

**DISTRICT OF ROXBURY TOWNSHIP
MINUTES OF SPECIAL MEETING OF THE BOARD OF EDUCATION
AUGUST 17, 2020**

HYBRID – BOTH VIRTUAL AND HELD AT ROXBURY HIGH SCHOOL
1 Bryant Drive, Succasunna, New Jersey

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

I. MEETING CALLED TO ORDER

The meeting was called to order at 7:02 p.m. remotely from Roxbury High School (hybrid meeting) with Board President Scheneck presiding.

Mr. Mondanaro announced that this Special meeting of the Roxbury Township Board of Education is being held to take action and hold discussion on business before the Board tonight, and that the New Jersey Open Public Meetings Law was enacted to ensure the right of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Roxbury Township Board of Education has caused written notice of tonight's meeting and copies of the agenda for tonight's meeting to be transmitted to:

Roxbury Register – Newspaper

Daily Record – Newspaper

Roxbury Website – <http://www.roxbury.org/domain/43>

Municipal Clerk

Roxbury Public Library

The notice of tonight's meeting and a copy of tonight's agenda have been posted in the Board's Business Office.

II. ROLL CALL

The roll was taken and a quorum deemed present.

MEMBERS PRESENT: Mrs. Rachel Byrne, Mrs. Heather Champagne, Mr. Leo Coakley,
Mrs. Anne Colucci, Mrs. Michelle Danielson, Mr. Dan Masi,
Mrs. Danielle McCabe, Mrs. Kathy Purcell, Ms. Carol Scheneck

MEMBERS ABSENT: Mr. Joseph Bocchino

ADMINISTRATION PRESENT: Mrs. Loretta Radulic, Mrs. Maryann Gibbs, Mr. Joseph Mondanaro

OTHERS PRESENT: Ms. Nathanya Simon, Esq., Scarinci Hollenbeck LLC

III. RESOLUTION TO MEET IN EXECUTIVE SESSION

Mrs. Colucci motioned and Mrs. McCabe seconded the motion that the resolution to meet in Executive Session be approved as presented. The motion was approved by unanimous agreement.

IT IS RESOLVED, that the Roxbury Township Board of Education hold an Executive Session on August 17, 2020 regarding personnel matters, student matters, negotiations and attorney client privilege

IV. PUBLIC SESSION

Public Session was called to order at 7:28 p.m. remotely from Roxbury High School (hybrid meeting), President Scheneck presiding.

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V. PLEDGE OF ALLEGIANCE

Members of the Board, the Administration and the Public participated in the salute to the flag.

VI. PRESENTATIONS

None

VII. CORRESPONDENCE

None

VIII. STUDENT REPRESENTATIVE'S COMMENTS

None

IX. BOARD PRESIDENT'S COMMENTS

Board President, Ms. Scheneck, commented on the change to the school calendar.

X. SUPERINTENDENT'S REPORT

Superintendent, Mrs. Radulic, gave the following statement:

This is the time of year where traditionally the excitement in the air is palpable as we prepare for the return of our staff and students. In that way, this year is no different - even if it has brought with it an exorbitant amount of extra planning. This will be a year of twists and turns, ups and downs, a rollercoaster ride where no one is certain of the ending.

However, this is what I can tell you. We have been working hard to make sure that we can open in a safe manner for both students and staff. While no guarantee in life can be 100%, we have worked to minimize risk as much as possible. Every classroom will be equipped with a wall mounted sanitation station. Those in the elementary schools will be touchless. Sanitation stations will also be located in our hallways. We began ordering PPE back in March - shout out to Mr. Riffle, our B & G Director who has been proactive and began acquiring masks, face shields, sanitizer, spray bottles, gloves, and disposable exam gowns since March. We have a significant amount of PPE to protect our students and staff. For example, we have over 9000 masks on site. We have been proactive in taking the safety of our staff and students seriously and will continue to do so.

When we heard there were concerns about the air quality of the HS, we had it tested immediately on July 21st. "The results indicated that the ventilation system was providing adequate fresh air to the building based on the sampling results. All indoor quality sampling results were acceptable in all areas." I share this with you for two reasons: 1) to illustrate the value we place on our employees and students. You've heard me talk about "my kids" in the past. Well, I feel the same way about "my teachers." I'm sure the community would agree that they are the lifeblood of the education system, and I am truly grateful for the work they do with our children. Therefore, I take their safety seriously and will be checking the air quality weekly through our B & G testing and monthly or more if a trend is discovered through the Aero Environmental Services company. The second reason I share this information is to provide perhaps a small comfort to those who are concerned about returning to our HS building in particular.

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Deciding to open is a decision that we have not taken lightly. Our meetings to plan our re-opening began in early June and have involved a multitude of stakeholder groups. The community has indicated its desire to get our students back into the classrooms and teachers have shared that wish, but we have taken a very conservative approach by filling our buildings to only 50% capacity, by shortening our in-person school day to only four hours, by eliminating serving lunch on site, by creating cohorts where possible, by enhancing our sanitation and hygiene practices, by providing signage, by providing PPE, and by offering virtual instruction to those who seek it.

In addition to making preparations for our students and staffs' return, I've also been in contact with the NJ DOE, our health officer, and other Morris County superintendents. As I've shared before, we meet every Tuesday, but when there are updates that require communication, we add meetings. At our most recent meeting on Thursday, August 13th, we discussed re-opening once again. The majority of the school districts in Morris County are staying the course and opening with a hybrid model similar to ours. There was one school district in Morris County who will begin the school year virtually because they have 10 students who have tested positive and are on quarantine, and they do not have an appropriate amount of PPE. There was another district who was considering beginning virtually for the first two weeks to address staffing issues, but they have since resolved the issue and plan to open at the end of August. Again, the majority of the districts plan to stay the course. There's a simple reason for that. As I've shared with the BOE, Morris County remains overwhelmingly healthy. According to the CDC website on the COVID-19 Activity Level Report, Morris County is in the LOW range. I will be sharing this report with both the community and the staff in an upcoming correspondence.

Additionally, according to the Office of Health Management website, we have experienced a small increase over the last few weeks during this summer of travel and get togethers. 283 cases were identified on August 4th which increased by 5 on August 5th, increased again by 1 on August 6th and then remained steady with no increases for five days before another increase of 1. (From: <https://health.morriscountynj.gov/coronavirus/#cases>) In speaking with our public health officer who was able to obtain more current information, I was told there were a total of 317 cases on Friday, August 13th with only TWO active cases of the 317. I'll say that again, only TWO active cases in Roxbury with a population of nearly 23,000 people. I am awaiting a response from our Regional Epidemiologist to obtain death totals and negative test results for Roxbury residents. In our conversation, he agrees that it is better to reserve going remote for the flu season should the need arise. As I've stated before, we will be carefully reviewing the health of our students and staff daily and weekly to identify trends and to take immediate action if needed.

We have followed the guidance provided by the New Jersey Department of Education and have submitted our plan. We are confident that we have fulfilled the NJ DOE requirements for safely opening our schools. I should receive word on its approval later this week. However, please be assured that if, and that's a big IF there are any weaknesses to our plan, it will be addressed immediately so that we can open our doors to a new school year with confidence and assurances to the most important people who enter - our students, staff, and administration.

An interesting question was posed the other day. Would we allow staff to wear scrubs to work since they are easier to clean than regular clothing. Professional dress is important for professional people. However, I am certainly open to our staff wearing neat, clean scrubs. Perhaps an unintended consequence to this situation will be more students interested in the sciences. Not a bad thing. Tomorrow we have a Cabinet meeting. We will have our final conversations around staffing. At this point, we have less than two dozen staff members who require accommodations, and I am very proud and grateful of that fact.

The REA President is going to make a statement to the public, but before she does, I want the community to know how much I respect the dedication and commitment of our teachers. They care about the students and that's the most important part of being a great teacher. The administration and Board of Education, if I may be so bold to speak on their behalf, recognize the fears associated with the unknown and the impact that this virus is having on the mental health of students, staff,

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and families. We recognize the impact on family dynamics as the familiarity of life has been drastically changed. And we recognize the impact of contradictory news reports, biases, and divisions. Through it all we have remained Roxbury Strong and have focused on preparing the students of today for tomorrow. We will continue to do so no matter the circumstances because we also recognize that we are all in this together.

Mr. Mondanaro played a video recording from REA President, Ms. Allyson Spargo.

President Scheneck thanked Ms. Spargo and commented on the recording, then opened the discussion for any other board members regarding the recording from Ms. Spargo.

Mrs. Purcell responded to Ms. Spargo and thanked her for her thoughtful comments.

Mr. Coakley commented on Ms. Spargo's eloquent comments and stated he is in support of opening.

Mr. Masi expressed agreement with Mr. Coakley, commenting our plan is a good one.

Mrs. Champagne thanked Ms. Spargo for her comments and for sharing the feelings of her teachers.

Ms. Scheneck thanked Ms. Spargo for her terrific speech. She mentioned the courts are still not open and her concerns regarding air quality.

XI. BUSINESS ADMINISTRATOR'S REPORT

Business Administrator, Mr. Joseph Mondanaro, reported regarding the following:

- We currently have a large quantity of PPE and sanitizer on hand with more orders being processed. I want to thank our Buildings and Grounds Director, Mr. Peter Riffel, for tracking down these supplies over the past few months for us. The following is some of the equipment on hand:
 - Approximately 1500 disposable gowns
 - 350 face shields
 - 9000 disposable face masks
 - We have some N-95's for our nursing staff, we are trying to acquire more
 - 212 hand sanitizing dispensers for every classroom as well as the hallways (these are currently being installed by our Buildings and Grounds staff). We are trying to place most of the non-touch dispensers in the K-4 classrooms, 5-12 will have pump dispensers.
 - 158 gallons of hand sanitizer
 - 1000 bottles of hand sanitizer ranging in size from 8-16 ounces
 - 36 cases of exam gloves

XII. MINUTES

1. Minutes of the Executive Session of July 20, 2020

Mrs. Colucci motioned and Mr. Coakley seconded the motion that the minutes of the Executive Session of July 20, 2020 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Byrne: Yes; **Mrs. Champagne:** Yes; **Mr. Coakley:** Yes; **Mrs. Colucci:** Yes;
Mrs. Danielson: Yes; **Mr. Masi:** Yes; **Mrs. McCabe:** Yes; **Mrs. Purcell:** Yes;
Ms. Scheneck: Yes

2. Minutes of the Regular Meeting of July 20, 2020

Mrs. Danielson motioned and Mrs. McCabe seconded the motion that the minutes of the Regular Meeting of July 20, 2020 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Byrne: Yes; **Mrs. Champagne:** Yes; **Mr. Coakley:** Yes; **Mrs. Colucci:** Yes;
Mrs. Danielson: Yes; **Mr. Masi:** Yes; **Mrs. McCabe:** Yes; **Mrs. Purcell:** Yes;
Ms. Scheneck: Yes

3. Minutes of the Board Retreat of July 22, 2020

Mrs. Purcell motioned and Mrs. McCabe seconded the motion that the minutes of the Board Retreat of July 22, 2020 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Byrne: Yes; **Mrs. Champagne:** Yes; **Mr. Coakley:** Yes; **Mrs. Colucci:** Yes;
Mrs. Danielson: Yes; **Mr. Masi:** Yes; **Mrs. McCabe:** Yes; **Mrs. Purcell:** Yes;
Ms. Scheneck: Yes

4. Minutes of the Special Meeting of July 27, 2020

Mr. Masi motioned and Mrs. Champagne seconded the motion that the minutes of the Special Meeting of July 27, 2020 be accepted as amended.

The motion was approved by roll call vote.

Mrs. Byrne: *Abstain*; **Mrs. Champagne:** Yes; **Mr. Coakley:** Yes; **Mrs. Colucci:** Yes;
Mrs. Danielson: Yes; **Mr. Masi:** Yes; **Mrs. McCabe:** Yes; **Mrs. Purcell:** Yes;
Ms. Scheneck: Yes

5. Minutes of the Special Meeting of July 30, 2020

Mrs. McCabe motioned and Mrs. Danielson seconded the motion that the minutes of the Special Meeting of July 30, 2020 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Byrne: Yes; **Mrs. Champagne:** Yes; **Mr. Coakley:** Yes; **Mrs. Colucci:** Yes;
Mrs. Danielson: Yes; **Mr. Masi:** Yes; **Mrs. McCabe:** Yes; **Mrs. Purcell:** Yes;
Ms. Scheneck: Yes

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

Claudia Izzi commented on the recording by Mrs. Spargo and policies 5600 and 5610.

Maureen Leonard commented on air quality and classroom set up.

Minnie Borrero commented on PPE, risk management and legal liability, quarantining and sub teachers.

Sandra winters commented regarding virtual plan.

XIV. ACTION ITEMS

A. Finances (Resolution 1-11)

Mrs. Colucci motioned and Mr. Coakley seconded the motion that Finances Resolutions 1 through 11 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Byrne: Yes to all that she is able to vote on; **Mrs. Champagne:** Yes to all;
Mr. Coakley: Yes to all; **Mrs. Colucci:** Yes to all; **Mrs. Danielson:** Yes to all;
Mr. Masi: Yes to all; **Mrs. McCabe:** Yes to all; **Mrs. Purcell:** Yes to all;
Ms. Scheneck: Yes to all

TRAVEL REQUESTS

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

| | Name | Workshop Title | Place | Date of Workshop | Registration Fee | Total Estimated Expenses |
|---|------------------------|---|----------------|------------------------------------|------------------|--------------------------|
| 1 | Gallagher, Amy | Virtual Inclusion Leadership Conference | 4 Virtual | 8/31/2020 | \$25.00 | \$25.00 |
| 2 | Speronza, Jane-Frances | Adult Wheel-throwing Class | 4 Madison, NJ* | 9/6/ thru 11/1/2020 (Sundays Only) | \$365.00 | \$598.60 |

*Must adhere to all safety procedures and social distancing measures.
 Notes: 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.

MT. ARLINGTON BOARD OF EDUCATION - TUITION AGREEMENT

- *2. IT IS RESOLVED, that the Roxbury Township Board of Education approve a Tuition Contract Agreement with the Mt. Arlington Board of Education, 446 Howard Boulevard, Mt. Arlington, NJ. The Roxbury Township Public School District will provide educational services in accordance with the applicable New Jersey Statutes and the rules and regulations of the State Board of Education for Mt. Arlington students in grades 9 through 12. This agreement shall be in effect for the 2020/2021 school year. The education services shall commence on September 8, 2020 and terminate on June 24, 2021. Tuition charges shall be \$16,280 per pupil.

MORRIS COUNTY VOCATIONAL SCHOOL - TUITION AGREEMENT

- *3. IT IS RESOLVED, that the Roxbury Township Board of Education approve the Tuition Contract Agreement with the Morris County Vocational School District Board of Education, 400 East Main Street Denville, NJ. The Morris County Vocational School District will provide educational services in accordance with the applicable New Jersey Statutes and the rules and regulations of the State Board of Education for Roxbury students. This agreement shall be in effect for the 2020/2021 school year. The education services shall commence on September 2, 2020 and terminate on June 18, 2021. Tuition charges shall be as follows:

| | <i>Regular Education</i> | <i>Special Education</i> |
|-------------------|--------------------------|--------------------------|
| Full-time Student | \$9,180 | \$11,118 |
| Part-time Student | \$4,539 | \$5,508 |

SHARED SERVICE AGREEMENTS

- *4. IT IS RESOLVED, that the Roxbury Township Board of Education approve a Shared Service Agreement for Vehicle Repairs with the Educational Services Commission of Morris County, hereinafter referred to as ESCMC. The Roxbury Township Board of Education will provide fleet maintenance services to ESCMC as described in the agreement on site at the Roxbury Transportation Garage. This agreement shall be effective for a one year period from July 1, 2020 to June 30, 2021.
- *5. IT IS RESOLVED, that the Roxbury Township Board of Education approve a Shared Service Agreement for Vehicle Repairs with the Dover Board of Education, hereinafter referred to as Dover. The Roxbury Township Board of Education will provide fleet maintenance services to Dover as described in the agreement on site at the Roxbury Transportation Garage. This agreement shall be effective for a one year period from July 1, 2020 to June 30, 2021.

LEAD TESTING STATEMENT OF ASSURANCE

- *6. IT IS RESOLVED, that the Roxbury Township Board of Education approves the submission of the district's Statement of Assurance Regarding Lead Testing for the 2019/2020 school year to the New Jersey Department of Education.

PAYMENT APPLICATION

- *7. IT IS RESOLVED, that the Roxbury Township Board of Education approve the following payments to the following contractor:

| Contractor | Project | Payment No. | Amount |
|---|--|-------------|--------------|
| Billy Contracting and Restoration, Inc. | Jefferson Elementary School Roof Replacement | 2 | \$150,234.00 |

AWARD OF BID

- *8. A Notice for sealed proposals for Printing (Preprinted Forms & Stationery) was advertised using Ed-Data in accordance with the provisions of the Public Contracts Law N.J.S.A. 18A:18A-21. Proposals were received, opened and read publicly at 11:00 a.m. on Thursday, July 30, 2020, by the School Business Administrator at the Board of Education Office, 42 North Hillside Avenue, Succasunna, New Jersey.

IT IS RESOLVED, that the Roxbury Township Board of Education award the Printing (Preprinted Forms & Stationery) proposal to the low bidder per item as listed below.

| ITEM DESCRIPTION | HAWK GRAPHICS | RIDGEWOOD PRESS | CENTURION | GRAPHICS SERVICE BUREAU |
|--|---------------|-----------------|-------------|-------------------------|
| Graduation Ticket | \$120.00* | \$240.00 | \$180.00 | \$200.00 |
| Graduation Program | \$1,760.00 | \$1,700.00* | \$3,900.00 | \$3,240.00 |
| Charge Sheets | \$275.00 | \$250.00* | \$775.00 | \$325.00 |
| Envelope RHS - Window Return | \$240.00 | \$240.00 | \$420.00 | \$180.00* |
| Envelope RHS - Printed Return | \$750.00* | \$750.00* | \$1,500.00 | \$750.00* |
| Emergency Info - Athletics | \$300.00* | \$300.00* | \$660.00 | \$320.00 |
| Physician's Notification | \$400.00 | \$350.00* | \$1,350.00 | \$350.00* |
| Emergency Cards Students | \$120.00* | \$120.00* | \$360.00 | \$800.00 |
| Emergency Cards Staff | \$20.00* | \$60.00 | \$65.00 | \$95.00 |
| Emergency Cards Preschool | \$20.00* | \$30.00 | \$44.00 | \$60.00 |
| Permanent Record Folders | \$360.00* | \$600.00 | \$1,380.00 | \$2,000.00 |
| Secondary School Test Record | \$140.00 | \$120.00* | \$280.00 | \$400.00 |
| School Profiles | \$185.00* | \$450.00 | \$450.00 | \$285.00 |
| Program of Studies | \$3,500.00 | \$3,730.00 | \$1,445.00* | \$5,770.00 |
| Memo Pads - Imprinted | \$19.00* | \$37.00 | \$26.30 | \$95.00 |
| Business Cards | \$65.00 | \$60.00 | \$55.00* | \$135.00 |
| BUSINESS CARDS - Postcards for Senior Art Show | \$40.00* | \$70.00 | \$65.00 | \$99.00 |
| MEMO PADS - Name Plates | \$125.00 | \$122.50 | \$161.25 | \$75.00* |
| Certificate of Excellence | \$100.00* | \$300.00 | \$135.00 | \$130.00 |
| *indicates low bid for item | | | | |

CHANGE ORDERS

9. WHEREAS, the Roxbury Township Board of Education awarded a contract for the Window Replacement at Eisenhower Middle School project to Panoramic Window & Door Systems, Inc. at the January 27, 2020 board meeting, and

WHEREAS, unforeseeable physical conditions and/or minor modifications to the project scope have arisen, and

WHEREAS, N.J.A.C. 6A:26-4.9(a)1 permits district boards of education to approve change orders to the contract;

WHEREAS, an allowance for contingency GC-1 for General Repair of \$30,000 exists for this project; \$0.00 of this contingency allowance is being applied to this change order which will not reduce the allowance for contingency GC-1, and

WHEREAS, an allowance for contingency GC-2 for Window Stool Replacement (150 LF) of \$6,000 exists for this project; \$0.00 of this contingency allowance is being applied to this change order which will not reduce the allowance for contingency GC-2,

NOW THEREFORE IT IS RESOLVED, that the Roxbury Township Board of Education approve Change Order CO-01 to the Window Replacement at Eisenhower Middle School project. The contract sum remains unchanged by this change order. The new Contract Sum including this Change Order will be \$419,600.00. The contract time will be changed by 70 days. The new Contract Date for Substantial Completion as of the date of this change order therefore is October 30, 2020.

| Change Order | Scope of Work | Amount |
|--------------|--|--------|
| CO-01 | This contract is changed as follows: ALLOWANCE GC-1 - General Repair Due to delay in delivery of windows caused by the COVID-19 shutdown that has impacted the manufacturer, Article 3.3.1 is amended to change the substantial completion date to October 30, 2020. | \$0.00 |
| | ALLOWANCE GC-2 Window Stool Replacement (150 LF) | \$0.00 |

10. WHEREAS, the Roxbury Township Board of Education awarded a contract for the Roof Replacements at Jefferson Elementary School and Eisenhower Middle School project to Billy's Contracting & Restoration, Inc. at the March 12, 2020 board meeting, and

WHEREAS, unforeseeable physical conditions and/or minor modifications to the project scope have arisen, and

WHEREAS, N.J.A.C. 6A:26-4.9(a)1 permits district boards of education to approve change orders to the contract;

WHEREAS, a General Repair allowance for contingency for Jefferson Elementary School of \$40,000 exists for this project; \$9,600 of this contingency allowance is being applied to this change order which will reduce the General Repair allowance for contingency for Jefferson Elementary School to \$30,400, and

WHEREAS, a General Repair allowance for contingency for Eisenhower Middle School of \$10,000 exists for this project; \$0.00 of this contingency allowance is being applied to this change order which will not reduce the General Repair allowance for contingency for Eisenhower Middle School.

NOW THEREFORE IT IS RESOLVED, that the Roxbury Township Board of Education approve Change Order CO-01 to the Roof Replacements at Jefferson Elementary School and Eisenhower Middle School project. The contract sum remains unchanged by this change order. The new Contract Sum including this Change Order will be \$1,639,000.00. The contract time will be changed by 0 days. The contract date for substantial completion as of the date of this change order therefore is August 28, 2020.

| Change Order | Scope of Work | Amount |
|--------------|---|------------|
| CO-01 | This contract is changed as follows: Contractor shall furnish all labor, materials and equipment to effect the following changes in the work: ALLOWANCE General Repair - Jefferson Elementary School Additional 8" Fascia Extender - JES | \$9,600.00 |
| | ALLOWANCE General Repair - Eisenhower Middle School | \$0.00 |

APPROVAL OF NONPUBLIC TEXTBOOK PROGRAM

- *11. IT IS RESOLVED, that the Roxbury Township Board of Education approve the 2020/2021 Nonpublic Textbook Aid for nonpublic schools in the district in the amounts listed below for the purchase of textbooks for the nonpublic school

| | |
|---|------------|
| American Christian School | \$5,315.00 |
| Morris County Educare & Enrichment Center | \$428.00 |
| Saint Therese School | \$9,041.00 |

B. Education (Resolutions 1-8)

Mr. Masi motioned and Mr. Coakley seconded the motion that Education Resolutions 1 through 8 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Byrne: Yes to all that she is able to vote on; **Mrs. Champagne:** Yes to all;
Mr. Coakley: Yes to all; **Mrs. Colucci:** Yes to all; **Mrs. Danielson:** Yes to all;
Mr. Masi: Yes to all; **Mrs. McCabe:** Yes to all; **Mrs. Purcell:** Yes to all;
Ms. Scheneck: Yes to all

SCHOOL CALENDAR

- *1. IT IS RESOLVED, that the school calendar be amended for the 2020/2021 school year as presented. (Exhibit E1)

HIB REPORT

- *2. IT IS RESOLVED, that the Roxbury Township Board of Education affirms the Superintendent's decisions provided in the Harassment, Intimidation, and Bullying Report for the 2019/2020 school year, ending as of June 24, 2020.
- *3. IT IS RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2020/2021 school year, beginning July 1, 2020 and ending August 13, 2020 for Incident No. 1.

COMPREHENSIVE EQUITY PLAN

- *4. IT IS RESOLVED, that the Roxbury Township Board of Education approve the submission of the district's Comprehensive Equity Plan Annual Statement of Assurance for the 2020/2021 school year to the Morris County Office of Education.

DISTRICT PROFESSIONAL DEVELOPMENT

- *5. IT IS RESOLVED, that the Roxbury Township Board of Education approve the submission of its District Professional Development Plan Statement of Assurance for the 2020/2021 school year to the NJ Department of Education.

DISTRICT MENTORING PLAN

- *6. IT IS RESOLVED, that the Roxbury Township Board of Education approve the submission of its District Mentoring Plan Statement of Assurance for the 2020/2021 school year to the NJ Department of Education.

OUT-OF-DISTRICT PLACEMENTS/SERVICES - 2020/2021

- *7. IT IS RESOLVED, that the Roxbury Township Board of Education approve the 2020/2021 Extended School Year and 2020/20201 School Year Out-of-District Placements/Services listed below:

| File Number | School or Provider | Total Cost | Dates |
|-------------|--|--------------|----------------|
| 208779 | Home & Hospital Medical Personnel Inc. | \$105,600.00 | 9/1/20-6/30/21 |
| 209534 | Benway School | \$127,640.30 | 7/6/20-6/30/21 |
| 202275 | Strang School | \$104,019.30 | 7/6/20-6/30/21 |
| 208873 | Bergen County Special Services | \$6,600.00 | 9/1/20-6/30/21 |

TUITION STUDENTS

- *8. IT IS RESOLVED, that the Roxbury Township Board of Education approve the following tuition contract agreements for the 2020/2021 school year and/or extended school year.

| State ID | Sending District | Program | Total |
|------------|---------------------|----------|-------------|
| 8030491035 | State of New Jersey | GE/LLD | \$22,948.22 |
| 8543370680 | Mt. Arlington | GE/ResRm | \$18,863.00 |

C. Policies (Resolution 1)

Mr. Masi motioned and Mr. Coakley seconded the motion that Policies Resolution 1 be accepted as amended: items (k), (p), and (l) are tabled.

The motion was approved by roll call vote.

Mrs. Byrne: Yes; Mrs. Champagne: Yes; Mr. Coakley: Yes; Mrs. Colucci: Yes; Mrs. Danielson: Yes; Mr. Masi: Yes; Mrs. McCabe: Yes; Mrs. Purcell: Yes; Ms. Schneck: Yes, however, Rescue to item (e) and item (o) only.

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

| | Policy/Regulation Number | Policy/Regulation Title | Exhibit Number |
|---|---------------------------------------|--|----------------|
| a | Policy 1649 (New) | Federal Families First Coronavirus (COVID-19) Response Act (M) | P1 |
| b | Policy 2270 (Revised) | Religion in Schools | P2 |
| c | Policy 2431.3 (Revised) | Heat Participation Policy for Student-Athlete Safety (M) | P3 |
| d | Policy 2622 (Revised) | Student Assessment (M) | P4 |
| e | Policy 3216 (Revised) | Dress and Grooming | P5 |
| f | Policy & Regulation 5111 (Revised) | Eligibility of Resident/Nonresident Students (M) | P6 & P7 |
| g | Policy & Regulation 5200 (Revised) | Attendance (M) | P8 & P9 |
| h | Policy & Regulation 5320 (Revised) | Immunization | P10 & P11 |
| i | Policy & Regulation 5330.04 (Revised) | Administering an Opioid Antidote (M) | P12 & P13 |
| j | Regulation 5511 (Revised) | Dress Code | P14 |
| m | Policy 5620 (Revised) | Expulsion (M) | P17 |
| n | Policy & Regulation 8320 (Revised) | Personnel Records (M) | P18 & P19 |
| o | Regulation 3270 (Revised) | Lesson Plans and Plan Books | P20 |

The following items have been tabled.

| | Policy/Regulation Number | Policy/Regulation Title | Exhibit Number |
|---|---------------------------|------------------------------------|----------------|
| k | Policy 5610 (Revised) | Suspension (M) | P15 |
| l | Regulation 5610 (Revised) | Suspension Procedures (M) | P16 |
| p | Regulation 5600 (Revised) | Student Discipline/Code of Conduct | P21 |

D. Personnel (Resolutions 1-13)

Mrs. Purcell motioned and Mrs. Colucci seconded the motion that Personnel Resolutions 1 through 13 be accepted as presented.

The motion was approved by roll call vote.

Mrs. Byrne: Yes to all that she is able to vote on; **Mrs. Champagne:** Yes to all;
Mr. Coakley: Yes to all; **Mrs. Colucci:** Yes to all; **Mrs. Danielson:** Yes to all;
Mr. Masi: Yes to all; **Mrs. McCabe:** Yes to all; **Mrs. Purcell:** Yes to all;
Ms. Scheneck: Yes to all

JOB DESCRIPTIONS

- *1. IT IS RESOLVED, that the Roxbury Township Board of Education approve the job description for Technology Coordinator CM-6. (Exhibit HR1)

RESIGNATIONS, RETIREMENTS, TERMINATIONS

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

Organized by Name

| | Name | Loc | Position | Action | Final day of employment | Discussion |
|------|---------------------|----------|------------------------------------|----------------------------------|-------------------------|---|
| * 1 | Bishop, Charles | B&G | Summer Laborer | Rescind appointment | | Declined offer app'd 6/22/20 C.9.3 |
| 2 | DeiRosario, Monica | NES | Special Education Paraprofessional | Resignation for personal reasons | 8/31/20 | To accept teaching position in district |
| * 3 | Feller, Jeffrey | RHS | Special Education Paraprofessional | Resignation for personal reasons | 6/30/20 | |
| 4 | Giammona, Julia | LRS | Special Education Paraprofessional | Resignation for personal reasons | 6/30/20 | |
| 5 | Keil, Jennifer | FES | Title 1 Paraprofessional | Resignation for personal reasons | 6/30/20 | |
| * 6 | Kreider, Troy | RHS | Permanent Substitute Teacher | Resignation for personal reasons | 8/31/20 | Added to substitute teacher roster |
| 7 | O'Leary, Carolyn | NES | Title 1 Paraprofessional | Resignation for personal reasons | 6/30/20 | |
| * 8 | Rehman, Teresa | DIST | Director of Technology | Resignation for personal reasons | 8/31/20 | |
| 9 | Santelli, Diana | LRS, EMS | ESL Teacher | Resignation for personal reasons | 6/30/20 | |
| 10 | Wake-Rotolo, Sara | FES | Special Education Paraprofessional | Resignation for personal reasons | 6/30/20 | |
| 11 | Wason, Devin | JES, KES | Music Teacher | Resignation for personal reasons | 6/30/20 | |
| * 12 | Wilkerson, Jennifer | RHS | French Teacher | Resignation for personal reasons | 6/30/20 | |

LEAVES OF ABSENCE

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

| | Name | Loc. | Position | Leave Start Date | Paid Leave | Unpaid FMLA/ NJFLA^ | Return Date | Discussion |
|---|-----------------|------|---------------------|---------------------------|--------------------------------------|---------------------|-------------|------------|
| 1 | Flannery, Julie | RHS | School Psychologist | 11/16/20 or sooner if nec | Using available sick & personal days | FMLA/NJFLA | 5/10/21 | |

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

REASSIGNMENTS / TRANSFERS

4. IT IS RESOLVED, that the staff listed below be transferred to a new location and/or assignment as indicated:

| | Name | Former Assignment & Loc. | | New Assignment & Loc. | | Effective Date | Discussion |
|-----|----------------|--|------|---|------|----------------|--|
| 1 | Deeb, Lorey | Special Education Teacher (REACH) TCH.SPE.RCH.BD.02 | KES | Special Education Teacher (RC) TCH.SPE.RES.NA.15 | KES | 9/1/20 | LD's 20/21 position to replace TCH.SPE.RCH.BD.02 |
| * 2 | Rehman, Teresa | Director of Technology TEC.DS.DIR.NA.01 | DIST | Director of Special Projects ADM.BO.DSP.NA.01 | DIST | 8/24/20 | |

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

*5. IT IS RESOLVED, that the substitutes listed below be reappointed as indicated on an as needed basis.

| | Name | Loc. | Position | Salary | Start Date | End Date | Discussion |
|---|----------------|----------|--------------------|---------------------------------------|------------|----------|------------|
| 1 | Eibon, Kenneth | District | Substitute Teacher | 20/21 Sub Rate Bd. aprvd 5/11/2020 | 9/1/30 | 6/30/21 | |

APPOINTMENTS

6. IT IS RESOLVED, that the Roxbury Township Board of Education approve the following:

Organized by Name

| | Name | Loc | Position | Salary Guide / Step | Salary | Start Date | End Date | Discussion |
|-----|-----------------------|----------|-----------------------------------|-------------------------------|-------------------|---|----------|---|
| 1 | Henderson, Jacqueline | FES | School Nurse | 20/21 BA Step 14 of 14-15 | \$64,975 prorated | 10/19/20 or sooner upon release from current employer | 6/30/21 | Replacement in position NRS.FRA.NRS.NA.01 |
| 2 | O'Brien, Heather | NES | Secretary - 10 month (0.5334 FTE) | REA Secretary Grade II Step 1 | \$20,143 | 9/1/20 | 6/30/21 | Replacement in position SEC.NES.OFF.GR2.PT; 4 hrs/day |
| * 3 | Pitzer, Curtis | DIST | Interim Technology Coordinator | n/a | \$100.00 per diem | 8/24/20 | 10/31/20 | Replaces position TEC.DS.DIR.NA.01 |
| 4 | Stoyanov, Aubrey | JES, KES | Music Teacher | 20/21 BA+30 Step 12 of 12-13 | \$67,116 prorated | 10/19/20 or sooner upon release from current employer | 6/30/21 | Replacement in position TCH.DS.MUS.VO.02 |
| * 5 | PLACE-HOLDER | DIST | Director of Guidance | n/a | TBD | TBD | 6/30/21 | Replacement in position ADM.RHS.APR.NA.04 |

APPOINTMENTS - HOURLY EMPLOYEES

7. IT IS RESOLVED, that the Roxbury Township Board of Education approve the following:

| | Name | Loc | Position | Guide / Step | Hourly Rate | Hrs / Day | Days / Wk | Days / Year | Annual Salary | Start Date | End Date | Discussion |
|--|---------------------|-----|------------------|---------------------|-------------|-----------|-----------|-------------|---------------|---------------------|----------|---|
| * 1 | Matarazzo, Michelle | NES | Title 1 Paraprof | REA Paraprof Step 8 | \$19.41 | 5.5 | 5 | 187 | \$19,963 | 9/1/20 [^] | 6/30/21 | Title 1 funded replacement in position AID.REG.NI X.T1.02 |
| [^] Employment start date is pending completion of documentation in accordance with the law or district policy. | | | | | | | | | | | | |

APPOINTMENTS - SUBSTITUTES

8. IT IS RESOLVED, that the Roxbury Township Board of Education approve the following on an as needed basis:

| | Name | Loc. | Position | Salary | Start Date | End Date | Discussion |
|---|---------------------|----------|---------------------------------------|------------------------------------|------------|----------|--|
| 1 | Kreider, Troy | District | Substitute Teacher | 20/21 Sub Rate Bd. aprvd 5/11/2020 | 9/1/20 | 6/30/21 | |
| 2 | Del Rosario, Monica | LRS, EMS | Transitional Substitute Teacher (ESL) | \$36,000 prorated | 9/1/20 | 9/30/20 | Replacement in position TCH.DS.ESL.NA.03 |

EXTRA PAY - TECHNOLOGY DEPARTMENT

*9. IT IS RESOLVED, that the following staff members be approved to work additional hours as indicated for Chromebook distribution:

| | Name | Loc | Maximum Hours | Hourly Rate based on 20/21 Base Salary | Discussion |
|---|----------------------|------|---------------|--|---------------------|
| 1 | Houser, Monroe | DIST | 7 | \$27.20 | 2 days; 3.5 hrs/day |
| 2 | McFarland, Alexandra | DIST | 14 | \$29.67 | 4 days; 3.5 hrs/day |
| 3 | Pitzer, C. Wade | DIST | 14 | \$43.38 | 4 days; 3.5 hrs/day |
| 4 | Wagner, Matthew | DIST | 14 | \$25.77 | 4 days; 3.5 hrs/day |
| 5 | Woods, Thomas | DIST | 10.5 | \$29.40 | 3 days; 3.5 hrs/day |

SUMMER 2020 EMPLOYMENT FOR MANDATED SPECIAL EDUCATION

10. IT IS RESOLVED, that the staff listed below be approved during the summer of 2020 at the rate indicated to conduct mandated meetings with parents and staff to determine evaluative status, IEPs, and other appropriate activities required under the New Jersey law governing Special Education.

| | Name | 20/21 Loc | 20/21 Position | 20/21 Hourly Rate | Discussion |
|-----|-------------------|-----------|----------------|-------------------|------------|
| * 1 | Hughes, David | RHS | Teacher | \$55.07 | |
| 2 | Murray, Alexandra | KES | SLS | \$43.00 | |
| 3 | Salas, Shelby | FES | SLS | \$43.50 | |

SUMMER 2020 EMPLOYMENT OF EDUCATIONAL SERVICES PERSONNEL

- *11. IT IS 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.

| | Name | Loc | Effective during July 2020 and August 2020 for a total time period not to exceed: | Per Diem Rate based on 20/21 Base salary | Discussion |
|---|-----------------|-----|---|--|--|
| 1 | Conklin, Lauren | RHS | three (3) days | \$302.16 | These days are designated for office matters; and are in addition to the 4 days for office matters & 11 days for Sports Physicals app'd 6/22/20. |

SUMMER EMPLOYMENT - 2020 EXTENDED SCHOOL YEAR (ESY) PROGRAM

- *12. IT IS RESOLVED, that the substitute listed be approved for the 2020 Extended School Year Program. This is an addition to the list of staff members approved on June 22, 2020 by resolution C.23.

| | Name | Job Title | Hourly Rate | Start Date | End Date | Max Hrs/Wk | Discussion |
|-----|-----------------|-------------------------------|-------------|------------|----------|------------|-------------------------------|
| * 1 | Gede, Stephanie | Paraprofessional (Substitute) | \$15.00 | 7/6/20 | 8/6/20 | 12 | As needed (Monday - Thursday) |

COMMUNITY SCHOOL

- *13. IT IS RESOLVED, that the staff listed below be appointed for the 2020/2021 Roxbury Community School Course Offerings. All expenses will be paid out of collected tuition and employment is dependent upon sufficient enrollment. Teachers/Instructors receive a percentage of tuition based on enrollment and agreement with the Community School.

| Instructor | Fees | | Program / Location / Dates |
|----------------|--------------------|--------------------|---|
| | Compensation | Tuition | |
| Barry, Kenneth | \$25/per half hour | \$27/per half hour | Applied Music Program Roxbury High School 2020/2021 |

E. Executive Session

Mrs. McCabe motioned and Mrs. Champagne seconded the motion that Executive Session Resolution 1 be accepted as presented.

The motion was approved by unanimous agreement.

- *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

August 17, 2020

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 August 31, 2020 at 6:30 p.m. remotely and at Roxbury High School, 1 Bryant Drive, Succasunna, NJ; and

WHEREAS, the Board of Education intends to discuss matters in Executive Session at this meeting;

NOW THEREFORE, IT IS 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

IT IS FURTHER RESOLVED, that the public portion of the aforementioned Roxbury Township Board of Education Regular Meeting will commence at 7:30 p.m.

XV. PUBLIC COMMENTS

Dawn Iadarola commented regarding special education and virtual instruction.

George Morques commented on changing choice between hybrid and virtual.

Jean Behrens commented regarding the blue and gold schedule.

Katie Goeke commented regarding virtual learning.

Minnie Borrero asked how many students will be in each virtual class.

Scott Franetovich asked when parents will be notified of a positive case.

Tanya Shoudy asked how many students will be in a virtual class.

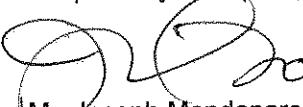
XVI. BOARD MEMBERS COMMENTS

None

XVII. ADJOURNMENT

Mrs. McCabe motioned and Mrs. Colucci seconded the motion to adjourn the meeting at this time, 9:02 p.m. The motion was approved by unanimous agreement.

Respectfully submitted,



Mr. Joseph Mondanaro
Board Secretary