

DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
December 9, 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 December 9, 2024, regarding personnel matters, student matters and attorney client privilege.

IV. ROLL CALL

V. PUBLIC SESSION

VI. PLEDGE OF ALLEGIANCE

VII. PRESENTATIONS

- Audit Presentation
- SJFS Presentation - A.Rhodes
- Celebration of the VFW Patriot's Pen & Voice of Democracy Winners from Roxbury Schools - presented by Mr. Bob Mederos

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 November 18, 2024.
2. Minutes of the Executive Session of November 18, 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 1-9)

STUDENT ACTIVITY ACCOUNTS

- *1. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bills lists for the month of November 2024 as follows:

Roxbury High School	\$9,628.61	Franklin School	\$0
Athletics	\$0	Kennedy School	\$0
Eisenhower Middle School	\$0	Jefferson School	\$0
Lincoln Roosevelt School	\$0	Nixon School	\$0

BILLS LIST

- *2. RESOLVED, that the Roxbury Township Board of Education approve the December 2024 bills list totaling \$1,011,494.95.

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.

	<i>Name</i>	<i>Workshop Title</i>		<i>Place*</i>	<i>Date of Workshop</i>	<i>Registration Fee</i>	<i>Total Estimated Expenses</i>
1.	Bischoff, Derek	The Power of Positive Leadership Seminar	4	Middletown, NJ	12/10/24	\$170.00	\$218.50
2.	Gervasio, Thomas	The Power of Positive Leadership Seminar	4	Middletown, NJ	12/10/24	\$170.00	\$215.50
3.	Mason, Stuart	The Power of Positive Leadership Seminar	4	Middletown, NJ	12/10/24	\$170.00	\$225.74
4.	Norgard, Kaitlyn	The Power of Positive Leadership Seminar	4	Middletown, NJ	12/10/24	\$170.00	\$217.85
5.	Amico, Karen	North Jersey Genesis User Group Meeting	4	Monroe, NJ	12/18/24	\$0	\$51.32
6.	Connelly, Sheila	North Jersey Genesis User Group Meeting	4	Monroe, NJ	12/18/24	\$0	\$51.32
7.	Seipp, Charles	NJGAIN Roundtable	4	Morristown, NJ	12/19/24	\$0	\$10.25
8.	Trotter, Gregory	2025 ABCA (American Baseball Coaches Convention)	4	Washington, DC	1/2/25 - 1/4/25	\$175.00	\$624.40
9.	Dunn, Robin	The Benefit of Trees: An Interdisciplinary Project-Based Unit	4	Ewing, NJ	1/10/25	\$0	\$19.55
10.	Nzegwu, Crystal	Morris Area Curriculum Network (MACN)	4	Denville, NJ	1/23/25, 3/13/25, 4/10/25	\$225.00	\$254.89*
11.	Santora, Frank	NJASA Techspo 2025	4	Atlantic City, NJ	1/29/25-1/31/25	\$590.00	\$1,149.12
12.	Fernandes, Theresa	NCI/Renewal Blended Classroom	4	South Plainfield, NJ	2/20/25	\$2049.00	\$2079.84
13.	Biank, David	Northern P.E. Health & Coaching Conference	4	Morristown, NJ	3/7/25	\$149.00	\$164.23
14.	Cadena, Meaghan	Northern P.E. Health & Coaching Conference	4	Morristown, NJ	3/7/25	\$149.00	\$164.23

15.	McNemar, Theresa	The Flexibility Formula	4	Online	12/2024 - 12/2025 (one year)	\$648.00	\$648.00
16.	Bohler, Allison	R Made Simple: Methods That Address The Challenges Of Pronunciation, Spelling And Dialect	4	Online	Online	\$69.00	\$69.00
17.	Evans, Danielle	R Made Simple: Methods That Address The Challenges Of Pronunciation, Spelling And Dialect	4	Online	Online	\$69.00	\$69.00
18.	Stoia, Jason	Black Seal License	4	Online	Online	\$600.00	\$600.00
19.	Wildermuth, James	Black Seal License	4	Online	Online	\$600.00	\$600.00
<p>1-State/Federal policy requirements, 2-State curricular requirements, 3-State Initiatives, 4-Individual job requirements, T2-paid for by Title II funding, T3 paid for by Title III funding. Substitute coverage is indicated by "S" followed by the number of days for which a substitute is needed. *Amends Resolution XVI.B.7 originally approved on November 18, 2024, to include an additional date and mileage reimbursement.</p>							

ACCEPTANCE OF THE 2023-2024 AUDIT

*4. The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board accept the Annual Comprehensive Financial Report and Auditor’s Management Report for the period July 1, 2023 through June 30, 2024 as prepared by Nisivoccia LLP, Certified Public Accountants & Advisors, inclusive of the following recommendations:

1. Administrative Practices and Procedures
None
2. Financial Planning, Accounting and Reporting
None
3. School Purchasing Program
None
4. School Food Service
None
5. Student Body Activities
None
6. Application for State School Aid
None
7. Pupil Transportation
None
8. Facilities and Capital Assets
None
9. Travel Expense and Reimbursement Policy

None

10. Status of Prior Year's Findings/Recommendation

The prior year's recommendation regarding the Education Stabilization Fund grant program was resolved.

SHARED SERVICES AGREEMENT

- *5. RESOLVED, that the Roxbury Township Board of Education approve the Shared Services Agreement with the Township of Roxbury whose address is 1715 Route 46 Ledgewood, NJ to provide a School Resource Officer (SRO) to the district effective December 11, 2024, through December 31, 2029, and not to exceed \$53,000.00 annually.
- *6. RESOLVED, that the Roxbury Township Board of Education approve the Shared Services Agreement for Technology Infrastructure Services with the St. Therese School whose address is 135 Main Street, Succasunna, NJ for the period December 10, 2024, to June 30, 2025, at the hourly rate of \$82.00 per hour.

CONTRACTS

- *7. RESOLVED, that the Roxbury Township Board of Education approve a contract with Neurocognitive Associates, PC, Dr. Michael Steinhardt, 136 Summit Ave., Suite 205, Montvale, NJ to provide neuropsychological evaluations on an as-needed and as-requested basis by the district. The services will commence on December 10, 2024, and expire on June 30, 2025.

APPROVAL OF PURCHASES

- *8. RESOLVED, that the Roxbury Township Board of Education approve a purchase of paving and related work from Crossroads Pavement Maintenance LLC, 512 Newark Pompton Turnpike, NJ at Roxbury High School, Franklin Elementary School, and Lincoln Roosevelt School in the amount of \$76,860.00 and funded through the Maintenance Reserve Account.
- *9. RESOLVED, that the Roxbury Township Board of Education approve the purchase of a serving counter for Roxbury High School from MAP Restaurant Supplies, 358-360 South Street, Newark, NJ in the amount of \$11,231.00 using ESCNJ 24/25-18 and funded through the Food Service Enterprise Account.

AUTHORIZATION FOR THE PURCHASE OF SUPPLY SERVICES (ELECTRICITY) FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

- *10 WHEREAS, the Roxbury Township Board of Education has determined to move forward with the EMEX Reverse Auction in order procure electricity for the Roxbury Township Board of Education; and

WHEREAS, the Local Government Electronic Procurement Act (P.L. 2018, c. 156) (the "Act") authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, the Roxbury Township Board of Education will utilize the online auction services of EMEX, LLC, a division of Mantis Innovation, an approved vendor pursuant to the Act; and

WHEREAS, EMEX, LLC a division of Mantis Innovation, is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of \$0.08644/kWh or less for a 12 month term, a price of \$0.08547/kWh or less for an 18 month term, a price of \$0.08832/kWh or less for a 24 month term; Roxbury Township Board of Education may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT IS RESOLVED, that the Business Administrator of the Roxbury Township Board of Education be and he hereby is authorized to execute on behalf of the Roxbury Township Board of Education any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of \$0.08123/kWh or less for 12 month term, a price of \$0.08644/kWh or less for an 18 month term, a price of \$0.08832/kWh or less for a 24 month term; Roxbury Township Board of Education may award a contract to the winning supplier for the selected term.

B. Education (Resolutions 1-4)

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

HIB REPORT

- *1. RESOLVED, that the Roxbury Township Board of Education affirms the Superintendent's decisions provided in the Harassment, Intimidation, and Bullying Report for the 2024/2025 school year for Incident Nos. 6 through 11.
- *2. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2024/2025 school year for Incident Nos. 12 through 17.

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

- *3. 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>
3125113340	Morris-Union Jointure Commission Board of Education	\$5,733.00	10/1/24-6/30/25
5507518729	Pillar Care Continuum - Pillar Elementary School	\$71,074.75	1/2/25-6/30/25

APPROVAL OF SENIOR OPTION AND INDEPENDENT STUDY PROJECTS - RHS

- *4 RESOLVED, that the Roxbury Township Board of Education accepts the Senior Option Projects for the classes at Roxbury High School listed below to be completed in the 2024/2025 school year.

Student	Research Focus	Credits
207166	Cybersecurity (Semester 2)	2.5

C. Negotiations (Resolutions 1-2)

AMENDMENT OF CBA - ADDENDUM/SIDEBAR 2023/2026#5

- *1. IT IS RESOLVED, that the Roxbury Township Board of Education approve the Amendment of the Collective Bargaining Agreement as listed below:

The Roxbury Education Association (“Association”) and the Roxbury Board of Education (“Board”) hereby agree to settle the negotiation concerning the compensation of the RHS Athletic Trainer position as follows:

Effective as of the 2024/2025 school year, the annual stipends for the following positions in “**APPENDIX E - EXTRACURRICULAR SALARY GUIDES**” will be moved to the “**Coaching Positions**” section and included in its “**Head Coaching Positions**” table in order to be eligible for the “COACHING LONGEVITY” clause:

School	Sport	Position	Season
RHS	All Sports	Athletic Trainer	Fall
RHS	All Sports	Athletic Trainer	Winter
RHS	All Sports	Athletic Trainer	Spring

If the individual serving in a position above has had continuous years of service (no breaks in district) in that sport/season leading up to and including the 2024/2025 school year, the longevity stipend the individual is eligible to be paid for as of the 2024/2025 school year will be calculated using the person’s continuous years of service leading up to and including the 2024/2025 school year.

These adjustments will be added to the negotiations of the next collectively bargained contract between the Roxbury Board of Education and the Roxbury Education Association as existing items in “**APPENDIX E - EXTRACURRICULAR SALARY GUIDES**”, “**Coaching Positions ~ Head Coaching Positions**”.

AMENDMENT OF CBA - ADDENDUM/SIDEBAR 2023/2026#6

- *2. IT IS RESOLVED, that the Roxbury Township Board of Education approve the Amendment of the Collective Bargaining Agreement as listed below:

The Roxbury Education Association (“Association”) and the Roxbury Board of Education (“Board”) hereby agree to settle the negotiation concerning the compensation of the RHS & EMS Assistant Athletic Trainer position as follows:

Effective as of the 2024/2025 school year, the annual stipends for the following positions in “**APPENDIX E - EXTRACURRICULAR SALARY GUIDES**” will be moved to the “**Coaching Positions**” section and included in its “**Assistant Coaching Positions**” table in order to be eligible for the “COACHING LONGEVITY” clause:

School	Sport	Position	Season
RHS & EMS	All Sports	Assistant Athletic Trainer	Fall
RHS & EMS	All Sports	Assistant Athletic Trainer	Winter
RHS & EMS	All Sports	Assistant Athletic Trainer	Spring

If the individual serving in a position above has had continuous years of service (no breaks in district) in that sport/season leading up to and including the 2024/2025 school year, the longevity stipend the individual is eligible to be paid for as of the 2024/2025 school year will be calculated using the person’s continuous years of service leading up to and including the 2024/2025 school year.

These adjustments will be added to the negotiations of the next collectively bargained contract between the Roxbury Board of Education and the Roxbury Education Association as existing items in “**APPENDIX E - EXTRACURRICULAR SALARY GUIDES**”, “**Coaching Positions ~ Assistant Coaching Positions**”.

D. Personnel (Resolutions 1-22)

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

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

RESIGNATIONS, RETIREMENTS, TERMINATIONS

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

	Name	Loc	Position	Action	Final day of employment	Discussion
* 1	Schmidt, Eric	DIST	Supervisor of English Language Arts & Performing Arts, Gr. 7 - 12	Resignation for personal reasons	1/17/25	

REASSIGNMENTS / TRANSFERS

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

	Name	Former Position & Loc.	New Position & Loc.	Salary	Effective Date	Discussion
* 1	Amico, Karin	Data Processing Secretary Grade IV, Step 6 SEC.DS.TEC.GR4.02	TECH Data Processing Secretary Grade V, Step 6 SEC.DS.TEC.GR5.01	\$63,080 base salary, prorated	12/10/24 - 6/30/25	New position replaces the former.
* 2	Bacich, Andrea	Permanent Substitute Teacher TCH.SUB.PERM.RHS.01	RHS Transitional Substitute Teacher (Special Education, RC)	\$230.00 per diem	12/10/24 ^ - 1/27/25	Coverage for position TCH.SPE.RES.NA.31.
^ Pending receipt and review of documentation in accordance with the law or district policy.						

3. RESOLVED, that the Roxbury Township Board of Education approve the reassignment for the staff members listed below:

	<i>Name</i>	<i>Former Position & Loc.</i>		<i>New Position & Loc.</i>		<i>Effective Date</i>	<i>Discussion</i>
1	Ask, Melissa	Special Education Paraprofessional AID.SPE.PT.NA.60	LRS	Special Education Paraprofessional AID.SPE.PT.NA.60	LRS	1/2/2025	Change of assignment from ERI to RC.
2	Bisoi, Swagatika	Special Education Paraprofessional AID.SPE.PT.NA.12	LRS	Special Education Paraprofessional AID.SPE.PT.NA.12	LRS	1/2/2025	Change of assignment from RC to LLD.
3	Busby, Erin	Special Education Paraprofessional AID.SPE.FT.NA.06	NES	Special Education Paraprofessional AID.SPE.FT.NA.06	NES	1/9/2025	Change of assignment from RC to AUT.
4	Farina, Nicole	Special Education Paraprofessional AID.SPE.PT.NA.41	NES	Special Education Paraprofessional AID.SPE.PT.NA.41	NES	1/2/2025	Change of assignment from PSD to RC.

LEAVES OF ABSENCE

4. 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	19488	3/12/25 or sooner if nec	Using avail sick & avail personal days (1)	FMLA/NJFLA	5/27/25	(1) Amendments to XVI.D.3.6 aprvd 11/18/24.
2	19500	10/4/24 (2)	Using avail sick days	FMLA/NJFLA	3/12/25 (2)	(2) Amendments to XVI.D.5.2 aprvd 6/3/24.
3	21222	3/14/25 or sooner if nec	Using avail sick & avail personal days	FMLA/NJFLA	8/25/25	
* 4	23052	10/14/24	Using available sick, then 3 personal	FMLA (3)	2/25/25 (3)	(3) Amendments to XVI.E.2.6 aprvd 10/14/24.

5. RESOLVED, that Employee Number 6858 is placed on administrative leave with pay effective October 25, 2024 through November 24, 2024 in accordance with the provisions of NJSA 18A:6-8.3.

- *6. RESOLVED, that Employee Number 5084 is placed on administrative leave with pay effective November 20, 2024 until further notice in accordance with the provisions of NJSA 18A:6-8.3.

APPOINTMENTS

7. 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	Anarumo, Nicole	LRS	Special Education Paraprofessional	REA Para Step A	\$19.50 hourly	1/2/25	6/18/25	ERI replacement in AID.SPE.PT.NA.03; not to exceed 29.5hrs/wk
2	Bauer, Lindsey	NES	Special Education Teacher (TIDES)	24/25 MA Step 12	\$75,427 prorated	1/6/25 ^	6/30/25	Tenure-track replacement in TCH.SPE.AUT.NA.02.
* 3	Caggiano, Murvet	TR	Bus Driver	RBDG Step 1	\$30.94 hourly	1/13/25 or sooner	6/30/25	Replacement in position BUS.TR.DRI.RE.24
4	Koch, Joyce	NES	Special Education Paraprofessional	REA Para Step G	\$23.75 hourly	12/10/24	6/18/25	PSD replacement in AID.SPE.PT.NA.16; not to exceed 29.5hrs/wk
* 5	Seal, John	TR	Bus Driver	RBDG Step 1	\$30.94 hourly	1/13/25	6/30/24	Replacement in position BUS.TR.DRI.RE.16
^ Pending completion of documentation in accordance with the law or district policy.								

APPOINTMENTS - LEAVE REPLACEMENTS

8. 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	Gonzalez, Victoria	RHS	Leave-replacement H/PE Teacher	\$300.00 per diem	1/2/25 or sooner if nec ^	3/27/25	Replacement in position TCH.RHS.PEH.NA.01.
2	Kacmarcik, Ashley	FES	Leave-replacement Gr. 2 Teacher	\$300.00 per diem	1/21/25 or sooner if nec ^	6/19/25	Replacement in position TCH.FRA.GR2.NA.02.
3	Murdoch, James	KES	Leave-replacement Special Education Teacher (REACH)	\$300.00 per diem	12/10/24 ^	4/15/25	Replacement in position TCH.SPE.RCH.BD.05.
^ Pending receipt and review of documentation in accordance with the law or district policy.							

APPOINTMENTS - TRANSITIONAL SUBSTITUTE STAFF

9. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions for the 2024/2025 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	Gonzalez, Victoria	RHS	Transitional Substitute Teacher (H/PE)	\$230.00 per diem	1/2/25 or sooner if nec ^	3/27/25 or sooner, see ^	Coverage for position TCH.RHS.PEH.NA.01.
2	Kacmarcik, Ashley	FES	Transitional Substitute Teacher (Gr. 2)	\$230.00 per diem	1/21/25 or sooner if nec ^	6/19/25 or sooner, see ^	Coverage for position TCH.FRA.GR2.NA.02.
3	Murdoch, James	KES	Transitional Substitute Teacher (Special Education, REACH)	\$230.00 per diem	12/10/24 ^	4/15/25 or sooner, see ^	Coverage for position TCH.SPE.RCH.BD.05.
^ Pending receipt and review of documentation in accordance with the law or district policy.							

APPOINTMENTS - SUBSTITUTES

*10. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions on an as needed basis at the board approved substitute rate of pay:

	Name	Loc	Position	Start Date	End Date
1	Alter, Angela	District	Substitute Nurse	12/10/24	6/30/25
2	Blanchard, Elissa	District	Substitute Teacher, Paraprofessional	12/10/24	6/30/25
3	Macewen, Patricia	District	Substitute Teacher, Paraprofessional	12/10/24	6/30//25
4	Rogalsky, Sierra	District	Substitute Teacher, Paraprofessional	12/10/24	6/30/25
5	Scire, Christopher	District	Substitute Teacher, Paraprofessional	11/28/24	6/30/25
6	Sokolowski, Michaela	District	Substitute Teacher, Paraprofessional	12/10/24	6/30/25

APPOINTMENTS - EXTRACURRICULAR

*11. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2024/2025 school year.

Grouped by POS LOC; Organized by NAME

24/25 Athletic Appts										
	POS LOC	POSITION	ASSIGNMENT	SEASON	NAME	24/25 Base Stipend	# of Consec Yrs in the same Sport/Season thru 24/25 Season	24/25 Longevity Stipend	24/25 TOTAL Stipend	Discussion
1	RHS	All Sports	Assistant Equipment Manager	Winter	Bischoff, Derek	\$4,494	n/a	n/a	\$4,494	
2	RHS	All Sports	Athletic Trainer	Fall	Koch, Joseph	\$7,901	28	\$2,400	\$10,301	Amends & supersedes XV.D.7.1, Exhibit HR 1, Row No. 6 aprvd 6/24/24.
3	RHS	All Sports	Athletic Trainer	Winter	Koch, Joseph	\$7,901	28	\$2,400	\$10,301	Amends & supersedes XVI.E.9.1, Exhibit HR 1.1, Row No. 6 aprvd 10/14/24.
4	RHS & EMS	All Sports	Assistant Athletic Trainer	Fall	Forlenza, Corey	\$5,414	6	\$100	\$5,514	Amends & supersedes XV.D.7.1, Exhibit HR 1, Row No. 49 aprvd 6/24/24.
5	RHS & EMS	All Sports	Assistant Athletic Trainer	Winter	Forlenza, Corey	\$5,414	7	\$150	\$5,564	Amends & supersedes XVI.E.9.1, Exhibit HR 1.1, Row No. 30 aprvd 10/14/24.

12. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2024/2025 school year.

Organized by POSITION

24/25 Club Appts						
	POS LOC	POSITION	ASSIGNMENT	NAME	24/25 TOTAL Stipend	Discussion
1	EMS	Encores	Advisor from 8/26/24 - 12/13/24 #	Scire, Christopher	\$1,406 #	# Amendments to XVI.D.17.3 aprvd 8/19/24.
2	EMS	Encores	Advisor from 12/16/24- 6/19/25	Harrison Calderon, Jessica	\$2,200	
3	EMS	Harmonies	Advisor from 8/26/24 - 12/13/24 ^	Scire, Christopher	\$1,406 ^	^ Amendments to XVI.D.17.4 aprvd 8/19/24.
4	EMS	Harmonies	Advisor from 12/16/24- 6/19/25	Harrison Calderon, Jessica	\$2,200	

- *13. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2024/2025 school year:

24/25 Specialized Consultants								
	Name	Position	Club	Season	Loc. of Sport	Payment	Start Date	Discussion
1	Palazzo, Courtney	Specialized Consultant	Indoor Color Guard	Winter	RHS	Volunteer-basis	12/10/24	Start date is pending completion of documentation in accordance with the law or district policy.
2	Smeraldo, Monica	Specialized Consultant	Indoor Color Guard	Winter	RHS	Volunteer-basis	12/10/24	
3	Thompson, Michael	Specialized Consultant	Indoor Color Guard	Winter	RHS	Volunteer-basis	12/10/24	

STIPENDS - ADMINISTRATORS' INNOVATIVE PROJECTS

- *14. RESOLVED, that the following Roxbury Administrators' Association members have been approved by the Superintendent of Schools for the following proposed Innovative Projects for the 2024/2025 school year. Payment of the stipend indicated will be made in the final payroll in June 2025 upon completion of the said project and approval of the Superintendent.

	Name	Innovative Project	Stipend for 24/25 per RAA 2023-2027 Contract
1	Ribgy-Krause, Effie	Course Pathway Framework	\$900

STIPENDS - FACILITIES RELATED

- *15. RESOLVED, that Peter Riffel, Director Of Buildings & Grounds, be approved to work as a Custodial Manager effective December 10, 2024, through June 30, 2025. The stipend amount is not to exceed \$15,000.00.

- *16. RESOLVED, that Patrick Hachey be approved as an Auditorium Manager effective December 10, 2024, through June 30, 2025. The stipend amount is not to exceed \$3,500.00 and is funded through facilities rental revenue.

SALARY ADJUSTMENTS - EXTRA PAY

- 17. RESOLVED, that the Roxbury Township Board of Education approve the following teaching assignments for the staff indicated below for the 2024/2025 school year, with the understanding that these assignments are subject to change based on scheduling adjustments:

Grouped by Loc; then Organized by Name

	Name	Loc	Program/Class	Extra Blocks assigned:	Effective	Salary Guide / Step	Addl. Salary not to exceed	Discussion
1	Brennan, Lauren	EMS	Gr. 8 ELA	1 period daily during Period 1	3/10/25 - 3/11/25	24/25 MA+15 Step 11	\$159	Replacement in TCH.EMS.L A.NA.05.
2	Esposito, Elizabeth	EMS	Gr. 8 ELA	1 period daily during Period 2	3/10/25 - 3/11/25	24/25 BA Step 20	\$178	
3	Farina, Kimberly	EMS	Gr. 8 ELA	1 period daily during Period 6	3/10/25 - 3/11/25	24/25 MA+15 Step 18-19	\$198	
4	Hubbard, Cindy	EMS	Gr. 8 ELA	1 period daily during Period 5	3/10/25 - 3/11/25	24/25 MA+15 Step 20	\$189	
* 5	Bewalder, Kevin	RHS	Geometry B	1 block during Block 8 on B days w/in A/B day schedule @ RHS	12/3/24 - 1/27/25	24/25 BA+15 Step 23	\$2,569	Replacement in TCH.RHS.M AT.NA.03.
* 6	Cappello, Natalia	RHS	Intro to Probability & Statistics	1 block during Block 2 on A days w/in A/B day schedule @ RHS	12/4/24 - 1/27/25	24/25 PHD Step 21	\$2,487	
* 7	Geary, Jason	RHS	Geometry B	1 block during Block 6 on B days w/in A/B day schedule @ RHS	12/3/24 - 1/27/25	24/25 BA+15 Step 10	\$1,783	
* 8	Hardy, Barbra	RHS	AP Statistics	1 block during Block 1 on A days w/in A/B day schedule @ RHS	12/4/24 - 1/27/25	24/25 MA Step 23	\$2,497	
* 9	McCracken, Jennifer	RHS	Geometry B	1 block during Block 7AB on B days w/in A/B day schedule @ RHS	12/5/24 - 1/27/25	24/25 MA+30 Step 23	\$2,585	

- *18. RESOLVED, that the Roxbury Township Board of Education approve payment to the following individuals as indicated below for the 2024/2025 school year.

	Name	Title	Service	Hourly Rate based on individual's 24/25 Base salary	Hours conducted beyond contractual hours & not to exceed:	Effective Dates & Discussion
1	Baxter, Jennifer	School Social Worker	Case Management/ IEP Meetings	\$74.97	20 #	Replacement for SPS.DS.LDT.NA.03 until staff member's

2	Mosher, Katherine	LDT-C	Educational Evaluations	\$76.71	20	return. # Hours are in addition to hrs aprvd 10/14/24, XVI.E.14.
3	Redwood, Susan	LDT-C	Educational Evaluations	\$78.07	20	
4	Santiago, Amanda	School Psychologist	Case Management/ IEP Meetings	\$51.90	20 #	
5	Susin, Jessica	School Social Worker	Case Management/ IEP Meetings	\$51.81	20 #	
6	Thompson, Carie	LDT-C	Educational Evaluations	\$69.05	20 #	
7	Vergara, Alexis	School Psychologist	Case Management/ IEP Meetings	\$68.54	20	
8	Ventricelli, Kathryn	LDT-C	Educational Evaluations	\$78.27	20 #	

MENTORING

- *19. RESOLVED, that the Roxbury Township Board of Education approve the mentorship for Mr. Colby Snoke who attends Montclair State University effective January 3, 2025, and through May 31, 2025, with the Business Administrator, Mr. Joseph Mondanaro.

STUDENT TEACHERS/INTERNS

- 20. RESOLVED, that the following student teacher/intern assignment be approved as per the placement requirements in Policy 9541- Student Teachers/Interns.

	Student-Teacher/Intern				Roxbury Cooperating Teacher		
	Name	College/Univ	Placement Sought	Term	Name	Position	Loc
1	Boetticher, Brittany	Montclair State Univ	Clinical Int-Counseling I Intern	12/21/24 thru 6/19/25 for f/t	Torres-Davis, Evelyn	School Counselor	EMS

COMMUNITY SCHOOL

- 21. RESOLVED, that the Roxbury Township Board of Education amend the start dates for previously approved appointments:

	Name	Loc	Title	Rate	Start Date	End Date	Prior BOE Apprv.	Discussion (Min/Max Students)
1	Diorio, Krista	RCS	NES Preschool Teacher	\$35/hour	10/14/24	6/30/25	8/19/24	Not to exceed 29.5 hrs/wk with various district positions
2	Diorio, Krista	RCS	NES Preschool Teacher	\$75/week	12/10/24	6/30/25	n/a	
3	Spicka, Stacy	RCS	NES Preschool Teacher	\$75/week	12/10/24	6/30/25	n/a	

- 22. RESOLVED, that the staff listed below be appointed for the 2024/2025 Roxbury Community School B.A.S.E.S. Program. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

December 9, 2024

	<i>Name</i>	<i>Loc</i>	<i>Title</i>	<i>Hourly Rate</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Biso, Swagatika	K-4	Sub-Certified	\$25.00	12/10/24	06/30/25	Not to exceed 29.5 hrs/wk with various district positions.
2	Nelson, Alice	K-4	Non-Certified	\$22.00	12/10/24	06/30/25	

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