


**DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
APRIL 4, 2022
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.

<p style="text-align:center">SPEAKER REQUEST AT BOARD OF EDUCATION MEETINGS</p> <p><i>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.</i></p>	<p><i>ACCESS AGENDA & EXHIBITS ONLINE:</i></p> 
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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	Municipal Clerk
Daily Record – Newspaper	Roxbury Public Library
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 March 14, 2022 regarding personnel matters, student matters, and attorney client privilege.

IV. ROLL CALL

V. PUBLIC SESSION

April 4, 2022

VI. PLEDGE OF ALLEGIANCE

VII. PRESENTATIONS

DREAMS Program - A.Gallagher

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 March 14, 2022
2. Minutes of the Executive Session of March 14, 2022

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. 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.

STUDENT ACTIVITY ACCOUNTS

- *1. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bills lists for the month of March 2022 as follows:

Roxbury High School	\$26,442.63	Franklin School	\$960.00
Athletics	\$824.75	Kennedy School	\$512.50
Eisenhower Middle School	\$8,655.85	Jefferson School	\$0.00
Lincoln Roosevelt School	\$0.00	Nixon School	\$1,164.00

TRAVEL REQUESTS

- *2. 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.	Ferrare, Lisa	Spring 2022 Education Career Fair	4	Wayne, NJ	4/8/22	\$125.00	\$147.61
2.	Gallagher, Paul	Spring 2022 Education Career Fair	4	Wayne, NJ	4/8/22	\$0	\$22.96
3.	Ferrare, Lisa	Navigating the Media Firestorm: Crisis Communications through Social Media and Social Relations	4	Morris Plains, NJ	4/27/22	\$150.00	\$155.88
4.	Dr. Radulic, Loretta	Navigating the Media Firestorm: Crisis Communications through Social Media and Social Relations	4	Morris Plains, NJ	4/27/22	\$150.00	\$155.88
5.	Bellardino, Alyssa	MACN-Innovative Curriculum, Instruction, and Assessment Practices	4	Randolph, NJ	4/28/22	\$75.00	\$78.08
6.	Fiscina, Jeff	MACN-Innovative Curriculum, Instruction, and Assessment Practices	4	Randolph, NJ	4/28/22	\$75.00	\$78.29
7.	Kelaid, Mina	MACN-Innovative Curriculum, Instruction, and Assessment Practices	4	Randolph, NJ	4/28/22	\$75.00	\$78.29
8.	Kelly, Erika	MACN-Innovative Curriculum, Instruction, and Assessment Practices	4	Randolph, NJ	4/28/22	\$75.00	\$78.08
9.	Trokan, Matt	MACN-Innovative Curriculum, Instruction, and Assessment Practices	4	Randolph, NJ	4/28/22	\$75.00	\$78.29
10.	Benson, Monica	2022-2023 Mini-College Fair Consortium	4	Kinnelon, NJ	4/29/22	\$0	\$15.12
11.	Bauder, Yanina	NJASBO-Administrative Assistant Program	4	Whippany, NJ	5/17/22	\$100.00	\$100.00
12.	Dr. Radulic, Loretta	NJASA/NJAPSA Annual Spring Leadership Conference 2022	4	Atlantic City, NJ	5/18-5/20/22	\$0	\$458.01
13.	Mann, Monica	Morris County Directors of Guidance Meeting	4	TBD	6/11/22	\$0	\$0
14.	Busby, Erin	Augmentative Communications Workshops AAC for Para-Professionals	4 S-2	Online	4/4/22 & 4/19/22	\$150.00	\$150.00
15.	Dr. Radulic, Loretta	NJ Public Employment Virtual Conference	4	Online	4/29/22	\$189.00	\$189.00
16.	Szigeti, Elizabeth	Wilson Foundations Training Level 2	4 S-1	Online	5/17/22	\$289.00	\$289.00
17.	Sobestanovich, Kelsey	Wilson Foundations Training Level 2	4 S-1	Online	5/26/22	\$289.00	\$289.00
18.	Echevarria, Stephanie	Wilson Foundations Training Level 2	4 S-1	Online	6/2/22	\$289.00	\$289.00
19.	Bauder, Yanina	Google Training for Administrative Assistants and School Secretaries	4	Online	6/28/22	\$55.00	\$55.00

20.	Del Rosario, Monica	Comprehensive Orton-Gillingham Plus Virtual	4	Online	8/1-8/5/22 8/8-8/8/22	\$1275.00	\$1275.00
<p>Notes: *If in-person session is held, attendance will require employee to follow all safety and social distancing protocols. 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>							

CONTRACTS

*3. WHEREAS, the Roxbury Township Board of Education (hereinafter the School Food Authority, SFA) and Maschio’s Food Services, Inc. (hereinafter the Food Service Management Co., FSMC) entered into a Food Service Management Company Cost Reimbursable Contract commencing July 1, 2018 and ending June 30, 2019; the parties now desire to amend the aforesaid contract.

Now Therefore, the purpose of this addendum is to renew the existing Food Service Management Company Contract as previously amended and renewed (if applicable). The terms and conditions will remain the same except as set forth below.

A. Duration of Addendum

This addendum begins on July 1, 2022 and ends on June 30, 2023.

B. Management and/or Administrative Fee

The SFA shall pay the FSMC the following: Management/Administrative Total Flat Fee (all one fee) \$52,250.00 for SY 2022-2023. The meal equivalent conversion Factor in the Base Year Contract was used to determine the Meal Equivalents served by the FSMC increases for this renewal and is \$3.88. The Meal Equivalent Conversion Factor does not apply to Flat Fee contracts.

C. Financial Guarantees

For SY 2022-2023, FSMC Guarantee to the SFA is Return in the amount of \$40,000.00. FSMC return to the SFA is unlimited.

Guarantee Reimbursement Conditions and Assumptions remain the same as previously agreed upon in the Base Year Contract.

Except as specifically set forth in this addendum, all other terms and conditions of the Contract shall remain the same and continue to be in full force and effect. In the event of a conflict between the provisions of the Contract and this Addendum, the provisions of this Addendum shall be controlling as to the matters set forth herein. The Parties agree that upon the effective date of this Addendum, it shall become a binding and integral part of the Contract.

NOW THEREFORE BE IT RESOLVED, that the Roxbury Township Board of Education approve the Addendum to the Contract as stated above.

MEAL PRICES FOR 2022/2023

*4. RESOLVED, that the Roxbury Township Board of Education approve the following prices for student meals for the 2022/2023 school year as allowed by the National School Lunch Program.

Lunch Programs			
	Paid	Reduced Price	Adult
High School	\$4.25	\$0	\$4.75
Middle School	\$3.75	\$0	\$4.50
Elementary School	\$3.25	\$0	\$4.00

Breakfast Programs			
	Paid	Reduced Price	Adult
Nixon School	\$2.25	\$0	\$3.00
Franklin School	\$2.25	\$0	\$3.00

AUTHORIZATION OF REQUEST FOR PROPOSALS

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

MAXIMUM TRAVEL RESOLUTION FOR SCHOOL YEAR 2022-2023

- *6 Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

BE IT RESOLVED, that the Roxbury Township Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$103,520 for the 2022-2023 school year. The maximum travel expenditure amount for the 2021-2022 school year is \$112,580 of which, \$10,256 has been spent and \$6802.35 is encumbered to date.

APPROVAL OF PURCHASES

- *7. RESOLVED, that the Roxbury Township Board of Education approve the purchase of mathematics materials “Reveal Math” from McGraw Hill LLC, P.O. Box 182605, Columbus, OH in the amount of \$209,293.07.
- *8. RESOLVED, that the Roxbury Township Board of Education approve the purchase of mathematics materials “Number Worlds” from McGraw Hill LLC, P.O. Box 182605, Columbus, OH in the amount of \$97,218.68.
- *9. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Portable Restroom Trailers from Sourcewell, 202 12th Street NE, P.O. Box 219, Staples, MN in the amount \$108,910.00 as per Sourcewell, 202 12th Street NE, P.O. Box 219, Staples, MN quote# RPS-03082022/Sourcewell #176039 Contract#081721-NIU. This purchase is being funded through the Capital Outlay Account.
- *10. RESOLVED, that the Roxbury Township Board of Education amends Resolution XV.A.12 approved on March 14, 2022 regarding the purchase from Crossroads Pavements Maintenance, 512 Newark Pompton Turnpike, Pompton Plains, NJ of labor and equipment for repaving, sidewalk and curbing repairs. Work to be performed through Ed Data Primary Vendor Macadm services bid 2021-2022 and funded through the Maintenance Reserve

Account. This resolution changes the funding of this project from Maintenance Reserve account to Capital Outlay Account.

Roxbury High School (Parking lot repaving)	\$389,700.00
Nixon Elementary School (Installation of new curbing and sidewalk)	\$7,970.00
Lincoln Roosevelt School (Installation of new sidewalk)	\$16,920.00
Jefferson Elementary School (Installation of new curbing and sidewalk)	\$49,270.00

*11. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Educational Technology supplies from Apple, Inc, 5505 W Parmer Lane, Bldg 7, Austin, TX in the amount of \$73,116.00 as per Apple, Inc quote#2211048180.

*12. RESOLVED, that the Roxbury Township Board of Education approve the purchase of new server from PBG Networks, 7 Lenape Trail, Wenonah, NJ in the amount of \$38,363.54 as per PBG Networks quote #20222207.

RESOLVED, to approve the purchase of installation services for the new server from PBG Networks, 7 Lenape Trail, Wenonah, NJ in the amount of \$14,845.30 as per PBG Networks quote #20222208.

*13. RESOLVED, that the Roxbury Board of Education approve the purchase of Interactive Boards from PC University Distributors, Inc., 99 West Hawthorne Avenue, Suite 521, Valley Stream, NY in the amount of \$139,190.00 as per PC University Distributors, Inc. quote#27471. This purchase is being funded through the Technology Lease.

PAYMENT APPLICATION

*14. RESOLVED, that the Roxbury Township Board of Education approve the following payment to the following contractor:

Contractor	Project	Payment No.	Amount
AB Contracting, LLC	RHS Elevator Replacement Project	4	\$97,057.37

RENEWAL OF MEMBERSHIP IN THE MORRIS COUNTY COOPERATIVE PRICING COUNCIL

*15. WHEREAS, the Morris County Cooperative Pricing Council (“MCCPC”) was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of education, and other public bodies located in the County of Morris and adjoining counties; and

WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

WHEREAS, the Roxbury Township Board of Education desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to renew.

AUTHORIZATION OF REQUESTS FOR PROPOSALS - SERVICES

*16. RESOLVED, that the Roxbury Township Board of Education authorize the Business Administrator/Board Secretary to conduct requests for proposals for the following services:

LDTG Services

Occupational Therapy

Physical Therapy
Speech

Counseling
Independent CST Evaluations

APPROVAL OF DISPOSAL OF PROPERTY

- *17. RESOLVED, that the Roxbury Township Board of Education approve the discontinued use of the vehicles listed below. Identified vehicles will be discarded, sold, as appropriate.

	<i>Bus#</i>	<i>VIN#</i>	<i>License Plate #</i>
1	Bus #08	#1T88P4E26A1121156	#S1V964
2	Bus #29	#1BABHCKA57F246018	#S1U730
3	Bus #30	#1BABHCKA77F246019	#S1U549

- 18. RESOLVED, that the Roxbury Township Board of Education approve the discontinued use of 300 chairs at Lincoln-Roosevelt School. This furniture has been identified as obsolete, broken and/or no longer functioning, if unsellable, items will be discarded.

DONATIONS

- *19. RESOLVED, that the Roxbury Township Board of Education approve the donation from Pfister Faucet, 19701 DaVinci, Lake Forest, CA of plumbing supplies for the Structural Design and Fabrication program. The donation is valued at \$6396.99.
- *20. RESOLVED, that the Roxbury Township Board of Education approve a donation from NJ Siding & Windows, Inc., 1248 Sussex Turnpike A1, Randolph, NJ of windows and exterior door for the Structural design and Fabrication program. The donation is valued at \$4967.62.

USE OF VEHICLES FOR PROJECT GRADUATION

- *21. RESOLVED, that should health conditions allow, the Roxbury Township Board of Education approve the use of eight (8) buses from 9:30 PM on Thursday, June 16, 2022 until 5:00 AM on Friday, June 17, 2022 at no charge to Project Graduation. The buses will be used to transport approximately 311 Roxbury High School graduates in the Class of 2022 to Project Graduation, a chaperoned, overnight party held at the Branchburg Sports Complex, 47 Readington Road, Branchburg, NJ.

B. Education (Resolutions 1-8)

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 2021/2022 school year, ending as of March 11, 2022 for Incident Nos. 64 through 74.
- *2. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2021/2022 school year, beginning March 12, 2022 and ending April 1, 2022 for Incident Nos. 75 through 87.

FIELD TRIPS / COMPETITIONS

- RESOLVED, that based on current and projected positive health conditions, that staff and students be approved for participation in the following community-based instructional events as per Board policy, with the understanding that dates are subject to change due to inclement weather, scheduling conflicts, etc.

Organized by School, then by Group, then by Trip Destination

	School	Faculty Sponsor	Group	# of Students	Trip Destination	Location	Date(s) of Trip	
	1	EMS	T.Martino	VISTA	3	Horseshoe Lake	Succasunna, NJ	4/21/22 (Thu)
	2	EMS	T.Martino	VISTA	3	Mayo Performing Arts Center	Morristown, NJ	4/27/22 (Wed)
*	3	RHS	D.Rose; M.Tirella	VISTA	4	Horseshoe Lake	Succasunna, NJ	4/21/22 (Thu)
*	4	RHS	D.Rose	VISTA	4	Mayo Performing Arts Center	Morristown, NJ	4/27/22 (Wed)

- RESOLVED, that based on current and projected positive health conditions, that staff and students be approved for participation in the following educational events as per Board policy, with the understanding that dates are subject to change due to inclement weather, scheduling conflicts, etc.

Organized by School, then by Date of Trip:

	School	Date of Trip	Faculty Sponsor	Group	# of Students	Trip Destination	Location	Purpose
1	EMS	2022-04-29 (Fri)	T.Hubert; A.Somers	SUMMIT	6	Castle Cove Mini Golf & Arcade	Lake Hopatcong, NJ	Reward trip earned through class's behavioral-support program
2	FES	2022-06-02 (Thu)	J.Maurer	Gr. 4 Early Act Club	20	LaStrada Restaurant	Randolph, NJ	Students will be sharing their service accomplishment at an end-of-year luncheon w/ Roxbury Rotary
3	JES	2022-05-23 (Mon) [Rain date 2022-05-24 (Tue)]	S.Carroll; S.Friscia; K.Meiser	Gr. 4	63	Horseshoe Lake	Succasunna, NJ	4th Grade Picnic & End-of-year activities
4	JES	2022-06-02 (Thu)	S.Carroll; S.Friscia; K.Meiser	Gr. 4	63	Lincoln Roosevelt Elem School	Succasunna, NJ	Orientation to 5th Grade
5	KES	2022-04-29 (Fri)	A.Davis; A.Somers	REACH	7	Castle Cove Mini Golf & Arcade	Lake Hopatcong, NJ	Reward trip earned through class's behavioral-support program
6	LRS	2022-05-18 (Wed)	A.Correnti; R.Michaels; J.Perhacs	Gr. 5	22	Hopatcong State Park	Landing, NJ	Students will be taken aboard the floating classroom on Lake Hopatcong for hands-on learning about lake ecology
7	LRS	2022-05-25 (Wed)	C.LaPosta	Gr. 6 Art Club	26	Roxbury HS	Succasunna, NJ	Opportunity for elem students to work w/ HS students in district to create temporary pieces of artwork on the sidewalks outside of RHS

8	LRS	2022-05-26 (Thu)	S.DelRusso	Gr. 6	265	Funplex	East Hanover, NJ	Trip will foster team building and positive reinforcement of LRS' IPASS core values
9	LRS	2022-06-08 (Wed)	C.Argenziano	Gr. 6	263	Eisenhower MS	Succasunna, NJ	Orientation to 7th Grade
10	NES	2022-06-03 (Fri)	A.Scales	Gr. K	45	Donaldson Farm	Hackettstown, NJ	Trip correlates w/ students' studies of science unit on plants
* 11	RHS	2022-04-19 (Tue)	M.Gottfried; M.Richman	Rox-THON	21	Goryeb Children's Hospital	Morristown, NJ	Rox-THON leaders will have an opportunity to see the hospital & facilities, and meet personnel to see where their efforts are going
* 12	RHS	2022-04-21 (Thu)	C.Forlenza; J.Koch	Academy for Sports Medicine	45	Prudential Center	Newark, NJ	Students will be attending a Sports Medicine night / career fair prior to a hockey game, & will have the opportunity to speak w/ a panel of Sports Medicine professionals
* 13	RHS	2022-04-29 (Fri)	S.Foster; S.Kaine; C.Lorusso; M.Rispoli; L.Schmidt	English I Classes	~150 - 200	The Shakespear e Theater of New Jersey at Drew University	Madison, NJ	To view Shakespeare's play "A Midsummer Night's Dream"; students will be reading & analyzing this play in English class, and will be comparing the live play to the written text
* 14	RHS	2022-05-13 (Fri)	J.Tom	Advanced Computer Design; and 3D Studio Classes	~40	Whippany Actuation Systems	Whippany, NJ	Exposure to the industry processes of an engineering & manufacturing company; and opportunity for students to see how the software applications & tools used in class are utilized in the real world
* 15	RHS	2022-05-24 (Tue)	C.Forlenza; J.Koch	Academy for Sports Medicine	45	Kean University	Union, NJ	Students will be attending various lectures & hands-on sessions in sports medicine
* 16	RHS	2022-05-25 (Wed) [Rain date 2022-05-26 (Thu)]	M.Roman; N.Valenta	National Art Honor Society; Art Club; Visual Art Students	60	Roxbury HS	In-school field trip	Annual "Chalk Walk" - RHS students will work w/ younger students from district to illustrate designated themes in chalk in front of school

CURRICULUM WRITING

5. RESOLVED, that the courses listed below be approved for curriculum writing for the 2022/2023 school year as indicated.

-Grouped by "School/Course Level", then organized by "Course". Unless otherwise noted, proposed hours provided is the total amount allotted for the grade level or grade span shown.

	Course	School / Course Level	Grade Level	Course Duration (FY, Sem, Q)	New, Revision, or Rewrite	Proposed hours
# 1	Art (Ceramics)	EMS	8	Cycle	New	15
# 2	Art (Drawing & Painting)	EMS	8	Cycle	New	15
3	Art (Exploring Art)	EMS	7	Cycle	New	20
# Supersedes resolution app'd 2/28/22, XVI.B.11, Exhibit E2, Row No. 29.						

OUT-OF-DISTRICT PLACEMENTS/SERVICES - 2021/2022

6. RESOLVED, that the Roxbury Township Board of Education approve 2021/2022 Extended School Year and 2021/2022 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>
208108	The Craig School	\$2,500.00	7/5/22-7/28/22
211609	Mount Carmel Guild Academy	\$29,104.00	3/15/22-6/30/22
208858	Windsor Learning Center	\$19,314.00	3/28/22-6/30/22

EXTENDED SCHOOL YEAR PROGRAM

- *7. RESOLVED, that based on current and projected positive health conditions, the Roxbury Township Board of Education approve the 2022 Extended School Year Program as follows:

2022 Extended School Year Program - July 5, 2022 - August 4, 2022
 Four Days per Week: Monday - Thursday, 9:00 AM - 1:00 PM
 Locations: Jefferson Elementary School & Roxbury High School

In addition to the program dates, teachers are required to be available at least one day (not to exceed 4 hours) prior to July 5, 2022.

	<i>Positions</i>	<i>Hourly Rate of Pay</i>	<i>Not to exceed:</i>
a	Program Coordinator (1)	\$50.00	25 hours/week
b	Transition Coordinator (1)	\$45.00	20 hours/week
c	Special Education Teachers (20)	\$45.00 (holding NJ teaching certification)	20 hours/week
d	Substitute Teachers (as needed)	\$45.00 (holding NJ teacher certification \$30.00 (holding county substitute certificate)	20 hours/week
e	Nurses (2); Substitute Nurses (as needed)	\$45.00	20 hours/week
f	Occupational Therapists (2+ contracted)	\$45.00	20 hours/week
g	Physical Therapist (1+ contracted)	\$45.00	20 hours/week
h	Speech-Language Therapists (3+ contracted)	\$45.00	20 hours/week
i	Counselors (2)	\$45.00	20 hours/week
j	Behaviorists (2)	\$45.00	20 hours/week
k	Paraprofessionals (60); Substitute Paraprofessionals (as needed)	\$17.00 (without NJ teaching certification) \$20.00 (holding NJ teaching certification)	20 hours/week

COMPREHENSIVE EQUITY PLAN

- *8. RESOLVED, that the Roxbury Township Board of Education approve the submission of the district's Comprehensive Equity Plan Annual Statement of Assurance for the 2022-2023 school year to the Morris County Office of Education in order to extend the implementation of the district's 2019-2022 Comprehensive Equity Plan through school year 2022-2023, pursuant to the New Jersey Department of Education's Broadcast dated March 23, 2022.

C. 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

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Action</i>	<i>Final day of employment</i>	<i>Discussion</i>
* 1	Conklin, Lauren	RHS	School Nurse	Resignation for personal reasons	5/27/22	
2	Cuda, Carolyn	JES	Leave-repl Gr. 1 Teacher	Resignation for personal reasons	3/25/22	
* 3	Ketch, Madison	TR	Substitute Bus Aide	Resignation for personal reasons	3/22/22	
* 4	Lavin, Evelyn	TR	Bus Driver	Resignation for personal reasons	4/8/22	
5	MacEwen, Patricia	LRS	Special Education Teacher	Resignation for retirement purposes	6/30/22	
* 6	McLoughlin, Lise	RHS	Math Teacher	Resignation for retirement purposes	6/30/22	
* 7	Monahan, David	RHS	Leave-replacement Nurse	Resignation for personal reasons	5/20/22	
8	Quinty, Kelly	NES	Kindergarten Teacher	Resignation for personal reasons	5/20/22	

LEAVES OF ABSENCE

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

	<i>Employee</i>	<i>Leave Start Date</i>	<i>Paid Leave</i>	<i>Unpaid FMLA/ NJFLA ^</i>	<i>Return Date</i>	<i>Discussion</i>
1	12645	3/28/22	Using 1 personal day	4 wks of FMLA/NJFLA	5/2/22	
* 2	13689	4/6/22	Using 6 sick days	FMLA, if needed	Upon release by physician	
* 3	17079	5/18/22	n/a	FMLA	Upon release by physician	Antic ret 8/1/22
4	18684	3/17/22	n/a	FMLA	Upon release by physician	
5	19218	3/23/22	n/a	2 wks of FMLA	4/4/22	
6	19497	8/25/22	Using available sick days	FMLA/NJFLA	1/23/23	
7	20682	3/28/22	Using available days	FMLA	Upon release by physician	
8	20964	3/17/22	n/a	FMLA/NJFLA	Upon depletion of days	Intermittent leave as needed
* 9	22437	3/7/22	Using 3 personal days	N/A	Upon release by physician	Uncompensated leave for medical reasons

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

REASSIGNMENTS / TRANSFERS

3. 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.	Salary	Effective Date	Discussion
1	Mulch, Jean	Secretary 10m f/t Grade II, Step 7	Secretary 10m p/t Grade II, Step 7 0.5334 FTE	\$24,165 [^] prorated	5/1/22 - 6/30/22	Reduction in hours for SEC.DS.OFF.GR2.01; [^] Base \$23,521 plus \$644
[^] Salary frozen until it exceeds 2020-21 Grade IV, Step 7 level in 2022-23						

4. 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	Iturralde, Kaytel	Leave-repl Special Education Teacher (RC) TCH.SPE.RES.NA.26	Leave-repl Special Education Teacher (RC) TCH.SPE.RES.NA.31	4/25/22 - 6/30/22	Non-tenure track replacement in position TCH.SPE.RES.NA.3 1
2	Krog, Deborah	Leave-repl Gr. 3 Teacher TCH.FRA.GR3.NA.02	Leave-repl Gr. 1 Teacher TCH.JEF.GR1.NA.03	4/5/22 - 6/30/22	Non tenure-track replacement in position TCH.JEF.GR1.NA.03

APPOINTMENTS

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

	Name	Loc	Position	Salary Guide / Step	Salary	Start Date	End Date	Discussion
* 1	Johnson, Heather	Dist	Computer Technician	N/A	\$58,124 prorated	4/22/22	6/30/22	Replacement in position TEC.DS.TECH.NA.01
[^] Employment start date is pending completion of documentation in accordance with the law or district policy. [#] Employment start date is pending release from current employer								

APPOINTMENTS - LEAVE REPLACEMENTS

6. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions:

	Name	Loc	Position	Salary	Start Date	End Date	Discussion
* 1	Kelaid, Mina	RHS	Leave-repl Assistant Principal	\$3,750	5/18/22	6/30/22	Addl administrative assignment; replacement in position ADM.RHS.APR.NA.03. Leave-repl salary shown includes compensation for coverages provided from 4/5/22 - 5/17/22.
2	PLACE-HOLDER	NES	Leave-repl School Counselor & ABS	\$297.00 per diem	4/18/22	5/13/22	Replacement in position TCH.DS.GUI.NA.01.

APPOINTMENTS - HOURLY EMPLOYEES

7. 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>Hourly Rate</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Appelgren, Melissa	FES	Title 1 Paraprofessiona l	REA Paraprof Step 9	\$20.12	4/5/22	6/30/22	Replacement in position AID.REG.FES.T1.05
* 2	Fehsal, Jennifer	TR	Bus Aide	N/A	\$16.00	4/5/22^	6/30/22	Replacement in position AID.BUS.TRN.NA.01
* 3	Nicholais, Liliana	TR	Bus Driver	RBDG Step 1	\$26.33	3/22/22	6/30/22	Correction to hourly rate app'd 3/14/22 D.5.4; replacement in position BUS.TR.DRI.RE.16

^ Employment start date is pending completion of documentation in accordance with the law or district policy.

APPOINTMENTS - SUBSTITUTES

8. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions 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	Conklin, Lauren	District	Substitute Nurse	21/22 Board approved Sub Rate	5/30/22	6/30/2022	
2	Doucette, Nicole	EMS	Substitute Teacher	\$100.00 per diem	4/5/22	4/28/22	2 transition days prior to TST assignment @ EMS beginning 4/29/22
3	Doucette, Nicole	EMS	Transitional Substitute Teacher (Gr. 8 Math)	\$230.00 per diem	4/29/22	5/27/22	Coverage for position TCH.EMS.MAT.NA.04
* 4	Scafolani, Andrea	District	Substitute Teacher, Paraprofessional, and Secretary	21/22 Board approved Sub Rate	4/4/2022	6/30/2022	
* 5	Wildermuth, Adele	District	Substitute Teacher, Paraprofessional, and Secretary	21/22 Board approved Sub Rate	4/5/2022	6/30/2022	

^Start date pending receipt of documentation in accordance with law and district policy.

*9. RESOLVED, that Ms. Susan Nelson be approved to serve as the Registered Nurse on the Roxbury High School Vocal Music Department's trip to the WorldStrides Williamsburg Music Festival in Williamsburg, VA from Thursday, April 28, 2022 through Sunday, May 1, 2022 for a payment of \$360 in addition to her per diem rate.

APPOINTMENTS - TITLE I SUMMER SCHOOL PROGRAM

10. RESOLVED, that the Roxbury Township Board of Education approve the appointment of the staff listed below for the 2022 Title I Summer School Program. This program will run according to Resolution XVI.B.8 that was approved February 28, 2022. At this time, employment and payment are contingent upon the status of school closures and enrollment numbers.

	<i>Name</i>	<i>Position</i>	<i>Hourly Rate #</i>	<i>Not to exceed:</i>	<i>Start</i>	<i>End</i>
1	Gauthier, Nicole	Teacher, PreK ^	\$40	20 hrs/wk	7/5/22	7/29/22
2	Renn, Christi	Teacher, PreK ^	\$40	20 hrs/wk	7/5/22	7/29/22
3	Olcott, Nicole	Teacher, Kindergarten ^	\$40	20 hrs/wk	7/5/22	7/29/22
4	Wilson, Brenda	Teacher, Kindergarten ^	\$40	20 hrs/wk	7/5/22	7/29/22
5	Kim, Erika	Teacher, Gr. 1 ^	\$40	20 hrs/wk	7/5/22	7/29/22
6	Rex, Jean	Teacher, Gr. 2 ^	\$40	20 hrs/wk	7/5/22	7/29/22
7	Arms, Victoria	Teacher, Gr. 3 ^	\$40	20 hrs/wk	7/5/22	7/29/22
8	McInnes, Cathy	Teacher, Gr. 3 ^	\$40	20 hrs/wk	7/5/22	7/29/22
9	Tunstead, Elena	Teacher, Gr. 4 ^	\$40	20 hrs/wk	7/5/22	7/29/22
10	Demarest, Karen	Teacher, ELL	\$40	20 hrs/wk	7/5/22	7/29/22
11	Martini, Ann	Teacher, PE/Kinesthetic Learning	\$40	20 hrs/wk	7/5/22	7/29/22
12	Nelson, Susan	Nurse	\$45	20 hrs/wk	7/5/22	7/29/22
13	Del Rosario, Monica	Paraprofessional	\$20 (NJ certification held)	20 hrs/wk	7/5/22	7/29/22
14	Sobestanovich, Kelsey	Paraprofessional	\$20	20 hrs/wk	7/5/22	7/29/22
15	Derendel, Lyndsay	Substitute Teacher	\$40	20 hrs/wk	7/5/22	7/29/22
		Substitute Paraprofessional	\$20 (NJ certification held)			
16	Freund, Kelly	Substitute Teacher	\$40	20 hrs/wk	7/5/22	7/29/22
		Substitute for Summer School Coordinator	\$45			
17	Sarrel, Marla	Substitute Teacher	\$40	20 hrs/wk	7/5/22	7/29/22
		Substitute for Summer School Coordinator	\$45			
18	Sheplak, Jacqueline	Substitute Teacher	\$40	20 hrs/wk	7/5/22	7/29/22
19	Leonard, Catherine	Substitute Nurse	\$45	20 hrs/wk	7/5/22	7/29/22
# To be paid from Title I funds. ^ Grade-level assignment may change based upon enrollment.						

SALARY ADJUSTMENTS - CERTIFICATED STAFF

11. RESOLVED, that the Roxbury Township Board of Education approve the following teaching assignments for the staff indicated below for the 2021/2022 school year, with the understanding that these assignments are subject to change based on scheduling adjustments:

	Name	Loc	Program/ Class	Extra Blocks assigned:	Start Date	Salary Guide / Step	Add. Salary not to exceed
1	Hancock, Jessie	LRS	Supplemental Reading	1 class on MTWF, during Period 6	4/8/22 #	21/22 BA Step 8	\$190
2	Rubenstein, Jill	LRS	Supplemental Reading	1 class on MWF, during Period 7	4/5/22 #	21/22 BA+30 Step 23	\$315
3	Trimmer, Theresa	LRS	Supplemental Reading	1 class daily, during Period 10	4/5/22 #	21/22 MA+30 Step 23	\$550
4	Trimmer, Theresa	LRS	Supplemental Reading	1 class on Thursdays, during Period 3	4/5/22 #	21/22 MA+30 Step 23	\$110
# Coverage for position TCH.SPE.RES.NA.05.							

MENTORING

- *12. 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	Loc	Start Date	End Date	No. of Wks	Fee
1	Iturralde, Kaytel	EMS	CE-R	9 (in Roxbury 2/11/22-4/22/22)	Filoramo, Joseph	RHS	4/25/22	6/17/22	8	\$147

AUDIOVISUAL PRODUCTIONS

- *13. RESOLVED, that the staff listed below be approved as indicated to perform the lighting and sound responsibilities for events within the district and those that are reimbursed by outside agencies:

	Last Name	First Name	Start Date	End Date	Payment
1	Palanchi	Kristen	4/5/22	6/30/22	\$45/hr

STUDENT TEACHERS/INTERNS

- *14. RESOLVED, that the following student teacher/intern assignments be approved as per the placement requirements in Policy 9541- Student Teachers/Interns:

<i>Student-Teacher/Intern</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	Pinard, Leanne	Seton Hall Univ.	Clinical Int-School Counseling	8/15/22 - 5/15/23	Mann, Monica	Dir of Guidance	DIST

COMMUNITY SCHOOL

- *15. RESOLVED, that the Roxbury Township Board of Education in conjunction with the Roxbury Community School approve the appointment of the certificated staff below for the 2021/2022 Saturday Support Program at a rate of \$60/hour. Employment is dependent upon sufficient enrollment. Job sharing within each job category will occur and will be scheduled based on expressed interest. Staff listed below will be paid through ESSER II Funds.

	Name
1	Mainiero, Melissa
2	Wilson, Courtney

- *16. RESOLVED, that based on current and projected positive health conditions, the staff listed below be appointed for the 2021/2022 Roxbury Community School B.A.S.E.S. Program. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

	Instructor	Loc	Title	Hourly Pay Rate	Start Date	End Date	Discussion
1	Dunn, Francis*	K-4	Certified	\$35.00	03/29/22	06/30/22	Not to exceed 29.5 Hrs/Wk with various district positions.
2	Rock, Andrea	K-4	Sub Certified	\$25.00	04/04/22	06/30/22	
3	Segrave, Kelly*	K-4	Sub Certified	\$25.00	03/28/22	06/30/22	
4	Wyszkowski, Alexa*	K-4	Certified	\$35.00	03/22/22	06/30/22	
*Filing placeholders from the August 30th agenda.							

- *17. RESOLVED, that based on current and projected positive health conditions, the staff listed below be appointed for the 2021/2022 Roxbury Community School Preschool Program. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

	Instructor	Loc	Hourly Pay Rate	Start Date	End Date	Discussion
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April 4, 2022

1	Dunn, Francis (Frank)	KES	\$17/Sub Aide \$25/Sub Teacher	04/04/22	6/30/22	As needed.
2	Wyszkowski, Alexa*	KES	\$17/Sub Aide \$25/Sub Teacher	03/21/22	6/30/22	Not to exceed 29.5 Hrs/Wk with various district positions.
*Filing placeholders from the December 13th agenda.						

- *18. RESOLVED, that based on current and projected positive health conditions, the staff listed below be appointed for the 2022/2023 Roxbury Community School Course Offerings. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

	Program	Instructor	Loc	Pay Rate	Start Date	End Date
1	Summer Art Camp (Grades 1-4)	Hagemann, Regina	EMS	\$180/Student	06/20/22	07/29/22
2	Summer Art Camp (Grades 5-8)	Hagemann, Regina	EMS	\$180/Student	06/20/22	07/29/22

D. Executive Session

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

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

WHEREAS, the Board of Education is anticipating to hold a Regular Meeting on April 25, 2022 at 6:30 p.m. 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, 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