01/23 [#]	06/30/24		6-7	BA	\$57,425	Tenured
280	ROY	ERIC	LRS	Teacher	09/01/23 [#]	06/30/24		19	MA+30	\$88,380	Tenured
281	RUBENSTEIN	JILL	EMS	Teacher	09/01/23 [#]	06/30/24		23	BA+30	\$98,045	Tenured
* 282	SAAVEDRA	JULIETH	RHS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
283	SABELLA	KERI	KES	Teacher	09/01/23 [#]	06/30/24		6-7	BA	\$57,425	Non-Tenured
* 284	SALYERDS	ROBERT	EMS, RHS	Teacher	09/01/23 [#]	06/30/24		16-17	BA	\$71,405	Tenured
* 285	SAN EMETERIO	STEFANIE	RHS	School Counselor	09/01/23 [#]	06/30/24		19	MA+15	\$86,518	Tenured
286	SANTO	DIANA	FES	Teacher	09/01/23 [#]	06/30/24		23	BA+30	\$98,045	Tenured
* 287	SANTORO	KIMBERLY	RHS	Teacher	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured
* 288	SANTORO	MEGAN	RHS	Teacher	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Tenured
289	SAPPIO	ALEXIS	FES	Teacher	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Non-Tenured
290	SARREL	MARLA	FES	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
291	SAUL	JOANNE	JES	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
292	SCASSERRA	DOMINICK	JES, KES	School Psychologist	07/01/23	06/30/24	1.10	11-13	MA+30	\$81,488	Tenured
* 293	SCHENECK	MATTHEW	RHS	Teacher	09/01/23 [#]	06/30/24		23	BA	\$91,045	Tenured
* 294	SCHILLING	SCOTT	RHS	Teacher	09/01/23 [#]	06/30/24		6-7	BA	\$57,425	Tenured
* 295	SCHMIDT	LAURA	RHS	Teacher	09/01/23 [#]	06/30/24		14-15	MA+15	\$75,739	Tenured
296	SCIMECA	RACHEL	EMS	Teacher	09/01/23 [#]	06/30/24		1	BA	\$55,440	Non-Tenured
297	SELLARI	KAYLA	LRS	Teacher	09/01/23 [#]	06/30/24		8	BA	\$58,725	Tenured
* 298	SHADWELL	CHRISTOPHER	RHS	Teacher	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured
* 299	SHAW	JAMES	RHS	Teacher	09/01/23 [#]	06/30/24		14-15	BA+30	\$73,374	Tenured
* 300	SHELDON	CHRISTINE	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
301	SHEPLAK-LEWIS	JACQUELINE	LRS	Teacher	09/01/23 [#]	06/30/24		16-17	MA	\$77,769	Tenured
302	SIEGEL	DAVID	NES	Teacher	09/01/23 [#]	06/30/24		9	MA	\$66,055	Tenured
* 303	SLIWINSKI	WOJCIECH	RHS	Teacher	09/01/23 [#]	06/30/24		8	BA+15	\$61,725	Non-Tenured
* 304	SMALL	JESSICA	RHS	Teacher	09/01/23 [#]	06/30/24		10	BA+15	\$65,962	Tenured
305	SMITH	JENNIFER	LRS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
306	SMITH	SHAWN	EMS	Teacher	09/01/23 [#]	06/30/24		19	MA+30	\$88,380	Tenured
307	SOBESTANOVICH	KELSEY	NES	Teacher	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Non-Tenured
* 308	SOERGEL	STEVE	RHS	Teacher	09/01/23 [#]	06/30/24		23	DR	\$105,243	Non-Tenured
* 309	SOLOTIST	APRIL	RHS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
* 310	SOMERS	ALEXIS	FES, KES, LRS, EMS, RHS	Behavior Specialist-Analyst	09/01/23 [#]	06/30/24		14-15	MA	\$74,387	Tenured 09/04/2023

ANNUAL REAPPOINTMENTS

ROXBURY TWP BOE 5/8/23 :: EXHIBIT HR2 :: Teachers & Educational Services Personnel

[#] 10-month employee shall start working on the first day of the board approved school calendar.

[^] Step, Level, and Salary pending completion of REA negotiations.

[+] Dates noted contingent on attendance and subject to change.

	Last Name	First Name	Loc	Position	Start Date	End Date	23/24 FTE if diff than 1.00	22/23 Step [^]	22/23 Level [^]	22/23 Salary [^]	Tenured? [+]
* 311	SPARGO	BARBRA	RHS	Teacher	09/01/23 [#]	06/30/24		20	BA+30	\$87,547	Tenured
312	SPARGO	JUSTIN	EMS	Teacher	09/01/23 [#]	06/30/24		19	BA+15	\$81,861	Tenured
* 313	SPERONZA	JANE-FRANCES	RHS	Teacher	09/01/23 [#]	06/30/24		11-13	MA	\$71,155	Tenured
314	START	KURTIS	NES	Teacher	09/01/23 [#]	06/30/24		16-17	MA	\$77,769	Tenured
315	STEHLGENS	DANA	NES	Teacher	09/01/23 [#]	06/30/24		14-15	BA+30	\$73,374	Tenured
316	STEINMARK	KIRA	LRS	Teacher	09/01/23 [#]	06/30/24		2	BA	\$55,940	Non-Tenured
317	STEINMETZ	ALYSSA	FES	Teacher	09/01/23 [#]	06/30/24		9	MA	\$66,055	Tenured
* 318	STELLINGWERF	KAITLIN	RHS	Teacher	09/01/23 [#]	06/30/24		3-5	MA	\$61,840	Tenured
319	STORM	MEGHAN	KES	Teacher	09/01/23 [#]	06/30/24		14-15	BA	\$68,305	Tenured
320	STOYANOV	AUBREY	KES	Teacher	09/01/23 [#]	06/30/24		14-15	BA+30	\$73,374	Non-Tenured
* 321	SUSIN	JESSICA	RHS	School Social Worker	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Tenured
322	SWANSON	ERIK	NES	School Counselor, ABS	09/01/23 [#]	06/30/24		6-7	MA+15	\$64,450	Tenured
* 323	SWEER	KRISTA	EMS, RHS	Teacher	09/01/23 [#]	06/30/24		8	MA	\$64,125	Tenured
* 324	SWEER	RYAN	EMS, RHS	Teacher	09/01/23 [#]	06/30/24		11-13	MA+15	\$72,630	Tenured
325	SZIGETI	ELIZABETH	JES	Teacher	09/01/23 [#]	06/30/24		14-15	MA	\$74,387	Tenured
326	TAGGART	DANA	JES	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
327	TATE	JASON	LRS	Teacher	09/01/23 [#]	06/30/24		11-13	MA+30	\$74,080	Tenured
328	TAVARES	DIANE	FES, JES, KES, NES	PT	09/01/23 [#]	06/30/24		23	DR	\$105,243	Tenured
* 329	TERRANOVA	LURIE	RHS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
* 330	THEODOROPOULOS	ARISTEA	RHS	Teacher	09/01/23 [#]	06/30/24		22	BA+15	\$93,217	Tenured
331	THOMAS	JACLYN	EMS	Teacher	09/01/23 [#]	06/30/24		14-15	BA	\$68,305	Tenured
* 332	THOMPSON	CARIE	RHS	Teacher	09/01/23 [#]	06/30/24		16-17	MA+30	\$81,105	Tenured
333	TIGER	BRITTANY	JES	Teacher	09/01/23 [#]	06/30/24		19	MA+15	\$86,518	Tenured
* 334	TIRELLA	MARC	RHS	Teacher	09/01/23 [#]	06/30/24		18	MA	\$81,301	Non-Tenured
* 335	TOM	JEAN	RHS	Teacher	09/01/23 [#]	06/30/24		10	MA+15	\$70,155	Tenured
* 336	TOMASHESKI	PAUL	RHS	Teacher	09/01/23 [#]	06/30/24		9	BA	\$60,655	Non-Tenured
337	TORRES-DAVIS	EVELYN	EMS	School Counselor	09/01/23 [#]	06/30/24		16-17	MA+15	\$79,183	Tenured
338	TOUPET	JENNIFER	EMS	Teacher	09/01/23 [#]	06/30/24		9	MA+15	\$67,680	Tenured
339	TRAUTZ	CARYN	EMS	Teacher	09/01/23 [#]	06/30/24		11-13	MA+30	\$74,080	Tenured
340	TRIMMER	THERESA	LRS	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
* 341	TROTTER	GREGORY	RHS	Teacher	09/01/23 [#]	06/30/24		23	BA	\$91,045	Tenured
342	TUCKER	ELIZABETH	EMS	Teacher	09/01/23 [#]	06/30/24		18	MA+15	\$82,783	Tenured
343	TUNSTEAD	ELENA	LRS	Teacher	09/01/23 [#]	06/30/24		10	MA+30	\$71,605	Tenured
344	UCCELLO	VANESSA	KES	Teacher	09/01/23 [#]	06/30/24		6-7	MA+30	\$66,175	Non-Tenured
* 345	URBAN	ALEXANDRA	RHS	School Counselor	09/01/23 [#]	06/30/24		3-5	BA	\$56,440	Tenured
346	URBAN	MARY BETH	FES	Teacher	09/01/23 [#]	06/30/24	0.73	21	BA+30	\$67,200	Tenured
347	URBAN	TARA	LRS	School Counselor	09/01/23 [#]	06/30/24		2	MA	\$61,340	Non-Tenured; Position's existence & continuation are contingent on funding from ARP ESSER.
348	VENTRICELLI	KATHRYN	JES, NES	LDT-C	09/01/23 [#]	06/30/24		20	MA+30	\$92,015	Tenured 08/28/2023
* 349	VERGARA	ALEXIS	RHS	School Psychologist	07/01/23	06/30/24	1.10	16-17	MA+30	\$89,216	Tenured
350	VOLK	KAREN	EMS	Teacher	09/01/23 [#]	06/30/24		16-17	BA+15	\$74,941	Tenured
351	VOLZ	MICHAEL	EMS	Teacher	09/01/23 [#]	06/30/24		2	BA	\$55,940	Non-Tenured
352	WARREN	ALLISON	EMS	Teacher	09/01/23 [#]	06/30/24		11-13	BA	\$65,330	Non-Tenured
353	WEAVER	DENNIS	LRS	Teacher	09/01/23 [#]	06/30/24		10	BA+30	\$67,516	Tenured
* 354	WEBER	KURT	RHS	Teacher	09/01/23 [#]	06/30/24		23	BA+30	\$98,045	Tenured
355	WEISS	STEPHANIE	KES, NES	SLS	09/01/23 [#]	06/30/24		6-7	MA	\$62,825	Non-Tenured
356	WENARSKY	COURTNEY	FES	Teacher	09/01/23 [#]	06/30/24		9	MA	\$66,055	Tenured
357	WETREICH	DEBORAH	NES	School Psychologist	07/01/23	06/30/24	1.10	23	MA+30	\$112,839	Tenured
358	WILSON	BRENDA	KES	Teacher	09/01/23 [#]	06/30/24		23	MA+30	\$102,581	Tenured
359	WILSON	COURTNEY	JES	Teacher	09/01/23 [#]	06/30/24		8	MA	\$64,125	Tenured
* 360	WOOD	PAUL	RHS	Teacher	09/01/23 [#]	06/30/24		23	BA+30	\$98,045	Tenured
361	WRIGHT	KEESHANA	EMS	School Social Worker	07/01/23	06/30/24	1.10	18	MA+15	\$91,061	Tenured
362	YOUNG	JAIME	KES	Teacher	09/01/23 [#]	06/30/24		6-7	BA	\$57,425	Non-Tenured
363	ZAVALA	ERNESTO	EMS	Teacher	09/01/23 [#]	06/30/24		14-15	MA	\$74,387	Non-Tenured
* 364	ZENGEL	RENEE	RHS	Teacher	09/01/23 [#]	06/30/24		19	BA	\$77,980	Tenured
365	ZENNA	KATHRYN	JES	School Nurse	09/01/23 [#]	06/30/24		19	BA+30	\$82,739	Tenured

				Per Diem					
Last Name	First Name	Loc.	Job Title	Rate	Tenured?	Start Date	End Date	Discussion	
* 1	SCHMIDT	DIANE	DIST	Permanent Sub Nurse	\$ 285.00	Tenured	9/1/2023	6/30/2024	Not to exceed 4 days per week
* 2	YODICE	VICTORIA	DIST	Permanent Sub Nurse	\$ 285.00	Non-Tenured	9/1/2023	6/30/2024	Not to exceed 4 days per week
3	AGRESTA	LAUREN	RHS	Perm Sub Teacher	\$ 160.00	Non-Tenured	9/1/2023	6/30/2024	Not to exceed 4 days per week
4	BIJELIC	KALIOPI	EMS	Perm Sub Teacher	\$ 160.00	Non-Tenured	9/1/2023	6/30/2024	Not to exceed 4 days per week
5	HERTER	SUSAN	FES	Perm Sub Teacher	\$ 160.00	Non-Tenured	9/1/2023	6/30/2024	Not to exceed 4 days per week
6	LEAVY	DANA	KES	Perm Sub Teacher	\$ 160.00	Non-Tenured	9/1/2023	6/30/2024	Not to exceed 4 days per week
7	LEVINE	HILLARY	JES	Perm Sub Teacher	\$ 160.00	Tenured	9/1/2023	6/30/2024	Not to exceed 4 days per week
8	MURPHY	COLLEEN	NES	Perm Sub Teacher	\$ 160.00	Non-Tenured	9/1/2023	6/30/2024	Not to exceed 4 days per week
9	TILVES	MICHELLE	RHS	Perm Sub Teacher	\$ 160.00	Non-Tenured	9/1/2023	6/30/2024	Not to exceed 4 days per week
10	WHITE	JENNIFER	LRS	Perm Sub Teacher	\$ 160.00	Non-Tenured	9/1/2023	6/30/2024	Not to exceed 4 days per week

10-month employees shall start working on the first day of the board approved school calendar

* A. FULL-TIME SPECIAL EDUCATION PARAPROFESSIONALS
(WORK HOURS SUBJECT TO CHANGE; 30 OR MORE HOURS WEEKLY)

* C. PART-TIME SPECIAL EDUCATION PARAPROFESSIONALS
(WORK HOURS SUBJECT TO CHANGE; NOT TO EXCEED 29.5 HOURS WEEKLY)

22-23							22-23 Hourly								
Last Name	First Name	Step	Rate	Start Date	End Date	Discussion	Last Name	First Name	Step	Rate	Start Date	End Date	Discussion		
1	BALOGH	BETH	12	\$22.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	1	APPELGREN	MELISSA	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
2	BONNEFOND	KRISTIN	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	2	ASK	MELISSA	8	\$19.70	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
3	BOTTONA	NANCY	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	3	BEEDE	AGNES	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
4	BUSBY	ERIN	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	4	BHULLAR	SAMREET	2-4	\$18.31	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
5	COLDITZ	DAWN MARIE	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	5	BILOTTA	STACEY	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
6	DEXTER	CARLA	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	6	BISCHOFF	TAMMY	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
7	FICHTER	HEATHER	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	7	BROWN	WAHEEBAH	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
8	GEDE	STEPHANIE	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	8	BULLOCK	MARIELENA	7	\$19.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
9	GULLA	CARMEL	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	9	CARPENTIER	JAMES	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
10	HAUCKE	THERESA	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	10	CHAPMAN	DAVID	8	\$19.70	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
11	HENRICKSEN	LISA	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	11	CHURCH	STACEY	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
12	HUSEIN	AMANI	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	12	COLUCCI	PATRICIA	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
13	JOHNSTON	MICHELE	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	13	CUFF	DONNA	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
14	KELLEY	RYAN	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	14	DAGOSTINO	GINA	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
15	KLEIN	DAVID	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	15	DAGOSTINO	LAURA	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
16	LAVELLE	ERIN	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	16	DAWSON	JODI	12	\$22.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
17	LUPPNOW	ROSEMARY	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	17	DELGADO	CRISTIAN	7	\$19.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
18	MATERA	LISA	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	18	DORAN	ROBERTA	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
19	MURDOCH	JAMES	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	19	FREUND	BRYNN	5-6	\$18.56	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
20	PEREZ	ROBYN	12	\$22.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	20	FRIEDELTA	TRACY	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
21	REINKNECHT	CINDY	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	21	GAYDOS	JENNIFER	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
22	RYALL	MARY	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	22	GERN	KIMBERLY	7	\$19.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
23	SORBINO	JASMINE	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	23	GIBNEY	LISA	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
24	SOTELO	VIRGINIA	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	24	GNANASAKTHY	SELVAMAGAL	12	\$22.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
25	SPARANO	DEIDRE	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	25	GONZALEZ	ADALGISA	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
26	STONE	MICHELE	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	26	HAMMAREN	JILL	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
27	THOMAS	CHERYL	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	27	HAWCO	BARBARA	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
28	TURRISI	PATRICIA	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	28	HEMMER	CYNTHIA	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
29	WEHMEYER	MARY ELLEN	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	29	KACMARCIK	ASHLEY	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
30	WILLIAMS	MICHAEL	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	30	KAUR	JASDEEP	2-4	\$18.31	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								31	KINNEY	MINSU	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								32	KOUTOUZAKIS	ASIMINA	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								33	LA MANNA	SUSAN	12	\$22.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								34	LORENZO	ADRIANA	5-6	\$18.56	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								35	LOVI	MARJORIE	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								36	MONGAK	KIMBERLY	8	\$19.70	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								37	PARENTI	RENEE	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								38	PRESS	NANCY	8	\$19.70	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								39	RATIGAN	LAURA	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								40	RIBOLDI	DENISE	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								41	ROME	ANGEL	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								42	SERNA	VIVIANA	8	\$19.70	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								43	SIMON	MELODY	5-6	\$18.56	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								44	TORRES	VANESSA	2-4	\$18.31	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								45	WALKER	JASMIN	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
								46	ZELMAN	LAURIE	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations

* B. PART-TIME SPECIAL EDUCATION PARAPROFESSIONALS
(WORKING LESS THAN 5 DAYS/WEEK PAYABLE BY TIMESHEETS; NOT TO EXCEED 29.5 HRS/WK)

22-23							22-23 Hourly									
Last Name	First Name	Step	Rate	Start Date	End Date	Discussion	Last Name	First Name	Step	Rate	Start Date	End Date	Discussion			
1	AHRENS	JENNIFER	2-4	\$18.31	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	1	BATSCH	JENNIFER	NES	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
2	CLEVENGER	TRACY	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	2	HOWARD	VALERIE	FES	12	\$22.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
3	DECKER	SONIA	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	3	TWEED	ELENA	FES	13	\$22.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
4	DIAZ	MARTHA	13	\$22.80	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	4	WEST	MARY	FES	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
5	HAKHAMANESHI	LENORE	2-4	\$18.31	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations									
6	KOCH	JOYCE	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations									
7	MELE	ANNMARIE	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations									
8	OLIVER	SUSAN	8	\$19.70	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations									
9	PUCO	VALERIE	11	\$21.48	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations									
10	STARK	MARNIE	12	\$22.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations									
11	VENO	ADAIR	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations									
12	WAKE-ROTOLO	SARA	8	\$19.70	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations									

D. PART-TIME TITLE 1 PARAPROFESSIONALS (SALARY CONTINGENT UPON TITLE 1 FUNDING)
(WORK HOURS SUBJECT TO CHANGE; NOT TO EXCEED 29.5 HOURS WEEKLY)

22-23							22-23 Hourly										
Last Name	First Name	Loc.	Step	Rate	Start Date	End Date	Discussion	Last Name	First Name	Loc.	Step	Rate	Start Date	End Date	Discussion		
1	BATSCH	JENNIFER	NES	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	1	BATSCH	JENNIFER	NES	9	\$20.28	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
2	HOWARD	VALERIE	FES	12	\$22.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	2	HOWARD	VALERIE	FES	12	\$22.13	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
3	TWEED	ELENA	FES	13	\$22.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	3	TWEED	ELENA	FES	13	\$22.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations
4	WEST	MARY	FES	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations	4	WEST	MARY	FES	10	\$20.88	9/1/2023	6/30/2024	Step/hourly rate pending completion of REA negotiations

10-month employees shall start working on the first day of the board approved school calendar

ANNUAL REAPPOINTMENTS:
REA SECRETARIES

ROXBURY TWP BOE 5/8/2023

EXHIBIT HR 5

Last Name	First Name	Tenured?	Loc	Secretarial Placement	Term	FTE	Grade	22-23	22-23	Start Date	End Date	Discussion	
								Step	Salary				
1	ALBANESE	MARIA	Tenured	EMS	Principal		1.0000	IV	6	\$57,240	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 2	ALECCI	KAREN	Tenured	B&G	Director		1.0000	IV	6	\$57,240	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 3	AMICO	KARIN	Tenured	TECH	Data Processing		1.0000	IV	6	\$57,240	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 4	BEDOYA	INGRIS	Non-Tenured		Principal		1.0000	IV	6	\$57,240	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
5	CASOLA	TERRY	Tenured	NIXON	Principal		1.0000	IV	6	\$57,240	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
6	CUMMING	KRISTEN	Tenured	EMS	Guidance	10m	1.0000	III	6	\$46,513	9/1/2023	6/30/2024	Step/Salary pending completion of negotiations
7	FAZIO	NICOLE	Non-Tenured	EMS	Asst Principal		1.0000	III	3	\$51,800	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 8	GIAMMARINO	KARA	Tenured 9/2/2023	SP SERV	CST	10m	1.0000	III	3	\$43,167	9/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 9	IRELAND	SUSAN	Tenured	RHS	CST		1.0000	III	6	\$55,815	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 10	KARL	STEPHANIE	Non-Tenured	CO	Accounts Payable		1.0000	V	2	\$54,875	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 11	LYNCH-SMITH	PATRICIA	Tenured	TECH	Director		1.0000	IV	6	\$57,240	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 12	MERINGOLO	JEANNE	Tenured	SP SERV	CST		1.0000	III	6	\$55,815	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 13	MONACO	ASHLEY	Tenured	RHS	Asst Principal Attendance	10m	1.0000	III	4	\$44,658	9/1/2023	6/30/2024	Step/Salary pending completion of negotiations
14	MULCH	JEAN	Tenured	FRANKLIN	School Office	10m	0.5334	II	6	\$24,176	9/1/2023	6/30/2024	Step/Salary pending completion of negotiations
15	MURPHY	REGINA	Non-Tenured	NIXON	School Office	10m	0.5334	II	2	\$21,858	9/1/2023	6/30/2024	Step/Salary pending completion of negotiations
16	O'BRIEN	HEATHER	Tenured 9/16/2023	JFRSN	Principal		1.0000	IV	3	\$53,225	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 17	OSTERMAN	GEORGIA	Tenured	RHS	Guidance	10m	1.0000	III	6	\$46,513	9/1/2023	6/30/2024	Step/Salary pending completion of negotiations
18	PEDERSEN-SCHNABEL	SUSAN	Tenured	L/R	Asst Principal	10m	1.0000	III	4	\$44,658	9/1/2023	6/30/2024	Step/Salary pending completion of negotiations
19	PEREZ	CYNTHIA	Tenured	L/R	Principal		1.0000	IV	6	\$57,240	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 20	RANSEGNOLA	DEBRA	Tenured	RHS	Asst Principal Athletics		1.0000	III	6	\$55,815	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 21	ROGERS	JOANNE	Tenured	CO	Accounts Receivable		1.0000	V	6	\$60,090	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 22	RONCHETTA	ERIN	Tenured	SP SERV	Director		1.0000	IV	4	\$55,015	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 23	SEELINGER	HEATHER	Tenured	RHS	Head Guidance		1.0000	IV	6	\$57,240	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
24	STANICH	JENIFER	Tenured	JFRSN	School Office	10m	0.5334	II	6	\$24,176	9/1/2023	6/30/2024	Step/Salary pending completion of negotiations
25	TREMPER	MAUREEN	Tenured	FRANKLIN	Principal		1.0000	IV	6	\$57,240	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations
* 26	WEISS	RUTH	Tenured	RHS	Main Office		1.0000	III	6	\$55,815	7/1/2023	6/30/2024	Step/Salary pending completion of negotiations

Term is 12 months unless otherwise indicated. FTE is 1.00 unless otherwise indicated.

Last Name	First Name	Job Title	Loc	22-23 Base Salary	Boiler License	CDL	Plumbing, Refrig, Electric		22-23 Annual Salary	Start Date	End Date	Discussion
1 BANES	CHRISTOPHER	Maintenance Worker	B&G	\$62,829	\$385	\$0	\$820 R		\$64,034	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
2 DALY	JOSHUA	Maintenance Worker	B&G	\$64,799	\$0	\$0	\$820 R		\$65,619	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
3 GOTTSLEBEN	JEFFREY	Maintenance Worker	B&G	\$77,981	\$385	\$0	\$820 P		\$79,186	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
4 IZZO	STEPHEN	Maintenance Worker	B&G	\$70,357	\$0	\$0	\$0		\$70,357	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
5 MEIXSELL	THEODORE	Mechanic	TRANSP	\$56,000	\$0	\$385	\$0		\$56,385	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
6 MOORE	DAVID	Mechanic	TRANSP	\$59,784	\$0	\$385	\$0		\$60,169	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
7 MOSKOWITZ	STEVEN	Groundskeeper	B&G	\$63,185	\$0	\$0	\$0		\$63,185	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
8 NIEVES	DANIEL	Mechanic	TRANSP	\$67,308	\$0	\$385	\$0		\$67,693	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
9 PINTO	JOSEPH	Groundskeeper	B&G	\$75,257	\$385	\$385	\$0		\$76,027	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
10 PINTO	NICHOLAS	Groundskeeper	B&G	\$75,257	\$0	\$0	\$0		\$75,257	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
11 POISSANT	ALAN	Head Mechanic	TRANSP	\$67,500	\$0	\$385	\$0		\$67,885	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
12 POISSEROUX	WILLIAM	Maintenance Worker	B&G	\$84,754	\$385	\$0	\$1,333 E		\$86,472	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
13 RENZETTI	MICHAEL	Groundskeeper	B&G	\$58,425	\$0	\$385	\$0		\$58,810	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
14 SMITH	WILLIAM	Maintenance Worker	B&G	\$72,117	\$0	\$0	\$0		\$72,117	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
15 STOIA	JASON	Maintenance Worker	B&G	\$68,502	\$0	\$0	\$0		\$68,502	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations
16 WECHT	TYLER	Maintenance Worker	B&G	\$58,425	\$0	\$0	\$0		\$58,425	7/1/2023	6/30/2024	Salary/stipend pending completion of negotiations

22-23 Hourly							
Last Name	First Name	Job Title	Rate	Start Date	End Date	Discussion	
1	ARLUNA-SELVA	NICOLE	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
2	AYALA	JEANNETTE	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
3	BALLO	NATHANIEL	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
4	BARTEK	HELEN	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
5	BEDEL	DIANE	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
6	BENEDEUCE	PHILIP	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
7	BLAIR	VICKI	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
8	BRANA	GEORGE	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
9	CALVEY	MICHELE	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
10	COLLINS	MICHELE	Bus Driver	\$ 30.21	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
11	CORRENTE	FRANK	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
12	CULLEN	MAUREEN	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
13	DAMONTE	JOANNE	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
14	DEXTER	CYNTHIA	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
15	DIAZ	GEORGE	Bus Driver	\$ 32.23	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
16	DOOLING	LINDA	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
17	EMMONS	ALLEN	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
18	EWTON	DIANNA	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
19	FAIRCHILD	CHRISTY	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
20	FARAJ	DANIEL	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
21	FEHSAL	JENNIFER	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
22	FERREIRA	VANDA	Bus Driver	\$ 30.21	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
23	FRY	TONIE	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
24	HAMMOND	RAYMOND	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
25	HERNON	MICHAEL	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
26	HOWELL	COLEEN	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
27	JOHNSON	DONALD	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
28	JUDKINS	PAULA	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
29	LAGRASSA	RICHARD	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
30	MATTHEWS	DAVID	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
31	MEOLA	JULIE	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
32	MILDE	MARYBETH	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
33	NICHOLAIS	LILIANA	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
34	OAKES	GWENDOLYN	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
35	PARKER	ROBERT	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
36	PEREIRA	CARLOS	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
37	PERFETTI	ANTHONY	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
38	PICKEL	BETTINA	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
39	RAMIREZ	MARISOL	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
40	REINHART	ANGELA	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
41	RIVERA	MARIBEL	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
42	RIVERA	MARY A.	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
43	RIVERA	MARY P	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
44	RODRIGUEZ	CARLOS	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
45	ROUSHINKO	CRAIG	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
46	RUANO	ERIC	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
47	RUDALF	SANDRA	Bus Driver	\$ 32.23	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
48	RUSSO	ELVIA	Bus Driver	\$ 32.23	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
49	SINK	CURTIS	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
50	SNYDER	BETSY	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
51	SPRAGUE	JAMIE	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
52	SZYPIOTKO	THOMAS	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
53	TOLA	GARRY	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
54	TURNER-WILLIS	LISA	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
55	TURPIN	GINA	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
56	VARGA	ILONA	Bus Driver	\$ 28.25	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
57	VONDER HAAR	WILLIAM	Bus Driver	\$ 30.21	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
58	WHITTAKER	MARGUERITE	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
59	WILLIS	RONALD	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
60	ZABITA	CYNTHIA	Bus Driver	\$ 36.77	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
61	ZEICH	COURTNEY	Bus Driver	\$ 35.51	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations
62	ZEVETCHIN	ROSALBA	Bus Driver	\$ 32.23	9/1/2023	6/30/2024	Hourly rate pending completion of negotiations

Annual salary based on a daily work package of at least 5 hours, subject to change under the terms of the bargaining agreement
10-month employees shall start working on the first day of the board approved school calendar

ANNUAL REAPPOINTMENTS:
UNAFFILIATED SALARIED EMPLOYEES

ROXBURY TWP BOE 5/8/2023

EXHIBIT HR 8

A. MIDDLE MANAGERS / COORDINATORS

Last Name	First Name	Job Title	Salary	Start Date	End Date	Discussion
1 KATZ	ROBERT	Director of Transportation	\$111,448	7/1/2023	6/30/2024	
2 MONAGHAN	JAMES	Director of Security	\$84,706	7/1/2023	6/30/2024	
3 PITZER	CURTIS	Technology Coordinator	\$130,872	7/1/2023	6/30/2024	
4 RENZETTI	SANDRA	Payroll Coordinator	\$82,846	7/1/2023	6/30/2024	
5 RHODES	ANN	Community School / Community Relations Coordinator	\$100,335	7/1/2023	6/30/2024	
6 RIFFEL	PETER	Director of Building & Grounds	\$134,601	7/1/2023	6/30/2024	

B. CONFIDENTIAL SECRETARIES

Last Name	First Name	Job Title	Salary	Start Date	End Date	Discussion
1 BAUDER	YANINA	Confidential Secretary to the Business Administrator	\$63,839	7/1/2023	6/30/2024	Tenured
2 DUBEK	LAUREN	Confidential Secretary to the Superintendent	\$79,554	7/1/2023	6/30/2024	Tenured
3 KLEIN	LORI	Confidential Secretary to the Assistant Superintendent	\$66,150	7/1/2023	6/30/2024	Tenured
4 MARTIN	NAOMA	Confidential Secretary to the HR Director / Benefits Coordinator	\$70,040	7/1/2023	6/30/2024	Tenured

C. INFORMATION SPECIALISTS / OTHER DISTRICT SUPPORT

Last Name	First Name	Job Title	Salary	Start Date	End Date	Discussion
1 COLE	MELANIE	Dispatcher	\$59,970	7/1/2023	6/30/2024	
2 CONNELLY	SHEILA	Data Specialist	\$81,795	7/1/2023	6/30/2024	
3 HARRISON	LORI	Dispatcher	\$59,970	7/1/2023	6/30/2024	
4 HELLNER	THOMAS	Network Administrator	\$103,607	7/1/2023	6/30/2024	
5 JOHNSON	HEATHER	Computer Technician	\$60,042	7/1/2023	6/30/2024	
6 NAPOLIELLO	ANNE	Computer Technician	\$67,337	7/1/2023	6/30/2024	
7 PALMIERI	LISA	Treasurer	\$12,249	7/1/2023	6/30/2024	
8 WAGNER	MATTHEW	Systems Administrator	\$69,211	7/1/2023	6/30/2024	
9 WOODS	THOMAS	Computer Technician	\$66,701	7/1/2023	6/30/2024	
10 ZERIS	CHRISTOPHER	Computer Technician	\$60,042	7/1/2023	6/30/2024	

D. SECURITY GUARDS (FULL-TIME)

Last Name	First Name	Job Title	Salary	Start Date	End Date	Discussion
1 ARETOWICZ	SCOTT	Security Guard F/T	\$39,750	9/1/2023	6/30/2024	10-month
8 O'BRIEN	JAMES	Security Guard F/T	\$39,750	9/1/2023	6/30/2024	10-month

* **A. PART-TIME TRANSPORTATION BUS AIDES**

(ASSIGNED WORK HOURS SUBJECT TO CHANGE; NOT TO EXCEED 29.5 HOURS WEEKLY)

	Last Name	First Name	Job Title	Location	Hourly Rate	Start Date	End Date
1	ACUNA	PAOLA	Transportation Aide	TRANSP	\$17.75	9/1/2023	6/30/2024
2	BASTOS	MARILDA	Transportation Aide	TRANSP	\$17.75	9/1/2023	6/30/2024
3	COLE	KENDAL	Transportation Aide	TRANSP	\$17.00	9/1/2023	6/30/2024
4	DACEY	ERIN	Transportation Aide	TRANSP	\$17.50	9/1/2023	6/30/2024
5	DOLAN	LISA	Transportation Aide	TRANSP	\$17.75	9/1/2023	6/30/2024
6	KING	RITA	Transportation Aide	TRANSP	\$17.00	9/1/2023	6/30/2024
7	LEBOEUF	STEPHANIE	Transportation Aide	TRANSP	\$17.75	9/1/2023	6/30/2024
8	MCCLEMENT	JANICE	Transportation Aide	TRANSP	\$16.50	9/1/2023	6/30/2024
9	PERRELLI	JAIME	Transportation Aide	TRANSP	\$17.75	9/1/2023	6/30/2024
10	QORRI	SHKENDIJE	Transportation Aide	TRANSP	\$17.50	9/1/2023	6/30/2024
11	RUANO	FRANCISNED	Transportation Aide	TRANSP	\$17.50	9/1/2023	6/30/2024
12	SIEGEL	DYLAN	Transportation Aide	TRANSP	\$16.50	9/1/2023	6/30/2024
13	ZAPATA	DIANA	Transportation Aide	TRANSP	\$16.50	9/1/2023	6/30/2024

B. PART-TIME CAFETERIA/LUNCHROOM AIDES

(ASSIGNED WORK HOURS SUBJECT TO CHANGE; NOT TO EXCEED 29.5 HOURS WEEKLY)

	Last Name	First Name	Job Title	Location	Hourly Rate	Start Date	End Date
1	ALVINE	JACQUELINE	Cafeteria Aide	JES	\$16.75	9/1/2023	6/30/2024
2	BAGONIS	HEIDI	Cafeteria Aide	KES	\$16.75	9/1/2023	6/30/2024
3	CONNOLLY	JULIANNE	Cafeteria Aide	LRS	\$16.50	9/1/2023	6/30/2024
4	CORSI	DINA	Cafeteria Aide	KES	\$16.75	9/1/2023	6/30/2024
5	FEHSAL	ANITA	Cafeteria Aide	FES	\$16.50	9/1/2023	6/30/2024
6	GABLOFF	KRISTINA	Cafeteria Aide	EMS	\$16.75	9/1/2023	6/30/2024
7	GONG	JOSIE	Cafeteria Aide	FES	\$16.00	9/1/2023	6/30/2024
8	KEMPTON	FRANCINE	Cafeteria Aide	LRS	\$16.75	9/1/2023	6/30/2024
9	LEWIS	PAMELA	Cafeteria Aide	LRS	\$16.75	9/1/2023	6/30/2024
10	MURRAY	MARY ANNE	Cafeteria Aide	NES	\$16.00	9/1/2023	6/30/2024
11	O'CONNOR	JEANETTE	Cafeteria Aide	JES	\$16.75	9/1/2023	6/30/2024
12	OPALKA	ANGELA	Cafeteria Aide	EMS	\$15.50	9/1/2023	6/30/2024
13	OZKAYA	CHERYL	Cafeteria Aide	LRS	\$16.75	9/1/2023	6/30/2024
14	TYRPAK	DIANE	Cafeteria Aide	NES	\$15.50	9/1/2023	6/30/2024

* **C. PART-TIME SECURITY GUARDS**

(ASSIGNED WORK HOURS SUBJECT TO CHANGE; NOT TO EXCEED 29.5 HOURS WEEKLY)

	Last Name	First Name	Job Title	Location	Hourly Rate	Start Date	End Date
1	COMBES	WILLIAM	Security Guard 10m	District	\$26.86	9/1/2023	6/30/2024
2	CRATER	SUSAN	Security Guard 10m	District	\$18.85	9/1/2023	6/30/2024
3	D'AMATO	SEBASTIAN	Security Guard 10m	District	\$26.86	9/1/2023	6/30/2024
4	GONZALEZ	ROBERT	Security Guard 12m	District	\$26.86	7/1/2023	6/30/2024
5	HERTER	HERBERT	Security Guard 10m	District	\$26.86	9/1/2023	6/30/2024
6	ZIMMERMAN	WILLIAM	Security Guard 10m	District	\$26.86	9/1/2023	6/30/2024

* **D. PART-TIME DISTRICT COURIER**

(ASSIGNED WORK HOURS SUBJECT TO CHANGE; NOT TO EXCEED 12.5 HOURS WEEKLY PAYABLE BY TIMESHEETS)

	Last Name	First Name	Job Title	Location	Hourly Rate	Start Date	End Date
1	SMITH	ROBERT	District Courier	District	\$20.00	9/1/2023	6/30/2024

10-month employees shall start working on the first day of the board approved school calendar