I. **MEETING CALLED TO ORDER**

The meeting was called to order at 6:01 p.m. in the Media Center at Lincoln Roosevelt School, President D’Agostino presiding.

Mr. Lucas motioned, and Mrs. D’Agostino seconded the motion to adjourn to Executive Session. The motion was approved by unanimous agreement.

II. **ROLL CALL**

The roll was taken and a quorum deemed present.

**MEMBERS PRESENT:**  Mr. Richard Alexander, Mrs. Rachel Byrne,  
Mrs. Margaret Casola, Mr. Leo J. Coakley,  
Mrs. Terry D’Agostino, Mr. Ron Lucas,  
Mr. Dave Ramage, Ms. Carol Schenck

**MEMBERS ABSENT:** Mr. James Monaghan, Jr., Mr. Martin Volz

**ADMINISTRATION PRESENT:** Dr. Patrick Tiemey, Mrs. Loretta Radulic, Mrs. Phyllis Prestamo  
Mr. John Gomez, Ms. Yvonne Hellwig

**OTHERS PRESENT:** Mr. Anthony P. Sciarrillo, Lindabury, McCormick, Estabrook & Cooper, P.C.

III. **EXECUTIVE SESSION**

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 or Private Session, and

Whereas, the Roxbury Township Board of Education approved Resolution 1 – Executive Session, at its January 6, 2014 meeting;

Now, therefore, the Roxbury Township Board of Education is meeting in Executive Session to discuss personnel, student matters, negotiations and matters covered by attorney client privilege. The matters discussed will be made public if and when confidentiality is no longer required, and action pursuant to said discussion shall take place only in a public meeting.
IV. **PUBLIC SESSION**

Mr. Lucas announced that this Regular 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 Web Site - http://www.roxbury.org/domain/43

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

V. **ROLL CALL**

The roll was taken and a quorum deemed present.

**MEMBERS PRESENT:** Mr. Richard Alexander, Mrs. Rachel Byrne, Mrs. Margaret Casola, Mr. Leo J. Coakley, Mrs. Terry D’Agostino, Mr. Ron Lucas, Mr. Dave Ramage, Ms. Carol Schenck

**MEMBERS ABSENT:** Mr. James Monaghan, Jr., Mr. Martin Volz

**ADMINISTRATION PRESENT:** Dr. Patrick Tiemey, Mrs. Loretta Radulic, Mrs. Phyllis Prestamo, Mr. John Gomez, Ms. Yvonne Hellwig

**OTHERS PRESENT:** Mr. Anthony P. Sciarrillo, Lindabury, McCormick, Estabrook & Cooper, P.C.

VI. **PLEDGE OF ALLEGIANCE**

Members of the Board, the Administration, and the Public participated in the salute to the flag. Mrs. D’Agostino asked that everyone remain standing for a moment of silence in memory of former School Principal, Mr. Robert Adams, who recently passed.

VII. **PRESENTATIONS**

1. The VFW Post and the Ladies Auxiliary presented awards to the winners of the Patriot’s Pen Essay Contest. Ms. Kim McLaughlin presented the Patriots Pen Essay winner awards to Eisenhower Middle School Winners: 3rd Place – Grace Gentle; 1st Place tie – Katherine Connell and Bailey Keane; and Roxbury High School Winner: Karlie Caruk. The winners read their essays.

   Mrs. D’Agostino thanked everyone for representing Roxbury so well and for very inspiring essays.
VIII. **CORRESPONDENCE**

None

IX. **STUDENT COUNCIL REPRESENTATIVE’S COMMENTS**

None

X. **BOARD PRESIDENT’S COMMENTS**

Mrs. D’Agostino commented on the following:

- Apologized to the Board for the cancellation of the photo session of board members
- January is National School Boards Recognition Month. Mrs. D’Agostino thanked everyone for their work on the Board.
- Handed out detailed information about overnight trips for board members so that they have information on how to deal with some of the requirements regarding trips

XI. **SUPERINTENDENT’S REPORT**

The Superintendent reported:

- Congratulated students for excellent essays
- A Strategic Plan meeting is scheduled for tomorrow night, Tuesday, January 28, 2014 at 7:00 p.m. All are welcomed and encouraged to attend
- Riley Kovalcik, a Jefferson School 3rd Grader, wrote a letter to Derrick Coleman of the Seattle Seahawks that has gone ‘viral’. In her letter Riley told Derrick that she “wears hearing aids too” and to “just try your best”
- Received a letter from the New Jersey Department of Education informing our District that one of our students was selected to the Presidential Scholars Program. Congratulations to Rachel Yang.
- The Wal-Mart Corporation awarded a $1,000.00 grant to Nixon School after selecting the school as Roxbury’s “Wal-Mart School of the Year”
- The Nixon School also received the Lowe’s Toolbox for Education Grant for $2,000.00
- School Choice update: 18 applications have been acknowledged. At present time, the program is for students in grades 7, 8, and 9
XII. BUSINESS ADMINISTRATOR’S REPORT

The Business Administrator reported:

- ESIP third party verification is in progress; financing should occur during the 2nd week in February
- Continue to receive report cards on Food Services; the program is currently in the black
- Board will be approving contract with CDK
- The State passed a law changing the budget calendar for Type 2 school districts only with November elections
- Starting to put capital projects together in conjunction with ROD grants. We will try to squeeze one more project in there contingent upon state aid figures and ROD grant

XIII. MINUTES

1. Minutes of the Reorganization Meeting and Executive Session of January 6, 2014.

Mr. Coakley stated that the first paragraph on Page 18 of 18 from the Minutes of January 6, 2014 should be removed.

Mrs. Casola motioned, and Mr. Ramage seconded the motion that the Minutes of the Reorganization Meeting and Executive Session of January 6, 2014 be accepted as amended.

The motion was approved by roll call vote.

Mr. Alexander: Yes to all; Mrs. Byrne: Yes to all; Mrs. Casola: Abstain to all;
Mr. Coakley: Yes to all; Mr. Lucas: Yes to all; Mr. Ramage: Yes to all;
Ms. Scheneck: Yes to all; Mrs. D’Agostino: Yes to all;

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

None

XV. ACTION ITEMS

A. Finance

Ms. Scheneck motioned and Mr. Coakley seconded the motion that Finance Resolutions 1 through 14 be accepted as presented.

The motion was approved by roll call vote.

Mr. Alexander: Yes to all; Mrs. Byrne: Yes to 1 through 13, and Abstain to 14; Mrs. Casola: Yes to all; Mr. Coakley: Yes to all, however Recuse to purchase orders 14-2785 and 14-2649 only in Resolution 2; Mr. Lucas: Yes to all; Mr. Ramage: Yes to all;
Ms. Scheneck: Yes to all, however Recuse to purchase orders 14-2666, 14-2678, 14-2714, 14-2907, 14-2703, 14-2722, 14-2785, 14-2649 only in Resolution 2; Mrs. D’Agostino: Yes to all;
*TRANSFERS*

1. IT IS RESOLVED, that the Roxbury Township Board of Education approve the December 2013 list of transfers between accounts as presented.

*BILLS LIST*

2. IT IS RESOLVED, that the Roxbury Township Board of Education approve the monthly bills list totaling $3,605,008.15 as presented.

*BOARD SECRETARY’S REPORT*

3. IT IS RESOLVED, that the Roxbury Township Board of Education approve the Board Secretary’s Report for December 2013.

*TREASURER’S REPORT*

4. IT IS RESOLVED, that the Roxbury Township Board of Education approve the Treasurer’s Report for December 2013.

*MONTHLY FINANCIAL CERTIFICATION OF THE BOARD SECRETARY AND BOARD OF EDUCATION*

5. IT IS 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

   IT IS 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 reports, that no major accounts and fund balances in the 2013/2014 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 REQUEST*

6. IT IS RESOLVED, that the Roxbury Township Board of Education approve unavoidable travel costs as related in this resolution 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 listed in this resolution are in compliance with the state travel reimbursement guidelines as established by the Department of the Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23B-1.1 et. Seq.
<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Conference/Seminar Title</th>
<th>Place</th>
<th>Date of Trip</th>
<th>Total Estimated Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Anne</td>
<td>Marsac</td>
<td>Foreign Language Educators of NJ (FLENJ) 2014 Spring Conference</td>
<td>4 S-1 Somerset, NJ 03/14/14</td>
<td>$165.00 Registration See Note</td>
<td></td>
</tr>
<tr>
<td>b) Joann</td>
<td>Hughes</td>
<td>Interdisciplinary Ceramic Tile Project</td>
<td>4 S-1 Montclair, NJ 02/07/14</td>
<td>$150.00 Registration See Note</td>
<td></td>
</tr>
<tr>
<td>c) Karen</td>
<td>Lunardoni</td>
<td>The Intersection of Danielson's Framework</td>
<td>3 Columbia Teacher's College, New York, NY 02/04/14</td>
<td>$165.00 Registration See Note</td>
<td></td>
</tr>
<tr>
<td>d) Marcia</td>
<td>Cordeiro</td>
<td>Foreign Language Educators of NJ (FLENJ) Spring Conference</td>
<td>4 S-1 Somerset, NJ 03/14-15/14</td>
<td>$155.00 Registration See Note</td>
<td></td>
</tr>
<tr>
<td>e) Evelyn</td>
<td>Torres-Davis</td>
<td>Pathways to Solutions with Self-Harming and Suicidal Adolescents</td>
<td>4 Parsippany, NJ 01/30-31/14</td>
<td>$180.00 Registration See Note</td>
<td></td>
</tr>
</tbody>
</table>

Notes:
See Note – does not include mileage and sustenance as they are contractual.
1-State/Federal policy requirements, 2-State curricular requirements, 3-State initiatives, 4-Individual job requirements
Substitute coverage is indicated by “S” followed by the number of days for which a substitute is needed.

*PETTY CASH FUNDS AND CUSTODIAN OF FUNDS*

7. IT IS RESOLVED, that the Roxbury Township Board of Education approve the appropriation of a petty cash fund for the Child Care Program at Roxbury High School for the 2014/2015 school year in the amount of $100.00, and

IT IS FURTHER RESOLVED, that the School Business Administrator/Board Secretary be appointed as Custodian of the Petty Cash Fund.

8. IT IS RESOLVED, that the Roxbury Township Board of Education approve the appropriation of a petty cash fund for the Musical – High School Program at Roxbury High School for the 2014/2015 school year in the amount of $100.00, and

IT IS FURTHER RESOLVED, that the School Business Administrator/Board Secretary be appointed as Custodian of the Petty Cash Fund.

9. IT IS RESOLVED, that the Roxbury Township Board of Education approve the appropriation of a petty cash fund for the Musical – Eisenhower Middle School Program at Eisenhower Middle School for the 2014/2015 school year in the amount of $100.00, and

IT IS FURTHER RESOLVED, that the School Business Administrator/Board Secretary be appointed as Custodian of the Petty Cash Fund.
**AWARD OF PROPOSAL**

10. A Notice of Request for Proposals for Human Resources, and Budget/Finance Systems Software Pursuant to N.J.S.A. 18A:18A-4.4 was advertised in accordance with the provisions of the Public Contracts Law N.J.S.A. 18A:18A-21. Proposals were to be received, opened and read publicly at 10:00 a.m. on Friday, January 3, 2014, however due to Emergency Closing of the School District on January 3, 2014, the proposals were opened and read publicly at 10:00 a.m. on Monday, January 6, 2014 by the School Business Administrator at the Board of Education Office, 42 North Hillside Avenue, Succasunna, New Jersey as follows:

<table>
<thead>
<tr>
<th>Company</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDK Systems, Inc.</td>
<td>$55,320.00</td>
</tr>
<tr>
<td>444 Shades of Death Road, Great Meadows, NJ 07838</td>
<td></td>
</tr>
<tr>
<td>Weidenhammer Information Ingenuity</td>
<td>$153,678.00</td>
</tr>
<tr>
<td>935 Berkshire Blvd., Wyomissing, PA 19610</td>
<td></td>
</tr>
</tbody>
</table>


The award is being made in accordance with the terms of the Public Contracts Law and pending attorney review. The bid is available for review at the Board Office during regular business hours.

**CHANGE ORDER**

11. WHEREAS, the Roxbury Township Board of Education awarded a contract for Rooftop HVAC Unit Replacement at Roxbury High School to Midcoast Mechanical, Inc., 6 Columbia Road, Neptune, New Jersey 07753 in the amount of $1,080,779.00 at the April 29, 2013 board meeting, and;

WHEREAS, the contract awarded to Midcoast Mechanical, Inc. included an allowance for contingency items in the amount of $20,000.00, and:

WHEREAS at the June 24, 2013 board meeting, the Roxbury Township Board of Education approved Change Order CO-01 in the amount of $1,273,547.00, 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;

NOW THEREFORE IT IS RESOLVED, that the Roxbury Township Board of Education in conjunction with the Board Architect, SSP Architectural Group, approve Change Order CO-02 to the Rooftop HVAC Unit Replacement at Roxbury High School Project
which will credit back unspent general repair allowance. The new contract sum will be \textit{decreased} by this change order in the amount of $20,000.00. The Contract Time will remain unchanged with a substantial completion date of August 28, 2013.

<table>
<thead>
<tr>
<th>Change Order No.</th>
<th>Scope</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>CO-02</td>
<td>Credit back unspent general repair allowance</td>
<td>($20,000.00)</td>
</tr>
</tbody>
</table>

\textbf{*ROOF REPLACEMENT - SPECIAL SERVICES BUILDING*}

12. IT IS RESOLVED, that the Roxbury Township Board of Education authorizes submission of the Roof Replacement at the Special Services building to the New Jersey Department of Education for approval. This is an "other capital project" not seeking state funding.

\textbf{*APPLICATION FOR INDIVIDUALS WITH DISABILITIES ACT (IDEA)*}

13. IT IS RESOLVED, that the Roxbury Township Board of Education approve the application for Individuals with Disabilities Act (IDEA) Consolidated Grant in the amount of $891,013.00 for the project period 07/01/13 through 06/30/14.

\textbf{DONATION}

14. WHEREAS, over the past two decades, Nixon School’s educational community has put forth a tremendous amount of time and effort to establish and maintain the school’s Environmental Center. During which time a pond and flower beds have been constructed and a shed has been built to house the Center’s necessary tools, and

WHEREAS, application was made to the Lowe’s Charitable and Educational Foundation (LDEF) for the Hand’s-On, Minds-On Gardening Project at Nixon School which plans to provide an environmental center that encompasses activities from all subject areas throughout the school year, whereby students will be able to enhance their knowledge of weather and organic farming by participating in hands-on activities on a regular basis,

NOW THEREFORE IT IS RESOLVED, that the Roxbury Township Board of Education accept a 2013 Lowe’s Toolbox for Education Grant in the amount of $2000.00 for the Hand’s-On, Minds-On Gardening Project at Nixon School.
B. Education

The Board is withdrawing Education Resolution #3 and adding a new Resolution #7.

Mr. Lucas motioned, and Mr. Coakley seconded the motion that Education Resolutions 1, 2, 4, 5, 6, and 7 be accepted as presented.

The motion was approved by roll call vote.
Mr. Alexander: Yes to all; Mrs. Byrne: Yes to 1, 2, 4, 7, and Abstain to 5, 6; Mrs. Casola: Yes to all; Mr. Coakley: Yes to all; Mr. Lucas: Yes to all; Mr. Ramage: Yes to all; Ms. Scheneck: Yes to all; Mrs. D’Agostino: Yes to all;

*OUT-OF-DISTRICT PLACEMENTS/ SERVICES - 2013-2014*

1. IT IS RESOLVED, that the Roxbury Township Board of Education approve the 2013-2014 Out-of-District Placements/Services listed below.

<table>
<thead>
<tr>
<th>File Number</th>
<th>School or Provider</th>
<th>Total Cost</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>204522</td>
<td>Inclusive Learning Academy (formerly The Outreach Program), Aaron Decker School</td>
<td>$22,225.00</td>
<td>12/02/13-06/30/14</td>
</tr>
<tr>
<td>207363</td>
<td>Warren Hills Regional School District</td>
<td>$49,280.50</td>
<td>01/02/14-06/30/14</td>
</tr>
<tr>
<td>207265</td>
<td>The Arc of Essex County’s Stepping Stone School</td>
<td>$57,661.00</td>
<td>01/02/14-06/30/14</td>
</tr>
<tr>
<td>207261</td>
<td>Educational Services Commission of Morris County</td>
<td>$36,542.44</td>
<td>12/17/13-06/30/14</td>
</tr>
</tbody>
</table>

*HIB REPORT*

2. IT IS RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report ending January 24, 2014.

*FIELD TRIPS*

4. IT IS RESOLVED, that staff and students listed below be approved for participation in the following educational events as per Board policy.

<table>
<thead>
<tr>
<th>Event</th>
<th>Estimated # Students</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>RHS - Career Possibilities 1/16/2014</td>
<td>15</td>
<td>Morris County School of Technology</td>
</tr>
<tr>
<td>RHS - Band Trip 1/23, 1/26, 1/29, 1/30, 1/31, 2/1, 2/2/2014</td>
<td>100</td>
<td>South Brunswick HS/TBD</td>
</tr>
<tr>
<td>RHS - Teaching Young Children 1/30/2014 (Snow date: 2/6/2014)</td>
<td>31</td>
<td>Regional Day School Morristown, NJ</td>
</tr>
<tr>
<td>RHS - Youth Leadership Conference 2/11/2014</td>
<td>20</td>
<td>Morris Knolls High School</td>
</tr>
</tbody>
</table>

*Mt. Arlington Representative votes
January 27, 2014

<table>
<thead>
<tr>
<th>Event</th>
<th>Estimated # Students</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>RHS – Transition Planning</td>
<td>15</td>
<td>County College of Morris</td>
</tr>
<tr>
<td>2/21/2014</td>
<td></td>
<td>Randolph, NJ</td>
</tr>
<tr>
<td>RHS – Delta/OPUS Program</td>
<td>15</td>
<td>Discovery Times Square NYC</td>
</tr>
<tr>
<td>2/28/2014</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RHS – State DECA Leadership Conference</td>
<td>TBD</td>
<td>Cherry Hill, NJ</td>
</tr>
<tr>
<td>3/13-15/2014</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RHS – Academic Decathlon</td>
<td>TBD</td>
<td>Rutgers Model Conference</td>
</tr>
<tr>
<td>4/3-6/2014</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RHS – Teens Arts Festival</td>
<td>75</td>
<td>County College of Morris</td>
</tr>
<tr>
<td>5/12/2014</td>
<td></td>
<td>Randolph, NJ</td>
</tr>
</tbody>
</table>

**TUITION CONTRACT**

5. IT IS RESOLVED, that the Roxbury Township Board of Education approve a tuition contract with the Dover School District for a student (SID#6184735068) to attend our Preschool Disabilities Full Day Program at Jefferson School. Tentative tuition contract agreement is in the amount of $13,028.02 (prorated).

**FIELD TRIPS**

6. IT IS RESOLVED, that staff and students listed below be approved for participation in the following educational events as per Board policy.

<table>
<thead>
<tr>
<th>Event</th>
<th>Estimated # Students</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS – Youth Leadership Conference</td>
<td>10</td>
<td>Morris Knolls High School</td>
</tr>
<tr>
<td>2/11/2014</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kennedy – Second Grade Science</td>
<td>52</td>
<td>County College of Morris</td>
</tr>
<tr>
<td>3/03/2014</td>
<td></td>
<td>Planetarium</td>
</tr>
</tbody>
</table>

7. IT IS RESOLVED, that the Board of Education hereby finds that Student #105982 is ineligible to attend the schools of the Roxbury Township Public School District ("District") and directs the removal of this student from the rolls of the district pursuant to N.J.A.C. 6A:22-4.3 and

IT IS FURTHER RESOLVED, that Student #105982 shall be eligible to continue attending school in the District for the entire Twenty-One (21) day period during which the parent may contest the District’s decision to remove the student before the Commissioner of Education, pursuant to N.J.S.A. 18A:38-1(b)(1).
C. Policy

Mr. Alexander motioned, and Mr. Ramage seconded the motion that Policy Resolutions 1 through 24 be accepted as presented.

The motion was approved by roll call vote.
Mr. Alexander: Yes to all; Mrs. Byrne: Yes to all; Mrs. Casola: Yes to all; Mr. Coakley: Recuse to 1 through 22, and Yes to 23, 24; Mr. Lucas: Yes to all; Mr. Ramage: Yes to all; Ms. Scheneck: Recuse to 1 through 22, and Yes to 23, 24; Mrs. D’Agostino: Yes to all;

1. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 1240, Evaluation of the Superintendent, for second reading. (Exhibit 1)
2. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 1240, Evaluation of the Superintendent, for second reading. (Exhibit 2)
3. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 3142, Nonrenewal of Nontenured Teaching Staff Members, for second reading. (Exhibit 3)
4. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 3142, Nonrenewal of Nontenured Teaching Staff Members, for second reading. (Exhibit 4)
5. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 3144, Certification of Tenure Charges, for second reading. (Exhibit 5)
6. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 3144, Certification of Tenure Charges, for second reading. (Exhibit 6)
7. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 3144.3, Suspension Upon Certification of Tenure Charges, for second reading. (Exhibit 7)
8. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 3144.12, Certification of Tenure Charges - Inefficiency, for second reading. (Exhibit 8)
9. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 3221, Evaluation of Teachers, for second reading. (Exhibit 9)
10. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 3221, Evaluation of Teachers, for second reading. (Exhibit 10)
11. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 3222, Evaluation of Teaching Staff Members, Excluding Teachers and Administrators, for second reading. (Exhibit 11)
12. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 3222, Evaluation of Teaching Staff Members, Excluding Teachers and Administrators, for second reading. (Exhibit 12)

13. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 3223, Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals, for second reading. (Exhibit 13)

14. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 3223, Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals, for second reading. (Exhibit 14)

15. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 3224, Evaluation of Principals, Vice Principals, and Assistant Principals, for second reading. (Exhibit 15)

16. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 3224, Evaluation of Principals, Vice Principals, and Assistant Principals, for second reading. (Exhibit 16)

17. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 3372, Teaching Staff Member Tenure Acquisition, for second reading. (Exhibit 17)

18. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 3373, Tenure Upon Transfer or Promotion, for second reading. (Exhibit 18)

19. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 3374, Tenure Upon Transfer to an Underperforming School, for second reading. (Exhibit 19)

20. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 4124, Employment Contract, for second reading. (Exhibit 20)

21. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 4146, Nonrenewal of Nontenured Support Staff Members, for second reading. (Exhibit 21)

22. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 4146, Nonrenewal of Nontenured Support Staff Members, for second reading. (Exhibit 22)

23. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Policy 5512, Harassment, Intimidation, and Bullying, for second reading. (Exhibit 23)

24. IT IS RESOLVED, that the Roxbury Township Board of Education approve the attached Regulation R 5512, Harassment, Intimidation, or Bullying Investigation Procedure, for second reading. (Exhibit 24)
D. Personnel

 Mrs. Casola motioned, and Mr. Lucas seconded the motion that Personnel Resolutions 1 through 11 be accepted as presented.

The motion was approved by roll call vote.
Mr. Alexander: Yes to all; Mrs. Byrne: Yes to 1 through 6, and Abstain to 7 through 11; Mrs. Casola: Yes to all; Mr. Coakley: Yes to all; Mr. Lucas: Yes to all; Mr. Ramage: Yes to all; Ms. Scheneck: Yes to all; Mrs. D'Agostino: Yes to all;

*TRANSFER

1. IT IS RESOLVED, that the employee listed below be transferred as follows retroactive to January 1, 2014 for the 2013/2014 school year:

| Name            | From                      | To                      |
|-----------------|---------------------------|                        |
| Naoma Martin    | Secretary - Benefits     | Secretary - Benefits/Insurance |
|                 | Central Office            | Confidential - Central Office |
|                 | Grade IV - Step 3 - $42,654 | $46,604               |

*APPOINTMENT

2. IT IS RESOLVED, that the individual listed below be appointed for the 2013/2014 Applied Afterschool Music Lesson Program. Salaries will be paid out of collected tuitions billed for each 30-minute lesson.

<table>
<thead>
<tr>
<th>Applied Music Instrumental Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
</tr>
<tr>
<td>Alex Cap</td>
</tr>
</tbody>
</table>

*HSPA INSTRUCTORS

3. IT IS RESOLVED, that the individuals listed below be approved as HSPA Math Instructors at Roxbury High School for six sessions (February 8, 2014, February 15, 2014, February 20, 2014, February 25, 2014, February 27, 2014, and March 3, 2014) not to exceed sixteen hours maximum each including prep time.

Lisa McLoughlin - Lead Teacher at $75 per hour
Jennifer McCracken - Lead Teacher at $75 per hour
Danielle Hughes - Substitute at $35 per hour (as needed)
January 27, 2014

*SUBSTITUTE TEACHERS*

4. IT IS RESOLVED, that the following be approved as substitute teachers for the 2013/2014 school year, contingent upon meeting all requirements of state rules and regulations; remuneration to be in accordance with Board of Education Policy:

Koren Boralsky  Kevin Keown  Tiffany North
Jessica Chipko  Shannon Lee  Jean Scharf
Lisa Kendal

These appointments, where necessary are dependent upon successful completion of a background search as required by State law.

*SUBSTITUTE NURSE*

5. IT IS RESOLVED, that the following be approved as substitute nurse(s) for the 2013/2014 school year, contingent upon meeting all requirements to state rules and regulations; remuneration to be in accordance with Board of Education Policy:

Michelle Hachey

These appointments, where necessary are dependent upon successful completion of a background search as required by State law.

*ATHLETIC EVENT WORKERS*

6. IT IS RESOLVED, that the staff listed below be approved for employment as Athletic Event Workers for the 2013/2014 school year.

Joanne Souto  Julieth Saavedra  Kristen Cummings
Joseph Filoramo  Ruth Davis

**RESIGNATION**

7. IT IS RESOLVED, that the resignation for personal reasons of Mr. Gregory Basso, Spring Boys' Track Coach for the Eisenhower Middle School, be accepted effective January 28, 2014.

**LEAVE OF ABSENCE**

8. IT IS RESOLVED, that Ms. Erin Allen, BSI Teacher at the Eisenhower Middle School and currently on an unpaid leave of absence, be granted an extension of her leave effective February 28, 2014 through April 1, 2014.
APPOINTMENTS

9. IT IS RESOLVED, that Ms. Gina Tupaczewski be appointed to the position of leave replacement Grade 4 Teacher at Jefferson School effective February 24, 2014, or sooner if necessary, through May 30, 2014 and, thereafter, on an as-needed basis for the 2013/2014 school year. Ms. Tupaczewski will be replacing Ms. Stacey Carroll who is currently on a leave of absence.

   Degree: MA, East Stroudsburg University, 2000
   BS, East Stroudsburg University, 1995
   Certification: Elementary School Teacher Grade K-5
   Reading Specialist
   Salary: Step 1 of the 2013/2014 BA Guide, $50,802 (prorated)

   A background check, as required by State law, has been completed.

10. IT IS RESOLVED, that Mr. Andrew Rohloff be appointed to the position of P/T Title I Aide (Grade 3) at Nixon School effective January 28, 2014 for the 2013/2014 school year. This is a new position.

   Salary: Step 2 of the 2013/2014 Paraprofessional Guide - $15.16 per hour,
   22 Hours/Week (not to exceed 25 Hours/week)

   A background search as required by State law has been successfully completed.

11. IT IS RESOLVED, that Ms. Kristin Hyde be appointed to the position of P/T Title I Aide (Grade 4) at Nixon School effective January 28, 2014 for the 2013/2014 school year. This is a new position.

   Salary: Step 1 of the 2013/2014 Paraprofessional Guide - $14.55 per hour,
   22 Hours/Week (not to exceed 25 Hours/week)

   A background search as required by State law has been successfully completed.

D. Executive Session

   Mr. Ramage motioned, and Mr. Lucas seconded the motion that Executive Session Resolution 1 be accepted as presented.

   The motion was approved by roll call vote.
   Mr. Alexander: Yes; Mrs. Byrne: Yes; Mrs. Casola: Yes; Mr. Coakley: Yes; Mr. Lucas: Yes; Mr. Ramage: Yes; Ms. Scheneck: Yes; Mrs. D’Agostino: Yes
*EXECUTIVE SESSION*

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 Workshop Meeting on February 3, 2014 at 6:30 p.m. at the Roxbury High School; 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 meeting will commence at 7:30 p.m.

**XVI. PUBLIC COMMENTS** - (There is a three minute time limit, per Board Policy)

None

**XVII. ADJOURNMENT**

Mr. Coakley motioned, and Mr. Ramage seconded the motion to adjourn the meeting at this time, 8:00 p.m. The motion was approved by unanimous agreement.

Respectfully submitted,

Ms. Yvonne Hellwig
Assistant Board Secretary