

**DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
March 17, 2025**

**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 March 17, 2025, regarding personnel matters, student matters and attorney client privilege.

IV. ROLL CALL

V. PUBLIC SESSION

VI. PLEDGE OF ALLEGIANCE

VII. PRESENTATIONS

- Kennedy Elementary School Spotlight ~ Kindness Committee and the Great Kindness Challenge - Mrs. Nicole Acevedo, Ms. Jennifer Buckler; with Students: James Frattolill, Claudia Kocher, Zoe Rotella, Elizabeth Shoudy, Sophia Tolerico
- Franklin Elementary School Spotlight ~ Read Across America & SEL Week Celebrations - Mr. Brian Hamer, Ms. Sarah DiLorenzo; with Students: Miles & Aubrey Cosme, Gianni & Dominic Malpica, Maya & Ciara Tsegai
- 2024-2025 Winter Athletic Accomplishments - highlighted by Mr. Stuart Mason & Mr. William Crispino:
 - RHS' Ice Hockey Team ~ 2024/2025 Haas Division Champions and Haas Cup Winner:
 - Head Coach- Mr. Jonathan Benbow
 - Assistant Coaches- Mr. Michael Kovach; Mr. Justin Spargo
 - Seniors-
 - Michael "Mikey" Guadagnino
 - Julia Katz
 - Justin Katz
 - Vito Martinelli
 - Alexis Oliveira
 - Ryan VanZile
 - Griffin Warsaw
 - Juniors-
 - Chase Alven
 - Michael Nelson
 - Sophomores-
 - Timothy "Timmy" Farley
 - Amanda Katz
 - Thomas Sanders
 - Freshmen-
 - Jesse Ambrosi
 - Jacob Henderson-Smith
 - Brayden Mackey
 - Karson Morrissey
 - Brody Ozga
 - RHS' Individual Indoor Track & Field ~ State Champions:
 - North 1 Group 3 State Sectional Champions~
 - Junior Amanda Knapp- 3,200 Meter Run
 - Senior Halye Greene- 800 Meter Run
 - Senior Shawn Keenan- Pole Vault
 - Group 3 State Champions~
 - Senior Shawn Keenan- Pole Vault
 - Senior Shayne Spiteri- 55 Meter Dash
 - Head Coach- Mr. Derek Bischoff
 - Assistant Coaches- Mr. David Biank; Ms. Catherine Tufaro
- Peer 2 Peer Art at Roxbury High School - Mr. Matthew Mawn, Mrs. Izzy Speronza, Mr. Thomas Lenox, Mrs. Kristin Mongelli

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 February 24, 2025.
2. Minutes of the Executive Session of February 24, 2025.

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 1-24)

STUDENT ACTIVITY ACCOUNTS

- *1. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bills lists for the month of February 2025 as follows:

Roxbury High School	\$32,495.06	Franklin School	\$131.81
Athletics	\$374.00	Kennedy School	\$0
Eisenhower Middle School	\$12,530.66	Jefferson School	\$0
Lincoln Roosevelt School	\$3,798.39	Nixon School	\$0

BILLS LIST

- *2. RESOLVED, that the Roxbury Township Board of Education approve the March 2025 bills list totaling \$2,733,570.27.

TRANSFERS

- *3. RESOLVED, that the Roxbury Township Board of Education approve the February 2025 list of transfers between accounts as presented. Approval by the County Office is not required except as noted on the list.

SECRETARY'S REPORT

- *4. RESOLVED, that the Roxbury Township Board of Education approve the Board Secretary's Report for February 2025.

TREASURER'S REPORT

- *5. RESOLVED, that the Roxbury Township Board of Education approve the Treasurer's Reports for February 2025.

MONTHLY FINANCIAL CERTIFICATION OF THE BOARD SECRETARY AND BOARD OF EDUCATION

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

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.S.A. 18A:17-36, after review of the Board Secretary's and Treasurer's monthly financial report for the month of February 2025 that no major accounts and fund balances in the 2024/2025 budget have been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

TRAVEL REQUESTS

- *7. RESOLVED, that the Roxbury Township Board of Education approve unavoidable travel costs as presented which are educationally necessary and fiscally prudent and are related to and within the scope of the employee's current responsibilities, and promotes the delivery of instruction or 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	Schmidt, Laura	NJCTE Spring Conference: Visual Literacy: Curricular Relevance for Modern Students	4	TCNJ-Ewing Township, NJ	3/20/25	\$125	\$167.49
2	Gottfried, Mike	NJ STEM Month 2025 STEM showcase	4	Trenton, NJ	3/24/25 #	0	\$53.11
3	Mongelli, Kristin	NJ STEM Month 2025 STEM showcase	4	Trenton, NJ	3/24/25	0	\$53.11
4	Seipp, Charles	NJ STEM Month 2025 STEM showcase	4	Trenton, NJ	3/24/25 #	0	\$55.18
5	Bohler, Allison	Unlocking Voices with the Key to AAC	4	Cedar Knolls, NJ	4/1/25	\$200	\$214.29

March 17, 2025

6	Evans, Danielle	Unlocking Voices with the Key to AAC	4	Cedar Knolls, NJ	4/1/25	\$200	\$214.29
7	Franco, Kevin	American Occupational Therapy Association 2025 Annual Conference & Expo	4	Philadelphia, PA	4/3/25	\$415	\$496.03
8	Acevedo, Nicole	8th Annual Women's Leadership Conference 2025	4	Somerset, NJ	4/7/25-4/8/25	\$459	\$517.66
9	Ferrare, Lisa	8th Annual Women's Leadership Conference 2025	4	Somerset, NJ	4/7/25-4/8/25	\$459	\$496.98
10	Maurer, Jennifer	8th Annual Women's Leadership Conference 2025	4	Somerset, NJ	4/7/25-4/8/25	\$459	\$518.22
11	Nzegwu, Crystal	8th Annual Women's Leadership Conference 2025	4	Somerset, NJ	4/7/25-4/8/25	\$459	\$518.60
12	Redwood, Susan	Interaction Between Mental Health & Social Media	4	Kenilworth, NJ	4/9/25	0	\$29.99
13	Vergara, Alexis	Interaction Between Mental Health & Social Media	4	Kenilworth, NJ	4/9/25	0	\$29.99
14	Buckler, Jennifer	NJSCA Spring Conference	4	Kean University-Union, NJ	4/11/25	\$45	\$74.99
15	Wing, Kathleen	NJ School Counseling Assoc. Spring Conf.	4	Union, NJ	4/11/25	\$45	\$75.74
16	Seminerio, Christine	2025 NJABA Conference	4	Somerset, NJ	4/25/25	\$300	\$328.20
17	Santora, Frank	NJASA/NJAPSA Spring Leadership Conference 2025	4	Atlantic City, NJ	5/14/25-5/16/25	\$0	\$652.16
18	Seminerio, Christine	NJASA/NJAPSA Spring Leadership Conference 2025	4	Atlantic City, NJ	5/14/25-5/16/25	\$599	\$1,246.46
19	Santora, Frank	NJ Alliance for Social, Emotional & Character Development (NJASECD) Annual Statewide Conference	4	Rider University-Lawrenceville, NJ	5/29/25	\$150	\$192.63
20	Schmidt, Laura	Growing Goodness Through Character Education	4	Rider University-Lawrenceville, NJ	5/29/25	\$150	\$194.74
21	Seipp, Charles	NJ Alliance for Social, Emotional & Character Development (NJASECD) Annual Statewide Conference	4	Rider University-Lawrenceville, NJ	5/29/25	\$150	\$196.53
22	Sweer, Ryan	NJ Band Directors Conference	4	Rutgers University-New Brunswick, NJ	5/29/25-5/30/25	\$100	\$163.17
23	Perez, Jennifer	Shaping AI Summit-ABA/AI	4	Virtual	3/21/25-3/22/25	\$150	\$150
24	Riffel, Peter	Annual Refresher for AHERA Inspectors	4	Virtual	4/17/25	\$150	\$150
25	Gangemi, Kayla	NJ Applied Behavior Analysis Conference	4	Virtual	4/25/25	\$125	\$125

26	Nzegwu, Crystal	Leveraging AI for Personalized Authentic Assessment	4	Virtual	5/8/25	\$50	\$50
27	Maurer, Jennifer	Transforming Learning with AI	4	Virtual	5/22/25	\$50	\$50
<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># Amends the original conference date of 3/27/25 approved 2/24/25 XVI.A.7</p>							

ROXBURY TOWNSHIP BOARD OF EDUCATION ADOPTION OF THE TENTATIVE BUDGET FOR THE SCHOOL YEAR 2025-2026

*8 RESOLVED, that the tentative budget be approved for the 2025-2026 school year using the 2025-2026 state aid figures and the secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6:

	<i>General Fund</i>	<i>Special Revenues</i>	<i>Debt Service</i>	<i>Total</i>
2025-2026 Total Expenditures	\$85,839,936	\$1,493,203		\$87,333,139
Less: Anticipated Revenues	\$20,747,472	\$1,493,203		\$22,240,675
Taxes to be Raised	\$65,092,464			\$65,092,464

BE IT FURTHER RESOLVED that the Roxbury Township Board of Education authorizes as included in budget line 630, Budgeted Withdrawal from Maintenance Reserve, a withdrawal in the amount of \$1,200,000 for Maintenance projects throughout the district.

AND, a public hearing on the budget for the 2025-2026 school year will be held at Lincoln-Roosevelt School on April 28, 2025, during a Regular Roxbury Township Board of Education Meeting.

MAXIMUM TRAVEL RESOLUTION FOR SCHOOL YEAR 2025-2026

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

BE IT RESOLVED, that the Roxbury Township Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$84,852 for the 2025-2026 school year. The maximum travel expenditure amount for the 2024-2025 school year is \$91,185 of which, \$41,967 has been spent and \$8,252 is encumbered to date.

MEAL PRICES FOR 2024/2025

*10. RESOLVED, that the Roxbury Township Board of Education approve the following prices for student meals for the 2024/2025 school year as allowed by the National School Lunch Program.

Lunch Programs

	Paid	Reduced Price	Adult
High School	\$4.50	\$0	\$5.25
Middle School	\$4.00	\$0	\$5.00
Elementary School	\$3.75	\$0	\$5.00

Breakfast Programs			
	Paid	Reduced Price	Adult
Nixon School	\$2.50	\$0	\$3.50
Franklin School	\$2.50	\$0	\$3.50
Jefferson School	\$2.50	\$0	\$3.50
Kennedy School	\$2.50	\$0	\$3.50

BE IT FURTHER RESOLVED, that this resolution supersedes and amends Finance Resolution XV.A.9 approved on March 25, 2024.

TUITION RATES - 2025-2026 SCHOOL YEAR

- *11. RESOLVED, that the Roxbury Township Board of Education approve the following annual tuition rates for students attending the Roxbury Township School District from other districts or at the request of parents for the 2025-2026 school year.

<i>Roxbury Tentative Tuition Rates 2025-2026</i>		<i>ESY Per Diem</i>
Preschool-Kindergarten	\$17,068.00	
Grades 1-5	\$18,358.00	
Grades 6-8	\$18,570.00	
Grades 9-12	\$20,264.00	
Learning/Language Disabilities (LLD)	\$29,331.00	\$162.95
Emotional Reg. Imp.(BD)	\$29,959.00	\$166.44
Autism	\$55,172.00	\$306.51
Multiple Disabled	\$33,866.00	\$188.14
Preschool Disability FT	\$27,210.00	\$151.17
Resource Room	\$3,449.64	

AUTHORIZATION FOR REQUEST FOR BIDS

- 12. RESOLVED, that the Roxbury Township Board of Education authorize the Business Administrator/Board Secretary to conduct a Request for Bids for the Classroom projects at Lincoln Roosevelt School.

CONTRACTS

- *13. RESOLVED, that the Roxbury Township Board of Education approve a contract with the Educational Services Commission of Morris County to provide the Professional Support/Non-Public Services as listed below. The term of this contract is July 1, 2025, to June 30, 2026.

Professional Support Services
 Non Public Nursing Services
 Chapter 192/193
 Non Public IDEA - B

- *14. RESOLVED, that the Roxbury Township Board of Education approve a contract with InSite Health., Inc., 5 Greentree Center, Suite 302, Marlton, NJ to provide Mental Health Services to the students in the amount of \$141,626.00 plus the cost of additional services on as-needed and as-requested basis by the district listed below. The term of this contract is August 27, 2025, to June 30, 2026.

	<i>Service</i>	<i>Fee</i>
1	Psychiatric evaluations	\$300.00 per evaluation
2	Child Study Team Psychiatrist evaluations	\$650.00 per evaluation
3	Risk/Threat Assessment	\$500.00 per evaluation
4	Hours in Excess of Contracted Days	MD/DO: \$550 per hour NP: \$350 per hour Therapist: \$200 per hour

- *15. RESOLVED, that the Roxbury Township Board of Education approve a contract with Center for Evaluation and Counseling, Inc., 1719 Route 10 East, Parsippany, NJ to provide school clearance and biopsychosocial evaluations/risk assessments to students on an as-needed and as-requested basis by the district. The services will commence on September 1, 2024, and expire on June 30, 2025, and not to exceed \$16,500.00.

BE IT FURTHER RESOLVED, that this resolution supersedes and amends Finance Resolution XVI.A.8 approved on September 16, 2024.

- *16. RESOLVED, that the Roxbury Township Board of Education approve a contract with Frontline Education, 550 E. Swedesford Road, Suite 360, Wayne, PA of 2025/2026 renewal of the software programs: *Applicant Tracking, Absence & Substitute Management, Employee Evaluation Management, 504 Program Management, and IEP Direct* in the total amount of \$80,809.79.
- *17. RESOLVED, that the Roxbury Township Board of Education approve the 2025/2026 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, 2025, until June 30, 2026. The fee for this service is \$17,213.00.

APPROVAL OF PURCHASES

- *18. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Chromebooks from Dell Technologies, One Dell Way, RR1 MS-17, 2nd Floor Collections Dept., Round Rock, TX in the amount of \$107,185.00 as per Dell Technologies Quote No. 3000186287179.1 and funded through Technology Lease.
- *19. RESOLVED, that the Roxbury Township Board of Education approve the window project purchase from Northeastern Interior Services, LLC., 5 Fairfield Ave., Little Falls, NJ for Roxbury High School in the amount of \$391,269.60 using #HCESC-SER-20F and funded through Capital Reserve.

- 20. RESOLVED, that the Roxbury Township Board of Education approve the window project purchase from Northeastern Interior Services, LLC., 5 Fairfield Ave., Little Falls, NJ for Lincoln Roosevelt School in the amount of \$234,733.20 using #HCESC-SER-20F and funded through Capital Reserve.
- *21. RESOLVED, that the Roxbury Township Board of Education approve the purchase of PaySchools Central Payment System (POS) from PaySchools, 4100 Holiday Street NW, Suite 101, Canton, OH for the district in the amount of \$49,812.00 and funded through the Food Service Enterprise Fund.

TRANSPORTATION REIMBURSEMENT

- *22. RESOLVED, that the Roxbury Township Board of Education approve the Transportation Reimbursement costs for the McKinney Vento student listed below in the amount of \$31,869.01.

<i>SID</i>	<i>School District</i>	<i>Dates</i>	<i>Amount</i>
7881853779	Dover Board of Education	12/15/23-6/13/24	\$13,548.37
7881853779	Dover Board of Education	8/28/24-12/15/24	\$10,470.47
		Administrative Fee 3%	\$720.57
			\$24,739.41
7881853779	Mine Hill Board of Education	12/16/24-2/28/25	\$6,921.94
		Administrative Fee 3%	\$207.66
			\$7,129.60
		TOTAL	\$31,869.01

USE OF VEHICLES FOR PROJECT GRADUATION

- *23. RESOLVED, that the Roxbury Township Board of Education approve the use of eight (8) buses from 9:30 PM on Friday, June 6, 2025 until 5:00 AM on Saturday, June 7, 2025 at no charge to Project Graduation. The buses will be used to transport approximately 300 Roxbury High School graduates in the Class of 2025 to Project Graduation, a chaperoned, half overnight party held at the Branchburg Sports Complex, 47 Readington Road, Branchburg, NJ.

ACCEPTANCE OF DONATION

- *24. RESOLVED, that the Roxbury Township Board of Education approve the donation from Lake Hopatcong Elks Lodge of \$1,000 for the Roxbury Township Public Schools Special Services Department.

B. Education (Resolutions 1-10)

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. 27 through 37.

- *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. 38 through 44.

FIELD TRIPS / COMPETITIONS

- *3. 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.

	School	Group	Estimated # of Students	Trip Destination	Location	Faculty Sponsor
1	RHS	Italian	40	Rosen Performing Arts Center, then Casa D'Pizza	Wayne & Denville, NJ	A.LaPara
2	RHS	Spanish V Honors	22	Fresco Mexicano	Chester, NJ	K.Lisa

- *4. RESOLVED, that the Roxbury Township Board of Education approve staff and students in the Autism and Multiple Disabilities programs for participation in **community-based instructional trip requests** to the destinations listed below effective March 18, 2025 through June 30, 2025.

	Trip Destination	Location
1	Missy's Main Street Cafe	Rockaway, NJ

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

- *5. RESOLVED, that the Roxbury Township Board of Education approve the 2024/2025 School Year Out-Of-District Placements/Services listed below:

State ID	School or Provider	Total Cost	Dates
1028331286	Byram Township Board of Education	\$6,755.00	2/7/25-6/30/25
5021598313	Shepard Preparatory High School	\$22,215.60	3/10/25-6/30/25

TUITION STUDENTS - 2023/2024

- *6. RESOLVED, that the Roxbury Township Board of Education approve the following tuition contract agreements for the 2023/2024 school year and/or extended school year.

State ID	Sending District	Program	Total	Dates
7881853779	Dover Board of Education	GenEd	\$12,335.43	12/15/23-6/13/24
4727586498	Dover Board of Education	GenEd	\$11,175.17	12/15/23-6/13/24
6114868318	Dover Board of Education	GenEd	\$11,175.17	12/15/23-6/13/24

TUITION STUDENTS - 2024/2025

- *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.

State ID	Sending District	Program	Total	Dates
4727586498	Dover Board of Education	GenEd	\$7,086.33	8/28/24-12/15/24

7881853779	Dover Board of Education	GenEd	\$7,882.39	8/28/24-12/15/24
7606184309	Manville Board of Education	GenEd	\$21,604.00*	8/28/24-6/30/25
4727586498	Mine Hill Twp. Board of Education	GenEd	\$607.40	12/15/24-1/3/25
7881853779	Mine Hill Twp. Board of Education	GenEd	\$12,386.61	12/15/24-6/18/25
*Amends the total amount resolution XVI.B.6 line 1 approved on February 24, 2025				

EXTENDED SCHOOL YEAR PROGRAM

*8. RESOLVED, that based on current and projected positive health conditions, the Roxbury Township Board of Education approve the 2025 Extended School Year Program as follows:

- June 30, 2025 - August 1, 2025 (Mondays - Thursdays) for 20 days
- 9:00 AM - 1:00 PM
- Locations: Nixon Elementary School & Roxbury High School
- In addition to the program dates, teachers are required to be available at least one day (not to exceed 4 hours) prior to June 30, 2025.

In addition to the program dates, teachers and related service providers are required to be available at least one day (not to exceed 4 hours) prior to June 30, 2025.

	<i>Positions</i>	<i>Hourly Rate of Pay</i>	<i>Program Hrs Not to exceed:</i>	<i>Program Total (incl One Prep Day prior to 7/1/24)</i>
a	Program Coordinator (1)	\$50.00	20 hours/week	\$5,200
b	Transition Coordinator (1)	\$45.00	Up to 18 hours/week	\$3,780
c	Special Education Teachers (18)	\$45.00 (NJ teaching certification)	Up to 18 hours/week	\$68,040
d	Substitute Teachers (as needed)	\$45.00 (NJ teaching certification) \$30.00 (county substitute certificate)	16 hours/week	
e	Nurses (1); Substitute Nurses (as needed)	\$45.00	Up to 18 hours/week	\$3,780
f	Occupational Therapists (3)	\$45.00	Up to 18 hours/week	\$11,340
g	Physical Therapist (1)	\$45.00	Up to 18 hours/week	\$3,780
h	Speech-Language Therapists (4)	\$45.00	Up to 18 hours/week	\$15,120
i	Counselors (1)	\$45.00	Up to 18 hours/week	\$3,780
j	Behaviorists (1)	\$45.00	Up to 18 hours/week	\$3,780
k	Paraprofessionals (54); Substitute Paraprofessionals (as needed)	\$20.00 (NJ teaching certification) \$17.00 (without NJ teaching cert)	Up to 17 hours/week	\$78,030

APPROVAL OF NEW COURSES

*9. RESOLVED, that the courses listed below be adopted as of the 2025/2026 school year:

	<i>Course</i>	<i>School / Course Level</i>	<i>Grade Level</i>	<i>Course Duration (FY, Sem, Q)</i>
1	Peer 2 Peer Art	RHS	9 - 12	FY

CURRICULUM WRITING

10. RESOLVED, that the courses listed in attached Exhibit E-1 be approved for curriculum writing for the 2025/2026 school year as indicated.

C. Personnel (Resolutions 1-17)

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	Granata, Giuseppa	RHS	Permanent Substitute Teacher	Resignation	2/24/25 #	#Amendments to 2/24/25, XVI.C.2.3 in order to accept leave-repl teaching position in district as indicated in 3/17/25, XVI.C.7.1.
2	Marchese, Jennifer	JES	Special Services Paraprofessional	Resignation	3/17/25	
3	Rohde, Stephanie	JES	Gr. 4 Teacher	Resignation	6/30/25	

REASSIGNMENTS / TRANSFERS

2. 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	Anarumo, Nicole	Special Education Paraprofessional AID.SPE.PT.NA.03	LRS	Special Education Paraprofessional AID.SPE.PT.NA.03	FES	3/18/25	Change of assignment from ERI to OCR/ICR
2	Beede, Agnes	Special Education Paraprofessional AID.SPE.PT.NA.57	KES	Special Education Paraprofessional AID.SPE.PT.NA.57	KES	3/18/25	Change of assignment from OCR to ERI
3	Hawko, Barbara	Special Education Paraprofessional AID.SPE.PT.NA.49	EMS	Special Education Paraprofessional AID.SPE.FT.NA.08	EMS	4/1/25	MD Program replacement in position.
4	Terrero, Amy	Special Education Paraprofessional	NES	Special Education Paraprofessional	NES	3/18/25	Change of assignment from AUT to OCR

		AID.SPE.PT.NA.13		AID.SPE.PT.NA.13			
5	Paitchell, Amy	Special Education Paraprofessional AID.SPE.PT.NA.28	NES	Special Education Paraprofessional AID.SPE.PT.NA.28	NES	3/18/25	Change of assignment from OCR to PSD

LEAVES OF ABSENCE

3. 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	17991	11/25/24	Using avail sick days	FMLA/NJFLA	6/2/25 (+)	(+) Amendments to 9/16/24, XVI.D.4.2.
2	18570	3/12/25 or sooner if nec #	Using 8 sick, then 3 personal days #	FMLA/NJFLA	8/25/25	# Amendments to 11/18/24, XVI.D.3.3.
3	18573	3/18/25 or sooner if nec ##	Using 7 sick, then available personal days ##	FMLA/NJFLA	9/8/25 ##	## Amendments to 11/18/24, XVI.D.3.4.
* 4	20121	3/26/25	Using 30 sick days, 3 personal & 4 vacation days	n/a	Upon release from physician	

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

4. RESOLVED, that Employee Number 7771 is placed on administrative leave with pay effective the afternoon of February 26, 2025 through March 12, 2025 in accordance with the provisions of NJSA 18A:6-8.3.

APPOINTMENTS

5. 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	Renteria, Isabel	TR	Bus Driver	24/25 RBDG	\$35.51 hourly	3/18/25	6/30/25	Replacement in position BUS.TR.DRI.RE.61

^ Pending completion of documentation in accordance with the law or district policy.

APPOINTMENTS - LEAVE REPLACEMENTS

6. 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	DeRosa, Christina	KES	Leave-replacement Gr. 2 Teacher	\$300.00 per diem	11/25/24	5/30/25 #	# Extends XVI.E.5.2 aprvd 10/14/24. Replacement in position TCH.KEN.GR2.NA.01.

* 2	Haines, Glenn	RHS	Leave-replacement Business Teacher	\$300.00 per diem	4/28/25 ^	5/30/25	Replacement in position TCH.RHS.BUS.NA.05.
3	Tully, Susan	FES	Leave-replacement School Counselor & Anti-Bullying Specialist	\$300.00 per diem	3/18/25	5/23/25	Replacement in position TCH.DS.GUI.NA.02.
^ Pending receipt and review of documentation in accordance with the law or district policy.							

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

	Name	Loc	Position	Salary Guide / Step	Salary	Start Date	End Date	Prior BOE Aprvl	Discussion
1	Granata, Giuseppa	RHS	Leave-replacement FCS Teacher	n/a	\$300.00 per diem	2/25/25	6/19/25	2/24/25	Replacement in position TCH.RHS.FAM.NA.03.

APPOINTMENTS - SUBSTITUTES

- *8. 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	Discussion
1	Dexter, Kyle	District	Teacher/Paraprofessional Substitute	3/18/25	6/30/25	
2	Fromme, Jessica	District	Teacher/Paraprofessional Substitute	3/18/25	6/30/25	
3	Marchese, Jennifer	District	Teacher/Paraprofessional Substitute	3/18/25	6/30/25	
4	Schabel, Brenda	District	Teacher/Paraprofessional Substitute	3/18/25	6/30/25	
5	Shelton, Ashlei	District	Teacher/Paraprofessional Substitute	3/18/25	6/30/25	
^ Pending receipt and review of documentation in accordance with the law or district policy.						

APPOINTMENTS - EXTRACURRICULAR

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

Grouped by POS LOC; Organized by POSITION

24/25 Athletic Appts										
	POS LOC	POSITION	ASSIGN-MENT	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	Equipment Manager	Spring	Misurelli, Frank	\$ 6,198	n/a	n/a	\$ 6,198	Amends & supersedes XVI.C.10.1, Exhibit HR-1, Row Nos. 6 & 7 aprvd 2/24/25.
2	RHS	Golf	Assistant	Spring	Dolan,	\$ 5,442	1	\$ -	\$ 5,442	

			Coach		James					
3	RHS	Outdoor Track	Assistant Coach	Spring	Haines, Glenn	\$ 5,442	1	\$ -	\$ 5,442	
4	RHS	Tennis - Boys'	Assistant Coach	Spring	Cantwell, Kevin	\$ 5,442	1	\$ -	\$ 5,442	

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

24/25 Specialized Consultants								
	Name	Position	Sport	Season	Loc. of Sport	Payment	Start Date	Discussion
1	Basso, Gregory	Specialized Consultant	Unified Flag Football - Trial Sport	Spring	RHS	\$2,000	3/18/25	Amends & supersedes XVI.C.11.2 aprvd 2/24/25. GB to serve as Co-Head Coach. Payments funded by the donation from the NY Jets aprvd 3/25/24, XV.A.18. Yr 2 or 3-yr trial period for Unified Flag Football aprvd 6/3/24, XVI.B.18.2.
2	Benfatti, Vanessa	Specialized Consultant	Outdoor Track	Spring	RHS	Volunteer-basis	3/18/25	Start date is pending completion of documentation in accordance with the law or district policy.
3	Christianse n, Michael	Specialized Consultant	Lacrosse-Boys'	Spring	RHS	Volunteer-basis	3/18/25	Start date is pending completion of documentation in accordance with the law or district policy.
4	Dancsecs, Matthew	Specialized Consultant	Lacrosse-Boys'	Spring	RHS	Volunteer-basis	3/18/25	Start date is pending completion of documentation in accordance with the law or district policy.
5	Tye, Dominique	Specialized Consultant	Outdoor Track	Spring	RHS	Volunteer-basis	3/18/25	
6	Zengel, Renee	Specialized Consultant	Outdoor Track	Spring	RHS	Volunteer-basis	3/18/25	

SALARY ADJUSTMENTS

11. 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 Discussion; then Organized by Name

	Name	Loc	Program/ Class	Extra Blocks assigned:	Effective	Salary Guide / Step	Addl. Salary not to exceed	Discussion
1	Neuman n, Erin	LRS	ICR Cycle	1 class daily during Period 7B	8/28/24 - 2/28/25 ++	24/25 BA+30 Step 8-9	\$4,043 ++	Student needs. ++Amendments to End Date and Salary aprvd 8/19/24, XVI.D.15, Exhibit HR1, Row Nos. 24 & 25.
2	Neuman n, Erin	LRS	ICR PE	1 class daily during Period 6B	8/28/24 - 2/28/25 ++	24/25 BA+30 Step 8-9	\$4,043 ++	

3	Gallo, Christine	EMS	Gr. 8 Math	1 period daily during Period 6	3/12/25^ - 6/18/25#	24/25 BA Step 12	\$4,498 ^	Coverage for TCH.EMS.MAT.NA.06. ^Amendments to Start Date and Salary aprvd 1/27/25, XVI.C.15, Row Nos. 3 - 6. # Or sooner if a successful leave-replacement candidate is hired.
4	Pena, Rebecca	EMS	Gr. 8 Algebra	1 period daily during Period 2	3/12/25^ - 6/18/25#	24/25 BA+15 Step 8-9	\$4,196 ^	
5	Trautz, Caryn	EMS	Gr. 8 Math	1 period daily during Period 5	3/12/25^ - 6/18/25#	24/25 MA+30 Step 13-15	\$5,328 ^	
6	Tucker, Elizabeth	EMS	Gr. 8 Math	1 period daily during Period 1	3/12/25^ - 6/18/25#	24/25 MA+30 Step 20	\$6,036 ^	
* 7	Donegan, Brendan	RHS	Physics H	1 block during Block 6 on B days w/in A/B day schedule @ RHS	2/11/25 - 3/5/25 ##	24/25 MA Step 23	\$1,322 ##	Coverage for TCH.RHS.SCI.NA.14. ## Amendments to 1/27/25, XVI.C.15, Row Nos. 12 - 15.
* 8	Kulick, Justin	RHS	AP Physics	1 block during Block 4 on A days w/in A/B day schedule @ RHS	2/11/25 - 3/5/25 ##	24/25 MA+30 Step 20	\$1,083 ##	
* 9	Lenox, Thomas	RHS	Physics H	1 block during Block 8 on B days w/in A/B day schedule @ RHS	2/11/25 - 3/5/25 ##	24/25 BA+30 Step 12	\$990 ##	
* 10	Shaw, James	RHS	Physics A	1 block during Block 2 on A days w/in A/B day schedule @ RHS	2/11/25 - 3/5/25 ##	24/25 MA Step 16-17	\$959 ##	

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

	Name	Loc	Position	Guide / Step	Annual Salary	Start Date	End Date	Discussion
1	Wildermuth, James	TR	Maintenance Worker	REA Maintenance	\$78,950 prorated	4/1/2025	6/30/25	Salary adjustment on first anniversary per Article LVIII; Base salary \$77,550 plus \$1,400 Electrician Stipend

13. 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	Services performed outside of Contractual Hours:	Effective	Hourly Rate based on individual's 24/25 Base salary	Hours conducted beyond contractual hours & not to exceed:
1	Beede, Agnes	Special Services Paraprofessional	Attendance at meetings for Special Education Programs	3/18/25 - 6/19/25	\$22.00	6
2	Colatrella, Colleen	Special Services Paraprofessional	Attendance at meetings for Special Education Programs	3/18/25 - 6/19/25	\$20.00	6
3	Husein, Amani	Special Services Paraprofessional	Attendance at meetings for Special Education Programs	3/18/25 - 6/19/25	\$23.75	6
4	Miller, Jackson	Special Services Paraprofessional	Attendance at meetings for Special Education Programs	3/18/25 - 6/19/25	\$20.00	6
5	Rivera, Joshua	Special Services Paraprofessional	Attendance at meetings for Special Education Programs	3/18/25 - 6/19/25	\$19.50	6

6	Rome, Angel	Special Services Paraprofessional	Attendance at meetings for Special Education Programs	3/18/25 - 6/19/25	\$23.00	6
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MENTORING

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

Novice Teacher			Mentoring Term in Roxbury					
	Name	Loc	No. of weeks of mentoring completed to date	Mentor	Start Date	End Date	No. of Wks #	Fee #
1	DeRosa, Christina	KES	n/a	Schiller, Nicole	11/25/24	5/30/25	25 #	\$458 #
# Amends XVI.E.15.1 aprvd 10/14/24.								

AUDIOVISUAL PRODUCTIONS

15. RESOLVED, that Ms. Patricia Scalamoni be approved on an as-needed and as-requested basis during the 2024/2025 school year to perform system maintenance and reconfiguration on the lighting console in the Eisenhower Middle School auditorium. This includes training staff on how to operate the console. Compensation for said services will be \$60 per hour and shall not exceed \$180.00.

COMMUNITY SCHOOL

16. RESOLVED, that 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
1	Brown, Karisa	LRS	Field Hockey Clinic	\$67.50/student	6/2/25	6/12/25	Min: 7 / Max: 25
2	Farling, Samantha	LRS	Field Hockey Clinic	\$67.50/student	6/2/25	6/12/25	Min: 7 / Max: 25

17. RESOLVED, that the staff listed below be appointed for the 2025-2026 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	Serra, Michael	RHS	Basketball Camp (Girls)	\$126/student	6/23/25	9/27/25	Min: 25 / Max: 60
2	Brennan, Lauren	EMS	Film Camp (Grade 5)	\$157.50/student	7/7/25	7/11/25	Min: 5 / Max: 14

D. 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 April 28, 2025 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

-Grouped by "School/Course Level", then organized by "Course".

-Unless otherwise noted, proposed hours provided is the total amount allotted for the grade level or grade span shown.

	<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>
1	Handwriting	Elem	2	FY	Revision	15
2	Math	Elem	4	FY	Revision	15
3	Science	Elem	K	FY	Revision	15
4	Science	Elem	1	FY	Revision	15
5	Science	Elem	2	FY	Revision	15
6	Science	Elem	3	FY	Revision	15
7	Science	Elem	4	FY	Revision	15
8	Spanish	Elem	4	Cycle Equivalent	Rewrite	10
9	Writing Assessments	Elem	1	FY	Revision	15
10	Writing Assessments	Elem	2	FY	Revision	15
11	Writing Assessments	Elem	3	FY	Revision	15
12	Writing Assessments	Elem	4	FY	Revision	15
13	Science	LRS	5	FY	Revision	15
14	Science	LRS	6	FY	Revision	15
15	Social Studies	LRS	6	FY	Revision	15
16	Writing Assessments	LRS	5	FY	Revision	15
17	Writing Assessments	LRS	6	FY	Revision	15
18	Accounting	EMS	7 - 8	Cycle Equivalent	Rewrite	10
19	Financial Literacy	EMS	7 - 8	Cycle Equivalent	Rewrite	10
20	Pre-Algebra	EMS	7	FY	Revision	15
21	Sports Statistics	EMS	7 - 8	Cycle Equivalent	Rewrite	10
22	Stock Market Game	EMS	7 - 8	Cycle Equivalent	Rewrite	10
* 23	Algebra I H/Applications of Algebra	EMS, RHS	8 - 9	FY	Revision	15
* 24	AP African American Studies	RHS	10 - 12	FY	New	35
* 25	AP Calculus AB	RHS	12	FY	Revision	15
* 26	AP Calculus BC	RHS	12	FY	Revision	15
* 27	AP French	RHS	11 - 12	FY	Rewrite	20
* 28	AP Literature & Composition	RHS	11	FY	Revision	15
* 29	AP Seminar	RHS	10	FY	Revision	15
* 30	English IV: Mystery and Suspense	RHS	12	Sem	Revision	10
* 31	English IV: Utopia	RHS	12	Sem	Revision	10
* 32	English IV: War and Literature	RHS	12	Sem	New	17.5
* 33	Entrepreneurship	RHS	9 - 12	Sem	Rewrite	15

-Grouped by "School/Course Level", then organized by "Course".

-Unless otherwise noted, proposed hours provided is the total amount allotted for the grade level or grade span shown.

	<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>
* 34	Environmental A	RHS	10 - 12	FY	Rewrite	20
* 35	Financial Literacy	RHS	9 - 12	Sem	Revision	20
* 36	Graphic Design III	RHS	11 - 12	FY	New	35
* 37	Heritage Spanish	RHS	10 - 12	FY	Rewrite	20
* 38	Introduction to Data Science and Machine Learning	RHS	9 - 12	FY	New	35
* 39	Introduction to Wildland Fire	RHS	12	FY	New	35
* 40	Peer 2 Peer Art	RHS	9 - 12	FY	New	35
* 41	Pilot Pathway I	RHS	9 - 12	FY	Revision	15
* 42	Pilot Pathway II	RHS	9 - 12	FY	Revision	15
* 43	Political, Legal and Social Movements (formerly Political and Legal Studies)	RHS	10 - 12	FY	Rewrite	20
* 44	Practical World of Chemistry	RHS	11 - 12	FY	New	35
* 45	Spanish II A	RHS	9 - 12	FY	Rewrite	20
* 46	Spanish II H	RHS	9 - 12	FY	Rewrite	20
* 47	Strength & Performance Development	RHS	9 - 12	FY	New	35