

**DISTRICT OF ROXBURY TOWNSHIP  
BOARD OF EDUCATION  
SEPTEMBER 21, 2020  
REGULAR MEETING AGENDA**

**HYBRID - BOTH VIRTUAL  
AND HELD AT  
ROXBURY HIGH SCHOOL  
1 Bryant Drive, Succasunna, New Jersey**

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 Regular Session for discussion on business before the Board tonight.

The New Jersey Open Public Meetings Law was enacted to insure 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

Daily Record – Newspaper

Roxbury Website – <http://www.roxbury.org/domain/43>

Municipal Clerk

Roxbury Public Library

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 September 21, 2020 regarding personnel matters, student matters, negotiations and attorney client privilege.

IV. PUBLIC SESSION

V. PLEDGE OF ALLEGIANCE

VI. PRESENTATIONS

September 21, 2020

- VII. CORRESPONDENCE
- VIII. STUDENT REPRESENTATIVE'S COMMENTS
- IX. BOARD PRESIDENT'S COMMENTS
- X. SUPERINTENDENT'S REPORT
- XI. BUSINESS ADMINISTRATOR'S REPORT
- XII. MINUTES

- 1. Minutes of the Executive Session of August 31, 2020
- 2. Minutes of the Regular Meeting of August 31, 2020

XIII. 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

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

XV. ACTION ITEMS

**A. Finances (Resolutions 1-21)**

*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.*

BILLS LIST

- \*1. RESOLVED, that the Roxbury Township Board of Education approve the September 2020 bills list totaling \$2,414,133.85 as presented.

TRANSFERS

- \*2. RESOLVED, that the Roxbury Township Board of Education approve the July 2020 list of transfers between accounts as presented. Approval by the County Office is not required except as noted on the list.

SECRETARY'S REPORT

- \*3. RESOLVED, that the Roxbury Township Board of Education approve the Board Secretary's Report for July 2020.

TREASURER’S REPORT

- \*4. RESOLVED, that the Roxbury Township Board of Education approve the Treasurer’s Report for July 2020.

MONTHLY FINANCIAL CERTIFICATION OF THE BOARD SECRETARY AND BOARD OF EDUCATION

- \*5. RESOLVED, that the Roxbury Township Board of Education, pursuant to N.J.S.A. 18A:19-4, does certify that no line item account has encumbrances and expenditures which in total exceed the line item appropriation, and

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.S.A. 18A:17-36, after review of the Board Secretary’s and Treasurer’s monthly financial reports for the month of July 2020 that no major accounts and fund balances in the 2020/2021 budget have been over expended and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

STUDENT ACTIVITY ACCOUNTS

- \*6. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bill lists for the month of August 2020 as follows:

Roxbury High School	\$6,704.81	Franklin School	\$46.00
Athletics	\$350.00	Kennedy School	\$0.00
Eisenhower Middle School	\$30.00	Jefferson School	\$0.00
Lincoln Roosevelt School	\$90.00	Nixon School	\$0.00

TRAVEL REQUESTS

- \*7. 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 furthers 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.

	<i>Name</i>	<i>Workshop Title</i>		<i>Place</i>	<i>Date of Workshop</i>	<i>Registration Fee</i>	<i>Total Estimated Expenses</i>
1	Franco, Kevin	Fundamentals of Coaching	4	Online	Online	\$100.00	\$100.00
2	Giordano, Tessa	Wired Kids: How Technology Impacts Early Childhood Development And The Power of Play in the Development of Young Children	4	Webinar	10/17/2020 10/18/2020	\$285.00	\$285.00

Notes: 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.

APPROVAL OF CONTRACT

- \*8. RESOLVED, that the Roxbury Township Board of Education approve a contract with J&B Therapy, P.O. Box 151, Augusta, NJ to provide speech therapy services for students in the Roxbury Township School District. Services will be provided from September 14, 2020 through January 31, 2021 at a rate of \$88.00 per hour, not to exceed \$49,192.00.

APPROVAL OF PURCHASES

- 9. RESOLVED, that the Roxbury Township Board of Education approve the purchase of and installation at Franklin Elementary School of vertical unit ventilator from Trane U.S. Inc., 19 Chapin Road, #B, Pine Brook, NJ. This purchase is being made in accordance with Trane Proposal 2926387 in the amount of \$11,477.32.
- \*10. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Air Cleaners from Johnstone Supply, P.O. Box 239, Kenilworth, NJ. This purchase is being made in accordance with Johnstone Supply Quote #S4743806 and NJ Smarts Contract #T0537 in the amount of \$71,622.21.

APPROVAL OF PROPOSAL

- \*11. RESOLVED, that the Roxbury Township Board of Education approve the proposal provided by FKA Architects, 306 Ramapo Valley Road, Oakland, NJ for professional architectural and engineering services for the Roxbury High School Elevator Replacement Project. The total cost of this proposal including Preliminary Phase, Construction Documents Phase, Bidding Phase, Construction Administration Phase and reimbursable expenses is \$31,474.00.

APPROVAL OF JOINT TRANSPORTATION AGREEMENT

- \*12. RESOLVED, that the Roxbury Township Board of Education approve a Joint Transportation Agreement whereby the Roxbury Township Board of Education will act as the Host District providing transportation services as specified below to the Joiner District, the Mt. Arlington Board of Education.

Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
9/1/2020	6/30/2021	CTC AM	Celebrate the Children	\$27,000.00
9/1/2020	6/30/2021	PARK AM	Central Park School	\$13,500.00
9/1/2020	6/30/2021	RHS18 AM	Roxbury H.S.	\$36,000.00
9/1/2020	6/30/2021	LR13 AM	Lincoln Roosevelt	\$9,000.00
9/15/2020	6/30/2021	EMS10 AM	Eisenhower Middle School	\$8,800.00
		Joiner District To and From Total Route Cost		\$94,300.00

UPDATE TO LONG RANGE FACILITIES PLAN

- \*13. RESOLVED, that the Roxbury Township Board of Education authorize the 2020 update to the current Long Range Facilities Plan.

SAFETY INCENTIVE PROGRAM

- \*14. RESOLVED, that the Roxbury Township Board of Education accept the 2020/2021 Tier 1 Safety Incentive Program Award of \$5,500 from the School Alliance Insurance Fund.

APPROVAL OF COVID-19 TECHNOLOGY FUNDS FOR NONPUBLIC SCHOOLS

15. RESOLVED, that the Roxbury Township Board of Education approve the Covid-19 Technology Funds for Nonpublic Schools which are funded by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Coronavirus Relief Fund (CRF), and are provided solely for the purchase of 1:1 instructional devices (e.g., Chromebooks, iPads, hotspots) for nonpublic school students in the amounts listed below for nonpublic schools in the district.

American Christian School	\$3,785.00
Morris County Educare & Enrichment Center	\$305.00
St. Therese School	\$6,438.00

APPROVAL OF 2020-2021 FUNDING FOR SERVICES UNDER CHAPTERS 192 & 193 LAWS OF 1977 AS AMENDED

- \*16. RESOLVED, that the Roxbury Township Board of Education approve the 2020/2021 Funding For Services Under Chapters 192 & 193 Laws Of 1977 As Amended in the amounts listed below for nonpublic schools in the district.

**State Aid Amounts for Services Under Chapter 192**

Compensatory Education	\$42,551.00
E.S.L.	\$0.00
Transportation	\$15,357.00
Total Allocation for Ch. 192 Services	\$57,908.00

**State Aid Amounts for Services Under Chapter 193**

Initial Exam & Class.	\$3,899.00
Annual Exam & Class.	\$9,682.00
Corrective Speech	\$16,405.00
Supplementary Instruction	\$19,428.00
Total Allocation for Ch. 193 Services	\$49,414.00

APPROVAL OF SERVICE PAYMENTS

- \*17. RESOLVED, that the Roxbury Township Board of Education approve payment to the following individuals for their services as indicated below with the Roxbury High School Fall Drama being held on October 29, 2020 and October 30, 2020. Payment to be paid out of Roxbury High School's student activities account; the Board will be reimbursed through fundraising and ticket sales.

	Last Name	First Name	Services Performed	20/21 Payment
1	Rogers	Patricia	Fall Drama Costume Designer	\$500

RESOLUTION URGING CONTINUED STATE FUNDING OF THE SCHOOL BASED YOUTH SERVICES PROGRAM

- \*18. WHEREAS, the School Based Youth Services Program (SBYSP), administered by the New Jersey Department of Children and Families, provides students – in a school setting – with critically important supports, such as mental health counseling, employment counseling, substance abuse education and prevention, preventive health awareness, primary medical linkages, and learning support; and

WHEREAS, the SBYSP, in which nearly 100 New Jersey school districts participate, has a proven record of success and has achieved positive results for students and parents across the state; and

WHEREAS, the SBYSP is one of the state's most effective efforts to serve the mental health and social-emotional needs of students and their families; and

WHEREAS, during the current public health crisis, which has increased isolation and anxiety, these services should not only be maintained, but also strengthened and expanded; and

WHEREAS, in state Fiscal Year 2020, school-linked services were funded at almost \$15.3 million and were originally expected to receive in an increase in funding to nearly \$17 million when the Governor unveiled his original Fiscal Year 2021 budget proposal in February; and

WHEREAS, when the Governor issued his revised FY2021 budget plan on August 25, he proposed cutting the funding for school-linked services to less than \$5 million, and the SBYSP is expected to be completely eliminated at the end of September 2020; and

WHEREAS, the proposed cuts to the SBYSP have sparked an outcry from the educational community, and many local boards of education oppose this drastic departure from the Governor's original budget proposal and the change in the state's funding priorities; and

WHEREAS, while these financially difficult times will require difficult choices to be made to address the economic realities brought on by the COVID-19 pandemic, cutting the critical services provided through the SBYSP is not an appropriate way to meet these budgetary challenges; and

WHEREAS, the New Jersey School Boards Association has conducted extensive research into programming that promotes the health and wellness of students, and believes that the SBYSP plays a critical role in supporting the mental health and emotional well-being of students; and

WHEREAS, the Roxbury Township Board of Education recognizes the importance of maintaining funding for the SBYSP so that students and parents may continue receiving the critical services provided through the program.

NOW, THEREFORE, BE IT RESOLVED that the Roxbury Township Board of Education urges the State Legislature and the Governor to reverse the cuts to the School Based Youth Services Program contained in the Governor's proposed budget for Fiscal Year 2021, and to maintain and increase funding for the program beyond the next fiscal year; and be it further

RESOLVED, that this resolution be delivered to Governor Phil Murphy, Commissioner of the NJ Department of Children and Families Christine Norbut Beyer, State Senate President Stephen M. Sweeney, Assembly Speaker Craig Coughlin, and the 25th Legislative District's representatives in the state Senate and General Assembly; and be it further

RESOLVED, that copies of this resolution be sent to the New Jersey School Boards Association.

APPROVAL OF DISPOSAL OF PROPERTY

- \*19. RESOLVED, that the Roxbury Township Board of Education approve disposal of a Kimball Piano Model 424C Serial #D98360, with inventory #'s 001350 and 2572. This equipment has been identified by the Principal, Roxbury High School, as obsolete, broken and/or no longer functioning. If unable to be sold in 'as is' condition, this item will be disposed of by means of recycling as per Regulation 7300, Disposition of Personal Property.
- \*20. RESOLVED, that the Roxbury Township Board of Education approve disposal of 440 each STM Dux Plus Duo for 10.2 inch ipad. This equipment has been identified by the Technology Coordinator as obsolete, broken and/or no longer functioning. If unable to be sold in 'as is' condition, these items will be disposed of by means of recycling as per Regulation 7300, Disposition of Personal Property.

COMMUNITY SCHOOL

- \*21. RESOLVED, that the instructors listed below be appointed for the 2020/2021 Roxbury Community School Course Offerings. All expenses will be paid out of collected tuitions and employment is dependent upon sufficient enrollment. Teacher instructors receive a percentage of tuition based on enrollment and agreement with the Community School.

Instructor	Tuition	Program / Location / Dates
Margaret Sugrue	\$40/Participant	Yoga for All / Franklin School / December 2020

**B. Education (Resolutions 1-4)**

*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 2020/2021 school year, ending as of August 27, 2020.
- \*2. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2020/2021 school year, beginning August 28, 2020 and ending September 17, 2020.

OUT-OF-DISTRICT PLACEMENTS/SERVICES - 2020/2021

- \*3. RESOLVED, that the Roxbury Township Board of Education approve the 2020/2021 Extended School Year and 2020/20201 School Year Out-of-District Placements/Services listed below:

<i>File Number</i>	<i>School or Provider</i>	<i>Total Cost</i>	<i>Dates</i>
202781	Educational Services Commission of Morris County	\$101,327.00	9/1/20-6/30/21
203617	Educational Services Commission of Morris County	\$99,541.00	9/1/20-6/30/21
108439	Educational Services Commission of Morris County	\$68,490.00	9/1/20-6/30/21
108541	Educational Services Commission of Morris County	\$97,755.00	9/1/20-6/30/21
210589	Educational Services Commission of Morris County	\$97,755.00	9/1/20-6/30/21
108684	Educational Services Commission of Morris County	\$68,490.00	9/1/20-6/30/21
206257	Sussex Vocational Board of Education	\$11,338.00	9/1/20-6/30/21
210502	Broadstep Academy, Inc.	\$99,136.80	9/9/20-6/30/21

APPROVAL OF SENIOR OPTION PROJECTS - RHS

- \*4. RESOLVED, that the Roxbury Township Board of Education accepts the Senior Option Projects for the classes at Roxbury High School listed below to be completed in the 2020/2021 school year.

<b>Student</b>	<b>Research Focus</b>	<b>Credits</b>
209902	Writing Enhancement	5
207752	Digital Media	5
204111	Ultrasound Observing	5
204310	TV1 Assistant Teacher/Gaelvision Social Media	5

**C. Policies (Resolution 1-2)**

*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.*

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

	<i>Policy/Regulation Number</i>	<i>Policy/Regulation Title</i>	<i>Exhibit Number</i>
a	Policy 2361 (Revised)	Acceptable Use of Computer Networks/Computers and Resources (M)	P1

- \*2. 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 2464 (Revised)	Gifted and Talented Pupils (M)	P2
b	Regulation 2464 (Revised)	Gifted and Talented Pupils (M)	P3



**D. Personnel (Resolutions 1-18)**

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

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

*Organized by Name*

	Name	Loc	Position	Action	Final day of employment	Discussion
1	Henderson, Jacqueline	FES	School Nurse	Resignation for personal reasons	--	Term was to begin 10/19/20
2	Pesic, Miljana	KES	Special Education Paraprofessional	Resignation for personal reasons	9/1/20	
3	Volz, Michael	EMS	Permanent Substitute Teacher	Resignation for personal reasons	9/8/20	

- RESOLVED, that the Roxbury Township Board of Education accept the resignation for personal reasons of Mr. Rick Engle, Supervisor of Special Services, with September 14, 2020 being his final day of employment in this position; and approve his appointment as a Special Education Teacher at Eisenhower Middle School effective September 15, 2020 through June 30, 2021 on Step 23 of the 20/21 MA Guide at a salary of \$97,481, to be prorated.

REASSIGNMENTS / TRANSFERS

- RESOLVED, that the staff listed below be transferred to a new location and/or assignment as indicated:

	Name	Former Assignment & Loc.	New Assignment & Loc.	Effective Date	Discussion
1	Bottona, Nancy	Special Education Paraprof - RC Program JES	Special Education Paraprof - RC Program KES	9/22/20	Student needs
2	Casola, Terry	School Secretary FES	Principal's Secretary NES	9/8/20	10 month position
3	Mulch, Jean	Principal's Secretary NES	School Secretary FES	9/8/20	12 month position
4	Roe, Tammie	Special Education Paraprof - RC Program LRS	Special Education Paraprof - RC Program JES / LRS	9/22/20	Student needs

LEAVES OF ABSENCE

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

	Name	Loc.	Position	Leave Start Date	Paid Leave	Unpaid FMLA/ NJFLA^	Return Date	Discussion
1	Evans, Danielle	NES	SLS	9/1/20	Using available sick days	FMLA/NJFLA	1/4/21	Amends Return Date of 1/14/21 app'd 6/8/20.
2	Harrison Calderon, Jessica	EMS	Music Teacher	11/30/20 or sooner if nec	using available sick days	FMLA/ NJFLA	2/8/21	
3	Mulch, Jean	FES	Secretary	9/8/20	Using available sick days	FMLA	Upon release by physician	

^Leave becomes unpaid when sick/personal days depleted or released by physician, whichever occurs first.

5. RESOLVED, that the Roxbury Township Board of Education approve the following leaves under the Families First Coronavirus Response Act (FFCRA):

	Name	Leave Start Date	Emergency Paid Sick Leave	Paid Expanded Family & Medical Leave	Other Paid Leave	Return Date	Discussion
1	12-147	9/10/20	2 wks	2 wks		10/6/20	

6. RESOLVED, that Employee 5867 is placed on administrative leave without pay commencing September 18, 2020 until further notice pursuant to N.J.S.A. 39:3-10.1.

APPOINTMENTS

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

Organized by Name

	Name	Loc	Position	Salary Guide / Step	Salary	Start Date	End Date	Discussion
1	O'Brien, Heather	NES	Secretary - 10 month (0.5334 FTE)	REA Secretary Grade II Step 1	\$20,143 prorated	9/15/20	6/30/21	Amends start date app'd 8/17/20 D.6.2; replacement in position SEC.NES.OFF.GR2.PT; 4 hrs/day
* 2	Pitzer, Curtis	Dist	Interim Network Administrator	n/a	\$100.00 per diem	9/1/20	When position filled	Additional duties in position TEC.DS.TECN.NA.02
3	Richardson, Kiley	EMS	Gr. 7 Math Teacher	20/21 BA Step 1 of 1-3	\$54,705 prorated	9/14/20#	6/30/21	Replacement in position TCH.EMS.MAT.NA.02.  #Appt supersedes appt as TST app'd 7/20/20.
4	Tilves, Michelle	LRS	Permanent Substitute Teacher	N/A	\$125.00 per diem	9/14/20	6/30/21	Tenure-track replacement in position TCH.SUB.PERM.LRS.01; not to exceed 4 days per week
* 5	PLACE - HOLDER	Dist	Network Administrator	n/a	\$ TBD prorated	TBD	6/30/21	Replacement in position TEC.DS.TECN.NA.02

APPOINTMENTS - LEAVE REPLACEMENTS

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

	Name	Loc	Position	Salary	Start Date	End Date	Discussion
1	Swanson, Jeffrey	DIST	Leave-repl Supervisor of Humanities & Art, Gr. PK - 6	\$400.00 per diem	9/22/20	11/25/20	Non-tenure track. Replacement in position SUP.DS.SUP.NA.01

APPOINTMENTS - ATHLETICS

9. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2020/2021 school year:

20/21 Coaching Appts											
	POS LOC	POSITION	ASSIGNMENT	SEASON	LAST NAME	FIRST NAME	20/21 Base Stipend	# of Consec Yrs thru 20/21 Season	20/21 Longevity Stipend	20/21 TOTAL Stipend	
*	1	RHS	Tennis - Girls'	Asst Coach	Fall	Doyle	Robert	\$5,178	1	\$ -	\$5,178

APPOINTMENTS - EXTRACURRICULARS

10. RESOLVED, that the Roxbury Township Board of Education approve the following appointments for the 2020/2021 school year as indicated in the attached Exhibits:

	Exhibit Title	Exhibit Number
1	20/21 Club Appts	HR 1.1
2	20/21 Fall Drama Appts	HR 1.2

APPOINTMENTS - SUBSTITUTES

11. RESOLVED, that the Roxbury Township Board of Education approve the following on an as needed basis:

	Name	Loc.	Position	Salary	Start Date	End Date	Discussion
*1	Horincewich, Thomas	District	Substitute Teacher and Paraprofessional	20/21 Sub Rate Bd. aprvd 5/11/2020	9/01/20	6/30/21	Reappointment
*2	Kozas, Michael	District	Substitute Teacher, Paraprofessional and Secretary	20/21 Sub Rate Bd. aprvd 5/11/2020	9/22/20	6/30/21	
*3	McConnell, Nicole	District	Substitute Teacher, Paraprofessional and Secretary	20/21 Sub Rate Bd. aprvd 5/11/2020	9/22/20	6/30/21	

APPOINTMENTS - SUBSTITUTES (MAINTENANCE, SECURITY, TECHNOLOGY)

12. RESOLVED, that the Roxbury Township Board of Education approve the following on an as needed basis:

	<i>Name</i>	<i>Loc.</i>	<i>Position</i>	<i>Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
* 1	Olivo, Thomas	B&G	Substitute Maintenance / Groundskeeper	\$15.00 hourly	9/1/20	10/31/20	Not to exceed 25 hours/week
^Start date pending receipt of documentation in accordance with law and district policy.							

APPROVAL OF SERVICE PAYMENTS

- \*13. RESOLVED, that the Roxbury Township Board of Education approve payment to the following individuals for their services as indicated below with the Roxbury High School Fall Drama being held on October 29, 2020 and October 30, 2020. Payment to be paid out of Roxbury High School's student activities account; the Board will be reimbursed through fundraising and ticket sales.

	Last Name	First Name	Services Performed	20/21 Payment
1	Hachey	Patrick	Fall Drama Set Designer	\$900
2	Sweer	Krista	Fall Drama Piano Accompanist	\$500

SALARY ADJUSTMENTS

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Guide / Step</i>	<i>Annual Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Casola, Terry	NES	Secretary to Principal (10mo)	REA Secretary Grade IV, Step 7	\$45,304 prorated	9/8/20	6/30/21	Grade/ salary adjustment for new position
2	Mulch, Jean	FES	School Secretary (12mo)	REA Secretary Grade II, Step 7	\$54,365* prorated	9/8/20	6/30/21	Grade adjustment for new position; *Salary frozen at 2020-21 Gr IV, Step 7 level until 2022-2023 guide

SALARY ADJUSTMENTS - HOURLY EMPLOYEES

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

	Name	Loc	Position	Guide / Step	Hourly Rate	Hrs / Day	Days / Wk	Days / Year	Annual Salary	Start Date	End Date	Discussion
* 1	Gibney, Lisa	RHS	Special Education Paraprof	REA Paraprof Step 13	\$22.53	4 on M; 6 on T-F	5	187	\$23,881	9/1/20	6/30/21	Hours increased from 6 hrs on T-F
2	Paolicelli, Margarete	NES	Special Education Paraprof	REA Paraprof Step 8	\$19.41	4 on M; 5.25 on T-F	5	187	\$18,303	9/1/20	6/30/21	Hours decreased from 4 hrs on M & 6 hrs on T-F
3	Pink, Kenisha	FES	Special Education Paraprof	REA Paraprof Step 10	\$20.61	6	T-F	156	\$19,290	9/1/20	6/30/21	Hours decreased from 4 hrs on M & 6 hrs on T-F
4	Ruiz, Idalis	LRS	Special Education Paraprof	REA Paraprof Step 5	\$17.64	4 on M; 5.33 on T-F	5	187	\$16,855	9/1/20	6/30/21	Hours decreased from 4 hrs on M & 6 hrs on T-F
* 5	Stewart Barletto, Margaret	RHS	Special Education Paraprof	REA Paraprof Step 10	\$20.61	4	5	187	\$15,416	9/1/20	6/30/21	Hours decreased from 4 hrs on M & 6 hrs on T-F
6	West, Mary	FES	Title 1 Paraprof	REA Paraprof Step 8	\$19.41	4.5	5	187	\$16,334	9/1/20	6/30/21	Increased from 4 hrs/day

MENTORING

16. RESOLVED, that the Roxbury Township Board of Education approve the mentoring assignments indicated below. The number of weeks shown encompasses weeks when school is in session; and when the novice teacher and mentor are present at school to collaborate:

	Novice Teacher				Mentoring Term in Roxbury				
	Name	Loc	Instr. Cert.	No. of weeks of mentoring completed to date	Mentor	Start Date	End Date	No. of Wks	Fee
1	Richardson, Kiley	EMS	CEAS	20 (in Roxbury 1/2/20-5/29/20)	Rodas, Shannon	9/22/20	12/4/20	10	\$183

STUDENT TEACHERS

17. RESOLVED, that the following student-teaching assignment be approved for the 2020/2021 school year:

	<i>Student Teacher</i>				<i>Roxbury Cooperating Teacher</i>		
	<i>Name</i>	<i>College/Univ.</i>	<i>Placement Sought</i>	<i>Term</i>	<i>Name</i>	<i>Position</i>	<i>Loc.</i>
1	Feind, Lisa	Caldwell Univ.	Reading Specialist	40 hours beginning 9/17/20 thru 12/23/20	Saul, Joanne	Reading Specialist	JES

COMMUNITY SCHOOL

- \*18. RESOLVED, that the staff listed below be appointed for the 2020/2021 Roxbury Community School Course Offerings. All expenses will be paid out of collected tuitions and employment is dependent upon sufficient enrollment. Teachers/Instructors receive a percentage of tuition based on enrollment and agreement with the Community School.

<b>Instructor</b>	<b>Fees</b>		<b>Program / Location / Dates</b>
	<b>Compensation</b>	<b>Tuition</b>	
Barry, Kenneth	\$25/per half hour	\$27/per half hour	Applied Music Program Roxbury High School September 2020-June 2021
Monaghan, Mark			Applied Music Program Roxbury High School September-November 2020
Correnti, Alison	\$36/Student	\$90/Student	Middle School Grass Volleyball Clinic Roxbury High School September-October 2020
McMichael, Anthony	\$36/Student		
Bijelic, Kaliopi	\$15/Hour, Aide	<b>Preschool Program*</b> \$715/month <b>Extended Care*</b> (7-9 a.m. / 2-5 p.m.) Option 1: \$400/month Option 2: \$277.50/month Option 3: \$12/hour  * Tuition rates prorated for September/October due to hybrid schedules	RCS Preschool Program Kennedy School September 2020-June 2021

**E. Executive Session**

- \*1. WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in Executive Session under certain limited circumstances; and

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

September 21, 2020

WHEREAS, the Board of Education is anticipating to hold a hybrid Regular Meeting on October 12, 2020 at 6:30 p.m. remotely and at Roxbury High School; and

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.

- XVI. PUBLIC COMMENTS – There is a three-minute time limit, per Board Policy.
- XVII. BOARD MEMBER COMMENTS
- XVIII. EXECUTIVE SESSION - (IF NECESSARY)
- XIX. PUBLIC SESSION – (IF NECESSARY)
- XX. ADJOURNMENT

	POSITION LOC	POSITION TYPE	POSITION	ASSIGNMENT	20/21 LAST NAME	20/21 FIRST NAME	20/21 TOTAL Stipend	20/21 Note about Assignment
1	FES	CLUB	Early Act	Advisor	Maurer	Jennifer	\$600	
2	JES	CLUB	Early Act	Co-Advisor	Cope	Katherine	\$300	
3	JES	CLUB	Early Act	Co-Advisor	Storm	Meghan	\$300	
4	KES	CLUB	Early Act	Co-Advisor	Goodyear	Sarah	\$300	
5	KES	CLUB	Early Act	Co-Advisor	Leister	Tina	\$300	
6	NES	CLUB	Early Act	Co-Advisor	Hamberger	Kerry	\$525	
*	7	NES & RHS	Rox Buddies	Advisor	McInnes	Cathy	\$1,885	
8	LRS	CLUB	Computers	Advisor	Rodgers	Susanna	\$1,618	
9	LRS	CLUB	Student Council	Advisor	Tunstead	Elena	\$1,618	
10	EMS	CLUB	Advisory	Co-Advisor	Blewitt	Jessica	\$738	
11	EMS	CLUB	Advisory	Co-Advisor	DelRusso	Stefanie	\$738	
12	EMS	CLUB	Advisory	Co-Advisor	Rodas	Shannon	\$738	
13	EMS	CLUB	News / Literacy Magazine	Co-Advisor	Brennan	Lauren	\$1,258	
14	EMS	CLUB	News / Literacy Magazine	Co-Advisor	Curley	Kelsey	\$1,258	
15	EMS	CLUB	Spanish Club	Advisor	Corderio	Marcia	\$2,149	
16	EMS	CLUB	Student Council	Co-Advisor	Palanchi	Kristen	\$1,108	
17	EMS	CLUB	Student Council	Co-Advisor	Richman	Margery	\$1,108	
18	EMS	CLUB	Yearbook	Advisor	Farina	Kimberly	\$2,425	
19	EMS	CLUB/PA	Choral (Encores)	Director	Harrison Calderon	Jessica	\$3,413	
20	EMS	CLUB/PA	Choral (Harmonies)	Director	Harrison Calderon	Jessica	\$3,413	
21	EMS	CLUB/PA	Honors Band	Co-Advisor	Boccuti	Gregory	\$1,075	
22	EMS	CLUB/PA	Honors Band	Co-Advisor	Perrone	Shannon	\$1,075	
23	EMS	CLUB/PA	Jazz Band Ensemble	Advisor	Boccuti	Gregory	\$3,415	
*	24	RHS	Academic Decathlon	Advisor	McPhee	Michael	\$3,304	
*	25	RHS	Best Buddies	Co-Advisor	Hancock	Jessie	\$823	
*	26	RHS	Best Buddies	Co-Advisor	McGinley	Birsen	\$823	
*	27	RHS	Class Advisor - Freshman	Co-Advisor	Kroog	Barbara	\$725	
*	28	RHS	Class Advisor - Freshman	Co-Advisor	Speronza	Jane-Frances	\$725	
*	29	RHS	Class Advisor - Junior	Co-Advisor	Gluck	Caitlin	\$874	
*	30	RHS	Class Advisor - Junior	Co-Advisor	Mainiero	Melissa	\$874	
*	31	RHS	Class Advisor - Senior	Advisor	Devine	Conor	\$2,008	
*	32	RHS	Class Advisor - Senior	Assistant Advisor	Urban	Alexandra	\$1,004	
*	33	RHS	Class Advisor - Sophomore	Co-Advisor	McCracken	Jennifer	\$807	
*	34	RHS	Class Advisor - Sophomore	Co-Advisor	McLoughlin	Lise	\$807	
*	35	RHS	Debate	Advisor	Connolly	James	\$2,911	
*	36	RHS	DECA	Co-Advisor	Mainiero	Melissa	\$1,147	
*	37	RHS	DECA	Co-Advisor	Shadwell	Christopher	\$1,147	
*	38	RHS	Environmental Club	Co-Advisor	Dunn	Robin	\$1,141	
*	39	RHS	Environmental Club	Co-Advisor	Fagan	Margaret	\$1,141	
*	40	RHS	Equal Rights Advocacy Club	Advisor	Connolly	Nicole	\$2,259	
*	41	RHS	FBLA	Advisor	Sliwinski	Wojciech	\$2,293	
*	42	RHS	Film Club	Advisor	Hughes	David	\$1,645	
*	43	RHS	French Club	Co-Advisor	Burkat	Walter	\$823	
*	44	RHS	French Club	Co-Advisor	Santoro	Kimberly	\$823	
*	45	RHS	Gael Vision	Director	Burleigh	Deborah	\$3,880	
*	46	RHS	Gael Vision	Director	Caivano	Roxana	\$3,880	
*	47	RHS	Interact	Advisor	Oster	Kaitlyn	\$2,936	
*	48	RHS	Junior State of America	Co-Advisor	Connolly	James	\$850	
*	49	RHS	Junior State of America	Co-Advisor	Connolly	Nicole	\$850	
*	50	RHS	Literary Magazine	Co-Advisor	Burke	Jenna	\$1,292	
*	51	RHS	Literary Magazine	Co-Advisor	Schmidt	Laura	\$1,292	
*	52	RHS	Math League	Co-Advisor	McCracken	Jennifer	\$926	
*	53	RHS	Math League	Co-Advisor	McLoughlin	Lise	\$926	
*	54	RHS	National Art Honor Society	Advisor	Valenta	A.T. Nancy	\$2,515	
*	55	RHS	National Honor Society	Co-Advisor	Lisa	Kerry	\$1,258	
*	56	RHS	National Honor Society	Co-Advisor	McLoughlin	Lise	\$1,258	
*	57	RHS	Newspaper	Advisor	Tartarilla	Megan	\$3,196	
*	58	RHS	Peer Leadership	Advisor	Bewalder	Kevin	\$2,037	
*	59	RHS	Peer Leadership	Advisor	Hardy	Barbra	\$2,037	
*	60	RHS	Peer Leadership	Advisor	McCracken	Jennifer	\$2,037	



	<b>POSITION LOC</b>	<b>POSITION TYPE</b>	<b>POSITION</b>	<b>ASSIGNMENT</b>	<b>20/21 LAST NAME</b>	<b>20/21 FIRST NAME</b>	<b>20/21 TOTAL Stipend</b>	<b>20/21 Note about Assignment</b>
* 61	RHS	CLUB	Peer Leadership	Advisor	Spargo	Justin	\$2,037	
* 62	RHS	CLUB	PRISM	Co-Advisor	Belfiore	Christina	\$926	
* 63	RHS	CLUB	PRISM	Co-Advisor	Kenny	Jennifer	\$926	
* 64	RHS	CLUB	Robotics & Technology Club	Advisor	Taylor	Mark	\$2,465	
* 65	RHS	CLUB	Robotics & Technology Club	Assistant Advisor	Brauer	Matthew	\$2,150	
* 66	RHS	CLUB	Rox THON	Advisor	Gottfried	Michael	\$3,778	
* 67	RHS	CLUB	Rox THON	Assistant Advisor	Filoramo	Joseph	\$2,036	
* 68	RHS	CLUB	S.E.A.S.	Co-Advisor	Hancock	Jessie	\$823	
* 69	RHS	CLUB	S.E.A.S.	Co-Advisor	McGinley	Birsen	\$823	
* 70	RHS	CLUB	Science League	Advisor	O'Brien	William	\$1,851	
* 71	RHS	CLUB	Spanish Club	Advisor	Navarro	Maria	\$1,645	
* 72	RHS	CLUB	Student Council	Advisor	Gibson	Ryan	\$3,778	
* 73	RHS	CLUB	Varsity "R"	Co-Advisor	Bischoff	Derek	\$926	
* 74	RHS	CLUB	Varsity "R"	Co-Advisor	Dolan	James	\$926	
* 75	RHS	CLUB	Yearbook	Advisor	Schilling	Scott	\$4,444	
* 76	RHS	CLUB	Yearbook	Assistant Advisor	Zengel	Renee	\$3,820	
* 77	RHS	CLUB/PA	Concert Band	Advisor	Conrad	Jeffrey	\$5,070	
* 78	RHS	CLUB/PA	Jazz Band	Advisor	Boccuti	Gregory	\$3,385	
* 79	RHS	CLUB/PA	Jazz Band	Advisor	Sweer	Ryan	\$3,385	
* 80	RHS	CLUB/PA	Vocal Jazz	Advisor	Hachey	Patrick	\$3,385	
* 81	RHS	CLUB/PA	Vocal Jazz	Advisor	Sweer	Krista	\$3,385	
* 82	RHS	CLUB/PA	Vocal Music	Advisor	Hachey	Patrick	\$4,771	
* 83	RHS	CLUB/PA	Vocal Music	Assistant Advisor	Salyerds	Robert Daniel	\$2,549	
* 84	RHS	CLUB/PA	Vocal Music	Assistant Advisor	Sweer	Krista	\$2,549	

Note: The Board will be reimbursed for the stipends indicated below through fundraising and ticket sales.

	<i>POSITION LOC</i>	<i>POSITION TYPE</i>	<i>POSITION</i>	<i>ASSIGNMENT</i>	<i>2021 LAST NAME</i>	<i>2021 FIRST NAME</i>	<i>2021 TOTAL Stipend</i>	<i>2021 Note about Assignment</i>
*	1	RHS	PLAY/FA	Fall Drama Club	Advisor	Hachey Patrick	\$4,118	
*	2	RHS	PLAY/FA	Fall Drama Club	Assistant Advisor	Salyerds Robert Daniel	\$2,351	

EXHIBIT #P1 – SECOND READING

Program  
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ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

2361 ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND  
RESOURCES (M)

## M

The Board of Education recognizes as new technologies shift the manner in which information is accessed, communicated, and transferred; these changes will alter the nature of teaching and learning. Access to technology will allow students to explore databases, libraries, Internet sites, and bulletin boards while exchanging information with individuals throughout the world. The Board supports access by students to these information sources but reserves the right to limit in-school use to materials appropriate for educational purposes. The Board directs the Superintendent to effect training of teaching staff members in skills appropriate to analyzing and evaluating such resources as to appropriateness for educational purposes.

The Board also recognizes technology allows students access to information sources that have not been pre-screened by educators using Board approved standards. The Board therefore adopts the following standards of conduct for the use of computer networks and declares unethical, unacceptable, or illegal behavior as just cause for taking disciplinary action, limiting or revoking network access privileges, and/or instituting legal action.

The Board provides access to computer networks/computers for educational purposes only. The Board retains the right to restrict or terminate student access to computer networks/computers at any time, for any reason. School district personnel will monitor networks and online activity to maintain the integrity of the networks, ensure their proper use, and ensure compliance with Federal and State laws that regulate Internet safety.

### Standards for Use of Computer Networks

Any individual engaging in the following actions when using computer networks/computers shall be subject to discipline or legal action:

- A. Using the computer networks/computers for illegal, inappropriate or obscene purposes, or in support of such activities. Illegal activities are defined as activities that violate Federal, State, local laws and regulations. Inappropriate activities are defined as those that violate the intended use of the networks. Obscene activities shall be defined as a violation of generally accepted social standards for use of publicly owned and operated communication vehicles.



## ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

- B. Using the computer networks/computers to violate copyrights, institutional or third party copyrights, license agreements or other contracts.
- C. Using the computer networks in a manner that:
  - 1. Intentionally disrupts network traffic or crashes the network;
  - 2. Degrades or disrupts equipment or system performance;
  - 3. Uses the computing resources of the school district for commercial purposes, financial gain, or fraud;
  - 4. Steals data or other intellectual property;
  - 5. Gains or seeks unauthorized access to the files of others or vandalizes the data of another person;
  - 6. Gains or seeks unauthorized access to resources or entities;
  - 7. Forges electronic mail messages or uses an account owned by others;
  - 8. Invades privacy of others;
  - 9. Posts anonymous messages;
  - 10. Possesses any data which is a violation of this Policy; and/or
  - 11. Engages in other activities that do not advance the educational purpose for which computer networks/computers are provided.

### Internet Safety Protection

As a condition for receipt of certain Federal funding, the school district shall be in compliance with the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and has installed technology protection measures for all computers in the school district, including computers in media centers/libraries. The technology protection must block and/or filter material and visual depictions that are obscene as defined in Section 1460 of Title 18, United States Code; child pornography, as defined in Section 2256 of Title 18, United States Code; are harmful to minors including any pictures, images, graphic image file or other material or visual depiction that taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or



## ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

excretion; or depicts, describes, or represents in a patently offensive way, with respect to what is suitable for minors, sexual acts or conduct; or taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

This Policy also establishes Internet safety policy and procedures in the district as required in the Neighborhood Children's Internet Protection Act. Policy 2361 addresses access by minors to inappropriate matter on the Internet and World Wide Web; the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; unauthorized access, including "hacking" and other unlawful activities by minors online; unauthorized disclosures, use, and dissemination of personal identification information regarding minors; and measures designed to restrict minors' access to materials harmful to minors.

Notwithstanding blocking and/or filtering the material and visual depictions prohibited in the Children's Internet Protection Act and the Neighborhood Children's Internet Protection Act, the Board shall determine other Internet material that is inappropriate for minors.

In accordance with the provisions of the Children's Internet Protection Act, the Superintendent of Schools or designee will develop and ensure education is provided to every student regarding appropriate online behavior, including students interacting with other individuals on social networking sites and/or chat rooms, and cyberbullying awareness and response.

The Board will provide reasonable public notice and will hold one annual public hearing during a regular monthly Board meeting or during a designated special Board meeting to address and receive public community input on the Internet safety policy - Policy and Regulation 2361. Any changes in Policy and Regulation 2361 since the previous year's annual public hearing will also be discussed at a meeting following the annual public hearing.

The school district will certify on an annual basis, that the schools, including media centers/libraries in the district, are in compliance with the Children's Internet Protection Act and the Neighborhood Children's Internet Protection Act and the school district enforces the requirements of these Acts and this Policy.

### Consent Requirement

No student shall be allowed to use the school districts' computer networks/computers and the Internet unless they have filed with the Principal or designee a consent form signed by the student and his/her parent(s) or legal guardian(s).



## ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

### Violations

Individuals violating this Policy shall be subject to the consequences as indicated in Regulation 2361 and other appropriate discipline, which includes but are not limited to:

1. Use of the network only under direct supervision;
2. Suspension of network privileges;
3. Revocation of network privileges;
4. Suspension of computer privileges;
5. Revocation of computer privileges;
6. Suspension from school;
7. Expulsion from school; and/or
8. Legal action and prosecution by the authorities.

Based on a 2019-2020 Technology Security Audit, the District will maintain a Technology Standard Operating Protocol Manual with specific procedures and protocols for staff and technicians as it pertains to, but is not limited to the following:

- User Information Security
- User Account and Access Management
- Service Account Management
- Privileged Account Management
- Media Disposal
- Patch Management
- Password and MFA
- Network Device Management and Security
- Asset Management
- Physical Security
- Vendor Access Management
- External Connection Management
- General Network Security
- Change Management
- Backup Management



## ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

- Third-Party Management and Monitoring

This Standard Operating Protocol Manual will be reviewed and updated annually by Superintendent or designee, Coordinator of Technology, Network Administrator, Systems Administrator, and Data Integration Specialist based on industry-standard best practices.

N.J.S.A. 2A:38A-3

Federal Communications Commission: Children's Internet Protection Act

Federal Communications Commission: Neighborhood Children's Internet Protection Act

Adopted: 14 October 2013

Revised: 21 September 2020



# POLICY

EXHIBIT #P2 – FIRST READING

Program  
2464/Page 1 of 2  
GIFTED AND TALENTED PUPILS (M)

## 2464 GIFTED AND TALENTED PUPILS (M)

### M

The Board of Education recognizes its responsibility to identify gifted and talented students within the school district and to provide these students with appropriate instructional adaptations and services. To that end, the Board directs each such student in the school district be identified and offered an appropriate educational program and services.

~~For purposes of this Policy, "gifted and talented students" means students who possess or demonstrate high levels of ability, in one or more content areas, when compared to their chronological peers in the district and who require modification of their educational program if they are to achieve in accordance with their capabilities.~~

NJAC 6A:8-3.1 defines students who are gifted and talented as those students who possess or demonstrate high levels of ability in one or more content areas when compared to their chronological peers in the local district and who require modification of their educational program if they are to achieve in accordance with their capabilities.

The Superintendent will develop appropriate curricular and instructional modifications used for gifted and talented students indicating content, process, products and learning environments.

The Superintendent will develop procedures for an ongoing Kindergarten through grade twelve identification process for gifted and talented students. That includes multiple measures. Multiple measures may include, but are not limited to: achievement test scores; grades; student performance or products; intelligence testing; parent, student, and/or teacher recommendation; and other appropriate measures. The identification methodology will be developmentally appropriate, non-discriminatory and related to the programs and services offered by the district. The identification procedures will be reviewed annually.

The Superintendent will take into consideration the Pre-Kindergarten through Grade Twelve Gifted Programming Standards of the National Association of Gifted Children in developing programs for gifted and talented students. The educational program offered to gifted and talented students will encourage and challenge them in the specific areas of their abilities, but will not replace the basic instructional program of the various grades of this district. The program offered to gifted and talented students may include, but are not limited to: pull-out programs; classroom differentiated instruction; acceleration; flexible pacing; compacted curricula; distance learning; advanced classes; or individual programs





infused into the student's regular instructional program, provided that a written description of the infusion has been prepared and filed in the student's record.

Programs for gifted and talented students will be periodically evaluated for their continuing efficacy and adjusted accordingly.

The parent of any student identified as gifted or talented shall be consulted regarding any program designed to address the student's particular needs.

N.J.S.A. 18A:61A-2; 18A:35-4.16

N.J.A.C. 6A:8-1.3; 6A:8-3.1(a)5.

P.L. 108-382, Sec. 10201 et seq.

Adopted: 14 October 2013

Revised: 08 May 2017

Revised: TBD



# REGULATION

EXHIBIT #P3 – FIRST READING

PROGRAM  
R 2464/Page 1 of 6  
GIFTED AND TALENTED PUPILS (M)

## R 2464 GIFTED AND TALENTED PUPILS (M)

### M

#### A. Identification and Selection

1. Classroom teachers will be familiar with the criteria for identifying gifted and talented students and will be alert to students who exhibit those criteria.
2. The Enrichment Specialist/classroom teacher will review the cumulative files of all students in grades Kindergarten through twelve against the criteria for identifying gifted and talented students. The review will include consideration of intelligence ratings, classroom achievements, the results of standardized testing, and teaching staff member observation reports.
3. The Enrichment Specialist/classroom teacher will confer with past and present teachers of any student identified in the review of files and of any student recommended for screening by a teacher.

#### B. Selection Criteria

A student will be considered for participation in the program for gifted and talented students who:

1. Has an I.Q. of 130 or higher;
2. Has standardized test scores in the 97th percentile in two or more subject areas;
3. Is highly motivated to achieve academically;
4. Consistently demonstrates academic performance at least 1-2 grade levels above his/her own;
5. Consistently demonstrates intellectual or creative ability of a nature not readily susceptible to testing; or



6. Displays an extraordinary artistic creative talent with a high degree of self-motivation.

C. Program

1. The theoretical basis for the Schoolwide Enrichment Program is developed on the Enrichment Triad Model designed and developed by Joseph Renzulli and other at the University of Connecticut.

Type I: General Exploration

Definition: Experiences designed to expose learners to topics or areas of study in which they may have an interest.

Target: All students.

Objectives:

To stimulate new interests that might lead to more intensive follow-up (Type I and II) individually or small groups of students.

Type II: Training Activities

Definition: Instruction is designed to promote the development of higher level thinking and feeling processes.

Target: All students according to interest and ability.

Objectives:

To develop learning and how-to-learn skills such as notetaking, interviewing, classifying, analyzing data, drawing conclusions.

To develop creative and critical thinking skills.

To develop affective processes such as appreciating and valuing.

To develop problem solving, communication skills.

Type III: Investigations



Definition: Activities in which the student becomes an actual investigator of real-life problem and topic.

Target: Individuals and small groups who pursue topics at advanced levels of involvement.

Objectives:

To provide opportunities for students to apply knowledge, creative ideas and task commitment to a self selected problem.

To acquire advanced level knowledge (content) and methodology (process), and understanding.

To develop authentic products.

To develop the ability to interact effectively with people (students, teachers, mentors, specialists).

2. When a student has been identified as gifted or talented, the Enrichment Specialist/subject area teacher will:
  - a. Interview each selected student for additional information about the student and for guidance in establishing an enriched educational program for the student, and
  - b. Confer with the student's teacher about a proposed educational program for the student.
3. Because the enrichment needs of gifted and talented students can be met through a wide variety of activities and teaching strategies, program content will be individually prescribed and based on students' unique interests and talents.
4. Each student's program will seek to involve the student in all subject areas that can provide growth and stimulation in higher cognitive processes such as interpretation, extrapolation, translation, application, analysis, synthesis, and evaluation.



# REGULATION

## ROXBURY TOWNSHIP BOARD OF EDUCATION

PROGRAM  
R 2464/Page 4 of 6  
GIFTED AND TALENTED PUPILS (M)

5. No enrichment program will replace the basic instructional program appropriate to the student's grade level.
6. The enriched educational program for a gifted or talented student may consist of:
  - a. Additional classroom studies and assignments,
  - b. Special classes in appropriate studies,
  - c. Out-of-class sessions with the Enrichment Specialist, and/or
  - d. Independent projects in after-school sessions supervised by the Enrichment Specialist/mentor.
7. A classroom teacher may provide for the needs of gifted and talented students by:
  - a. Presenting content material that is related to broadbased issues, themes, or problems,
  - b. Integrating multiple disciplines into the study area,
  - c. Allowing for in-depth learning of a topic selected by the student within the study area,
  - d. Developing the student's independent and self-directed study skills,
  - e. Developing research skills and methods,
  - f. Integrating higher level thinking skills into the curriculum,
  - g. Focusing on open-ended tasks,
  - h. Using new techniques, materials, and forms,
  - i. Encouraging the development of self-understanding, and
  - j. Encouraging self-appraisal and evaluation.



D. Exit Procedures/Appeals:

1. Students in grades K-6 are afforded a variety of experiences through flexible periods as well as instructional tiering and differentiation as described in C.7, therefore an exit procedure is only necessary for students requesting an adjustment to his/her curricular program in grades 7-12; as it pertains to accelerated courses and elective programming. In these instances, the student, parent(s), counselor and teacher will be a part of the decision-making process.
2. A parent or guardian shall have the right to appeal any decision as it relates to program enhancement/enrichment (K-6) or program change (7-12) using the following procedure:
  - a. A decision by the Principal can be appealed to the Assistant Superintendent. This must be in writing and should be specific and complete. The appeal must contain all relevant information and documentation.
  - b. A decision by the Assistant Superintendent may be appealed to the Superintendent. This appeal must be in writing and should be similarly specific and complete;
  - c. A decision by the Superintendent may be appealed to the Board of Education. This appeal must be in writing and should be similarly specific and complete;
  - d. A decision by the Board of Education may be appealed to the Commissioner of Education of the State of New Jersey. This must be in writing and should be similarly specific and complete.
- ~~1. Each student identified as gifted or talented will be assessed annually for the continuing appropriateness of his/her enriched program. Assessment will include:
  - a. Interviews with the student, the student's parent(s) or legal guardian(s), and teaching staff members educationally responsible for the student,
  - b. Review of the student's file, including relevant test results, and~~



# REGULATION

## ROXBURY TOWNSHIP BOARD OF EDUCATION

PROGRAM  
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GIFTED AND TALENTED PUPILS (M)

- 
- c. — Review of the student's work in the preceding school year.
- 
- 2. — The program will be revised as required to meet the student's needs and interests.
- 
- 3. — The student may be withdrawn from the gifted and talented program when:
  - 
  - a. — The student's academic record indicates a decline in performance,
  - 
  - b. — The student wishes to withdraw and his/her parent(s) or legal guardian(s) consents to withdrawal, or
  - 
  - c. — The student's parent(s) or legal guardian(s) requests withdrawal.
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- 4. — A decision to withdraw a student from the gifted and talented program will be made by the student's classroom teacher, the Enrichment Specialist, the Principal/Guidance Counselor, the student's parent(s) or legal guardian(s), and, where appropriate, the student.

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