

DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
June 3, 2024

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

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

SPEAKER REQUEST AT BOARD OF EDUCATION MEETINGS

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

ACCESS AGENDA & EXHIBITS
ONLINE:



I. MEETING CALLED TO ORDER

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

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

Roxbury Register - Newspaper

Daily Record - Newspaper

Star Ledger - Newspaper

Roxbury Website – <https://www.roxbury.org/domain/83>

Municipal Clerk

Roxbury Public Library

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

II. ROLL CALL

III. RESOLUTION TO MEET IN EXECUTIVE SESSION

RESOLVED, that the Roxbury Township Board of Education hold an Executive Session on June 3, 2024, regarding personnel matters, student matters, negotiations and attorney client privilege.

IV. ROLL CALL

V. PUBLIC SESSION

VI. PLEDGE OF ALLEGIANCE

VII. PRESENTATIONS

- **The VFW Auxiliary 2833 in Kenvil celebrates:**
 - ▶ Winner in the 2023/2024 Three-Dimensional Patriotic Art Contest- Sophia Efimenco, Sophomore, Roxbury HS
 - ▶ Winner in the 2023/2024 "Get Excited for the Red, White and Blue!" National Anthem Singing Contest- Daksha Muthukumaran, Grade 7, Eisenhower MS

- **Roxbury High School 2023-2024 Valedictorian & Salutatorian:**
 - ▶ Valedictorian- William Miller
 - ▶ Salutatorian- Laura Izzi

- **2023-2024 Performing Arts Honors Ensembles:**
 - ▶ Katherine Becker Gr. 12- NJ All-State Choir
 - ▶ Rebecca Borda Gr. 12- Region I Honor Choir, NJ All-State Choir
 - ▶ Carly Curtiss Gr. 12- NJ All-State Choir
 - ▶ David Doherty Gr. 11- Region I Honor Choir, NJ All-State Choir, ACDA All-Eastern Honor Choir
 - ▶ Ann Eapen Gr. 8- Region I Intermediate Choir
 - ▶ Colleen Feeney Gr. 10- NJ All-State Choir
 - ▶ Jasper Fernandes Gr. 10- Region I Honor Choir, NJ All-State Choir (5th Alto 2 in the State)
 - ▶ Lia Frank Gr. 12- Region I Symphonic Band
 - ▶ Alexander Fullam Gr. 10- Region I Wind Ensemble, NJ All State Wind Ensemble (3rd overall), Region I Orchestra

 - ▶ Julia Gonzalez Gr. 12- Region I Honor Choir, NJ All-State Choir
 - ▶ Olivia Hachey Gr. 12- NJ All-State Choir
 - ▶ Airyana Hoover Gr. 12- Region I Honor Choir, NJ All-State Choir (4th Soprano 2 in the State)
 - ▶ Jamie Kudler Gr. 12- NJ All-State Choir
 - ▶ Aryan Lad Gr. 11- Region I Symphonic Band
 - ▶ Rory Laffey Gr. 12- Region I Symphonic Band
 - ▶ Jaiden Lenihan Gr. 11- NJ All-State Choir
 - ▶ Cassandra Maningo Gr. 11- NJ All-State Choir
 - ▶ Norbert Martinez Gr. 12- NJ All-State Choir
 - ▶ Justin Masi Gr. 12- Region I Wind Ensemble, NJ All State Wind Ensemble (1st Trombone in the state), NJ All State Choir (1st Bass 2 in the state), ACDA All-Eastern Honor Choir

 - ▶ Isabella Negron Gr. 12- NJ All-State Choir
 - ▶ Kha Nguyen Gr. 11- Region I Symphonic Band
 - ▶ Sean Park Gr. 9- Region I Intermediate Wind Ensemble
 - ▶ Ethan Pineiro Gr. 8- Region I Intermediate Symphonic Band
 - ▶ Annabelle Plociniak Gr. 12- NJ All-State Choir
 - ▶ Janelle Pratt Gr. 12- NJ All-State Choir
 - ▶ Elizabeth Ricucci Gr. 10- Region I Honor Choir, NJ All-State Choir
 - ▶ Samuel Rippon Gr. 11- NJ All-State Choir
 - ▶ Angelina Riveros Gr. 12- NJ All-State Choir
 - ▶ Caden Scire Gr. 10- NJ All-State Choir (5th Tenor 1 in the State)
 - ▶ Riley Shivas Gr. 12- NJ All-State Choir
 - ▶ Nicholas Spivak Gr. 11- NJ All-State Choir
 - ▶ Michael Tomassi Gr. 9- Region I Intermediate Symphonic Band
 - ▶ Catherine Turro Gr. 11- NJ All-State Choir

Roxbury Melodies- Selected to represent the best of high school treble choirs from across 13 states in the Northeast at the 2024 American Choral Directors Association Eastern Region Conference in Providence, RI on February 29, 2024:

Freshmen-

- ▶ Amaya Banks-Campbell
- ▶ Malia Gichana
- ▶ Cara Goldstein
- ▶ Leah Nelson

Sophomores-

- ▶ Jennifer Buczynski
- ▶ Hailey Clemente
- ▶ Colleen Feeney
- ▶ Jasper Fernandes
- ▶ Stefanie Lazoroski
- ▶ Elizabeth Ricucci
- ▶ Alexa Rossi
- ▶ Breena VanHook

Juniors-

- ▶ Kendall Clark
- ▶ Gracie Giammarino
- ▶ Cassandra Maningo

Seniors-

- ▶ Katherine Becker
- ▶ Nancy Bogardus
- ▶ Rebecca Borda
- ▶ Carly Curtiss
- ▶ Angelina Del Vicario
- ▶ Julia Gonzalez
- ▶ Olivia Hachey
- ▶ Allison Hand
- ▶ Airyana Hoover
- ▶ Sarah Kolpa
- ▶ Jamie Kudler
- ▶ Isabella Negron
- ▶ Ashley Nunes
- ▶ Annabelle Plociniak
- ▶ Janelle Pratt
- ▶ Angelina Riveros
- ▶ Riley Shivas
- ▶ Annika Szardenings

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 May 13, 2024.
2. Minutes of the Executive Session of May 13, 2024.

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

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 1-14)

TRAVEL REQUESTS

- *1. 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.	Maher, Chelsea	Rotary Club of Lake Hopatcong Scholarship Luncheon	4	Lake Hopatcong, NJ	6/6/24	\$0	\$3.20
2.	SanEmeterio, Stefanie	Rotary Club of Lake Hopatcong Scholarship Luncheon	4	Lake Hopatcong, NJ	6/6/24	\$0	\$3.20
3.	Gallagher, Maria	EduProtocols Summer Academy	4	Laguna, CA	7/24/24-7/27/24	\$0	\$0
4.	Cantwell, Kevin	Ritger Legacy Bowling Camps Coach Training Levels 1-3	4	North Brunswick, NJ	8/2/24-8/4/24	\$375.00	\$537.00
5.	Hall, Melissa	CPR Instructor	4	Dover, NJ	8/5/24	\$265.00	\$270.92
6.	Coakley, Leo	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/24/24	*Group Registration	\$886.67**
7.	Colucci, Anne	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/24/24	*Group Registration	\$886.67**
8.	Ferrare, Lisa	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/24/24	*Group Registration	\$878.67**
9.	Mondanaro, Joseph	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/24/24	*Group Registration	\$886.67**
10.	Kolbusch, Kathy	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/24/24	*Group Registration	\$883.37**
11.	Purcell, Kathy	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/24/24	*Group Registration	\$884.31***
12.	Scheneck, Carol	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/24/24	*Group Registration	\$884.19***
13.	Riffel, Peter	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/24/24	*Group Registration	\$886.19**
14.	Seminerio, Christine	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/24/24	*Group Registration	\$886.67****
15.	Seipp, Charles	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/24/24	*Group Registration	\$886.71**

16.	Staples, Brian	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/24/24	*Group Registration	\$886.19***
<p>1-State/Federal policy requirements, 2-State curricular requirements, 3-State Initiatives, 4-Individual job requirements, T2-paid for by Title II funding, T3 paid for by Title III funding. Substitute coverage is indicated by "S" followed by the number of days for which a substitute is needed.</p> <p>*Group Registration fee total amount of \$2100.00 which includes up to 25 members.</p> <p>**Amends the total amount of days and the total estimated expenses in Resolution XVII.B.6, approved 4/15/24, added 10/24/24.</p> <p>***Amends the total amount of days and the total estimated expenses in Resolution XVI.A.2, approved 4/29/24, added 10/24/24.</p> <p>****Amends the total amount of days and the total estimated expenses in Resolution XVI.A.7, approved 5/13/24, added 10/24/24.</p>							

ROXBURY TOWNSHIP BOARD OF EDUCATION STABILIZATION GRANT FOR THE SCHOOL YEAR 2024-2025

- *2. WHEREAS, on May 14, 2024, Governor Murphy signed into law Bill A4161 to provide a stabilization school aid grant program.

RESOLVED, that the Roxbury Township Board of Education accepts the stabilization school aid grant in the amount of \$836,990.00 as part of the 2024-2025 school budget.

APPROVAL OF SETTLEMENT RENEWAL

- *3. RESOLVED, upon the recommendation of the Superintendent of Schools and Board Attorney, that the Settlement Agreement and Release in the matter of OAL DOCKET NO.: EDS 02457-2020N AGENCY REF. NO.:2020-31153 be approved for renewal.
- 4. RESOLVED, upon the recommendation of the Superintendent of Schools, the Settlement Agreement and Release for OAL Docket No. EDS 01154-18 and EDS 02436-18 Agency Ref. No. 2018-27447 be approved and amended for the 2024-2025 school year.

APPROVAL OF PURCHASES

- *5. RESOLVED, that the Roxbury Township Board of Education approve a purchase of reveal math materials from McGraw Hill, P.O. Box 182605, Columbus, OH in the amount of \$24,615.86.
- *6. RESOLVED, that the Roxbury Township Board of Education approve a purchase of algebra and geometry math materials from Cengage Learning, P.O. Box 936754, Atlanta, GA in the amount of \$85,668.00.
- *7. RESOLVED, that the Roxbury Township Board of Education approve a purchase of language arts materials from Wilson Language Training Corp., 47 Old Webster Road, Oxford, MA in the amount of \$10,350.72.
- *8. RESOLVED, that the Roxbury Township Board of Education retroactively approve the purchase of unlimited tutoring services from TRP Education (Tutor.com), 110 E. 42nd Street, New York, NY, in the amount not to exceed \$103,565.50 effective July 1, 2022, through June 30, 2023, and funded through ARP ESSER.
- *9. 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, 2024, until June 30, 2025. The fee for this service is \$16,875.00.

JOINT TRANSPORTATION AGREEMENT

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

2024-2025 Joint Transportation Agreement School Related Activities					
Start Date	End Date	Host District's Identification Number	Destination	Basis of the Agreement Per Bus	Per Bus Cost
07/1/2024	06/30/2025	4560 (Roxbury)	Various	\$90.00 per hour, per bus for Field Trips and Athletics	\$90.00 per hour per bus

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

2024-2025 Joint Transportation Agreement School Related Activities					
Start Date	End Date	Host District's Identification Number	Destination	Basis of the Agreement Per Bus	Per Bus Cost
07/1/2024	06/30/2025	4330 (Randolph)	Various	\$90.00 per hour, per bus for Field Trips and Athletics	\$90.00 per hour per bus

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

2024-2025 ESY Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
7/1/2024	8/2/2024	RHS04	Roxbury HS (KI)	\$1,100.00
			4% Administration Fee	\$44.00
			Joiner District to and From Total Route	\$1,144.00

LEAD TESTING STATEMENT OF ASSURANCE

- *13. RESOLVED, that the Roxbury Township Board of Education approve the submission of the district's Statement of Assurance Regarding Lead Testing for the 2023/2024 school year to the New Jersey Department of Education.

APPROVAL OF DISPOSAL OF PROPERTY

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

	Vehicle#	VIN#
1	Bus #32 2010 Blue Bird	1BABGCPA3AF274838
2	Bus #33 2012 Thomas	4UZABRDT4CCBP5215
3	Bus #34 2012 Thomas	4UZABRDT2CCBP5214

B. Education (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.

SCHOOL CALENDAR

- *1. RESOLVED, that the school calendar be amended for the 2024/2025 school year as presented. (Exhibit E1)

HIB REPORT

- *2. RESOLVED, that the Roxbury Township Board of Education affirms the Superintendent’s decisions provided in the Harassment, Intimidation, and Bullying Report for the 2023/2024 school year for Incident Nos. 81 through 84.
- *3. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2023/2024 school year for Incident Nos. 85 through 93.

FIELD TRIPS / COMPETITIONS

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

Organized by "School":

	School	Group	Estimated # of Students	Trip Destination	Location	Faculty Sponsor
1	KES	Gr. 4	47	Horseshoe Lake	Succasunna, NJ	A. Beede; S. Goodyear; M. Storm

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

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

File Number	School or Provider	Total Cost	Dates
3634176041	Bergen County Special Services Board of Education - Brownstone School	\$9,972.00	5/15/24-6/30/24
6459948762	Mount Olive Board of Education	\$21,615.00	8/30/23-6/18/24

OUT-OF-DISTRICT PLACEMENT/SERVICES - 2024/2025

- *6. RESOLVED, that the Roxbury Township Board of Education approve the 2024/2025 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>
2330497538	Benway School	\$100,222.62	7/8/24-6/30/25
3634176041	Bergen County Special Services Board of Education	\$5,550.00	7/1/24-7/26/24
4955431188	Bergen County Special Services School District	\$680.00	7/1/24-8/2/24
6260581413	ECLC of New Jersey, Chatham Campus	\$79,554.00	7/1/24-6/30/25
5165412685	Educational Services Commission of Morris County	\$9,136.00	7/1/24-8/8/24
5215471646	Educational Services Commission of Morris County	\$9,136.00	7/1/24-8/8/24
5229877384	Home & Hospital Medical Personnel Inc.	\$134,400.00	7/8/24-6/30/25
3449821640	Montgomery Academy	\$87,500.00	7/1/24-6/24/25
7384625987	Shepard Preparatory High School	\$71,695.80	7/1/24-6/30/25
4951739214	Shepard Preparatory High School	\$61,597.80	9/3/24-6/30/25

TUITION STUDENTS

- *7. RESOLVED, that the Roxbury Township Board of Education approve the following tuition contract agreements for the 2024/2025 school year and/or extended school year.

<i>State ID</i>	<i>Sending District</i>	<i>Program</i>	<i>Total</i>
9360251389	Dover School District	MD	\$33,983.40
2341433856	Dover School District	MD	\$33,983.40
5712426061	Emerson Public Schools	Pre-K	\$94,127.00
6656550135	Emerson Public Schools	Grade 2	\$18,222.00
6521326006	Harding Township School District	LLD	\$3,378.60
3581558581	Hopatcong Borough Schools	BD	\$34,088.40
2874589379	Mine Hill School District	MD	\$96,756.00
3483671758	Mount Arlington	BD	\$36,288.40
6615837372	Mount Arlington	BD	\$28,452.00
9427960513	West Morris Central	BD	\$36,288.40

APPROVAL OF SENIOR OPTION PROJECTS - RHS

- *8 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 2024/2025 school year.

Student	Research Focus	Credits
206518	Orchestra Internship	5
206493	Funeral Home Assistant	5
206569	Graphic Design	5

CURRICULUM WRITING

- 9. RESOLVED, that the courses listed below be approved for curriculum writing as indicated from June 17, 2024 through June 30, 2024 for the 2023/2024 school year. This work

includes previously approved curriculum writing that was either not completed in the Summer of 2023 or approved to be completed in the Summer of 2024. Unless otherwise noted, proposed hours provided is the total amount allotted for the grade level or grade span shown.

Organized by Grade Level

	Course	School/Course Level	Grade Level	Course Duration (FY, Sem, Q)	New, Revision, or Rewrite	Proposed hours	Discussion
1	WIN	Elem	K	FY	New	15	
2	WIN	Elem	1	FY	New	15	
3	WIN	Elem	2	FY	New	15	
4	WIN	Elem	3	FY	New	15	
5	WIN	Elem	4	FY	New	15	
6	Word Study	Elem	4	FY	New	35	
* 7	Human Geography	RHS	9 - 12	Sem	New	17.5	This resolution supersedes XVIII.D.9, Exhibit E2, Row No. 46 aprvd 3/4/24.
* 8	Intro to Aviation	RHS	9 - 12	FY	Rewrite #	20 #	# Amendments to XVI.B.7, Exhibit E-1, Row No. 39 aprvd 2/13/23.
* 9	Pilot Pathway I	RHS	10 - 12	FY	Rewrite ^	20 ^	^ Amendments to XVI.B.7, Exhibit E-1, Row No. 43 aprvd 2/13/23.

- *10. RESOLVED, that the courses listed below be approved for curriculum writing for the 2024/2025 school year as indicated.

Organized by Course

	Course	School / Course Level	Grade Level	Course Duration (FY, Sem, Q)	New, Revision, or Rewrite	Proposed hours
1	Animation I	RHS	9 - 12	Sem	Rewrite	15
2	Animation II	RHS	9 - 12	Sem	Rewrite	15
3	AP Psychology	RHS	11 - 12	FY	Rewrite	20
4	Pop Culture (Summit/Vista)	RHS	9 - 12	FY	Rewrite	20
5	Unified Physical Education	RHS	9 - 12	FY	New	50 #
# Amends XVIII.D.9, Exhibit E2, Row No. 55 aprvd 3/4/24.						

SUMMER PROFESSIONAL LEARNING

- *11. RESOLVED, that the Roxbury Township Board of Education approve up to twenty (20) teachers to attend professional development and curriculum articulation sessions focused on math instruction between June 18, 2024, and June 19, 2024. Each participant will be paid \$100 per day. The total cost will not exceed \$2,000.

- *12. RESOLVED, that the Roxbury Township Board of Education approve up to one hundred (100) teachers to attend professional development and curriculum articulation sessions focused on ELA instruction, universal screening, classroom libraries, math workshop, data analysis, intervention strategies, and instructional design between July 1, 2024, and August 25, 2024. Each participant will be paid \$100 per day. The total cost will not exceed \$10,000.

LANGUAGE INSTRUCTION EDUCATIONAL PROGRAM (2024-2027)

- *13. RESOLVED, that the Roxbury Township Board of Education approve the submission of its 2024-2027 Language Instruction Educational Program Three-Year Plan to the New Jersey Department of Education for approval.

EXTRACURRICULAR CLUB AGREEMENTS

- 14. RESOLVED, that after having completed a Board approved trial period, authorization to establish the following extracurricular clubs be approved by the Roxbury Township Board of Education effective September 1, 2024, pending stipend negotiations with the Roxbury Education Association. Stipend shown reflects stipend for club; stipend will be divided accordingly if more than one advisor is appointed to the club.

Extracurricular Clubs as of 2024/2025			
	<i>School</i>	<i>Club Name</i>	<i>Stipend as of 24/25</i>
* 1	RHS	Academy for Sports Medicine Club	TBD
* 2	RHS	Aviation	TBD
3	EMS	Peer Mentoring	TBD

- 15. RESOLVED, that authorization to establish Year Two of the following extracurricular clubs on a two-year trial basis be approved by the Roxbury Township Board of Education effective September 1, 2024 through June 30, 2025.

Extracurricular Clubs Two-year trial basis Year 2 as of 2024/2025			
	<i>School</i>	<i>Club Name</i>	
* 1	RHS	e-Sports Cub	
2	EMS	Fellowship of Christian Athletes	
* 3	RHS	Future Educators Association	
* 4	RHS	Indoor Color Guard	
* 5	RHS	Indoor Percussion	
* 6	RHS	Tri-M Music Honor Society	

- 16. RESOLVED, that authorization to establish Year One of the following extracurricular club on a two-year trial basis be approved by the Roxbury Township Board of Education effective September 1, 2024 through June 30, 2025.

Extracurricular Clubs Two-year trial basis Year 1 as of 2024/2025			
	<i>School</i>	<i>Club Name</i>	
1	EMS	Equal Rights Advocacy Club (ERA)	

17. RESOLVED, that authorization to establish Year Three of the following sport on a three-year trial basis be approved by the Roxbury Township Board of Education effective September 1, 2024 through June 30, 2025.

Sports Three-year trial basis Year 3 as of 2024/2025		
	School	Sport
1	EMS	Baseball

18. RESOLVED, that authorization to establish Year Two of the following sports on a three-year trial basis be approved by the Roxbury Township Board of Education effective September 1, 2024 through June 30, 2025.

Sports Three-year trial basis Year 2 as of 2024/2025			
	School	Sport	Discussion
1	EMS	Softball	
* 2	RHS	Unified Flag Football	Girls' Spring Sport - This trial sport's existence and continuation are contingent on funding from the New York Jets.

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	Regulation 2624 Revised	Grading System	P1

D. Personnel (Resolutions 1-28)

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.)

JOB DESCRIPTIONS

- *1. RESOLVED, that the Roxbury Township Board of Education approve the job description for Director/Supervisor of Student Support Services CIA-17. (Exhibit JD1)

APPROVAL OF RATE OF PAY - SUBSTITUTE POSITIONS

*2. RESOLVED, that the Roxbury Township Board of Education approves the following rate of pay schedule for substitute positions effective July 1, 2024 through June 30, 2025:

<i>Category</i>	<i>Rate of Pay 7/1/24 - 6/30/25</i>
Leave Replacement / Interim Teacher or Education Services Personnel (must hold proper NJ certification in content area)	\$300.00 per diem
Transitional Substitute Teacher: up to 20 consecutive days in same position; 21-40 days maximum with county superintendent's approval (Alternate or Traditional Route candidate holding a county substitute credential pending issuance of NJ certification)	\$230.00 per diem
Substitute Teacher: in assignment exceeding 20 consecutive days; 40 days maximum in non-content area (holding a NJ standard/CE/CEAS certification)	\$200.00 per diem
Leave Replacement Nurse (must hold a registered nurse license)	\$325.00 per diem
Permanent Substitute Nurse	\$285.00 per diem
Substitute Nurse	\$235.00 per diem
Permanent Substitute Teacher (holding a NJ standard/CE/CEAS certification, or Traditional Route candidate holding a county substitute credential pending issuance of NJ certification)	\$160.00 per diem
Substitute Teacher	\$130.00 per diem
Substitute Instructional Paraprofessional	\$110.00 per diem
Substitute Bus Aide	\$16.00 hourly
Substitute Bus Driver	\$25.00 hourly
Substitute Cafeteria (Lunch) Aide	\$15.13 hourly
Substitute Computer Technician	\$16.00 hourly
Substitute Maintenance / Groundskeeper	\$16.00 - \$25.00 hourly
Substitute Secretary	\$16.00 hourly
Leave Replacement Secretary	\$25.00 hourly
Substitute Security Guard / Matron	\$16.00 hourly
Substitute Security Guard (with Permit to Carry)	\$26.00 hourly

RESIGNATIONS, RETIREMENTS, TERMINATIONS

3. RESOLVED, that the Roxbury Township Board of Education rescind the termination of Employee 7687 that was approved by the Board at its meeting of May 13, 2024 in Resolution XVI.D.2.
4. 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	Gern, Kimberly	KES	Special Education Paraprofessional	Resignation for personal reasons	5/17/24	
* 2	Hatch, Bryant	EMS, RHS	SLS	Resignation for personal reasons	6/30/24	
3	Lavelle, Erin	FES	Special Education Paraprofessional	Resignation for personal reasons	5/31/24	
4	Mulch, Jean	FES	Secretary P/T	Resignation for personal reasons	5/31/24	
5	Murphy, Regina	NES	Secretary P/T	Resignation for personal reasons	6/30/24	
* 6	Salyerds, Robert D.	EMS, RHS	Music Teacher	Resignation for personal reasons	6/30/24	
7	Sorbino, Jasmine	NES	Special Education Paraprofessional	Resignation for personal reasons	6/30/24	
* 8	Woods, Thomas	Dist	Computer Technician	Resignation for retirement purposes	10/31/24	

LEAVES OF ABSENCE

5. 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	18267	9/9/24 or sooner if nec	Using available personal first, then sick	FMLA/NJFLA	2/18/25	
2	19500	10/18/24 or sooner if nec	Using avail sick days	FMLA/NJFLA	3/10/25	
3	22455	5/15/24 #	Using available sick days	FMLA/NJFLA	1/6/25	# Amendments to XVI.E.2.4 aprvd 4/15/24.
^ Leave becomes unpaid when sick/personal days are depleted or released by physician, whichever occurs first.						

6. RESOLVED, that Employee Number 4198 is placed on administrative leave with pay retroactive to May 16, 2024 through May 17, 2024 in accordance with the provisions of NJSA 18A:6-8.3.

REASSIGNMENTS / TRANSFERS

7. RESOLVED, that the staff listed below be transferred to a new location and/or assignment for the 2024/2025 school year as indicated:

	Name	Former Assignment & Loc.		New Assignment & Loc.		Effective Date	Discussion
1	Banas, Jessica	Special Education Teacher (RC)	EMS	ISL Teacher (ELA)	EMS	9/1/24 #	JB's 24/25 position replaces TCH.EMS.SST.NA.02.
		TCH.SPE.RES.NA.19		TCH.EMS.BSI.NA.04			
# 10-month employees shall start on the first day of the 2024-25 calendar for this bargaining unit / employee group.							

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

	Name	Former Assignment & Loc.		New Assignment & Loc.		Pay Rate	Effective Date	Discussion
* 1	Combes, William	Security Guard F/T 10m	Dist	Security Guard P/T 10m	Dist	\$27.66 hourly	9/1/24 - 6/30/25 #	Replacement in position working 20 hrs/wk
		GRD.DS.10M.FT.01		GRD.DS.10M.PT.02				
* 2	Slater, Paul	Security Guard P/T 10m	Dist	Security Guard F/T 10m	Dist	\$40,943	9/1/24 - 6/30/25 #	Replacement in position
		GRD.DS.10M.PT.02		GRD.DS.10M.FT.01				
# 10-month employee shall start on the first day of the 2023-24 calendar for this bargaining unit / employee group								

APPOINTMENTS

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

	Name	Loc	Position	Salary Guide / Step	Salary	Start Date	End Date	Discussion
1	Jacobs, Samantha	EMS	ISL Teacher (Math)	24/25 MA Step 4	\$63,865	9/1/24 # ^	6/30/25	Tenure-track replacement in TCH.EMS.BSI.NA.03.
2	Salvatoriello, Lauren	NES	Special Education Teacher (TIDES)	24/25 MA Step 11	\$72,195 prorated	9/1/24 # ^ +	6/30/25	Tenure-track appointment to TCH.SPE.AUT.NA.02, new position. + Actual start date is 8/28/24.
^ Start date is pending completion of documentation in accordance with the law or district policy. # 10-month employees shall start on the first day of the board approved school calendar								

APPOINTMENTS - LEAVE REPLACEMENTS

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Orr, Zachary	JES	Leave-repl Special Education Teacher (RC)	\$300.00 per diem	5/16/24	6/2/24	Replacement in position TCH.SPE.RES.NA.30.

APPOINTMENTS - INTERIM & TRANSITIONAL SUBSTITUTE STAFF

11. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions for the 2023/2024 school year 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	Orr, Zachary	JES	Interim Substitute Teacher (Special Education, RC)	\$300.00 per diem	6/3/24	6/14/24	Replacement in position TCH.SPE.RES.NA.30.

REAPPOINTMENTS - SUBSTITUTES - TEACHER, PARAPROFESSIONAL, SECRETARY, NURSE, LUNCH AIDE

- *12. RESOLVED, that the substitutes listed in Exhibit HR1 be reappointed as indicated on an as needed basis for the 2024-2025 school year.

SUBSTITUTES - TRANSPORTATION, TECHNOLOGY, SECURITY, MAINTENANCE/GROUNDS

- *13. RESOLVED, that the following substitutes be approved on an as needed basis at the board approved substitute rate of pay:

	<i>Name</i>	<i>Position</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Arentowicz, Scott	Substitute Security Guard	7/1/24	6/30/25	Not to exceed 29 hrs/wk
2	Delisa, Frank	Substitute Security Guard	7/1/24	6/30/25	Not to exceed 29 hrs/wk
3	Gaffney, Kevin	Substitute Security Guard	7/1/24	6/30/25	Not to exceed 29 hrs/wk
4	Kein, Lauren	Substitute Computer Technician	7/1/24	6/30/25	Not to exceed 20 hrs/wk
5	Rodgers, Susanna	Substitute Computer Technician	7/1/24	6/30/25	Not to exceed 20 hrs/wk
6	Nelle, Kurt	Substitute Security Guard	7/1/24	6/30/25	Not to exceed 29 hrs/wk
7	Pereira, Carlos	Substitute Bus Driver	7/1/24	6/30/25	Not to exceed 20 hrs/wk
8	Roushinko, Craig	Substitute Bus Driver	7/1/24	6/30/25	Not to exceed 20 hrs/wk
9	Vovchansky, Eugene	Substitute Computer Technician	7/1/24	6/30/25	Not to exceed 20 hrs/wk

APPOINTMENTS - FACILITIES USE

- *14. RESOLVED, that the Roxbury Township Board of Education approve the following staff members to be the Facilities Use Manager during events hosted at all district properties for \$39.00 hourly on an as needed basis:

	<i>Name</i>	<i>Primary Job Title</i>	<i>Start Date</i>	<i>End Date</i>
1	Arentowicz, Scott	Substitute Security Guard	7/1/24	6/30/25
2	Combes, William	Security Guard P/T 10m	7/1/24	6/30/25
3	Delisa, Frank	Substitute Security Guard	7/1/24	6/30/25
4	Gaffney, Kevin	Substitute Security Guard	7/1/24	6/30/25
5	Gonzalez, Robert	Security Guard P/T 12m	7/1/24	6/30/25
6	Herter, Herbert	Security Guard P/T 10m	7/1/24	6/30/25
7	Kostelnik, Michael	Security Guard P/T 10m	7/1/24	6/30/25
8	Negron, Joaquin	Security Guard P/T 10m	7/1/24	6/30/25
9	Nelle, Kurt	Substitute Security Guard	7/1/24	6/30/25
10	O'Brien, James	Security Guard F/T 10m	7/1/24	6/30/25
11	Slater, Paul	Security Guard F/T 10m	7/1/24	6/30/25

APPOINTMENTS - EXTRACURRICULAR

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

Organized by Name

23/24 Athletic Appts							
	<i>POS LOC</i>	<i>POSITION</i>	<i>ASSIGNMENT</i>	<i>SEASON</i>	<i>NAME</i>	<i>23/24 TOTAL Stipend</i>	<i>Discussion</i>
1	EMS	All Sports	Athletic Coordinator	Fall	Moskowitz, Phillip	\$2,680	Amends & supersedes XV.D.8.1, Exhibit HR 1.1, Row No. 1 aprvd 6/26/23 and VI.B.2, Exhibit HR 2.1, Row No. 1 aprvd 9/5/23. This is per REA Sidebar aprvd 3/4/24, XVIII.E.1.
2	EMS	All Sports	Athletic Coordinator	Winter	Moskowitz, Phillip	\$2,680	Amends & supersedes XVI.F.9.1, Exhibit HR 1.1, Row No. 1 aprvd 11/13/23. This is per REA Sidebar aprvd 3/4/24, XVIII.E.1.
* 3	RHS	Roxbotics	Assistant Coach	Year long	Taylor, Mark	\$ 4,288	

HOME INSTRUCTION

- *16. RESOLVED, that the following staff members be approved to provide home instruction on an as needed basis. These instructors hold appropriate NJ teaching certifications and have completed a background check, as required by State law.

	<i>Name</i>	<i>Start Date</i>	<i>End Date</i>	<i>Hourly Rate</i>
1	Any full-time employee of the Roxbury School district who is a certified instructor	7/1/24	6/30/25	\$35.00

APPOINTMENTS - TITLE I S.A.I.L. PARENT ACADEMY

17. RESOLVED, that the following personnel be appointed to the positions shown below for the 2023/2024 school year at the stipend indicated;

BE IT FURTHER RESOLVED, that this resolution supersedes and amends Personnel Resolution XV.D.18 approved on September 18, 2023.

	<i>Name</i>	<i>Position</i>	<i>Start Date</i>	<i>End Date</i>	<i>Stipend</i>	<i>Discussion</i>
1	Leavy, Jennifer	Title I S.A.I.L. Parent Academy Co-Coordinator	9/19/23	6/30/24	\$666.67	Stipend to be paid out of Title IA grant allocation.
2	Manney, Lynn	Title I S.A.I.L. Parent Academy Co-Coordinator	9/19/23	6/30/24	\$1,333.33	
3	McInnes, Cathy	Title I S.A.I.L. Parent Academy Co-Coordinator	9/19/23	6/30/24	\$2,000.00	

APPOINTMENTS - TITLE I SUMMER SCHOOL PROGRAM

18. RESOLVED, that the Roxbury Township Board of Education approve the appointment of the staff listed below for the 2024 Title I Summer School Program. This program will run according to Resolution XVIII.D.10 approved March 4, 2024. At this time, employment and payment are contingent upon enrollment numbers.

	<i>Name</i>	<i>Position</i>	<i>Hourly Rate #</i>	<i>Not to exceed:</i>	<i>Start</i>	<i>End</i>
1	Hrynio, Lindsay	Substitute Nurse	\$45	20 hrs/wk	7/1/24	7/30/24
2	Wisner, Megan	Substitute Nurse	\$45	20 hrs/wk	7/1/24	7/30/24
# To be paid from Title I funds.						

CURRICULUM WRITING

- *19. RESOLVED, that the staff listed below be approved to write curriculum for the 2024/2025 school year as indicated at a salary of \$46 per hour per course, not to exceed thirty-five (35) hours per course by August 23, 2024. Unless otherwise noted, proposed hours provided is the total amount allotted for the grade level or grade span shown.

	<i>Course</i>	<i>School/ Course Level</i>	<i>Grade Level</i>	<i>Course Duration (FY, Sem, Q)</i>	<i>New, Revision, or Rewrite</i>	<i>Proposed hours</i>	<i>Teachers to be Board-approved to write</i>	<i>Discussion</i>
* 1	English III - NJSLS Updates	RHS	11	FY	Rewrite	20	Barbra A. Spargo	BS is in addition to P.Flynn, E.Heddy, & A.Mahmoud aprvd 5/13/24.
* 2	Unified Physical Education	RHS	9 - 12	FY	New	50	Kayla Gangemi; David Monaco; Justin Spargo	Supersedes and amends Resolution XVI.D.12, Exhibit HR10, Row No. 53 aprvd 5/13/24.

SUMMER 2024 EMPLOYMENT OF EDUCATIONAL SERVICES PERSONNEL

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

Special Services						
	<i>Name</i>	<i>Position</i>	<i>Per Diem Rate based on 24/25 Base salary</i>	<i>Effective weekdays from 6/17/24 through 8/23/24 for 6 hrs per day for a total time period not to exceed:</i>	<i>Days related to work for:</i>	<i>Discussion</i>
* 1	Dressel, Michele	LDT-C	\$503.00	14 days	RHS	
* 2	Susin, Jessica	School Social Worker	\$362.68	9 days	RHS	
3	Thompson, Carrie	LDT-C	\$483.35	20 days	EMS	
4	Ventricelli, Kathryn	LDT-C	\$547.87	20 days	JES, NES	

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

Grouped by Loc (Elem to High School); then Organized by Name:

Guidance Dept						
	<i>Name</i>	<i>Position</i>	<i>Per Diem Rate based on 24/25 Base salary</i>	<i>Effective weekdays from 6/17/24 through 8/23/24 for 6 hrs per day for a total time period not to exceed:</i>	<i>Days related to work for:</i>	<i>Discussion</i>
1	LaCosta, Gail	School Counselor	\$398.22	1 floater day (anytime)	FES	
2	Wing, Kathleen	School Counselor	\$339.89	1 floater day (anytime)	JES	
3	Buckler, Jennifer	School Counselor	\$345.22	1 floater day (anytime)	KES	
4	Arcieri, Brianna	School Counselor	\$339.89	1 floater day (anytime)	NES	
5	Del Russo, Stefanie	School Counselor	\$362.68	2 floater days (anytime) & 2 days after 8/15/24	LRS	
6	Urban, Tara	School Counselor	\$345.22	2 days after 8/15/24	LRS	
* 7	Cumming, Kristen	Guidance Secretary	\$227.93	1 day in July 2024 & 3 days in August 2024 prior to 8/19/24	EMS & DIST	
8	Esposito, Geri	SAC	\$540.92	1 floater day (anytime) & 1 day after 8/15/24	EMS	
9	Lomuntad, Caroline	School Counselor	\$445.09	6 floater days (anytime)	EMS	
10	Torres-Davis, Evelyn	School Counselor	\$473.29	6 floater days (anytime)	EMS	
* 11	Barbolini, Carissa	School Counselor	\$425.99	2 days 8/15/24 or later	RHS	Any unused days can be transferred to approved

						HS counselor (see #)
* 12	Belfiore, Christina	School Counselor	\$425.99	2 days 8/15/24 or later	RHS	Any unused days can be transferred to approved HS counselor (see #)
* 13	Kenny, Jennifer	SAC	\$527.00	6 floater days (anytime) & 4 days after 8/15/24	RHS	# Approved to use any unused days from other HS counselors
* 14	LaCapra, Gina	School Counselor	\$560.11	2 days 8/15/24 or later	RHS	Any unused days can be transferred to approved HS counselor (see #)
* 15	Maher, Chelsea	School Counselor	\$352.24	4 floater days (anytime) & 4 days after 8/15/24	RHS	Any unused days can be transferred to approved HS counselor (see #)
* 16	San Emeterio, Stefanie	School Counselor	\$517.00	8 floater days (anytime) & 4 days after 8/15/24	RHS	# Approved to use any unused days from other HS counselors

22. 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.

Organized by Name:

Nurses					
	Name	Per Diem Rate based on 24/25 Base salary	Effective weekdays from 6/17/24 through 8/23/24 for 6 hrs per day for a total time period not to exceed:	Days related to work for:	Discussion
1	Hornung, Desiree	\$467.87	10 days	EMS	Of the 10 days allotted, 5 are designated for the processing of EMS Sports Physicals.
* 2	Hrynio, Lindsay	\$376.25	15 days	RHS	Of the 15 days allotted, 10 are designated for the processing of RHS Sports Physicals.
* 3	Katinsky, Jaclyn	\$409.03	15 days	RHS	Of the 15 days allotted, 10 are designated for the processing of RHS Sports Physicals.
4	Kocoski, Sanja	\$358.76	4 days	KES	
5	Kovacs, Rachelle	\$410.71	5 days	LRS	
6	Wisner, Megan	\$445.92	4 days	FES	
7	Zenna, Kathryn	\$503.22	4 days	JES	

SUMMER 2024 EMPLOYMENT FOR MANDATED SPECIAL EDUCATION

*23. RESOLVED, that for the purpose of conducting on-site mandated meetings with parents and staff to determine evaluative status, IEPs, and other appropriate activities required under the New Jersey law governing Special Education, that the following staff be approved on an as-needed basis as described below at the hourly rate indicated:

	<i>Name</i>	<i>Start Date</i>	<i>End Date</i>	<i>Hourly Rate</i>	<i>Discussion</i>
1	Teachers	6/17/24	8/23/24	Hourly Rate based on individual's 24/25 Base salary	If applicable, staff are only to be assigned hours for mandated Special Education mtgs outside of their working hours for other in-district Summer 2024 employment (i.e. ESY; Title I Summer School Program; days assigned to Educational Svcs Personnel).
2	Educational Services Personnel	6/17/24	8/23/24	Hourly Rate based on individual's 24/25 Base salary	
3	Paraprofessionals	6/17/24	8/23/24	24/25 Hourly Rate	
4	Permanent Substitute Teachers	6/17/24	8/23/24	Hourly Rate based on individual's 24/25 per diem	

SUMMER EMPLOYMENT - 2024 EXTENDED SCHOOL YEAR (ESY) PROGRAM

*24. RESOLVED, that the list of staff members and substitutes listed in Exhibit HR2 be approved for the 2024 Extended School Year Program for the term beginning July 1, 2024 through August 2, 2024 (Monday through Thursday plus Friday, 8/2/24). As approved on March 4, 2024, 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 July 1, 2024. 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.

SUMMER 2024 EMPLOYMENT

*25. RESOLVED, that all current bus drivers and bus aides be approved for summer work on an as needed basis at their 2024 - 2025 hourly rate of pay effective July 1, 2024 through August 27, 2024. Summer bus cleaning and garage work will be paid at the hourly rate of \$25.00 on an as needed basis to current bus drivers.

- *26. 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	Combes, William	Dist	Summer Security Guard	N/A	\$27.66	7/1/24	8/27/24	Not to exceed 20 hrs/wk
2	Diaz, Martha	OOD	Special Education Paraprofessional	REA Paraprof Step 7	\$23.75	7/1/24	8/27/24	Not to exceed 25 hrs/wk providing in home program
3	Herter, Herbert	Dist	Summer Security Guard	N/A	\$27.66	7/1/24	8/27/24	Not to exceed 20 hrs/wk
4	Kostelnik, Michael	Dist	Summer Security Guard	N/A	\$27.66	7/1/24	8/27/24	Not to exceed 20 hrs/wk
5	Negron, Joaquin	Dist	Summer Security Guard	N/A	\$27.66	7/1/24	8/27/24	Not to exceed 20 hrs/wk
6	O'Brien, James	Dist	Summer Security Guard	N/A	\$27.66	7/1/24	8/27/24	Not to exceed 20 hrs/wk
7	Puco, Valerie	OOD	Special Education Paraprofessional	REA Paraprof Step 7	\$23.75	7/1/24	8/27/24	Not to exceed 25 hrs/wk providing in home program
8	Slater, Paul	Dist	Summer Security Guard	N/A	\$27.66	7/1/24	8/27/24	Not to exceed 20 hrs/wk

COMMUNITY SCHOOL

27. RESOLVED, that based on current and projected positive health conditions, the staff listed below be appointed for the 2023/2024 Roxbury Community School Programs. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

	Name	Loc	Title	Rate	Start Date	End Date	Discussion
1	Brown, Karisa	LRS	Field Hockey Clinic	\$67.50/Student	6/3/24	6/13/24	Min: 6 Max: N/A * Amends 2/12/24 resolution
2	Darling, Samantha	LRS	Field Hockey Clinic	\$67.50/Student	6/3/24	6/13/24	Min: 6 Max: N/A * Amends 2/12/24 resolution

28. RESOLVED, that based on current and projected positive health conditions, the staff listed below be appointed for the 2024/2025 Roxbury Community School Programs. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

	Name	Loc	Title	Rate	Start Date	End Date	Discussion (Min Max Students)
1	Feeney, Brian	RHS	Basketball Camp (Boys)	\$126/Student	6/24/24	6/28/24	Min: 25 Max: 60 *Amends 2/12/24 resolution

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 22, 2024 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.

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

Roxbury Township School District

DRAFT - UPDATED 2024/2025 School Calendar

(presented as EXHIBIT E1 @ 6/3/2024 Board Mtg)

Emergency Day Calendar

There are five (5) Emergency Days built into this calendar. If the number of Emergency Days used is more than five (5), additional School Days will be scheduled the week of Spring Break, beginning with Fri. 4/25; Th. 4/24; Wed. 4/23; Tues. 4/22; and then Mon. 4/21.

July 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1 ⁺ _e	2 ⁺ _e	3 ⁺ _e	4	5	6
7	8 ⁺ _e	9 ⁺ _e	10 ⁺ _e	11 ⁺ _e	12 ⁺ _e	13
14	15 ⁺ _e	16 ⁺ _e	17 ⁺ _e	18 ⁺ _e	19 ⁺ _e	20
21	22 ⁺ _e	23 ⁺ _e	24 ⁺ _e	25 ⁺ _e	26 ⁺ _e	27
28	29 ⁺ _e	30 ⁺ _e	31 _e			

Students: 0 Teachers: 0

Jul:	
1-3, 8-30 ⁺	Title I Summer School
1-3, & M-Th from 8-31 _e	Extended School Year

August 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1 _e	2 _e	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20*	21*	22*	23	24
25	26 [Ⓟ]	27 [Ⓟ]	28	29	30	31

Students: 3 Teachers: 5

Aug:	
1-2 _e	Extended School Year
20-22*	New Teacher Orientation
26-27 [Ⓟ]	No School for Students, PD for Staff
28	FIRST DAY OF SCHOOL FOR STUDENTS

September 2024						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Students: 20 Teachers: 20
Subtotal: 23 Subtotal: 25

Sept:	
2	Labor Day- No School

October 2024						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 [Ⓟ]	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Students: 21 Teachers: 22
Subtotal: 44 Subtotal: 47

Oct:	
3	Rosh Hashana- No School
14 [Ⓟ]	Columbus Day- No School for Students, PD for Staff

November 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27 [Ⓟ]	28	29	30

Students: 16 Teachers: 16
Subtotal: 60 Subtotal: 63

Nov:	
5	Election Day - No School
7-8	NJEA Convention- No School
27	Early Dismissal for Students & Staff
28-29	Thanksgiving Break- No School

December 2024						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Students: 15 Teachers: 15
Subtotal: 75 Subtotal: 78

Dec:	
23-31	Winter Break- No School

January 2025						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Students: 21 Teachers: 21
Subtotal: 96 Subtotal: 99

Jan:	
1	New Year's Day - No School
20	Martin Luther King Day- No School

February 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14 [Ⓟ]	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Students: 18 Teachers: 19
Subtotal: 114 Subtotal: 118

Feb:	
14 [Ⓟ]	No School for Students, PD for Staff
17	Presidents' Day- No School

March 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14 [Ⓟ]	15
16	17 [Ⓟ]	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Students: 19 Teachers: 19
Subtotal: 133 Subtotal: 137

Mar:	
14 [Ⓟ]	Emergency Day built in - No School; will become a School Day if one (1) emergency day is used on or before Mar 10
17 [Ⓟ]	Emergency Day built in - No School; will become a School Day if two (2) emergency days are used on or before Mar 10

April 2025						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17 [Ⓟ]	18	19
20	21	22	23	24	25	26
27	28	29	30			

Students: 15 Teachers: 15
Subtotal: 148 Subtotal: 152

April:	
17 [Ⓟ]	Emergency Day built in - No School; will become a School Day if three (3) emergency days are used on or before Apr 11
18	Good Friday- No School
21-25	Spring Break- No School

May 2025						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23 [Ⓟ]	24
25	26	27 [Ⓟ]	28	29	30	31

Students: 19 Teachers: 19
Subtotal: 167 Subtotal: 171

May:	
23 [Ⓟ]	Emergency Day built in - No School; will become a School Day if five (5) emergency days are used on or before May 19
26	Memorial Day- No School
27 [Ⓟ]	Emergency Day built in - No School; will become a School Day if four (4) emergency days are used on or before May 19

June 2025						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17 [Ⓟ]	18 [Ⓟ]	19 [Ⓟ]	20	21
22	23	24	25	26	27	28
29	30 ⁺ _e					

Students: 13 Teachers: 14
Subtotal: 180 Subtotal: 185

June:	
17 [Ⓟ]	Early Dismissal for Students, Full Day for Staff
18 [Ⓟ]	LAST DAY OF SCHOOL FOR STUDENTS- Early Dismissal for Students, Full Day for Staff
19 [Ⓟ]	LAST DAY FOR STAFF- Full Day for Staff
30 ⁺ _e	Title I Summer School
30 _e	Extended School Year

REGULATION

ROXBURY TOWNSHIP
BOARD OF EDUCATION

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GRADING SYSTEM

R 2624 GRADING SYSTEM

A. Purpose of Assessment

1. Assist students in the process of learning; all assessment systems will be subject to continual review and revision to that end.
2. Acknowledge a student's demonstrated proficiency in the New Jersey Student Learning Standards and district approved curricular learning goals and objectives with thorough preparation and performance on tests, assessments, projects, and labs.
3. Provide non-assessment value opportunities for students to engage in and demonstrate productive habits and learning behaviors such as:
 - a. Active participation in and attention to daily lessons,
 - b. Frequent contribution to discussions,
 - c. Prompt, thorough, accurate, and neat preparation of assignments,
 - d. Display of an eagerness to learn and an inquisitive approach to lessons,
 - e. Attention to the need for proper materials,
 - f. Cooperation with the teacher's efforts, and
 - g. Willingness to work to the best of their ability.
4. Guide instructional decisions to support learning sequencing, timing, and support.

B. Assessment/Grading

1. Each student must be informed of the behavior and achievements expected of them at the outset of each course of study. In grades 9-12, these expectations will be included in a course syllabus.



2. Each student must be kept informed of their progress during the course through the Student Management System (i.e. Genesis). Graded assignments will be entered in the Student Management System (i.e. Genesis) within a time frame that reasonably allows students to use feedback to improve demonstration of learning growth including individual comment, when appropriate.
3. Each method of assessment/grading shall be appropriate to the course of study, the maturity, abilities, and learning preferences of the students, and reflect consistency across grades and subjects.
4. Students should be encouraged to evaluate their own achievements through regular reflection, self-assessment and goal monitoring. Students should also be encouraged to seek peer-review and/or engage in collaborative reflection as appropriate.
5. The process of review of graded assignments will involve teaching staff members, students, and, as appropriate, parents.
6. When appropriate, a process for the submission of revisions will be afforded to students in order to foster a culture that learning is a process.

C. Assessment/Grading Periods

1. Grades will be awarded at the end of four marking periods in each school year for grades five through twelve.
2. Students and parents will have ongoing access to student achievement records through Genesis.
3. Students in grades six through twelve will earn a final grade in each subject at the end of the school year based on the accumulation of achievement through the year.

D. Basis for Assessment/Grading

The teacher responsible for assigning a grade should take into consideration the student's:



1. Completion of assessments, papers, projects, or other formal assessments. The criteria of evaluation will accompany formal assessments, such as a rubric. Formal assessments will be connected to application of content and skills and cover a variety of depth of knowledge levels.
2. Non-assessment values, such as participation and homework, may only be included in the assignment of a grade if there are specific criteria provided to the student as to the evaluation of these items at the onset of the class.

E. Meaning of Grades 7-12

1. The following describes grades that can be earned in each subject at the end of each marking period in grades seven through twelve:
 - a. A grade of A indicates superior academic performance. It may be earned by a student whose achievement exceeds course expectations; whose work achieves a quality and quantity that consistently excels; and who demonstrates a high degree of initiative, application, and purpose.
 - b. A grade of B indicates above average academic performance. It may be earned by a student whose achievement consistently meets course expectations; whose work frequently excels; and who generally demonstrates strength in the subject.
 - c. A grade of C indicates average academic performance. It may be earned by a student whose achievement meets course expectations; whose work is acceptable; and who demonstrates a satisfactory degree of proficiency.
 - d. A grade of D indicates below average academic performance. It may be earned by a student whose achievement partially meets course expectations; whose work is the minimum acceptable for credit; and who demonstrates only weak proficiencies in the subject.



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ROXBURY TOWNSHIP BOARD OF EDUCATION

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- e. A grade of F indicates a failure to meet course expectations and that no credit can be awarded for the subject. It may be earned by a student who has not met the minimum requirements of the course; who has demonstrated an inability to master the basic elements of the course.
 - f. Letter grades may be modified by plus or minus signs.
2. The following grading scales and indicators shall be used:

Grades 5 - 8 97-100 = A+
 93-96 = A
 90-92 = A-

 87-89 = B+
 83-86 = B
 80-82 = B-

 77-79 = C+
 73-76 = C
 70-72 = C-

 67-69 = D+
 63-66 = D
 60-62 = D-

 0-59 = F

I = Incomplete
WP = Withdraw Passing
WF = Withdraw Failing
AU = Audit
ME = Medical Excuse (PE Only)
P = Pass
EE = Exam Exempt

High School 97-100 = A+
 93-96 = A
 90-92 = A-



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87-89 = B+

83-86 = B

80-82 = B-

77-79 = C+

73-76 = C

70-72 = C-

67-69 = D+

63-66 = D

60-62 = D-

50-59 = F no credit

49 and below = no credit, cannot attend summer school

I = Incomplete

WP = Withdraw Passing

WF = Withdraw Failing

AU = Audit

ME = Medical Excuse (PE Only)

P = Pass

FE = Final Exempt

3. A grade of "Incomplete" will be given to those students unable to complete the work assigned to the course for reasons beyond the student's control, such as illness, or at the discretion of the teacher where such circumstances exist that hinder a teacher's ability to accurately report progress based on the present information.
 - a. A teacher who submits a grade of incomplete will accompany the grade with a reasonable estimate of the amount of time the student will require to complete the work necessary for the granting of credit.
 - b. Except as may be required by unusual circumstances, make up work should be completed within two weeks of the end of the marking period or, if the student is disabled at the end



- of the marking period, two weeks after the student's return to school.
- c. The student's completed work will be graded and the teacher will submit a grade, which will replace the incomplete grade on the student's transcript.
 - d. A student who does not complete the work within the period allowed will receive the earned grade in the subject based on the work completed.
4. In grades 9-12, a grade of "Withdraw" will be given to each student who withdraws from a course of study after fifteen school days.
- a. A grade of "withdraw-passing" (WP) will be given to each student whose accumulated achievement grade was passing but the student withdrew after the drop deadline.
 - b. A grade of "withdraw-failing" (WF) will be given to each student whose accumulated achievement grade was failing but the student withdrew after the drop deadline.
5. A grade of "medical excused" (ME) will be given to each student in a physical education class who was excused for good cause from participation in certain aspects of the course requirements as supported by medical documentation.
6. Final Assessments

Students at the high school will take a final assessment in all full year and semester courses. The assessments will measure the degree to which students demonstrate achievement of course objectives and will be counted as the equivalent of one half marking period in the determination of the semester and final grade average.

Students who request to be excused from school at the end of the year before assessments begin must receive the written approval of the Principal. The number of school days missed by the student must not exceed the total number of cumulative absences provided in the attendance policy, and the student must be willing to take make-up assessments



during the summer prior to the opening of school the following year. All students must be prepared to take all assessments unless excused. Failure to take assessments will result in Administrative failure and a grade of zero, which results in no credit being granted for the course. Students may repeat the course in summer school or during the following school year. Students will be permitted to make-up assessments on the designated makeup day or during the summer only under the following stipulations:

- a. Personal illness or recovery from an accident, which is verified by a doctor's note.
- b. Death in the immediate family.
- c. Suspension from school.
- d. Subpoena - court ordered appearance.
- e. Other absences authorized by the Principal with prior written approval.

7. Exemption Policy and Final Assessment

Students who achieve a year-long average of 90 will be exempt from the final assessment for the subject in which the average was attained. However, those students have the option to take the final assessment even though they may have exemption status if they so choose.

Advanced Placement **students** ~~seniors~~ who achieve yearlong an average of **70** ~~90~~ and have taken the AP exam will be exempt from the final assessment for the subject in which the average was attained. However, those students will have the option to take the final assessment even though they may have exemption status.

Final assessment is the term used to describe the evaluation of course and state core proficiencies in semester and year-end course evaluations.

- a. Final assessments will follow one of the following formats:
 - (1) Application based project/assessment administered prior to the final exam schedule at the conclusion of



the year. In this instance students are required to attend the final exam period where the teacher will provide individual feedback and gather student feedback on the course.

(2) Traditional final assessment in the form of a large format assessment (multiple choice, short answer, essay) administered during the final exam period. In this instance the teacher must have a plan to provide individual feedback (including this assessment to students) and to gather feedback on the course.

b. Final assessments will include the core proficiencies in the identical format mutually agreed upon by grade level teachers and department supervisors.

Additional assessment items will be the same in format but may differ in content as agreed upon by grade level teachers and department supervisors.

c. Each final assessment will be approved by the department supervisor prior to its administration.

d. Special education students' final assessments may be modified based on their IEP's.

e. Appeals on grades for final assessments will be handled through the regular chain of command, i.e., teacher, supervisor, administrator, Superintendent. Grades will not be changed without consulting the teacher.

f. The value of the final assessments will represent 1/9 of the final grade average except if a student is exempt from examinations. An example of a final grade average as calculated by our computer program will be:

1st marking period	$90 \times 2 = 180$
2nd marking period	$80 \times 2 = 160$
3rd marking period	$70 \times 2 = 140$
4th marking period	$85 \times 2 = 170$



$$\begin{array}{l} \text{Final Exam} \qquad \qquad 75 \times 1 = 75 \\ 725 \div 9 = 80.5 = 81 \end{array}$$

Exemptions will be reflected in the denominator when the final averages are calculated. For instance, if a senior student is exempt from the final, the sum of the marking periods will be divisible by 8.

F. Additional Grading Considerations

1. Retakes and supplemental credit may be permitted by the teacher and in accordance with departmental procedure in order to allow any student to demonstrate proficiency and growth based on course goals, or standards. Teachers shall set criteria for earning this opportunity.
2. Extra credit for the sole purpose of additional points for a reason not connected to course goals is not permitted. Supplemental credit connected to learning proficiency is described above.

G. Grade Validation

In order that they may justify a grade, each teacher is directed to retain in their possession and give a copy to the Principal the following records to validate grades awarded to students. The records should be kept for a minimum of six years after the end of the school year in which the grades were awarded. These records will be maintained in the Student Management System (i.e. Genesis).

1. The daily attendance and tardiness record;
2. All grades earned for classroom activities such as quizzes, tests, reports, and class recitations;
3. All grades earned for activities conducted elsewhere, such as homework assignments and term papers;
4. Any notation regarding the meaning of each grade and its relation to the type of activity or material covered;



5. Any notation of discussions with the student on a grade or the student's cumulative grade average;
6. Any referrals for guidance, discipline, and the like; and
7. Any notations recording communications between the teacher and the parent(s) or legal guardian(s), the Principal, or other teaching staff members.

F. Appeal

1. Each teacher is responsible for the determination of the grade a student earned for non-assessment values in the teacher's course of study in accordance with D.2.
2. Each teacher may be required to furnish data, supported by evidence (see Paragraph E above) to substantiate any grade earned as outlined in course syllabus.
3. If a grade is challenged by a student or a parent(s) or legal guardian(s), the teacher will convene a conference and will explain the grading system and the reasons for the final grade.
4. If the parent(s) or legal guardian(s) or student is not satisfied by the teacher's explanations, he/she may appeal the grade through the regular chain of command (i.e., teacher, supervisor, administrator, Superintendent) who will consult with the teacher and the student in an attempt to resolve the dispute. The administration will give every reasonable deference to the teacher's professional judgment.
5. If the Principal determines that the grade should be changed, he/she will alter the grade on all records and indicate by whose authority the grade has been changed.
6. No reprisals will be taken in any form against a teacher who remains determined in their belief that the grade originally given is fair and correct.
7. The Superintendent may hear an appeal from the Principal's determination. Only in the most extraordinary circumstances will



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the Superintendent alter a grade determined at the school building level.

Issued: 14 October 2013

Revised: 22 May 2017

Revised: 24 July 2017

Revised: 13 May 2024

Revised: TBD



ROXBURY TOWNSHIP PUBLIC SCHOOLS

Succasunna, New Jersey 07876

EXHIBIT JD1

Curriculum & Instruction Administration

Title: Director/Supervisor of Student Support Services

CIA-17

Qualifications:

1. Valid New Jersey Supervisor or Principal Certificate/Certificate of Eligibility.
2. PK-12 Counseling or Student Services experience or previous Principal experience preferred.
3. Experience with HIB related matters (ABS and/or ABC).
4. Demonstrated leadership in student services.
5. Ability to plan, organize, administer and/or facilitate a district-wide professional development program.
6. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

Reports to: Superintendent

Supervises: Faculty and staff as assigned by the Superintendent of Schools and as specified in the Board of Education's approved District Organizational Chart.

- Job Goals:**
- Supports the Superintendent of Schools in achieving the District's strategic goals.
 - Implementation of a PK-12 Social/Emotional Learning Curriculum/Programming that meets the needs of our growing diverse student population across the district.
 - Ensures appropriate oversight of our HIB practices and programming (PK-12).
 - Recommends developing structures that would increase the understanding and implementation of inclusive practices throughout the district.
 - Oversees all College and Career Readiness programs throughout the District.
 - Leads stakeholder engagement opportunities surrounding SEL, HIB and College & Career Readiness related initiatives.

Performance Responsibilities:

1. Fulfills the following district roles:
 - a. District HIB Coordinator
 - b. District Threat Assessment/Crisis Team Coordinator
 - c. District 504 Coordinator
2. Programming:
 - a. Wellness:
 - i. SEL:
 1. Develops, institutes, and enhances a vertically articulated PK-12 social/emotional and wellness curricular program.
 2. Studies, keeps abreast of, and interprets to the appropriate and respective staff(s) the current research in the area of SEL curriculum development, teaching and learning.
 3. Coordinates a proactive PK-12 Mental Health Awareness and Response

Program with in-district staff and out of district contractors.

4. Collaborates with the District Administration to ensure PBIS/behavioral MTSS programs in grades PK-12.
- b. HIB:
 - i. Oversees school-based anti-bullying programming across the district.
 - ii. Completes Student Safety Data System (SSDS) state reports.
- c. College and Career Readiness:
 - i. Actively seeks out and secures dual enrollment and university partnerships.
 - ii. Responsible for the administration of the ACT, SAT, AP, PSAT, ASVAB, and Accuplacer assessments with the assistance of the Roxbury High School Guidance Department.
3. Provide management and evaluation of the following staff:
 - a. PK-12 Counseling Services Department
 - b. Anti-Bullying Specialists (ABS)
4. Related Responsibilities:
 - a. Ensures 504 plans across the district are implemented in accordance with state and federal requirements.
 - b. Plans appropriately with the district Crisis Team to district related concerns.
 - c. Conducts formative and summative assessments of assigned staff.
 - d. Attends Board meetings and prepares such reports for the Board at the discretion/request of the Superintendent of Schools.
 - e. Attends professional development activities upon the advisement with, and consent of, the Superintendent of Schools
 - f. Performs all other duties as may be assigned within the scope of certification by the Superintendent of Schools.

Terms of Employment:

12-month position.
Salary to be determined by the board.

Annual Evaluation:

Performance of this job will be evaluated annually in accordance with State law and the provisions of Roxbury School District's policy on the evaluation of administrators.

Approved by: Roxbury Township Board of Education

Date: June 3, 2024

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JUNE 3, 2024 - EXHIBIT HR1		
T = Substitute Teacher, P = Substitute Paraprofessional, S = Substitute Secretary, N = Substitute Nurse, LA = Substitute Lunch Aide		
1	Baker, Sharon	T
2	Banta, Donald	T, P
3	Bautz, Kelsey	T, P, S, LA
4	Berta, Yvette	T, P, S
5	Bijelic, Kryssa	T, P, S, LA
6	Bogardus, Sheryl	T, P, LA
7	Bolger, Megan	T, P, S, LA
8	Boutrs, Margi	T, P, S, LA
9	Bowers, Rosemary	N
10	Buckley, Alec	T, P, S, LA
11	Buschke, Suzanne	T
12	Campbell, Eileen	T
13	Cantor, Anne	T
14	Carter-Munson, Zorina	T, P
15	Castaldi, Brielle	T, P, S, LA
16	Castaneda, Cristian	T, P, S, LA
17	Christensen, Catherine	T, P
18	Christian, David	T, P, S, LA
19	Ciccarella, Elaine	S
20	Clevenger, Tracy	T, P, S
21	Corrigan, Amy	T, P, S, LA
22	Cuda, Carolyn	T, P, S
23	Damell, Joan	T, P
24	Decker, Sonia	T, P
25	Deutch, Haim	T, P
26	DiTrollo, Kristen	T, P
27	Dunn, Francis	T
28	Flynn, Amy	P, S
29	Fowler, Eric	T, P, S, LA
30	Gabloff, Hailey	T, P, S, LA
31	Gaffney, Drusilla	S
32	Galdi, Lisa	T, P, S, LA
33	Ghilain, Susan	T, P
34	Gibson, Suzanne	N
35	Goldson, Jaclyn	T, P, S, LA
36	Gramp, Irene	S
37	Haegele, Carol	T, P, S, LA
38	Hall, Jean	T
39	Hendershot, Victoria	N
40	Huskins, Judith	T, P, S, LA

JUNE 3, 2024 - EXHIBIT HR1		
T = Substitute Teacher, P = Substitute Paraprofessional, S = Substitute Secretary, N = Substitute Nurse, LA = Substitute Lunch Aide		
41	Hussein, Nihal	T, P, S, LA
42	Intiso-Leno, Haylee	T, P, S, LA
43	Iversen, Samantha	T, P, S, LA
44	Iwankiw, Yuriy-George	T, P, S, LA
45	Kalleberg, Paul	T
46	Kessel, Marylou	T
47	Korf, Alison	T, P, S, LA
48	Kovach, John	T, P, S, LA
49	Laskoski, Vincent	T, P
50	Latella, Evelyn	T, P, S, LA
51	Lewis, Rebecca	T, P, LA
52	Loizou, Grace	T, P, S, LA
53	Lupinacci, Brooke	T, P, S, LA
54	Malkin, Kevin	T, P
55	Mangano, Marissa	T, P, S, LA
56	Mantione, Audrey	T, P, S, LA
57	Manzo, Briana	T, P, S, LA
58	Matthews, Jacqueline	T, P, S, LA
59	McCabe, Christine	T, P, S, LA
60	McCarthy, Pamela	T, P
61	McDevitt, Helen	T, P, S, LA
62	McGowan, Kaitlyn	T, P, S, LA
63	Mooney, Corinne	N
64	Murro, Tara	T, P, S, LA
65	Neilson, Kacie	T, P, S, LA
66	Nelson, Susan	N
67	Nilsen, Christine	T, P, S, LA
68	Oliynik, Laura	T, P, S, LA
69	Omar, Ahlam	T, P
70	Orleans, David	T, P, S, LA
71	Palmisano, Deirdre	S
72	Ramsey, Jr., John	T, P, S, LA
73	Rehe, Connor	T, P, S, LA
74	Ridgway, Silas	T, P, S, LA
75	Ronchetta, Alexandra	T, P
76	Savarin, Danielle	T, P, S, LA
77	Scalamoni, Patricia	T, P, S, LA
78	Scheuerman, Robert	T, P
79	Skov, JoAnne	T, P, S, LA
80	Sparano, Fiona	T, P, S, LA

JUNE 3, 2024 - EXHIBIT HR1		
T = Substitute Teacher, P = Substitute Paraprofessional, S = Substitute Secretary, N = Substitute Nurse, LA = Substitute Lunch Aide		
81	Stahl, Owen	T, P, S, LA
82	Suarez, Rachael	N
83	Swanick, Thomas	T, P, S, LA
84	Talty, Tania	T, P, S, LA
85	Tayler, Mark	T, P, S, LA
86	Terracciano, Anthony	T, P, S, LA
87	Toupet, Jacob	T, P, S, LA
88	Townsend, Michael	T, P, S, LA
89	Uhlman, Marina	S
90	Uvenio, JoAnn	T, P, S, LA
91	Wademan, Allison	T, P, S, LA
92	Weiss, Donna	T, P, LA
93	Wilk, Emma	T, P, S, LA
94	Wyszkowski, Victoria	T, P, S, LA

	Last Name	First Name	ESY Job Title	Hourly Rate	ESY Job Title 2	Hourly Rate	Start Date	End Date	Discussion
1	Aguero	Brittany	Teacher	\$ 45.00			7/1/2024	8/2/2024	
2	Bae	Mary	Speech Language Specialist	\$ 45.00			7/1/2024	8/2/2024	New Employee
3	Barbato	Shelby	Speech Language Specialist	\$ 45.00			7/1/2024	8/2/2024	
4	Basso	Gregory	Teacher	\$ 45.00			7/1/2024	8/2/2024	
5	Batsch	Jennifer	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
6	Beede	Agnes	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
7	Bischoff	Tammy	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
8	Bolger	Megan	Paraprofessional	\$ 17.00	Substitute Teacher	\$ 30.00	7/1/2024	8/2/2024	County Substitute Certificate
9	Bolling	Kelsey	Teacher	\$ 45.00			7/1/2024	8/2/2024	
10	Bullock	Marielena	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
11	Busby	Erin	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
12	Carpentier	James	Paraprofessional	\$ 20.00			7/1/2024	8/2/2024	NJ Teaching Certification
13	Chapman	David	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
14	Christensen	Catherine	Substitute Teacher	\$ 30.00			7/1/2024	8/2/2024	County Substitute Certificate
15	Clark	Jennifer	Teacher	\$ 45.00			7/1/2024	8/2/2024	
16	Clevenger	Tracy	Substitute Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
17	Colatrella	Colleen	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
18	Colditz	Dawn	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
19	Colucci	Patricia	Substitute Teacher	\$ 30.00	Substitute Paraprofessional	\$ 17.00	7/1/2024	8/2/2024	County Substitute Certificate
20	Critelli	Paul	Teacher	\$ 45.00			7/1/2024	8/2/2024	
21	Damelio	Kellie	Teacher	\$ 45.00			7/1/2024	8/2/2024	
22	Davenport	Melissa	Paraprofessional	\$ 20.00	Substitute Teacher	\$ 45.00	7/1/2024	8/2/2024	NJ Teaching Certification
23	DelRosario	Monica	Paraprofessional	\$ 20.00	Substitute Teacher	\$ 45.00	7/1/2024	8/2/2024	NJ Teaching Certification
24	DelRusso	Stefanie	Counselor	\$ 45.00			7/1/2024	8/2/2024	
25	Deutch	Haim	Paraprofessional	\$ 20.00	Substitute Teacher	\$ 45.00	7/1/2024	8/2/2024	NJ Teaching Certification
26	Fagan	Margaret	Teacher (10 days)	\$ 45.00			7/1/2024	8/2/2024	
27	Fichter	Heather	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
28	Flammer	Suzanne	Substitute Teacher	\$ 45.00			7/1/2024	8/2/2024	NJ Teaching Certification
29	Folkers	Caitlin	Program Coordinator	\$ 50.00			7/1/2024	8/2/2024	
30	Franco	Kevin	OT	\$ 45.00			7/1/2024	8/2/2024	
31	Friedella	Tracy	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
32	Gabloff	Hailey	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
33	Gamba	Marguerite	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
34	Gardner	Melissa	Substitute Teacher	\$ 45.00	Substitute Paraprofessional	\$ 20.00	7/1/2024	8/2/2024	NJ Teaching Certification
35	Gaydos	Jennifer	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
36	Gede	Stephanie	Teacher	\$ 45.00			7/1/2024	8/2/2024	
37	Gibney	Lisa	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
38	Gibson	Suzanne	Nurse	\$ 45.00			7/1/2024	8/2/2024	
39	Giordano	Tessa	OT	\$ 45.00			7/1/2024	8/2/2024	
40	Gong	Josie	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
41	Gonzalez Douglas	Stephanie	Teacher	\$ 45.00			7/1/2024	8/2/2024	
42	Haegele	Carol	Substitute Teacher	\$ 30.00	Substitute Paraprofessional	\$ 17.00	7/1/2024	8/2/2024	County Substitute Certificate
43	Hammaren	Jill	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
44	Hancock	Jessie	Teacher	\$ 45.00			7/1/2024	8/2/2024	
45	Hawco	Barbara	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
46	Hemmer	Cynthia	Paraprofessional	\$ 20.00			7/1/2024	8/2/2024	NJ Teaching Certification
47	Higgins	Katherine	Teacher	\$ 45.00			7/1/2024	8/2/2024	
48	Hoopes	Casey	Paraprofessional	\$ 20.00	Substitute Teacher	\$ 45.00	7/1/2024	8/2/2024	NJ Teaching Certification
49	Hrynio	Lindsay	Substitute Nurse	\$ 45.00			7/1/2024	8/2/2024	
50	Hughes	David	Teacher	\$ 45.00			7/1/2024	8/2/2024	
51	Iturralde	Kaytel	Teacher	\$ 45.00			7/1/2024	8/2/2024	
52	Johnston	Michelle	Paraprofessional	\$ 20.00	Substitute Teacher	\$ 45.00	7/1/2024	8/2/2024	NJ Teaching Certification
53	Kinney	Minsu	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
54	Klein	David	Paraprofessional	\$ 20.00			7/1/2024	8/2/2024	NJ Teaching Certification
55	Kovach	Michael	Teacher	\$ 45.00			7/1/2024	8/2/2024	
56	Kroog	Barbara	Teacher	\$ 45.00			7/1/2024	8/2/2024	
57	Kurbanside	Robin	Paraprofessional	\$ 20.00			7/1/2024	8/2/2024	NJ Teaching Certification
58	LaManna	Susan	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	

	Last Name	First Name	ESY Job Title	Hourly Rate	ESY Job Title 2	Hourly Rate	Start Date	End Date	Discussion
59	Loizou	Grace	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
60	Lopez	Alejandra	Paraprofessional	\$ 20.00	Substitute Teacher	\$ 45.00	7/1/2024	8/2/2024	NJ Teaching Certification
61	Maineiro	Melissa	Teacher	\$ 45.00			7/1/2024	8/2/2024	
62	Matthews	Jacqueline	Substitute Teacher	\$ 30.00	Substitute Paraprofessional	\$ 17.00	7/1/2024	8/2/2024	County Substitute Certificate
63	Matullo	Lauren	Substitute Teacher	\$ 45.00			7/1/2024	8/2/2024	
64	McDevitt	Helen	Paraprofessional	\$ 17.00	Substitute Teacher	\$ 30.00	7/1/2024	8/2/2024	County Substitute Certificate
65	Meeker	Reid	Paraprofessional	\$ 20.00			7/1/2024	8/2/2024	NJ Teaching Certification
66	Midili	Tara	Substitute Teacher	\$ 45.00			7/1/2024	8/2/2024	NJ Teaching Certification
67	Muller	Amy	Paraprofessional	\$ 20.00			7/1/2024	8/2/2024	NJ Teaching Certification
68	Murro	Tara	Paraprofessional	\$ 17.00	Substitute Teacher	\$ 30.00	7/1/2024	8/2/2024	County Substitute Certificate
69	Nelson	Susan	Nurse	\$ 45.00			7/1/2024	8/2/2024	
70	Neumann	Erin	Teacher	\$ 45.00			7/1/2024	8/2/2024	
71	O'Connor	Christine	Teacher	\$ 45.00			7/1/2024	8/2/2024	
72	Oster	Kaitlyn	Teacher	\$ 45.00			7/1/2024	8/2/2024	
73	Paitchel	Amy	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
74	Parenti	Renee	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
75	Perez	Linette	Speech Language Specialist	\$ 45.00			7/1/2024 #	8/2/2024	New Employee
76	Press	Nancy	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
77	Ramsey	John	Substitute Teacher	\$ 30.00	Substitute Paraprofessional	\$ 17.00	7/1/2024	8/2/2024	County Substitute Certificate
78	Ratigan	Laura	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
79	Rodas	Shannon	Paraprofessional	\$ 20.00	Substitute Teacher	\$ 45.00	7/1/2024	8/2/2024	NJ Teaching Certification
80	Rome	Angel	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
81	Ronchetta	Alexandra	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
82	Rose	Denise	Teacher	\$ 45.00			7/1/2024	8/2/2024	
83	Santo	Diana	Substitute Teacher	\$ 45.00	Substitute Paraprofessional	\$ 20.00	7/1/2024	8/2/2024	NJ Teaching Certification
84	Santoro	Kimberly	Paraprofessional	\$ 20.00			7/1/2024	8/2/2024	NJ Teaching Certification
85	Saul	Joanne	Substitute Teacher	\$ 45.00	Substitute Paraprofessional	\$ 20.00	7/1/2024	8/2/2024	NJ Teaching Certification
86	Shelton	Ashlei	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
87	Simmerano	Susanne	Substitute Teacher	\$ 45.00	Substitute Paraprofessional	\$ 20.00	7/1/2024	8/2/2024	NJ Teaching Certification
88	Solotist	April	Teacher	\$ 45.00			7/1/2024	8/2/2024	
89	Sparano	Deirdre	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
90	Sparano	Fiona	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
91	Speronza	Jane Frances	Teacher (10 days)	\$ 45.00	Paraprofessional (10 days)	\$ 20.00	7/1/2024	8/2/2024	NJ Teaching Certification
92	Speronza	Jane Frances	Substitute Teacher	\$ 45.00			7/1/2024	8/2/2024	NJ Teaching Certification
93	Sprague	Jamie	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	
94	Suarez	Rachel	Substitute Nurse	\$ 45.00			7/1/2024	8/2/2024	
95	Torres-Davis	Evelyn	Counselor	\$ 45.00			7/1/2024	8/2/2024	
96	Trimmer	Theresa	Teacher	\$ 45.00			7/1/2024	8/2/2024	
97	Vogel	Jennifer	Teacher	\$ 45.00			7/1/2024	8/2/2024	
98	Wademan	Allison	Substitute Teacher	\$ 30.00	Substitute Paraprofessional	\$ 17.00	7/1/2024	8/2/2024	County Substitute Certificate
99	Wilk	Emma	Paraprofessional	\$ 17.00			7/1/2024	8/2/2024	

Start date pending completion of documentation in accordance with the law or district policy.