

DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
JUNE 26, 2023

REGULAR MEETING AGENDA
ROXBURY HIGH SCHOOL
1 Bryant Drive, Succasunna, NJ 07876

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

SPEAKER REQUEST AT BOARD OF EDUCATION MEETINGS

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

ACCESS AGENDA & EXHIBITS
ONLINE:



I. MEETING CALLED TO ORDER

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

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

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

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

II. ROLL CALL

III. RESOLUTION TO MEET IN EXECUTIVE SESSION

RESOLVED, that the Roxbury Township Board of Education hold an Executive Session on June 26, 2023, regarding personnel matters, student matters, negotiations and attorney client privilege.

IV. ROLL CALL

V. PUBLIC SESSION

VI. PLEDGE OF ALLEGIANCE

VII. PRESENTATIONS

● **Roxbury High School 2022-2023 Valedictorian & Salutatorian:**

- ▶ Valedictorian- Kaitlyn Kellett
- ▶ Salutatorian- Isabella Di Pasquale

● **Roxbury High School 2022-2023 Performing Arts Honors:**

▶ 2022-23 New Jersey All-State Choir

- Katherine Becker
- Rebecca Borda
- Alexander Brinkman
- Andrew Darling (#1 Tenor I in the state)
- David Doherty
- Gina Geiger
- Isha Gullapalli
- Olivia Hachey
- Jamie Kudler
- Norbert Martinez
- Justin Masi
- Ava Milsom
- Emma Milsom
- Isabella Negron
- Evan Paddock
- Annabelle Plociniak
- Angelina Riveros
- Riley Shivas

▶ North Jersey Region I Honor Choir

- Joseph Borda
- Rebecca Borda
- Elizabeth Ricucci
- Colleen Feeney
- Airyana Hoover
- David Doherty
- Nicholas Spivak

▶ American Choral Directors Association National Honor Choir

- Andrew Darling

▶ Region I Wind Ensemble

- Nicholas Andrade (first overall)
- Mikayla Provenzano

▶ All-State Band Wind Ensemble

- Nicholas Andrade (1st trombone in the state)
- Justin Masi (3rd trombone in the state)

▶ All-Eastern Band

- Nicholas Andrade
- Justin Masi

▶ NJ Youth Symphony

- Nicholas Andrade (Principal Trombone)

▶ Region I Symphonic Band

- Jeremy Maida
- Justin Masi
- Joseph Sabando

▶ Region I Intermediate Symphonic Winds & Orchestra

- Alexander Fullam (2nd overall)

▶ Roxbury Advanced Dancers received 3rd place at Teen Arts. Following their performance, they were nominated to perform at NJ State Teen Arts

- Gizelle Castaeada
- Andrew Darling
- Dezzarae DeJesus
- Kendra Haughey
- Kylie Haughey
- Amanda Hellner
- Jamie Kudler
- Dana Mendelsohn
- Camryn Napoliello
- Evan Paddock
- Isabelle Pomroy
- Tara O'Keefe
- Madison Roberts
- Christine Wardell

▶ Morris County Teen Arts

- Jasper Fernandes (1st place Vocal Music)

● **Eisenhower Middle School 2022-2023 Performing Arts Honors:**

- ▶ Morris County Teen Arts 2nd Place Musical Theatre Solo- Leah Nelson
- ▶ Morris County Teen Arts Honorable Mention Vocal Music- Andrew Montrose
- ▶ North Jersey Region I Intermediate Honor Choir- Ann Eapen

● **Celebration of 2023 Spring Championship Seasons:**

► Roxbury HS Girls' Varsity Lacrosse- NJIGLL Independence North Champions

- *Seniors-*
 - Anna Bokor
 - Alyssa Cambiotti
 - Kita Guerra
 - Madison Hansen
 - Renee Liska
 - Kaleigh Maloy
 - Kendra Sparano
 - Ella Yarznbowicz
- *Juniors-*
 - Maddy Grapes
 - Kayla Hernandez
 - Suraiya Perrett
 - Riley Shivas
 - Jackie Sottile
- *Sophomores-*
 - Madelyn D'Agostino
 - Isabella Mango
 - Alexis Oliveira
 - Samantha Pavese
 - Isabella Potillo
 - Lauren Snoke
 - Gianna Weah
- *Freshmen-*
 - Brooke Franetovich
 - Abbie Rattay
- *Head Coach-* Mr. Kevin Bewalder
- *Assistant Coaches-*
 - Mr. Sean Quinn
 - Ms. Alexandra Urban

► Roxbury HS Varsity Softball- NJAC American Division Champions

- *Seniors-*
 - Kendall Fehsal
 - Angelina Guancione
 - Bryanna Mendoza-Arias
 - Mariah Rimas
- *Juniors-*
 - Hailey Errichiello
 - Alexandria Lynch
 - Angelina Moschella
- *Sophomores-*
 - Kate McDougal
 - Gracie Miceli
 - Ryan Mullen
 - Eliana Okun
- *Freshmen-*
 - Savannah Cirella
 - Isabella DaCosta
 - Vanessa Pennella
 - Sydney Ribnick
 - Lily Spezza
- *Head Coach-* Mr. Paul Critelli
- *Assistant Coaches-*
 - Mr. Scott Arentowicz
 - Mrs. Karisa Brown
 - Ms. Samantha Darling

► Eisenhower MS Baseball- County Champions

- *8th Graders-*
 - Luca Argenziano
 - Brady Capko
 - Daniel DiCarlo
 - Dalton Dougherty
 - Robbie Geary
 - Ryan Healy
 - Anthony Morse
 - Anthony Palombi
 - Logan Reonieri
 - Fotis Seretis
- *7th Graders-*
 - Deacon Danna
 - Frank Falco
 - Jaret Haupt
 - Thomas Hellner
 - Nehemiah Machigua
 - Nicolas Olives
 - Ryan Parker
 - Christian Tummino
 - Andrew Montrose, *Team Manager*
- *Head Coach-* Mr. Phillip Moskowitz

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 June 12, 2023.
2. Minutes of the Executive Session of June 12, 2023.

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

XV. ACTION ITEMS

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.

A. Finances (Resolutions 1-16)

BILLS LIST

- *1. RESOLVED, that the Roxbury Township Board of Education approve the June 2023 bills list totaling \$1,965,439.27.

STUDENT ACTIVITY ACCOUNTS

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

Roxbury High School	\$10,420.74	Franklin School	\$1,496.00
Athletics	\$2,039.00	Kennedy School	\$1,774.00
Eisenhower Middle School	\$10,082.24	Jefferson School	\$0
Lincoln Roosevelt School	\$3,786.00	Nixon School	\$1,130.00

TRAVEL REQUESTS

- *3. RESOLVED, that the Roxbury Township Board of Education approve unavoidable travel costs as presented which are educationally necessary and fiscally prudent and are related to and within the scope of the employee's current responsibilities, and promotes the delivery of instruction or further the efficient operation of the school district. The reimbursements are in compliance with the state travel reimbursement guidelines as established by the Department of Treasury and Board of Education policy in accordance with N.J.A.C. 6A-23B-1.1 et seq.

	Name	Workshop Title		Place*	Date of Workshop	Registration Fee	Total Estimated Expenses
1.	Mann, Monica	NJDOE - Advanced K-12 Behavioral Threat Assessment & Management Training	4	Lyndhurst, NJ	6/22/23	\$0	\$34.87
2.	Trokan, Matt	DBQ Project Summit	4	Evanston, IL	7/9/23-7/11/23	\$0	\$354.48
3.	Mann, Monica	NJACAC Exec. Committee Workshop	4	Paterson, NJ	8/8/23-8/9/23	\$0	\$0
4.	LaCapra, Gina	NJSCA Fall Conference	4	Edison, NJ	10/13/23	\$109.00	\$146.04
5.	Rispoli, Maria	Rutgers "College Writing" Workshop	4	Online	Online	\$575.00	\$575.00

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.

TAX PAYMENT SCHEDULE

- *4. RESOLVED, that the Roxbury Township Board of Education approve the 2023-2024 Tax Payment Schedule as shown below:

ROXBURY TOWNSHIP BOARD OF EDUCATION			
2023-2024 TAX PAYMENT SCHEDULE			
Date	Levy	Debt Service Levy	Total Tax Levy
11-Jul-23	2,547,656		2,547,656
25-Jul-23	2,547,656		2,547,656
8-Aug-23	2,547,656		2,547,656
22-Aug-23	2,547,656		2,547,656
12-Sep-23	2,547,656		2,547,656
26-Sep-23	2,547,656		2,547,656
11-Oct-23	2,547,656		2,547,656
24-Oct-23	2,547,656		2,547,656
7-Nov-23	2,547,656		2,547,656
21-Nov-23	2,547,656		2,547,656
5-Dec-23	2,547,656		2,547,656
19-Dec-23	2,547,661		2,547,661
9-Jan-24	2,547,656		2,547,656
23-Jan-24	2,547,656		2,547,656
6-Feb-24	2,547,656		2,547,656
21-Feb-24	2,547,656		2,547,656
6-Mar-24	2,547,656		2,547,656
20-Mar-24	2,547,656		2,547,656
11-Apr-24	2,547,656		2,547,656
24-Apr-24	2,547,656		2,547,656
8-May-24	2,547,656		2,547,656
22-May-24	2,547,656		2,547,656
5-Jun-24	2,547,656		2,547,656
20-Jun-24	2,547,656		2,547,656
Totals	61,143,749		61,143,749

TRANSFERS - YEAR END CLOSE OUT

- *5. RESOLVED, that the Roxbury Township Board of Education authorize the School Business Administrator to make all necessary account transfers within the 2022-2023 school budget to close out the year and pay necessary bills with authorization of the Board President.

TRANSFER TO CAPITAL RESERVE ACCOUNT

- *6. WHEREAS, N.J.S.A. 6A:23A-14.4 permits a Board of Education to establish and/or deposit into certain reserve accounts at year-end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Roxbury Township Board of Education wishes to deposit the anticipated current year surplus into a Capital Reserve account at year-end, and

WHEREAS, the Roxbury Township Board of Education has determined that up to \$4,000,000 may be available for such purpose of transfer,

NOW THEREFORE BE IT RESOLVED by the Roxbury Township Board of Education that it hereby authorizes the district's School Business Administrator to make a transfer not to exceed \$4,000,000 consistent with all applicable laws and regulations.

TRANSFER TO MAINTENANCE RESERVE ACCOUNT

- *7. WHEREAS, N.J.S.A. 6A:23A-14.4 permits a Board of Education to establish and/or deposit into certain reserve accounts at year-end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Roxbury Township Board of Education wishes to deposit the anticipated current year surplus into a Maintenance Reserve account at year-end, and

WHEREAS, the Roxbury Township Board of Education has determined that up to \$1,000,000 may be available for such purpose of transfer,

NOW THEREFORE BE IT RESOLVED by the Roxbury Township Board of Education that it hereby authorizes the district's School Business Administrator to make a transfer not to exceed \$1,000,000 consistent with all applicable laws and regulations.

MEMORANDUM OF AGREEMENT

- *8. RESOLVED, that the Roxbury Township Board of Education approve the partnership between Fairleigh Dickinson University located at 1000 River Road, Teaneck, NJ for the Early College Program, and the Roxbury Township School District. The term of this agreement is July 1, 2023, to June 30, 2028.

CONTRACTS

- *9. RESOLVED, that the Roxbury Township Board of Education approve a contract with Bayada Home Health Care, Inc., 99 Cherry Hill Road, Suite 302, Parsippany, NJ to provide nursing services. This agreement will be in effect from July 1, 2023, through June 30, 2024. Services will be billed at the rate of \$68.00 per hour for RN services. The total amount is not to exceed \$18,000.00.

APPROVAL OF PURCHASES

- *10. RESOLVED, that the Roxbury Township Board of Education approve the 2023/2024 Shared Services Agreement and Addendum with the Bidding/Purchasing Program with the Educational Services Commission of Morris County PO Box 1944, Morristown, NJ for the categories: *General Classroom Supplies, Athletic Supplies, Custodial Supplies, Audio Visual, Computer/Office, Fine Art, Home Economics, Library Supplies, Health Supplies, Physical Ed Supplies, Science and Technology Supplies*. This agreement shall be in effect from July 1, 2023, until June 30, 2024. The fee for this service is \$16,544.40.
- *11. RESOLVED, that the Roxbury Township Board of Education approve the purchase of SYSTEMS 3000 Annual Hosting and Backup Fee from Systems 3000, 615 Hope Rd., Eatontown, NJ in the amount of \$11,567.00 as per Systems 3000 invoice #H30623470.
- *12. RESOLVED, that the Roxbury Township Board of Education approve the purchase of the Supplemental Math Materials for the 2023-2024 school year from McGraw Hill, P.O. Box 182605, Columbus, OH in the amount of \$147,019.09.

- *13. RESOLVED, that the Roxbury Township Board of Education approve the purchase of the Professional Development Sessions for K-5 Administrators, Teachers, and Support Staff from Literacy Strategies Consulting, P.O. Box 23411, New York, NY. This agreement shall be in effect from July 1, 2023, through June 30, 2024, and is not to exceed \$36,000.00.

LEAD TESTING STATEMENT OF ASSURANCE

- *14. RESOLVED, that the Roxbury Township Board of Education approve the submission of the district’s Statement of Assurance Regarding Lead Testing for the 2022/2023 school year to the New Jersey Department of Education.

MEMBERSHIP IN THE NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION

- *15. RESOLVED, that the Roxbury Township Board of Education, County of Morris, State of New Jersey, as provided for in Chapter 172 Laws 1979 (N.J.S.A. 18A:11-3, et seq.) hereby approves Roxbury High School to enroll as a member of the New Jersey State Interscholastic Athletic Association (NJSIAA), a non-profit association of the public and non-public high schools in the State of New Jersey, and is authorized to participate in the approved athletic activities sponsored by the NJSIAA.

This resolution is to continue in effect until or unless rescinded by the Board of Education and shall be included among those policies adopted annually by the Board. Pursuant to N.J.S.A. 18A:11-3 in adopting this resolution, the Board of Education adopts as its own policy and agrees to be governed by the Constitution, Bylaws, Rules and Regulations of the NJSIAA.

Administrative Responsibility – NJSIAA must rely upon the voluntary compliance by its member schools in enforcing the eligibility standards set forth in NJSIAA Bylaws, Article V. Toward that end, the Principal of each member school has the affirmative obligation to report to the NJSIAA any violations of these standards. The fact that a school has disclosed that there has been an eligibility violation will not relieve the affected school of sanctions that may be imposed against it, pursuant to Article X of the NJSIAA Bylaws, including the forfeiture of games or events. However, the failure to disclose an eligibility violation may be grounds for imposing additional sanctions upon the offending school.

In addition, a school must maintain a status of “Member in Good Standing” as outlined in the Principal’s Affidavit to remain eligible for NJSIAA activities and tournaments.

APPROVAL OF SERVICE PAYMENTS

- 16. RESOLVED, that the Roxbury Township Board of Education approve payment to the following individuals for their services to the district as indicated below for the 2023/2024 school year. At this time, use of the services and payment for services is contingent upon the status of school closures and the ability to fulfill the responsibilities associated with provision of services.

	<i>Name</i>	<i>Services Performed</i>	<i>23/24 Payment</i>	<i>Discussion</i>
1	Rogers, Patricia	Eisenhower MS Music Theater Costume Designer	\$450	

B. Education (Resolutions 1-11)

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

HIB REPORT

- *1. RESOLVED, that the Roxbury Township Board of Education affirms the Superintendent’s decisions provided in the Harassment, Intimidation, and Bullying Report for the 2022/2023 school year, ending as of June 9, 2023 for Incident Nos. 74 through 78.
- *2. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the final Harassment, Intimidation, and Bullying Report for the 2022/2023 school year, beginning June 10, 2023 and ending June 23, 2023.
- 3. RESOLVED, that the Roxbury Township Board of Education approve the submission of the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2022/2023 School Year for each of its schools listed below to the NJ Department of Education:
 - 1) Franklin Elementary School
 - 2) Jefferson Elementary School
 - 3) Kennedy Elementary School
 - 4) Nixon Elementary School
 - 5) Lincoln Roosevelt Elementary School
 - 6) Eisenhower Middle School
 - * 7) Roxbury High School

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

- 4. RESOLVED, that the Roxbury Township Board of Education approve the 2023/2024 Extended School Year and 2023/2024 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>
209268	Academy 360 Lower School	\$125,609.65	7/5/23-6/20/24
210502	Broadstep Academy, Inc.	\$169,144.50	7/5/23-6/18/24
210835	Celebrate the Children	\$108,585.00	9/7/23-6/30/24
208680	Celebrate the Children	\$92,835.00	9/7/23-6/30/24
206933	Celebrate the Children	\$108,585.00	9/7/23-6/30/24
206194	Celebrate the Children	\$108,585.00	9/7/23-6/30/24
204381	The Calais School	\$73,544.40	9/5/23-6/30/24
210557	The Calais School	\$85,801.80	7/6/23-6/30/24

APPROVAL OF SENIOR OPTION, AND COLLEGE OPTION PROJECTS - RHS

- *5 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 2023/2024 school year.

Student	Research Focus	Credits
205988	Broadway Theater Intern	5
206088	Exploring Careers in the Sports Industry	5

- *6 RESOLVED, that the Roxbury Township Board of Education accepts the College Option Program for the classes at Roxbury High School listed below to be completed in the 2023/2024 school year.

Student	Research Focus	Credits
210662	Principles of Sociology	5
205992	Principles of Sociology	5

BILINGUAL PROGRAM WAIVER REQUEST

- *7. RESOLVED, that the Roxbury Township Board of Education approves the submission of the waiver from a full-time bilingual education program for the 2023-2024 School Year to the New Jersey Department of Education for approval.

FALL SPORTS OPENING DAY

- *8. RESOLVED, that the official first day of practice for the 2023/2024 school year for the following fall sports be as indicated below, as mandated by the NJSIAA. As of these dates, these athletic teams may practice in accordance with the NJSIAA By-Laws. These dates are subject to change based on any additional guidance from the NJSIAA:

	<i>Roxbury High School Sports</i>	<i>Heat Acclimatization Starts:</i>	<i>First Practice:</i>
1	Cross Country - Boys'	n/a	Mon. 08/21/23
2	Cross Country - Girls'	n/a	Mon. 08/21/23
3	Field Hockey	Fri. 08/18/23 & Sat. 08/19/23	Mon. 08/21/23
4	Football	Mon. 08/07/23	Wed. 08/09/23
5	Gymnastics	n/a	Mon. 08/21/23
6	Soccer - Boys'	n/a	Mon. 08/21/23
7	Soccer - Girls'	n/a	Mon. 08/21/23
8	Tennis - Girls'	n/a	Wed. 08/16/23
9	Volleyball - Girls'	n/a	Mon. 08/21/23

- *9. RESOLVED, that the official first day of practice for the 2023/2024 school year for the fall sport of Cheerleading at Roxbury High School be Monday, August 21, 2023.

EXTRACURRICULAR AGREEMENTS

10. RESOLVED, that authorization to establish the 2023/2024 school year as Year One of the following sport on a three-year trial basis be approved by the Roxbury Township Board of Education.

Sports Three-year trial basis Year 1 as of 2023/2024		
	School	Sport
1	EMS	Softball

- *11. RESOLVED, that authorization to establish the 2023/2024 school year as Year One of the following extracurricular clubs on a two-year trial basis be approved by the Roxbury Township Board of Education.

Extracurricular Clubs Two-year trial basis Year 1 as of 2023/2024		
	School	Club Name
1	RHS	Indoor Color Guard
2	RHS	Indoor Percussion

C. Policies (Resolution 1)

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

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

	Policy/Regulation Number	Policy/Regulation Title	Exhibit Number
a	Policy 0167 Revised	Public Participation in Board Meetings	P1
b	Regulation 2530 Revised	Resource Materials	P2
c	Regulation 9130 Revised	Public Complaints and Grievances	P3

D. Personnel (Resolutions 1-14)

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 Boymann, Lisa	RHS	FCS Teacher	Resignation for personal reasons	6/30/23	
	2 Hakhamaneshi, Lenore	JES	Special Education Paraprofessional	Resignation for personal reasons	6/30/23	
*	3 Hernon, Michael	TR	Bus Driver	Resignation for personal reasons	6/30/23	
	4 Mauro, Stephanie	EMS	ISL Teacher	Resignation for personal reasons	6/30/23	
*	5 Poissant, Alan	TR	Head Mechanic	Resignation for personal reasons	7/14/23	
*	6 Renzetti, Michael	B&G	Groundskeeper	Resignation for personal reasons	6/23/23	
*	7 Roushinko, Craig	TR	Bus Driver	Resignation for personal reasons	6/30/23	To accept Dispatcher position
	8 Scimeca, Rachel	EMS	Gr. 8 Science Teacher	Resignation for personal reasons	6/30/23	
	9 Simon, Melody	JES	Special Education Paraprofessional	Resignation for personal reasons	6/30/23	

LEAVES OF ABSENCE

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Leave Start Date</i>	<i>Paid Leave</i>	<i>Unpaid FMLA/ NJFLA ^</i>	<i>Return Date</i>	<i>Discussion</i>
1	Brookes, Joyce	EMS	H/PE Teacher	8/28/23	Using available sick days	FMLA, if needed	Upon release by physician	

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

APPOINTMENTS

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Salary Guide / Step</i>	<i>Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Camilo, Shaila	LRS	H/PE Teacher	22/23 BA Step 9 ##	\$60,655 ##	9/1/23 #	6/30/24	Tenure-track replacement in position TCH.LR.PEH.NA.04. ## Salary pending completion of REA negotiations.
2	Cooper, Christen	NES	Gr. 1 Teacher	22/23 MA Step 1 ##	\$60,840 ##	9/1/23 #	6/30/24	Tenure-track replacement for position TCH.NIX.GR1.NA.02;

								position replaces TCH.NIX.KIN.NA.02 ## Step/Salary pending completion of REA negotiations
* 3	Drexler, Michelle	RHS	Secretary to Asst Principal - Attendance	REA Secy Grade III Step 5 ##	\$46,304 ##	9/1/23 #	6/30/24	Tenure-track replacement in position SEC.RHS.APR.GR3.01. ## Step/Salary pending completion of REA negotiations
* 4	Hrynio, Lyndsay	RHS	School Nurse	22/23 BA Step 10 ##	\$62,855 ##	9/1/23 #	6/30/24	Tenure-track replacement in position NRS.RHS.NRS.NA.01. ## Step/Salary pending completion of REA negotiations.
5	Rousseau, Brianna	FES	Kindergarten Teacher	22/23 BA Step 1 ##	\$55,440 ##	9/1/23 #	6/30/24	Tenure-track replacement for new position TCH.FRA.KIN.NA.02. ## Step/Salary pending completion of REA negotiations
* 6	Roushinko, Craig	TR	Dispatcher	N/A	\$56,500	7/1/23	6/30/24	Replacement in position BUS.TR.DIS.NA.02
* 7	Sanders, Amanda	EMS	Gr. 8 Math Teacher	22/23 BA Step 14-15 ##	\$68,305 ##	9/1/23 #	6/30/24	Tenure-track replacement for position TCH.EMS.MAT.NA.08; position replaces TCH.RHS.MAT.NA.12. ## Step/Salary pending completion of REA negotiations.
8	Tatarka, Ryan	EMS	Gr. 8 Science	22/23 BA 14-15 ##	\$68,305 ##	9/1/23 #	6/30/24	Tenure-track replacement in position TCH.EMS.SCI.NA.02. ## Step/Salary pending completion of REA negotiations.
9	Wisner, Megan	FES	School Nurse	22/23 BA Step 19 ##	\$77,980 ##	9/1/23 #	6/30/24	Tenure-track replacement in position NRS.FRA.NRS.NA.01. ## Step/Salary pending completion of REA negotiations.
<p># 10-month employees shall start on the first day of the 2023-24 calendar for this bargaining unit / employee group. ^ 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.</p>								

APPOINTMENTS - LEAVE REPLACEMENTS

4. 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	Arcieri, Brianna	RHS	Leave-repl School Counselor	\$300.00 per diem	8/28/23	9/29/23	Replacement in position TCH.RHS.GUI.NA.02.
2	Bautz, Kelsey	FES	Leave-repl School Counselor	\$300.00 per diem	8/28/23	11/7/23	Replacement in position TCH.DS.GUI.NA.02

3	Bream, Samantha	LRS	Leave-repl Music Teacher	\$300.00 per diem	8/28/23	6/14/24	Replacement in position TCH.LR.MUS.IN.02.
* 4	Garcia, Vanessa	RHS	Leave-repl School Counselor	\$300.00 per diem	8/28/23	11/1/23	Replacement in position TCH.RHS.GUI.NA.01.

APPOINTMENTS - HOURLY EMPLOYEES

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

	Name	Loc	Position	Guide / Step	Hourly Rate	Start Date	End Date	Discussion
* 1	Vovchansky, Eugene	Tech	Summer Computer Technician	N/A	\$15.00	6/27/23	8/25/23	Not to exceed 29 hrs/wk

SALARY ADJUSTMENTS - CERTIFICATED STAFF

- *6. RESOLVED, that the Roxbury Township Board of Education approve the following teaching assignments for the staff indicated below for the 2023/2024 school year, with the understanding that these assignments are subject to change based on scheduling adjustments:

	Name	Loc	Program/ Class	Extra Blocks assigned:	Effective	Salary Guide / Step	Addl. Salary not to exceed	Discussion
1	Wood, Paul	RHS	Woodworking I, Block 5 ^	1 block on B days w/in A/B day schedule @ RHS ^	8/30/23-6/13/24	22/23 BA+30 Step 21 ##	\$14,676 ##	^ Subject to change eff 8/30/23 to Block 3AB on A days. ## Step/Salary pending completion of REA negotiations

APPOINTMENTS - LEAD TEACHERS

- *7. RESOLVED, that the following staff be appointed for the 2023/2024 school year as indicated.

	Name	Position	Stipend per 2020-23 REA Contract [^]
1	Bischoff, Derek	Lead Teacher of Industrial Arts & Technology; Family & Consumer Science; and Business & Marketing Gr. 9 - 12	\$2,075
[^] Stipend pending completion of REA negotiations.			

APPOINTMENTS - EXTRACURRICULAR

8. RESOLVED, that the Roxbury Township Board of Education approve the following appointments for the 2023/2024 school year as indicated in the attached Exhibits. At this time, employment and payment are contingent upon the status of school closures and the ability to fulfill the responsibilities associated with the position indicated.

	<i>Exhibit Title</i>	<i>Exhibit Number</i>
1	23/24 Summer & Fall Coaching Appts	HR 1.1
2	23/24 Marching Band Appts	HR 1.2
3	23/24 Club Appts	HR 1.3
4	23/24 Fall Drama Appts	HR 1.4

- *9. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2023/2024 school year.

23/24 Specialized Athletic Consultants							
	<i>Name</i>	<i>Role</i>	<i>Sport</i>	<i>Season</i>	<i>Loc of Sport</i>	<i>Payment</i>	<i>Discussion</i>
1	Douglas, Diane	Specialized Consultant	Field Hockey	Fall	RHS	Volunteer-basis	

10. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2023/2024 school year.

Organized by "Trial Club", then by "Name":

23/24 Specialized Consultants							
	<i>Trial Club</i>	<i>Loc of Club</i>	<i>Role</i>	<i>Name</i>	<i>Payment</i>	<i>23/24 SY is:</i>	
* 1	Academy for Sports Medicine Club	RHS	Advisor	Koch, Joseph	Volunteer-basis	Yr 1 of 2-yr trial period for club, aprvd 4/3/23.	
* 2	Aviation	RHS	Advisor	Gottfried, Michael	Volunteer-basis	Yr 2 of 2-yr trial period for club, aprvd 4/24/23.	
* 3	e-Sports Club	RHS	Co-Advisor	Hellner, Thomas	Volunteer-basis	Yr 1 of 2-yr trial period for club, aprvd 4/3/23.	
* 4	e-Sports Club	RHS	Co-Advisor	Pitzer, Curtis			
* 5	Future Educators Association	RHS	Co-Advisor	Burleigh, Deborah	Volunteer-basis	Yr 1 of 2-yr trial period for club, aprvd 6/12/23.	
* 6	Future Educators Association	RHS	Co-Advisor	Kroog, Barbara			
7	Peer Mentoring	EMS	Co-Advisor	Esposito, Geri	Volunteer-basis	Yr 2 of 2-yr trial period for club, aprvd 4/24/23.	
8	Peer Mentoring	EMS	Co-Advisor	Lomuntad, Caroline			
9	Peer Mentoring	EMS	Co-Advisor	Torres-Davis, Evelyn			
* 10	Tri-M Music Society	RHS	Co-Advisor	Sweer, Krista	Volunteer-basis	Yr 1 of 2-yr trial period for club, aprvd 6/12/23.	
* 11	Tri-M Music Society	RHS	Co-Advisor	Sweer, Ryan			

SUMMER 2023 EMPLOYMENT OF EDUCATIONAL SERVICES PERSONNEL

- *11. RESOLVED, that the following staff be appointed to work as described below at the per diem rate indicated.

Guidance Dept						
	Name	Position	Per Diem Rate	Effective weekdays from 8/14/23 through 8/25/23 as indicated below for 6 hrs per day for a total time period not to exceed:	Days related to work for:	Discussion
1	Arcieri, Brianna	School Counselor	\$300.00	2 days	RHS	Any unused days can be transferred to approved HS counselor (see # aprvd 6/12/23, XVI.C.18)
2	Garcia, Vanessa	School Counselor	\$300.00	2 days	RHS	

12. RESOLVED, that for the purpose of monitoring inoculations, allergies, asthma, diabetes, and other serious health conditions which require meeting with students and parents, that the following school nurses be approved to work the number of days described below at the location shown at the per diem rate indicated.

Nurses					
	Name	Per Diem Rate based on 22/23 Base salary [^]	Effective weekdays as denoted below for 6 hrs per day:	Days related to work for:	Discussion
1	Kovacs, Rachelle	\$370.63	5 days from 6/16/23 through 8/25/23	LRS	Amends number of days aprvd 6/12/23, XVI.C.19.4
*	Hrynio, Lyndsay	\$339.76	15 days from 6/27/23 through 8/25/23	RHS	10 of the 15 days designated for the processing of Sports Physicals.
3	Wisner, Megan	\$421.51	4 days from 6/27/23 through 8/25/23	FES	

[^] Per Diem Rate to be based on 23/24 Base salary, pending completion of REA negotiations.

SUMMER EMPLOYMENT - 2023 EXTENDED SCHOOL YEAR (ESY) PROGRAM

- *13. RESOLVED, that the following staff members and substitutes be approved for the 2023 Extended School Year Program for the term beginning June 28, 2023 and June 29, 2023 and July 5, 2023 through August 3, 2023 (Monday through Thursday). As approved on March 6, 2023, an ESY staff member's hours shall not exceed 20 hours weekly with the exception of the Program Coordinator who is limited to 25 hours weekly. ESY Teachers and related service providers shall be available for at least one day (not to exceed 4 hours) prior to June 28, 2023. All ESY paraprofessionals shall be approved to serve as ESY Bus Aides on an as needed basis not to exceed 5 hours weekly at \$17.00 hourly.

	Name	Position	Guide / Step	Hourly Rate	Start Date	End Date	Discussion
1	Brown, Waheebah	Paraprofessional	N/A	\$20.00	6/28/23	8/3/23	NJ Teaching Certification; adjust hourly rate appd 6/12/23

2	Chapman, Jordan	Substitute Teacher	N/A	\$30.00	6/28/23	8/3/23	County Substitute Certificate
		Substitute Paraprofessional	N/A	\$17.00	6/28/23	8/3/23	
3	Haegele, Carol	Substitute Teacher	N/A	\$30.00	6/28/23	8/3/23	County Substitute Certificate
4	Kunde, Mary	Substitute Teacher	N/A	\$30.00	6/28/23	8/3/23	County Substitute Certificate
		Substitute Paraprofessional	N/A	\$17.00	6/28/23	8/3/23	
5	Lewis, Pamela	Substitute Paraprofessional	N/A	\$17.00	6/28/23	8/3/23	
6	Wilk, Emma	Paraprofessional	N/A	\$17.00	6/28/23	8/3/23	

APPROVAL OF SERVICE PAYMENTS

14. RESOLVED, that the Roxbury Township Board of Education approve payment to the following individuals for their services to the district as indicated below for the 2023/2024 school year. At this time, use of the services and payment for services is contingent upon the status of school closures and the ability to fulfill the responsibilities associated with provision of services.

	<i>Name</i>	<i>Services Performed</i>	<i>23/24 Payment</i>	<i>Discussion</i>
1	Salyerds, Robert Daniel OR Sweer, Krista	Accompanist for the Eisenhower MS Winter Choir Concert to be held in Dec. 2023	\$250	
2	Salyerds, Robert Daniel OR Sweer, Krista	Accompanist for the Eisenhower MS Spring Choir Concert to be held in May 2024	\$250	

E. Executive Session Regular Meeting

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

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

WHEREAS, the Board of Education is anticipating to hold a Regular Meeting on July 17, 2023 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, 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.

June 26, 2023

- 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

POLICY

ROXBURY TOWNSHIP
BOARD OF EDUCATION

Bylaws

0167/Page 1 of 2

PUBLIC PARTICIPATION IN BOARD MEETINGS

0167 PUBLIC PARTICIPATION IN BOARD MEETINGS

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board shall set aside a portion of every Board meeting, the length of the portion to be determined by the Board, for public comment on any school or school district issue that a member of the public feels may be of concern to the residents of the school district.

Public participation shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable;
2. Each statement made by a participant shall be limited to no more than three (3) minutes' duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board or by the individual Board member;
5. The presiding officer may:
 - a. Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;
 - b. Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;
 - c. Request any person to leave the meeting when that person does not observe reasonable decorum;



PUBLIC PARTICIPATION IN BOARD MEETINGS

- d. Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;
- e. Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and
- f. Waive **or modify** these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board meeting.
- g. **Prioritize the order of speakers to allow in this order:**
 - 1.) **Roxbury school students,**
 - 2.) **parents of students attending a Roxbury school, Roxbury Public School Employees, and Roxbury residents in that order**
 - 3.) **nonresidents****when the number of requests to speak exceeds ten (10) entries.**

N.J.S.A. 2C:33-8

N.J.S.A. 10:4-12

Adopted: 14 October 2013

Revised: 7 June 2016

Revised: **TBD**



REGULATION

PROGRAM
R 2530/Page 1 of 4
RESOURCE MATERIALS

R 2530 RESOURCE MATERIALS

A. Definition

“Resource materials” are all those sources of information for the use of students that have not been designated as textbooks and generally must be shared by individual students. Resource materials include reference books, fiction and nonfiction books, maps, audio and audio-visual materials, CD ROMs, pamphlets, periodicals, pictures and on-line references. Resource materials may be maintained in classroom library collections and/or in the school library or media center.

B. Selection Process

1. The Library/Media Specialist in each school building will accept the written requests of teaching staff members for new and revised reference materials. Each request should include the:
 - a. Name and originator of the work,
 - b. Its publisher or distributor,
 - c. A brief description of the material, and
 - d. The reason for the request, including the relevance of the material to the instructional program.
2. All recommendations will be forwarded to the Library/Media Specialist for consideration. The Library/Media Specialist will attempt to review each requested work or, alternatively, to consult with other educational institutions that have used the material.
3. The Library/Media Specialist may consult such selection aids as booklists, school library journals, previews, school library catalogs, and subject bibliographies prepared by specialists in the field.
4. The Library/Media Specialist will measure each recommendation against the standards for selection (see paragraph C) and the amount budgeted for resource materials in the current or succeeding school year, as appropriate.



REGULATION

5. The Library/Media Specialist will present to the Superintendent a list of recommended purchases, no later than June 30 each year. The list will include multiple copies of material for which a high level of interest and need is anticipated.

C. Selection Standards

Standards to be applied in the selection of resource materials are those set forth in Policy No. 2530, repeated here.

1. Material will be suited to the varied interests, abilities, reading levels, and maturation levels of the students to be served.
2. Wherever possible, materials will provide major opposing views on controversial issues so that students may develop under guidance the practice of critical reading and thinking.
3. Wherever possible, materials will represent the many religious, ethnic, and cultural groups and their contribution to American heritage.
4. Materials will be factually accurate and of genuine literary or artistic value.
5. Materials will be of a quality and durability appropriate to their intended uses and longevity.
6. Materials will relate to, support, and enrich the courses of study adopted by the Board.

D. Removal of Reference Materials

1. The Library/Media Specialist will conduct a periodic review of reference collections for their:
 - a. Continuing usefulness,
 - b. Relevance to the curriculum,
 - c. Representation of the needs and interests of all grade levels, subject areas, and departments, and



- d. Balance of content, types of material, and manner of presentation.
2. Standard materials subject to frequent use that are worn or missing should be replaced periodically.
3. Outdated materials and materials no longer relevant to the curriculum may be withdrawn from the collection on Board approval.
4. A complaint about reference materials shall be handled in accordance with Policy No. 9130 and Regulation No. 9130.

E. Selection and/or Review of Potentially Objectionable Materials

The following framework is to be utilized when evaluating materials for inclusion in a Media Center collection with the understanding that it is being used to evaluate materials that will be accessed by students within the appropriate grade band of that school. The use of this framework could be triggered either through the professional discretion of a Media Specialist (or another staff member) prior to purchasing materials or as a part of the review process if any material is formally challenged in accordance with BOE Policy and Regulation 9130. This framework was established by a multi-faceted committee of stakeholders in an attempt to define "literary merit" but is intended to be adapted to other materials if needed. The framework is intended to be utilized comprehensively based on the material and does not have a specific number of items in the list below that need to "pass" or "fail" to lead to a decision, rather, all elements are important to consider when evaluating the entirety of the material as it compares to the mission and vision of the Roxbury Public Schools.

- Holds significance about a societal message
- May discuss struggles of society, specifically as it pertains to relationships
- Historical value/merit relative to rituals and/or tradition
- Supports the reader's ability to grow in an understanding/appreciation of a topic
- Allows for critical analysis



REGULATION

- Questionable content is not the main message but adds/contributes to the story/theme
- Works of art push boundaries and may be uncomfortable, but causing discomfort (although different for everyone) or shock value is not the primary purpose
- Does the work connect with "the time" of publishing and will it describe "the time" someday
- Complies with NJ statutory language

Issued: 14 October 2013

Revised: TBD



REGULATION

COMMUNITY
R 9130/Page 1 of 6
PUBLIC COMPLAINTS AND GRIEVANCES

R 9130 PUBLIC COMPLAINTS AND GRIEVANCES

All complaints and grievances addressed to the Board of Education, Board members individually, school officials, or district staff members shall be referred to the Superintendent for consideration in accordance with the following procedures.

- A. Complaints Regarding a Teaching Staff Member Other Than Administrator
 1. First level
 - a. The complainant will be directed to address the matter to the staff member.
 - b. The staff member will be directed to discuss the matter directly with the complainant and to make every reasonable effort to explain the difficulty and/or take appropriate action in accordance with district regulations and within his/her authority and district regulations.
 - c. The staff member will report the matter, and whatever action may have been taken to resolve the matter, to the Principal.
 2. Second level
 - a. If the matter cannot be satisfactorily resolved at the first level, the complainant may discuss the matter with the Principal.
 - b. The Principal will take all reasonable and prudent steps to resolve the complaint or to explain to the complainant why the matter cannot be resolved as the complainant wishes.
 3. Third level
 - a. If the matter cannot be satisfactorily resolved at the second level, the complainant may, within three working days (see Policy No. 9130) of his/her meeting with the Principal, submit to the Superintendent a written request for a conference. The request shall include:



REGULATION

ROXBURY TOWNSHIP BOARD OF EDUCATION

COMMUNITY
R 9130/Page 2 of 6
PUBLIC COMPLAINTS AND GRIEVANCES

- (1) The specific nature of the complaint and a brief statement of the facts giving rise to it,
 - (2) The respect in which it is alleged that the complainant or the complainant's child has been unfairly treated or adversely affected, and
 - (3) The remedy sought by the complainant.
- b. A copy of the request for conference will be sent to the Board of Education.
 - c. Within seven working days (see Policy No. 9130) of the receipt of the request, the Superintendent shall conduct a conference, at a time convenient to the complainant, and attempt to resolve the matter informally. The time for conference will be extended if the complainant is unable to schedule a convenient meeting.
 - d. The Superintendent shall record in writing his/her disposition of the complaint and shall, within ten working days (see Policy No. 9130) of the conference, provide a copy of the written disposition to the complainant and to the Board.
4. Fourth level
 - a. A complaint that is not resolved by conference with the Superintendent or that seeks a remedy beyond the Superintendent's jurisdiction may be appealed to the Board of Education.
 - b. The complainant may, within three working days (see Policy No. 9130) of his/her receipt of the Superintendent's written disposition, submit a written request for a hearing before the Board. The request will include a copy of the Superintendent's disposition at Level 3.
 - c. The Board shall, within forty-five calendar days (see Policy No. 9130) of the receipt of the request, conduct an informal hearing before a committee of Board members, in which the complainant will present his/her complaint. The Board may, on the petition of the complainant, permit the examination of witnesses. The Board



REGULATION

ROXBURY TOWNSHIP
BOARD OF EDUCATION

COMMUNITY
R 9130/Page 3 of 6
PUBLIC COMPLAINTS AND GRIEVANCES

may permit the teaching staff member complained of to testify in his/her own behalf.

- d. The Board shall, within ten calendar days (see Policy No. 9130) of the hearing, advise the complainant in writing of the Board's disposition of the complaint.
- e. The complainant will be advised that the Board's decision may be appealed to the Commissioner of Education.

5. Reasonable efforts will be made to expedite a complaint that arises at the end of the school year so that the matter can be resolved before the interruption of summer vacations.

B. Complaints About an Administrative Staff Member

1. The procedure set forth in A will be followed and the complainant will be directed to discuss the matter first with the administrator.
2. A complaint about a Principal or a central office administrator will omit the second level of the complaint procedure. Appeal of the first level discussion will be made directly to the Superintendent in accordance with A3.

C. Complaints About a Support Staff Member

1. The procedure set forth in A will be followed and the complainant will be directed to discuss the matter first with the support staff member.
2. Appeal at the second level of the complaint procedure will be to the support staff member's supervisor.
3. A complaint about a support staff supervisor will omit the second level of the complaint procedure. Appeal of the first level discussion will be made directly to the Superintendent in accordance with A3.

D. Complaints About a Program, Practice, or Operation

1. A complaint directed to a matter of district or school policy, procedure, program, or operation, including entitlement programs established by State



REGULATION

or Federal law, should be addressed, initially, to the administrator or department head most directly concerned with the matter, in accordance with A1.

2. A complaint that cannot be satisfactorily resolved at the first level may be appealed to the Superintendent and, thereafter, the Board in accordance with the procedures set forth in A3 and A4.
- E. Complaints About Instructional and Resource Materials
1. Complaints about textbooks, library books, reference works, and other instructional materials used in the district will be made in writing and submitted to the Superintendent.
 2. The complainant will complete and sign a complaint form available in the Principal's office **and on the Media Center website**. The form will include:
 - a. The title, author, and publisher of the work complained of,
 - b. The specific portions or language complained of (by page and item),
 - c. The complainant's familiarity with the work objected to,
 - d. The reasons for the objection,
 - e. The students or class for whom the work is intended, and
 - f. The way in which the work is used.
 3. Within seven working days of the receipt of the complaint form, the Superintendent shall appoint a review committee consisting of **but not limited to**:
 - a. ~~The head of the department in which the work is being used,~~
 - b. ~~A teacher in the subject area of the work,~~
 - e. ~~A library staff member,~~



REGULATION

ROXBURY TOWNSHIP BOARD OF EDUCATION

COMMUNITY
R 9130/Page 5 of 6
PUBLIC COMPLAINTS AND GRIEVANCES

~~d. A Board member,~~

~~e. A lay person knowledgeable in the area of the work, and~~

~~f. The Principal of a school in which the work is used.~~

a. Media Specialist

b. Teacher

c. Principal

d. Subject Supervisor

e. Mental Health Professional (School Counselor, Social Worker, or School Psychologist)

f. Parent

g. Student (if the concern is at RHS and the student is an 11th or 12th grader and parent permission is granted)

** The individual filing the challenge will not be a part of the review committee.**

4. The review committee will meet to evaluate the complaint and review the material objected to. The standards used by the committee will be those set forth in Policy and Regulation No. 2530.
5. The committee will report its findings and recommendations to the Board.
6. The Board will receive the report of the committee. If the Board acts to remove the work complained of or to limit access to the work, its action will be accompanied by a statement of reasons for the removal or limitation.
7. A copy of the committee's report and the Board's action, if any, will be given to the complainant.



REGULATION

ROXBURY TOWNSHIP
BOARD OF EDUCATION

COMMUNITY
R 9130/Page 6 of 6
PUBLIC COMPLAINTS AND GRIEVANCES

8. The complainant will be informed that a decision of the Board may be appealed to the Commissioner of Education.

Issued: 14 October 2013

Revised: TBD



[^] Stipend pending completion of REA negotiations.

	POSITION LOC	POSITION	ASSIGNMENT	SEASON	23/24 LAST NAME	23/24 FIRST NAME	22/23 Base Stipend [^]	# of Consec Yrs in the same Sport/Season thru 23/24 Season	22/23 Longevity Stipend [^]	22/23 TOTAL Stipend [^]	23/24 Note about Consec Yrs
1	EMS	All Sports	Athletic Coordinator	Fall	Moskowitz	Phillip	\$ 2,112	n/a		\$ 2,112	
2	EMS	Cross Country - Boys'	Head Coach	Fall	Gangemi	Giuseppe	\$ 5,503	10	\$ 500	\$ 6,003	
3	EMS	Cross Country - Girls'	Head Coach	Fall	Moskowitz	Phillip	\$ 5,503	7	\$ 200	\$ 5,703	
4	EMS	Field Hockey	Head Coach	Fall	Darling	Samantha	\$ 5,503	3	\$ -	\$ 5,503	Fall Co-Head Coach of Field Hockey @ EMS for 21/22 & 22/23. Fall Head Coach of Field Hockey @ EMS as of 23/24.
* 5	RHS	All Sports	Equipment Manager	Fall	Biank	David	\$ 6,016	n/a		\$ 6,016	
* 6	RHS	All Sports	Athletic Trainer	Fall	Koch	Joseph	\$ 7,669	n/a		\$ 7,669	
* 7	RHS	Cheerleading	Head Coach	Fall	LaCosta	Gail	\$ 4,756	9	\$ 400	\$ 5,156	
* 8	RHS	Cheerleading	Assistant Coach	Fall	Cacchio	Mary	\$ 4,266	1	\$ -	\$ 4,266	
* 9	RHS	Cross Country - Boys' & Girls'	Head Coach	Fall	Bischoff	Derek	\$ 8,939	7	\$ 200	\$ 9,139	Fall Head Coach for Boys' Cross Country @ RHS for 17/18 thru 21/22. Fall Head Coach for Boys' & Girls' Cross Country @ RHS as of 22/23.
* 10	RHS	Cross Country - Boys' & Girls'	Assistant Coach	Fall	Gervasio	Thomas	\$ 6,501	2	\$ -	\$ 6,501	
* 11	RHS	Field Hockey	Head Coach	Fall	Norgard	Kaitlyn	\$ 7,985	4	\$ -	\$ 7,985	Fall Asst Coach for Girls' Soccer @ RHS for 20/21. Fall Head Coach for Girls' XC @ RHS for 21/22. Fall Asst Coach for Field Hockey @ RHS for 22/23. Fall Head Coach for Field Hockey @ RHS as of 23/24.
* 12	RHS	Field Hockey	Assistant Coach	Fall	Brown	Karisa	\$ 5,573	3	\$ -	\$ 5,573	Fall Co-Head Coach of Field Hockey @ EMS for 21/22 & 22/23. Fall Asst Coach of Field Hockey @ RHS as of 23/24.
* 13	RHS	Field Hockey	Assistant Coach	Fall	Urban	Alexandra	\$ 5,573	7	\$ 100	\$ 5,673	
* 14	RHS	Football	Head Coach	Fall	Roumes	Ryan	\$ 10,429	7	\$ 100	\$ 10,529	Fall Asst Coach for Football @ RHS 17/18 thru 21/22. Fall Head Coach for Football @ RHS as of 22/23.
* 15	RHS	Football	Assistant Coach	Fall	Alecci	Anthony	\$ 6,945	1	\$ -	\$ 6,945	Employment start date is pending completion of documentation in accordance with the law or district policy.
* 16	RHS	Football	Assistant Coach	Fall	Diorio	Danny	\$ 6,945	3	\$ -	\$ 6,945	
* 17	RHS	Football	Assistant Coach	Fall	Dolan	James	\$ 6,945	22	\$ 850	\$ 7,795	
* 18	RHS	Football	Assistant Coach	Fall	Misurelli	Frank	\$ 6,945	18	\$ 650	\$ 7,595	
* 19	RHS	Football	Assistant Coach	Fall	Poggi	Kevin	\$ 6,945	25	\$ 1,000	\$ 7,945	
* 20	RHS	Football	Assistant Coach	Fall	Trotter	Gregory	\$ 6,945	25	\$ 1,000	\$ 7,945	
* 21	RHS	Football	Assistant Coach	Fall	Volz	Michael	\$ 6,945	2	\$ -	\$ 6,945	
* 22	RHS	Gymnastics	Head Coach	Fall	Gluck	Caitlin	\$ 7,720	3	\$ -	\$ 7,720	
* 23	RHS	Gymnastics	Assistant Coach	Fall	Damelio	Kellie	\$ 5,282	1	\$ -	\$ 5,282	
* 24	RHS	Soccer - Boys'	Head Coach	Fall	Franco	Kevin	\$ 7,985	4	\$ -	\$ 7,985	Fall Asst Coach for Boys' Soccer @ RHS for 20/21 & 21/22. Fall Head Coach for Boys' Soccer @ RHS as of 22/23.
* 25	RHS	Soccer - Boys'	Assistant Coach	Fall	Bewalder	Kevin	\$ 5,573	22	\$ 850	\$ 6,423	
* 26	RHS	Soccer - Boys'	Assistant Coach	Fall	Kelley	Ryan	\$ 5,573	5	\$ -	\$ 5,573	
* 27	RHS	Soccer - Boys'	Assistant Coach	Fall	Zavala	Ernesto	\$ 5,573	1	\$ -	\$ 5,573	
* 28	RHS	Soccer - Girls'	Head Coach	Fall	Renna	Justin	\$ 7,985	24	\$ 1,900	\$ 9,885	
* 29	RHS	Soccer - Girls'	Assistant Coach	Fall	Monaco	David	\$ 5,573	21	\$ 800	\$ 6,373	
* 30	RHS	Soccer - Girls'	Assistant Coach	Fall	Richardson	Kiley	\$ 5,573	3	\$ -	\$ 5,573	
* 31	RHS	Soccer - Girls'	Assistant Coach	Fall	Stellingwerf	Kaitlin	\$ 5,573	4	\$ -	\$ 5,573	
* 32	RHS	Tennis - Girls'	Head Coach	Fall	Doyle	Robert	\$ 7,720	4	\$ -	\$ 7,720	Fall Asst Coach for Girls' Tennis @ RHS for 20/21 & 21/22. Fall Head Coach for Girls' Tennis @ RHS as of 22/23.
* 33	RHS	Tennis - Girls'	Assistant Coach	Fall	Miller	Ryan	\$ 5,282	2	\$ -	\$ 5,282	
* 34	RHS	Volleyball - Girls'	Head Coach	Fall	Correnti	Alison	\$ 7,985	6	\$ 50	\$ 8,035	Fall Asst Coach for Girls' Volleyball @ RHS for 18/19 thru 22/23. Fall Head Coach for Girls' Volleyball @ RHS as of 23/24.
* 35	RHS	Volleyball - Girls'	Assistant Coach	Fall	Geary	Jason	\$ 5,573	2	\$ -	\$ 5,573	
* 36	RHS	Volleyball - Girls'	Assistant Coach	Fall	Small	Jessica	\$ 5,573	1	\$ -	\$ 5,573	
* 37	RHS	Weight Room	Head Coach	Summer	Roumes	Ryan	\$ 6,016	n/a		\$ 6,016	
* 38	RHS	Weight Room	Head Coach	Fall	Scheneck	Matthew	\$ 6,016	n/a		\$ 6,016	
* 39	RHS & EMS	All Sports	Assistant Athletic Trainer	Fall	Forlenza	Corey	\$ 5,255	n/a		\$ 5,255	

[^] Stipend pending completion of REA negotiations.

	POSITION LOC	POSITION TYPE	POSITION	ASSIGNMENT	23/24 LAST NAME	23/24 FIRST NAME	22/23 TOTAL Stipend [^]	23/24 Note about Assignment	
*	1	RHS	CLUB/MBAND	Band Assistant	Assistant	Kulick	Justin	\$5,475	
*	2	RHS	CLUB/MBAND	Band Assistant	Assistant	Monaghan	Mark	\$5,475	
*	3	RHS	CLUB/MBAND	Band Front	Advisor	Herrera	Cindy	\$3,975	
*	4	RHS	CLUB/MBAND	Marching Band	Director	Sweer	Ryan	\$7,650	
*	5	RHS	CLUB/MBAND	Marching Band	Technician No. 1	Conrad	Jeffrey	\$4,225	
*	6	RHS	CLUB/MBAND	Percussion	Advisor	Jenkins	Christopher	\$3,974	

[^] Stipend pending completion of REA negotiations.

	POSITION LOC	POSITION TYPE	POSITION	ASSIGNMENT	23/24 LAST NAME	23/24 FIRST NAME	22/23 TOTAL Stipend [^]	23/24 Note about Assignment	
1	FES	CLUB	Early Act	Co-Advisor	Marzocca	Michelle	\$400		
2	FES	CLUB	Early Act	Co-Advisor	Maurer	Jennifer	\$400		
3	JES	CLUB	Early Act	Co-Advisor	DeMaio	Brittany	\$400		
4	JES	CLUB	Early Act	Co-Advisor	Rose	Andrew	\$400		
5	KES	CLUB	Early Act	Co-Advisor	Byrne	Kathleen	\$400		
6	KES	CLUB	Early Act	Co-Advisor	Goodyear	Sarah	\$400		
7	NES	CLUB	Early Act	Co-Advisor	Freeborn	Rebecca	\$400		
8	NES	CLUB	Early Act	Co-Advisor	Rex	Jean	\$400		
*	9	NES & RHS	CLUB	Rox Buddies	Co-Advisor	Curtiss	Karen	\$963	
*	10	NES & RHS	CLUB	Rox Buddies	Co-Advisor	McInnes	Cathy	\$963	
11	LRS	CLUB	Art	Advisor	LaPosta	Christine	\$1,670		
12	LRS	CLUB	Computers	Advisor	Rodgers	Susanna	\$1,670		
13	LRS	CLUB	Forensics	Advisor	Muller	Amy	\$1,670		
14	LRS	CLUB	K-Kids	Co-Advisor	Gauthier	Nicole	\$835		
15	LRS	CLUB	K-Kids	Co-Advisor	Sellari	Kayla	\$835		
16	LRS	CLUB	Student Council	Advisor	Tunstead	Elena	\$1,670		
17	EMS	CLUB	Academic Team	Advisor	Iacobino	Kristin	\$2,260		
18	EMS	CLUB	Art Club	Advisor	Hagemann	Regina	\$2,260		
19	EMS	CLUB	Builder's Club	Co-Advisor	Esposito	Elizabeth	\$1,150		
20	EMS	CLUB	Builder's Club	Co-Advisor	Tucker	Elizabeth	\$1,150		
21	EMS	CLUB	Intramurals	Advisor	Babetski	David	\$3,500		
22	EMS	CLUB	Math League	Co-Advisor	Richardson	Kiley	\$1,130		
23	EMS	CLUB	Math League	Co-Advisor	Thomas	Jaclyn	\$1,130		
24	EMS	CLUB	News / Literacy Magazine	Co-Advisor	Brennan	Lauren	\$1,283		
25	EMS	CLUB	News / Literacy Magazine	Co-Advisor	Curley	Kelsey	\$1,283		
26	EMS	CLUB	Robotics & STEAM	Advisor	Moskowitz	Phillip	\$2,900		
27	EMS	CLUB	Spanish Club	Advisor	Cordeiro	Marcia	\$2,192		
28	EMS	CLUB	Student Council	Co-Advisor	Palanchi	Kristen	\$1,138		
29	EMS	CLUB	Student Council	Co-Advisor	Richman	Margery	\$1,138		
30	EMS	CLUB	Technology Club	Co-Advisor	Capra	Robert	\$945		
31	EMS	CLUB	Technology Club	Co-Advisor	Farina	Kimberly	\$945		
32	EMS	CLUB	Yearbook	Co-Advisor	Farina	Kimberly	\$1,238		
33	EMS	CLUB	Yearbook	Co-Advisor	Hagemann	Regina	\$1,238		
34	EMS	CLUB/PA	Choral (Encores)	Advisor	Harrison Calderon	Jessica	\$3,500		
35	EMS	CLUB/PA	Choral (Harmonies)	Advisor	Harrison Calderon	Jessica	\$3,500		
36	EMS	CLUB/PA	Honors Band	Advisor	Monaghan	Mark	\$2,192		
37	EMS	CLUB/PA	Jazz Band Ensemble	Advisor	Monaghan	Mark	\$3,500		
38	EMS & LRS	CLUB	Advisory	Advisor	Rodas	Shannon	\$2,295		
*	39	RHS	CLUB	Academic Decathlon	Advisor	Demova	Bohdanka	\$3,375	
*	40	RHS	CLUB	Best Buddies	Advisor	Hughes	David	\$1,800	
*	41	RHS	CLUB	Class Advisor - Freshman	Co-Advisor	McCracken	Jennifer	\$900	
*	42	RHS	CLUB	Class Advisor - Freshman	Co-Advisor	OBraitis	Casey	\$900	
*	43	RHS	CLUB	Class Advisor - Junior	Advisor	Oster	Kaitlyn	\$2,099	
*	44	RHS	CLUB	Class Advisor - Junior	Assistant Advisor	Christiansen	Emily	\$1,050	
*	45	RHS	CLUB	Class Advisor - Senior	Advisor	Speranza	Jane-Frances	\$2,250	
*	46	RHS	CLUB	Class Advisor - Senior	Assistant Advisor	Kroog	Barbara	\$1,125	
*	47	RHS	CLUB	Class Advisor - Sophomore	Co-Advisor	Gluck	Caitlin	\$950	
*	48	RHS	CLUB	Class Advisor - Sophomore	Co-Advisor	Mainiero	Melissa	\$950	
*	49	RHS	CLUB	Debate	Advisor	Connolly	James	\$3,000	
*	50	RHS	CLUB	DECA	Co-Advisor	Mainiero	Melissa	\$1,200	
*	51	RHS	CLUB	DECA	Co-Advisor	Shadwell	Christopher	\$1,200	
*	52	RHS	CLUB	Environmental Club	Co-Advisor	Dunn	Robin	\$1,175	
*	53	RHS	CLUB	Environmental Club	Co-Advisor	Fagan	Margaret	\$1,175	
*	54	RHS	CLUB	Equal Rights Advocacy Club	Advisor	Christiansen	Emily	\$2,304	
*	55	RHS	CLUB	FBLA	Co-Advisor	Jacoby	Adam	\$1,175	
*	56	RHS	CLUB	FBLA	Co-Advisor	Slivinski	Wojciech	\$1,175	
*	57	RHS	CLUB	Film Club	Advisor	Hughes	David	\$1,800	

[^] Stipend pending completion of REA negotiations.

	POSITION LOC	POSITION TYPE	POSITION	ASSIGNMENT	23/24 LAST NAME	23/24 FIRST NAME	22/23 TOTAL Stipend [^]	23/24 Note about Assignment
* 58	RHS	CLUB	French Club	Co-Advisor	Burkat	Walter	\$900	
* 59	RHS	CLUB	French Club	Co-Advisor	Santoro	Kimberly	\$900	
* 60	RHS	CLUB	Gael Vision	Director	Burleigh	Deborah	\$4,000	
* 61	RHS	CLUB	Gael Vision	Director	Caivano	Roxana	\$4,000	
* 62	RHS	CLUB	Interact	Advisor	Oster	Kaitlyn	\$3,000	
* 63	RHS	CLUB	Junior State of America	Advisor	Connolly	James	\$2,100	
* 64	RHS	CLUB	Literary Magazine	Advisor	Stellingwerf	Kaitlin	\$2,635	
* 65	RHS	CLUB	Math League	Advisor	McCracken	Jennifer	\$1,999	
* 66	RHS	CLUB	National Art Honor Society	Advisor	Roman	Monica	\$2,699	
* 67	RHS	CLUB	National Honor Society	Co-Advisor	Lisa	Kerry	\$1,350	
* 68	RHS	CLUB	National Honor Society	Co-Advisor	Tom	Jean	\$1,350	
* 69	RHS	CLUB	Newspaper	Advisor	Santoro	Megan	\$3,285	
* 70	RHS	CLUB	Peer Leadership	Advisor	Bewalder	Kevin	\$2,200	
* 71	RHS	CLUB	Peer Leadership	Advisor	Hardy	Barbra	\$2,200	
* 72	RHS	CLUB	Peer Leadership	Advisor	Kulick	Justin	\$2,200	
* 73	RHS	CLUB	Peer Leadership	Advisor	McCracken	Jennifer	\$2,200	
* 74	RHS	CLUB	PRISM	Advisor	Speronza	Jane-Frances	\$1,889	
* 75	RHS	CLUB	Robotics & Technology Club	Advisor	Taylor	Mark	\$7,650	
* 76	RHS	CLUB	Rox THON	Advisor	Gottfried	Michael	\$3,854	
* 77	RHS	CLUB	Rox THON	Assistant Advisor	Richman	Margery	\$2,100	
* 78	RHS	CLUB	S.E.A.S.	Co-Advisor	Gangemi	Kayla	\$900	
* 79	RHS	CLUB	S.E.A.S.	Co-Advisor	McGinley	Birsen	\$900	
* 80	RHS	CLUB	Science League	Advisor	O'Brien	William	\$1,999	
* 81	RHS	CLUB	Spanish Club	Co-Advisor	Bedoya	Judy	\$875	
* 82	RHS	CLUB	Spanish Club	Co-Advisor	Navarro	Maria	\$875	
* 83	RHS	CLUB	Student Council	Advisor	Hansen	James	\$3,870	
* 84	RHS	CLUB	Varsity "R"	Co-Advisor	Dolan	James	\$1,000	
* 85	RHS	CLUB	Varsity "R"	Co-Advisor	Monaco	David	\$1,000	
* 86	RHS	CLUB	Yearbook	Advisor	Schilling	Scott	\$4,540	
* 87	RHS	CLUB	Yearbook	Assistant Advisor	Zengel	Renee	\$3,900	
* 88	RHS	CLUB/PA	Concert Band	Advisor	Conrad	Jeffrey	\$5,175	
* 89	RHS	CLUB/PA	Jazz Band	Advisor	Conrad	Jeffrey	\$3,455	
* 90	RHS	CLUB/PA	Jazz Band	Advisor	Sweert	Ryan	\$3,455	
* 91	RHS	CLUB/PA	Vocal Jazz	Advisor	Hachey	Patrick	\$3,460	
* 92	RHS	CLUB/PA	Vocal Jazz	Advisor	Sweert	Krista	\$3,460	
* 93	RHS	CLUB/PA	Vocal Music	Advisor	Hachey	Patrick	\$4,875	
* 94	RHS	CLUB/PA	Vocal Music	Assistant Advisor	Salyerds	Robert Daniel	\$2,600	
* 95	RHS	CLUB/PA	Vocal Music	Assistant Advisor	Sweert	Krista	\$2,600	

[^] Stipend pending completion of REA negotiations.

	POSITION LOC	POSITION TYPE	POSITION	ASSIGNMENT	23/24 LAST NAME	23/24 FIRST NAME	22/23 TOTAL Stipend [^]	23/24 Note about Assignment
*	1 RHS	PLAY/FALL	Fall Drama	Advisor	Hachey	Patrick	\$4,200	
*	2 RHS	PLAY/FALL	Fall Drama	Assistant Advisor	Salyerds	Robert Daniel	\$2,400	