

DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
SEPTEMBER 18, 2023

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	Municipal Clerk
Daily Record - Newspaper	Roxbury Public Library
Star Ledger - Newspaper	
Roxbury Website – https://www.roxbury.org/domain/83	

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 September 18, 2023, regarding personnel matters, student matters, negotiations and attorney client privilege.

September 18, 2023

IV. ROLL CALL

V. PUBLIC SESSION

VI. PLEDGE OF ALLEGIANCE

VII. PRESENTATIONS

- District Standardized Testing Data - Dr. Charles Seipp
- District Goals - Dr. Frank Santora

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 July 17, 2023.
2. Minutes of the Executive Session of July 17, 2023.
3. Minutes of the Special Meeting of September 5, 2023.

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

XV. 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 1-25)

BILLS LIST

- *1. RESOLVED, that the Roxbury Township Board of Education approve the August 2023 bills list totaling \$4,659,893.05 as presented.

TRANSFERS

- *2. RESOLVED, that the Roxbury Township Board of Education approve the July 2023 and August 2023 list of transfers between accounts as presented. Approval by the County Office is not required except as noted on the list.

SECRETARY'S REPORT

- *3. RESOLVED, that the Roxbury Township Board of Education approve the Board Secretary's Reports for July 2023 and August 2023.

TREASURER'S REPORT

- *4. RESOLVED, that the Roxbury Township Board of Education approve the Treasurer's Reports for July 2023 and August 2023.

MONTHLY FINANCIAL CERTIFICATION OF THE BOARD SECRETARY AND BOARD OF EDUCATION

- *5. 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 reports for the month of July 2023 and August 2023 that no major accounts and fund balances in the 2023/2024 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.

STUDENT ACTIVITY ACCOUNTS

- *6. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bills lists for the month of August 2023 as follows:

Roxbury High School	\$3,356.82	Franklin School	\$0
Athletics	\$2,000.00	Kennedy School	\$0
Eisenhower Middle School	\$0	Jefferson School	\$0
Lincoln Roosevelt School	\$0	Nixon School	\$0

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.

	Name	Workshop Title		Place*	Date of Workshop	Registration Fee	Total Estimated Expenses
1.	Bellardino, Alyssa	23/24 Morris Area Curriculum Network Program	4	Denville, NJ	9/21/23, 10/19/23, 11/16/23, 12/7/23, 1/18/24, 2/8/24, 3/21/24, 4/25/24, 5/16/24	\$450.00	\$539.64
2.	Esposito, Geri	ASAP Morris County - SAC Monthly Meetings	4	Rockaway, NJ	9/21/23, 10/19/23, 11/16/23, 12/14/23, 1/18/24, 2/15/24,	\$0	\$77.10

					3/21/24, 4/18/24, 5/16/24, 6/6/24		
3.	Kenny, Jennifer	ASAP Morris County - SAC Monthly Meetings	4	Rockaway, NJ	9/21/23, 10/19/23, 11/16/23, 12/14/23, 1/18/24, 2/15/24, 3/21/24, 4/18/24, 5/16/24, 6/6/24	\$0	\$0
4.	Mann, Monica	HIB County Meetings	4	Parsippany, NJ	9/26/23, 11/28/23, 1/30/24, 3/12/24, 5/28/24	\$0	\$69.09
5.	Mullen, Mairead	Algebra I Workshop - Year 1	4 S-6	Pompton Plains, NJ	9/27/23, 11/2/23, 12/5/23, 1/24/24, 2/28/24, 3/25/24	\$1,080.00	\$1,256.64
6.	DeBarros, Joel	CPI Certification Renewal Program	4	Springfield, NJ	9/28/23	\$1549.00	\$1575.14
7.	Mawn, Matthew	MACN Conferences on Curriculum Leadership - Vision, Purpose, and Action	4	Denville, NJ	9/28/23	\$75.00	\$75.00
8.	Schmidt, Eric	MACN Conferences on Curriculum Leadership, AI, Bringing Back Joy of Teaching, and MTSS	4	Denville, NJ	9/28/23, 10/19/23, 12/7/23, 3/21/24	\$300.00	\$338.72
9.	Santora, Frank	23/24 Morris Area Curriculum Network Program	4	Denville, NJ	9/28/23, 10/19/23, 11/16/23, 12/7/23, 1/18/24, 2/8/24, 3/21/24, 4/25/24, 5/16/24	\$450.00	\$558.29
10.	Seipp, Charles	23/24 Morris Area Curriculum Network Program	4	Denville, NJ	9/28/23, 10/19/23, 11/16/23, 12/7/23, 1/18/24, 2/8/24, 3/21/24, 4/25/24, 5/16/24	\$450.00	\$558.29
11.	Kolbusch, Kathy	MCASBO Professional Development	4	Randolph, NJ	9/29/23, 12/8/23, 4/26/24	\$0	\$13.83
12.	Mondanaro, Joseph	MCASBO Professional Development	4	Randolph, NJ	9/29/23, 12/8/23, 4/26/24	\$0	\$13.83
13.	Blough, Chris	CAE Meeting to discuss partnership between CAE and RHS Aviation	4	Whippany, NJ	10/4/23	\$0	\$12.04
14.	Cantwell, Kevin	NJSIAA Bowling Coaches Clinic	4 S-1	Freehold, NJ	10/4/23	\$60.00	\$120.63
15.	Gottfried, Michael	CAE Meeting to discuss partnership between CAE and RHS Aviation	4	Whippany, NJ	10/4/23	\$0	\$12.03
16.	Mawn, Matthew	CAE Meeting to discuss partnership between CAE and RHS Aviation	4	Whippany, NJ	10/4/23	\$0	\$0
17.	Katz, Robert	Fuel Facility Compliance Seminar	4	Hamilton, NJ	10/12/23	\$0	\$0
18.	Riffel, Peter	Fuel Facility Compliance Seminar	4	Hamilton, NJ	10/12/23	\$0	\$0
19.	Arcieri, Brianna	NJSCA Conference	4	Edison, NJ	10/13/23	\$109.00	\$159.10
20.	DelRusso, Stefanie	NJSCA Conference (presenting)	4	Edison, NJ	10/13/23	\$50.00	\$86.75
21.	Riffel, Peter	NJSBGA - Chapter Meetings	4	Lafayette, NJ	10/10/23, 11/21/23, 12/12/23, 1/16/24, 2/20/24, 3/19/24, 4/16/24, 5/21/24, 6/18/24	\$0	\$0
22.	Kolbusch, Kathy	MCASBO Professional Development	4	Morristown, NJ	10/13/23, 2/9/24	\$0	\$16.36
23.	McGinley, Birsan	Facing the Future	4	New Brunswick, NJ	10/13/23	\$215.00	\$249.78
24.	Mondanaro, Joseph	MCASBO Professional Development	4	Morristown, NJ	10/13/23, 2/9/24	\$0	\$16.36
25.	Shaw, James	New Jersey Science Convention	4 S-1	Princeton, NJ	10/17/23	\$185.00	\$228.24

26.	Ventricelli, Kathryn	Working with Families: The Burdens We Carry (Cornerstone)	4	West Orange, NJ	10/17/23	\$0	\$24.07
27.	Katz, Robert	Area Directors Meeting	4	Randolph, NJ	10/18/23	\$0	\$0
28.	DeBarros, Joel	NJPSA Legal One Special Education Litigation Certificate Program - Fall 23'	4	Monroe Township, NJ	10/19/23, 11/16/23, 12/14/23	\$435.00	\$574.31
29.	Ferrara, Lisa	MACN Ethical Issues & Educational Impact of AI	4	Denville, NJ	10/19/23	\$75.00	\$75.00
30.	Gangemi, Kayla	Autism New Jersey	4 S-1	Atlantic City, NJ	10/19/23	\$250.00	\$250.00
31.	Santoro, Kim	Teaching Italian XVI - Symposium/Workshops for Instructional Materials	4	Montclair, NJ	10/20/23	\$75.00	\$102.92
32.	Caccavale, Frank	New Jersey Technology & Engineering Educators Association 2023 Conference	4 S-1	Piscataway, NJ	10/27/23	\$175.00	\$210.06
33.	Mawn, Matthew	New Jersey Technology & Engineering Educators Association 2023 Conference	4	Piscataway, NJ	10/27/23	\$175.00	\$210.06
34.	Redwood, Susan	Sage Alliance Resource Fair	4	Boonton, NJ	10/27/23	\$0	\$14.95
35.	Gottfried, Michael	AOPA Symposium	4 S-2	Orlando, FL	11/12/23-11/14/23	\$400.00	\$1,293.98
36.	Mawn, Matthew	AOPA Symposium	4	Orlando, FL	11/12/23-11/14/23	\$400.00	\$1,293.98
37.	Ferrare, Lisa	MACN Diversity, Equity, and Inclusion-Engineering Inclusion	4	Denville, NJ	11/16/23	\$75.00	\$75.00
38.	McPhee, Michael	High School Teachers Institute "Gender, Sexuality, and Colonialisms" "Did the Cold War End?"	4	New Brunswick, NJ	11/17/23, 2/9/24	\$70.00	\$132.98
39.	Mann, Monica	MACN Conferences	4	Denville, NJ	10/19/23, 11/16/23, 12/7/23, 1/18/24, 2/8/24, 3/21/24, 4/25/24, 5/16/24	\$450.00	\$539.48
40.	Demova, Bohdanka	The World of Henry VIII: Understanding the Tudors	4 S-1	New Brunswick, NJ	12/8/23	\$35.00	\$66.49
41.	DeBarros, Joel	MACN Conferences on Resilience and Leadership	4	Denville, NJ	1/18/24	\$75.00	\$84.96
42.	Ferrara, Lisa	MACN Resilience and leadership	4	Denville, NJ	1/18/24	\$75.00	\$75.00
43.	Mawn, Matthew	MACN Conferences on Resilience and Leadership	4	Denville, NJ	1/18/24	\$75.00	\$75.00
44.	DeBarros, Joel	MACN Conferences on Supporting Teachers w/Supporting Students Demonstrating Challenging Behaviors	4	Denville, NJ	2/8/24	\$75.00	\$84.96
45.	Demova, Bohdanka	Did the Cold War End? The United States and Russia since the 1980s	4 S-1	New Brunswick, NJ	2/9/24	\$35.00	\$66.49

46.	DeBarros, Joel	MACN Conferences on Multi-Tiered Systems of Support (MTSS)	4	Denville, NJ	3/21/24	\$75.00	\$84.96
47.	DeBarros, Joel	MACN Conferences on I&RS to MTSS: Implementing MTSS to Meet NJ Intervention	4	Denville, NJ	4/25/24	\$75.00	\$84.96
48.	Ferrare, Lisa	MACN NJDOE Updates: NJQSAC Prep, G&T, I&RS	4	Denville, NJ	5/16/24	\$75.00	\$75.00
49.	McGinley, Birsen	NJ Youth Transition Conference	4	Online	10/16/23, 10/17/23, 10/18/23, 10/20/23	\$0	\$0
50.	Wing, Kathleen	NJPSA/FEA Anti-Bullying Specialist (ABS)	4	Online	Online	\$500.00	\$500.00
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.							

APPROVAL OF SETTLEMENT AGREEMENT

- *8. RESOLVED, upon the recommendation of the Superintendent of Schools and the Board Attorney, that the Settlement Agreement and Release in the matter of OAL DKT. NO: EDS TBD Agency REF. NO.: 2023-36264 be approved.

JOINT TRANSPORTATION AGREEMENT

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

2023-2024 Joint Transportation Agreement School Related Activities					
Start Date	End Date	Host District's Route Number	Destination	Basis of the Agreement Per Bus	Joiner Cost
09/01/2023	06/30/2024	CTC01	TG Celebrate the Children	\$80.00 Per Diem Cost	\$14,400.00
				4% Administrative Fee	\$576.00
Joiner District To and From Total Route Cost					\$14,976.00

CONTRACTS

- *10. RESOLVED, that the Roxbury Township Board of Education approve a contract with Jammin' Jenn Therapy, 1308 Johnston Drive, Watchung, NJ to provide music therapy. The services will commence on September 22, 2023, and expire on May 31, 2024, and not to exceed \$9,687.50.
- *11. RESOLVED, that the Roxbury Township Board of Education approve a contract with P.G. Chambers School, 15 Halko Drive, Cedar Knolls, NJ to provide school-based Physical, Occupational, and Speech Therapy sessions and evaluations to Roxbury Township Public School District Special Education students for 2023/2024 school year. The total amount is not to exceed \$46,175.00.

- *12. RESOLVED, that the Roxbury Township Board of Education approve the contract with Q Built Homes, 189 Lawrence Drive, Berkeley Heights, NJ to the Master in Residence (John Q. Martin) to provide assistance to the Structural Design and Fabrication program at the Roxbury High School for 2023/2024 school year effective July 1, 2023, through June 30, 2024. The total amount is not to exceed \$24,667.50.
- *13. RESOLVED, that the Roxbury Township Board of Education approve an agreement with Randolph YMCA, 14 Dover Chester Road, Chester, NJ for the use of a warm water pool at a fee of \$175.00 per hour (Wednesdays 12:30 p.m. - 1:30 p.m.). This agreement is effective October 4, 2023, through May 31, 2024, and not to exceed \$11,550.00.
- *14. RESOLVED, that the Roxbury Township Board of Education approve an agreement with Randolph YMCA, 14 Dover Chester Road, Chester, NJ for the fitness group training/classes for Roxbury High Students with special needs at a fee of \$175.00 per hour (Mondays 12:00 p.m. - 1:00 p.m.). This agreement is effective October 2, 2023, through May 31, 2024, and not to exceed \$11,550.00.
- *15. RESOLVED, that the Roxbury Township Board of Education approve an agreement with Tutor Doctor of Morris County, 10 Naughtright Road, Long Valley, NJ for Home Instruction services (\$75/hour in-person; \$65/hour online) effective September 1, 2023, through June, 2024 and not to exceed \$10,000.00

APPROVAL OF PURCHASES

- *16. RESOLVED, that the Roxbury Township Board of Education approve the purchase of football uniforms for Roxbury High School students from Passion's Sport/BSN Sports, PO Box 7726, Dallas, TX in the amount of \$25,650.00.
- 17. RESOLVED, that the Roxbury Township Board of Education approve the purchase of paving and related work at Kennedy Elementary School from Crossroads Pavement Maintenance, LLC., 512 Newark Pompton Turnpike, Pompton Plains, NJ in the amount of \$12,370.00.
- 18. RESOLVED, that the Roxbury Township Board of Education approve the purchase of gym floors for Kennedy Elementary School from Hannon Floors, 1119 Springfield Road, Union, NJ in the amount of \$117,800.00 as per NJ State contract NJ-2005.
- *19. RESOLVED, that the Roxbury Township Board of Education approve the purchase of WiFi upgrade for Lincoln Roosevelt School, HP Aruba Access point, switches including support and installation from Turn-Key Technologies, Inc., 2400 Main Street Ext., Suite 12, Sayreville, NJ in the amount of \$225,643.02 and funded through Technology Lease.

MT. ARLINGTON BOARD OF EDUCATION - TUITION AGREEMENT

- *20. 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 2023/2024 school year. The education services shall commence on

August 30, 2023, and terminate on June 14, 2024. Tuition charges for 159 students, \$19,658.00 per student, for a total amount of \$3,125,622.00.

LAW ENFORCEMENT SERVICE AGREEMENT

- *21. RESOLVED, that the Roxbury Township Board of Education approve an agreement with the Roxbury Police Department and the Roxbury Township to provide law enforcement services for the school-sponsored and athletic events at the all-inclusive hourly rate of \$85.00 per officer’s assignment for the 2023-2024 school year.

APPROVAL OF SUBMISSION OF GRANT

- 22. WHEREAS, the Roxbury Township Public Schools has been afforded the opportunity to apply for the Local Community Contribution Grant through Walmart for Eisenhower Middle School for Global HI 5 Multicultural Expo 2024 in the amount of \$5,000.00.

NOW THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education approve the submission of the grant application for the Global HI 5 Multicultural Expo 2024 as authorized by the Business Administrator.

- *23. WHEREAS, the Roxbury Township Public Schools has been afforded the opportunity to apply for the Local Community Contribution Grant through Walmart for Roxbury Township Public Schools for Juneteenth Celebration 2024 in the amount of \$3,000.00.

NOW THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education approve the submission of the grant application for the Juneteenth Celebration 2024 as authorized by the Business Administrator.

APPROVAL OF CHANGE ORDERS

- *24. WHEREAS, the Roxbury Township Board of Education awarded a contract for the Roof Replacements at Franklin Elementary School, Kennedy Elementary School and Roxbury High School in the total contract sum of \$1,712,500.00 at the March 20, 2023 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 or education to approve change orders to the contract;

WHEREAS, a General Repair allowance for contingency for this project of \$60,000.00 exists for this project; \$8,404.00 with applied credit of (\$4,932.46) for the total amount of \$3,471.54 of this contingency allowance is being applied to the change orders which will reduce the General Repair allowance for contingency of this project to \$56,528.46, and

<i>Change Orders</i>	<i>Amount</i>
Change Order #1 (Roxbury H.S.)	\$4,664.00
Change Order #2 (Franklin Elementary School)	\$1,870.00
Change Order #3 (Franklin Elementary School)	\$1,870.00

Credit	(\$4,932.46)
Total	\$3,471.54

NOW, THEREFORE BE IT RESOLVED, that the Roxbury Township Board of Education approve Change Order Number #1 at Roxbury High School , Change Order Number #2 and Change Order #3 at Franklin Elementary School. The contract sum remains unchanged by this change order. This contract time will be changed by 0 days.

25. WHEREAS, the Roxbury Township Board of Education awarded a contract for the new turf field at Lincoln Roosevelt School in the total contract sum of \$1,253,984.00 at the May 8, 2023 board meeting, and;

WHEREAS, the stormwater management plan was modified, and as a result, the Change Order is listed below:

<i>Change Order</i>	<i>Amount</i>
Change Order #1.1	\$126,458.00

NOW, THEREFORE BE IT RESOLVED, that the Roxbury Township Board of Education approve Change Order #1.1 which will increase the contract amount to \$1,380,442.00 and is funded through the Capital Reserve Account.

B. Education (Resolutions 1-11)

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.

ALIGNMENT OF DISTRICT CURRICULA

- *1. RESOLVED, that the Roxbury Township Board of Education approve the on-going alignment of newly written and revised district curricula with the State Board adopted standards for implementation effective August 30, 2023 for the 2023/2024 school year in the following content areas:

	<i>Subject</i>	<i>Grade Level</i>
1	21st Century Life & Careers	K-12
2	Comprehensive Health & Physical Education	K-12
3	Language Arts - ELA	K-12
4	Library/Media	K-12
5	Mathematics	K-12
6	School Counseling	K-12
7	Science	K-12
8	Social Studies	K-12
9	Engineering, Design, and Technology	K-12
10	Vocal & Performing Arts	K-12
11	World Languages	K-12
12	ESL	K-12

DISTRICT PROFESSIONAL DEVELOPMENT

- *2. RESOLVED, that the Roxbury Township Board of Education approve the submission of its District Professional Development Plan Statement of Assurance for the 2023/2024 school year to the NJ Department of Education.

HIB REPORT

- *3. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2023/2024 school year, beginning August 19, 2023 and ending September 15, 2023 for Incident Nos. 1 and 2.

FIELD TRIPS / COMPETITIONS

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

Organized by "School":

	School	Group	Trip Destination	Location	Estimated # of Students	Faculty Sponsor
1	NES	LLD; TIDES	Landing Park	Landing, NJ	20	J.Perez
2	NES	LLD; TIDES	Merry Heart Nursing Home	Succasunna, NJ	20	J.Perez
3	NES	LLD; TIDES	Roxbury Fire Department	Landing, NJ	20	J.Perez
4	NES	LLD; TIDES	Tranquility Farms	Andover, NJ	20	J.Perez
5	NES	TIDES	Mt. Arlington Plaza, Dollar General	Mt. Arlington, NJ	6	J.Perez
6	NES	TIDES	Roxbury Mall	Ledgewood, NJ	14	J.Perez
7	NES	TIDES	ShopRite	Succasunna, NJ	6	J.Perez
* 8	RHS	SUCCESS	Clean Water Cafe	Parsippany, NJ	13	C.Wenarsky
* 9	RHS	SUCCESS	House of Gold Salon	Randolph, NJ	13	C.Wenarsky
* 10	RHS	SUCCESS	Hunter Hall	Flanders, NJ	13	C.Wenarsky
* 11	RHS	SUCCESS	Rockaway Townsquare Mall	Rockaway, NJ	13	C.Wenarsky
* 12	RHS	SUCCESS	Roxbury Public Library	Succasunna, NJ	13	C.Wenarsky
* 13	RHS	VISTA	Dover Train Station to Morristown Train Station	Dover to Morristown, NJ	8	K.Gangemi
* 14	RHS	VISTA	Ort Farms	Long Valley, NJ	8	K.Gangemi
* 15	RHS	VISTA	Target	Rockaway, NJ	8	K.Gangemi

* 16	RHS	VISTA	Walmart	Ledgewood, NJ	8	K.Gangemi
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5. RESOLVED, that the Roxbury Township Board of Education approve staff and students for participation in **day field trip requests** as listed, with the understanding that dates are subject to change due to inclement weather, scheduling conflicts, etc.

Organized by "School":

	School	Group	Trip Destination	Location	Estimated # of Students	Faculty Sponsor
1	EMS	8	Jefferson Lake Day Camp	Stanhope, NJ	275	P.Gallagher; M.Richman
2	FES	Gr. K	Donaldson Farm	Hackettstown, NJ	52	J.Maurer
3	JES	Gr. K	Tranquility Farms	Andover, NJ	56	K.Higgins; K.Lamont
4	JES	Gr. 4	Sterling Hill Mining Museum	Ogdensburg, NJ	73	S.Carroll
5	KES	REACH	Ort Farms	Long Valley, NJ	5	N.Marek; A.Somers
6	LRS	REACH	Gardner Field & Burger King	Denville, NJ	~6	E.Neumann; A.Somers
7	NES	Gr. 4	Sterling Hill Mining Museum	Ogdensburg, NJ	43	V.Miller
* 8	RHS	Roxbotics Team	NJMEP Manufacturing Day held at iPlay America	Freehold, NJ	10	M.Tayler
* 9	RHS	SUMMIT	Alstede Farm	Chester, NJ	~23	P.Critelli; David Hughes; A.Somers
* 10	RHS	Aviation	FAA William J. Hughes Technical Center	Atlantic City International Airport, Egg Harbor Township, NJ	17	C.Blough; M.Gottfried; M.Mawn

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

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

File Number	School or Provider	Total Cost	Dates
204522	Somerset County Educational Services Commission	\$74,000.00	9/7/23-6/30/24
204047	Mount Olive Board of Education	\$28,352.20	7/5/23-6/18/24
210589	Essex Valley School	\$81,900.00	9/26/23-6/30/24
211808	Bayada Home Health Credit, Inc.	\$81,900.00	7/1/23-6/30/24
108541	Broadstep Academy., Inc.	\$155,494.50	7/5/23-6/18/24

TUITION STUDENTS

- *7. 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.

<i>State ID</i>	<i>Sending District</i>	<i>Program</i>	<i>Total</i>
9427960513	West Morris Regional High School District*	BD	\$32,048.10
*Amends the Sending District originally approved on May 8, 2023			

APPROVAL OF DISPOSITION OF INSTRUCTIONAL PROPERTY

- *8. RESOLVED, that library and/or multimedia resources with exceptionally old copyright dates, that are damaged, duplicates, no longer relevant, and/or inappropriate material for the grade level, be approved for removal from the Roxbury School Media Centers according to District Policy No. 7300, Disposition of Property. Identified resources will be distributed to classrooms, shifted to other district libraries, discarded, sold, or donated, as appropriate.

APPROVAL OF SENIOR OPTION PROJECTS - RHS

- *9. RESOLVED, that the Roxbury Township Board of Education accepts the Senior Option Projects for the classes at Roxbury High School listed below to be completed in the 2023/2024 school year.

Student	Research Focus	Credits
206008	Library Promotional Video Series	5
206061	Jr. Coaching	5
208359	Woodworking	5

STAFF DEVELOPMENT - RAFT

- *10. RESOLVED, that the Roxbury Township Board of Education approve up to nine one-hour Roxbury Academy for Teachers (RAFT) professional development sessions to be offered during after-school hours throughout the 2023-2024 school year, with each session to be instructed by up to one administrator and up to one certificated staff member from the REA, with those instructors who are RAA administrators to be compensated at \$40 per hour, and those instructors who are REA certificated staff members to be compensated at \$37 per hour.

APPROVAL OF MEMORANDUM OF UNDERSTANDING - TNT KID'S FITNESS (TNT) AND ROXBURY PUBLIC SCHOOLS

- *11. RESOLVED, that the Roxbury Township Board of Education approve the Memorandum of Understanding with TNT Kid's Fitness (TNT) regarding the ABLE Flagship School Case Study program for the 2023/2024 school year.

C. Policies (Resolution 1)

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

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

	<i>Policy/Regulation Number</i>	<i>Policy/Regulation Title</i>	<i>Exhibit Number</i>
a	Regulation 5530 Revised	Substance Abuse (M)	P1
b	Regulation 5450 Revised	Interscholastic Awards	P2

D. Personnel (Resolutions 1-21)

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

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

JOB DESCRIPTION

- *1. RESOLVED, that the Roxbury Township Board of Education approve the new job description for Security Officer Trainer (CMS-5A). (Exhibit JD1)

RESIGNATIONS, RETIREMENTS, TERMINATIONS

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Action</i>	<i>Final day of employment</i>	<i>Discussion</i>
1	Cicchino, Ashley	JES	School Counselor & ABS	Resignation for personal reasons	10/27/23 #	# Or sooner pending hire of a suitable replacement
2	Gabloff, Kristina	EMS	Cafeteria Aide	Resignation for personal reasons	9/18/23	To accept position as Special Education Paraprofessional
* 3	Gangemi, Kayla	RHS	23/24 RHS S.E.A.S. Advisor	Rescind appointment	--	
4	Riesebeck, Susan	KES	Cafeteria Aide	Rescind appointment	--	Declined appointment on 8/21/23 E.8.7

LEAVES OF ABSENCE

- 3. 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	DeMaio, Brittany	JES	Special Education Teacher (RC)	1/2/24 or sooner if nec	Using available sick & personal days	FMLA/NJFLA	5/17/24	
* 2	Gervasio, Thomas	RHS	Social Studies Teacher	8/30/23	Using 7 sick days	n/a	9/11/23	
3	Gulla, Carmel	LRS	Special Education Paraprof	8/28/23	Using available sick and personal days	FMLA, if needed	Upon release by physician	
* 4	Hatch, Bryant	EMS, RHS	SLS	1/2/24	n/a	FMLA/NJFLA	3/25/24	
5	Murray, Mary Anne	NES	Cafeteria Aide	8/30/23	n/a	FMLA	Upon release by physician	
* 6	Susin, Jessica	RHS	School Social Worker	2/12/24 or sooner if nec	Using 20 sick days	FMLA/NJFLA	5/21/24	
^ Leave becomes unpaid when sick/personal days depleted or released by physician, whichever occurs first.								

REASSIGNMENTS / TRANSFERS (NON-CERTIFICATED STAFF)

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

	Name	Former Assignment & Loc.	New Assignment & Loc.	Effective Date	Discussion
1	Bonnefond, Kristen	Special Education Paraprofessional NES	Special Education Paraprofessional JES	9/1/23 # - 6/30/24	PSD Program
2	Gonzalez, Adalgisa	Special Education Paraprofessional FES	Special Education Paraprofessional FES	9/1/23 # - 6/30/24	LLD Program
3	Haucke, Theresa	Special Education Paraprofessional FES	Special Education Paraprofessional NES	9/1/23 # - 6/30/24	LLD Program
4	Koch, Joyce	Special Education Paraprofessional NES	Special Education Paraprofessional NES	9/1/23 # - 6/30/24	Gen Ed Program; amend from 4 days/wk to 5 days/wk (no timesheets)
5	Mele, Annmarie	Special Education Paraprofessional FES	Special Education Paraprofessional FES	9/1/23 # - 6/30/24	RC Program; amend from 5 days/wk to 4 days/wk payable by timesheets
6	Nelson, Fatimah	Special Education Paraprofessional NES	Special Education Paraprofessional FES	9/12/23 - 6/30/24	RC Program
7	Rome, Angel	Special Education Paraprofessional KES	Special Education Paraprofessional KES	9/1/23 # - 6/30/24	BD Program; amend from 5 days/wk to 4 days/wk payable by timesheets
8	Tweed, Elena	Title 1 Paraprofessional AID.REG.FRA.T1.04 FES	Title 1 Paraprofessional AID.REG.NIX.T1.02 NES	9/1/23 # - 6/30/24	Contingent upon Title 1 funding (correction to new assignment app'd 8/21/23)

10-month employee shall start on the first day of the 2022-23 calendar for this bargaining unit / employee group

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	Banas, Jessica	EMS	Special Education Teacher (RC)	23/24 MA+15 Step 11	\$73,115 prorated	10/18/23 ^, ^^	6/30/24	Tenure-track replacement in position TCH.SPE.RES.NA.19.
2	Simone, Sandra	LRS	SLS	23/24 MA Step 17-18	\$81,781 prorated	11/1/23	6/30/24	Tenure-track replacement in position TCH.DS.SLS.NA.04.

^ Employment start date is pending completion of documentation in accordance with the law or district policy.
^^ Employment start date is pending release from current employer.

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

	<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>Prior BOE Aprvl</i>	<i>Discussion</i>
* 1	Hrynio, Lindsay	RHS	School Nurse	23/24 BA+15 Step 10	\$66,447 prorated	8/30/23	6/30/24	8/21/23	Replacement in position NRS.RHS.NRS.NA.01
* 2	Mendlen, Jake	B&G	Groundskeeper	REA Maint	\$56,600 prorated	8/23/23	6/30/24	8/21/23	Replacement in position B&G.DS.GRD.NA.04

APPOINTMENTS - LEAVE REPLACEMENTS

7. 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	Bellardino, Alyssa	DIST	Leave-repl Supervisor of Applied Sciences & Mathematics Gr. PK - 6	\$1,400	8/7/23	9/8/23	Addl administrative assignment; replacement in position SUP.DS.SUP.NA.02. Salary per 2023-2027 RAA Contract, Article VI.G.
2	Bellardino, Alyssa	DIST	Co-Leave-repl Supervisor of Applied Sciences & Mathematics Gr. PK - 6	Not to exceed \$4,500	9/11/23	12/22/23	Addl administrative assignment; partial replacement in position SUP.DS.SUP.NA.02, not to exceed 3 days/wk. Salary per 2023-2027 RAA Contract, Article VI.G.
3	Kopacz, Marybeth	DIST	Co-Leave-repl Supervisor of Applied Sciences & Mathematics Gr. PK	\$500.00 per diem	9/11/23	12/22/23	Amends & supersedes appt aprvd 8/21/23, XV.E.7.3.

			- 6				Partial replacement in position SUP.DS.SUP.NA.02, not to exceed 2 days/wk.
4	Tufaro, Catherine	LRS	Leave-repl Special Education Teacher (RC)	\$300.00 per diem	8/28/23	12/22/23	Extends <i>End Date</i> aprvd 8/21/23, XV.E.7.6. Replacement in position TCH.SPE.RES.NA.05
5	Wing, Kathleen	FES	Leave-repl School Counselor	\$300.00 per diem	9/19/23	11/7/23	Replacement in position TCH.DS.GUI.NA.02
^ Employment start date is pending completion of documentation in accordance with the law or district policy.							

APPOINTMENTS - HOURLY EMPLOYEES

- *8. RESOLVED, that the Roxbury Township Board of Education approve the following staff members:

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Guide / Step</i>	<i>Hourly Rate</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Fassett, Sharon	KES	Cafeteria / Lunch Aide	N/A	\$15.50	9/19/23	6/30/24	P/T Replacement in position AID.CAF.KEN.NA.01
2	Gabloff, Kristina	EMS	Special Education Paraprofessional	REA Paraprof Step A	\$19.00	9/19/23	6/30/24	RC Program replacement in position AID.SPE.PT.NA.35; not to exceed 29.5 hrs/wk
3	Gamba, Marguerite	NES	Special Education Paraprofessional	REA Paraprof Step A	\$19.00	9/19/23	6/30/24	Autistic Program replacement in position AID.SPE.PT.NA.07; not to exceed 29.5 hrs/wk
4	Miller, Jackson	NES	Title 1 Paraprofessional	REA Paraprof Step A	\$19.00	9/19/23	6/30/24	P/T replacement in position AID.REG.NIX.T1.04 contingent on Title 1 funding; not to exceed 29.5 hrs/wk
5	Paitchel, Amy	LRS	Special Education Paraprofessional	REA Paraprof Step B	\$19.50	9/26/23 ^	6/30/24	RC Program replacement in position AID.SPE.PT.NA.28; not to exceed 29.5 hrs/wk
6	Sobanko, Gilma	JES	Special Education Paraprofessional	REA Paraprof Step A	\$19.00	9/19/23	6/30/24	PSD Program replacement in position AID.SPE.PT.NA.36; not to exceed 29.5 hrs/wk
^ Employment start date is pending completion of documentation in accordance with the law or district policy. ^^ Employment start date is pending release from current employer # 10-month employees shall start on the first day of the 2022-23 calendar for this bargaining unit / employee group.								

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

	<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>Prior BOE Aprvl</i>	<i>Discussion</i>
1	Nelson, Fatimah	FES	Special Education Paraprof	REA Paraprof Step A	\$19.00	9/12/23	6/30/24		RC Program replacement in position AID.SPE.PT.NA.37

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

	<i>Name</i>	<i>Primary Job Title</i>	<i>Start Date</i>	<i>End Date</i>
1	Slater, Paul	Substitute Security Guard	9/19/23	6/30/24

APPOINTMENTS - TRANSITIONAL SUBSTITUTE STAFF

11. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions for the 2023/2024 school year on an as needed basis:

	<i>Name</i>	<i>Loc.</i>	<i>Position</i>	<i>Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
* 1	Kalodner, Isabel	RHS	Transitional Substitute Teacher (English)	\$230.00 per diem	8/28/23	10/27/23	Extends <i>End Date</i> aprvd 8/21/23, XV.D.9.1. Replacement in position TCH.RHS.ENG.NA.13
* 2	Kane, John	EMS, RHS	Transitional Substitute Teacher (French & Social Studies)	\$230.00 per diem	9/1/23	10/31/23	Amends <i>Position & Start Date</i> , and extends <i>End Date</i> aprvd 8/21/23, XV.D.9.2. Replacement in position TCH.DS.WL.FR.01
3	Kovach, Michael	EMS	Transitional Substitute Teacher (Special Ed, RC)	\$230.00 per diem	8/28/23	10/27/23	Extends <i>End Date</i> aprvd 8/21/23, XV.D.9.3. Replacement in position TCH.EMS.PEH.NA.01
4	O'Shea, Nichole	NES	Transitional Substitute Teacher (Gr. 4)	\$230.00 per diem	9/6/23	11/2/23	Extends <i>End Date</i> aprvd 9/5/23, VI.B.4.1. Replacement in position TCH.NIX.GR4.NA.01
* 5	Zeris, Lauren	RHS	Transitional Substitute Teacher (FCS)	\$230.00 per diem	8/28/23	10/27/23	Extends <i>End Date</i> aprvd 8/21/23, XV.D.9.4. Replacement in position TCH.RHS.FAM.NA.05

APPOINTMENTS - SUBSTITUTES

- *12. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions on an as needed basis:

	<i>Name</i>	<i>Loc.</i>	<i>Position</i>	<i>Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Bolger, Megan	District	Substitute Teacher, Paraprofessional, Secretary	23/24 Board approved Sub Rate	9/19/23	6/30/24	
2	Korf, Alison	District	Substitute Teacher,	23/24 Board approved	9/19/23	6/30/24	

			Paraprofessional, Secretary	Sub Rate			
3	Neilson, Kacie	District	Substitute Teacher, Paraprofessional, Secretary	23/24 Board approved Sub Rate	9/19/23^	6/30/24	
^ Start date is pending completion of documentation in accordance with the law or district policy.							

SUBSTITUTES - TRANSPORTATION, TECHNOLOGY, SECURITY, MAINTENANCE/GROUNDS

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

	Name	Position	Hourly Rate	Start Date	End Date	Discussion
1	Kein, Lauren	Substitute Computer Technician	\$16.00	9/19/23	6/30/24	Not to exceed 10 hrs/wk
2	Slater, Paul	Substitute Security Guard	\$26.00	9/19/23	6/30/24	Not to exceed 29 hrs/wk

APPOINTMENTS - EXTRACURRICULAR

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

23/24 Club Appts							
	POS LOC	POS TYPE	POSITION	ASSIGN-MENT	NAME	23/24 TOTAL Stipend	Discussion
1	EMS	CLUB	Chess & Strategic Gaming	Advisor	Gibson, Ryan	\$2,350	
* 2	RHS	CLUB	Newspaper	Co-Advisor (FTE 0.30)	Kalodner, Isabel	\$1,001	Co-Advisor term from 9/19/23 thru 11/19/23.
* 3	RHS	CLUB	Newspaper	Co-Advisor (FTE 0.70)	Santoro, Megan	\$2,335	Amends & supersedes appt aprvd 6/26/23, XV.D.8.3, Exhibit HR 1.3, Row No. 69 & 9/5/23, VI.B.2.2, Exhibit HR 2.2, Row No. 69. Co-Advisor term from 11/20/23 thru 6/13/24.
* 4	RHS	CLUB	PRISM	Co-Advisor	Speronza, Jane-Frances	\$963	Amends & supersedes appt aprvd 6/26/23, XV.D.8.3, Exhibit HR 1.3, Row No. 74 & 9/5/23, VI.B.2.2, Exhibit HR 2.2, Row No. 74.
* 5	RHS	CLUB	PRISM	Co-Advisor	Kelly, Megan	\$963	
* 6	RHS	CLUB	S.E.A.S.	Advisor	McGinley, Birsen	\$ 1,829	Amends & supersedes appt aprvd 6/26/23, XV.D.8.3, Exhibit HR 1.3, Row No. 79 & 9/5/23, VI.B.2.2, Exhibit HR 2.2, Row No. 78.

15. RESOLVED, that the Roxbury Township Board of Education approve the following appointments for the 2023/2024 school year. At this time, employment and payment are

contingent upon the status of school closures and the ability to fulfill the responsibilities associated with these positions. The Board will be reimbursed for the stipends indicated below through fundraising and ticket sales.

23/24 EMS Spring Musical Play Appointments					
	POS LOC	POSITION	ASSIGNMENT	NAME	23/24 TOTAL Stipend
1	EMS	Drama Club	Advisor	Scire, Ciera #	\$3,750
2	EMS	Choreography	Director	Otto, Alexandra #	\$2,350
3	EMS	Costume	Designer	Rogers, Patricia	\$1,500
4	EMS	Painting / Visual	Director	Hagemann, Regina	\$1,350
5	EMS	Set Design	Advisor	Hagemann, Regina	\$1,500
6	EMS	Tech Crew	Co-Director (FTE 0.40)	Otto, Alexandra #	\$1,000
7	EMS	Tech Crew	Co-Director (FTE 0.60)	Richman, Margery	\$1,500
# Employment start date is pending completion of documentation in accordance with the law or district policy.					

APPROVAL OF SERVICE PAYMENTS

16. RESOLVED, that the Roxbury Township Board of Education approve payment to the following individuals for their services to the district as indicated below for the 2023/2024 school year. At this time, use of the services and payment for services is contingent upon the status of school closures and the ability to fulfill the responsibilities associated with provision of services.

	Name	Services Performed	23/24 Payment	Discussion
* 1	Hachey, Patrick	RHS Fall Drama Set Designer & Construction	\$1,200	The Board will be reimbursed through fundraising and ticket sales.
2	Rogers, Patricia	EMS Music Theater Costume Designer	\$450	Supersedes resolution aprvd 6/26/23, XV.A.16.
* 3	Rogers, Patricia	RHS Fall Drama Costume Designer	\$500	The Board will be reimbursed through fundraising and ticket sales.
* 4	Speronza, Jane-Frances	RHS Fall Drama Set Artist & Painting	\$500	The Board will be reimbursed through fundraising and ticket sales.

MENTORING

17. 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	Cooper, Christen	NES	18 (in Long Hill Twp SD 9/2022-1/2023)	Miller, Victoria	8/28/23	11/17/23	12	\$220
2	Tufaro, Catherine	LRS	n/a	Ferrentino, Margaret	9/18/23	12/22/23	14	\$257

^Start date pending receipt of documentation in accordance with law.

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

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

	<i>Name</i>	<i>Position</i>	<i>Start Date</i>	<i>End Date</i>	<i>Stipend</i>	<i>Discussion</i>
1	Manney, Lynn	Title I S.A.I.L. Parent Academy Co-Coordinator	9/19/23	6/30/24	\$2,000	Stipend to be paid out of Title IA grant allocation.
2	McInnes, Cathy	Title I S.A.I.L. Parent Academy Co-Coordinator	9/19/23	6/30/24	\$2,000	

19. RESOLVED, that the following staff members be approved as indicated on an as needed basis as Title I Parent Academy Monitors.

	<i>Name</i>	<i>Start Date</i>	<i>End Date</i>	<i>Salary Guide</i>	<i>Hourly Rate</i>	<i>Discussion</i>
1	Any employee assigned to Franklin and/or Nixon Elementary school	9/19/23	6/30/24	2023-26 REA Contract for Parent University	\$37.00/hr	Salaries to be paid from Title IA grant allocation.

COMMUNITY SCHOOL

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

	Program	Instructor	Loc	Pay Rate	Start Date	End Date	Discussion (Min Max)
1	TREP\$	Cordio, Marcia	FES	\$35/Hour	10/1/23	12/22/23	Min: 6 Max: 25
2	TREP\$	Neumann, Erin	KES	\$35/Hour	10/1/23	12/22/23	Min: 6 Max: 25

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

	Name	Loc	Title	Hourly Rate	Start Date	End Date	Discussion
1	Colucci, Patricia	K-4	Sub Certified	\$25.00	8/17/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions; amends pay rate
2	Izquierdo, Maria-Elena	K-4	Certificated	\$35.00	9/18/23	6/30/24	
3	Rome, Angel	K-4	Non-Certified	\$22.00	9/18/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions

4	Slinger, JoAnne	K-4	Non-Certified	\$22.00	9/18/23	6/30/24	Start date pending clearance
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E. Executive Session Regular Meeting

*1. WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in Executive Session under certain limited circumstances; and

WHEREAS, said law requires the Board of Education to adopt a resolution at a public meeting before it can meet in such an Executive Session; and

WHEREAS, the Board of Education is anticipating to hold a Regular Meeting on October 16, 2023 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.

- XVI. PUBLIC COMMENTS – There is a three-minute time limit, per Board Policy.
- XVII. BOARD MEMBER COMMENTS
- XVIII. EXECUTIVE SESSION - (IF NECESSARY)
- XIX. PUBLIC SESSION – (IF NECESSARY)
- XX. ADJOURNMENT

REGULATION

ROXBURY TOWNSHIP
BOARD OF EDUCATION

STUDENTS
R 5530/Page 1 of 19
SUBSTANCE ABUSE (M)

R 5530 SUBSTANCE ABUSE (M)

M

The following procedures are established in implementation of Policy 5530, Substance Abuse.

A. Definitions

1. “Evaluation” means procedures used by a certified or licensed professional to make a positive determination of a student’s need for programs and services which extend beyond the general school program by virtue of learning, behavior, or health difficulties of the student or the student’s family.
2. “Other drugs” mean substances as defined in N.J.S.A. 18A:40A-9 and substances as defined in N.J.A.C. 6A:16-4.1(a).
3. “Parent” means the natural parent(s) or adoptive parent(s), legal guardian(s), foster parent(s) or parent surrogate(s) of a student. When parents are separated or divorced, “parent” means the person or agency who has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided such parental rights have not been terminated by a court of appropriate jurisdiction.
4. “Referral for evaluation” means programs and services suggested to a student or his or her family in order to make a positive determination regarding a student’s need for services that extend beyond the general school program.
5. “Referral for treatment” means programs and services suggested to a student or to his or her family to help implement the recommendations resulting from an evaluation, pursuant to N.J.A.C. 6A:16-1.3 and 4.1(c)5 and 6; in response to a positive alcohol or other drug test result, pursuant to N.J.A.C. 6A:16-4.4; or in response to the family’s request for assistance with a learning, behavior, or health difficulty, pursuant to N.J.A.C. 6A:16-4.1(c)7 and 8.



REGULATION

ROXBURY TOWNSHIP BOARD OF EDUCATION

STUDENTS
R 5530/Page 2 of 19
SUBSTANCE ABUSE (M)

6. “School grounds” means and includes land, portions of land, structures, buildings, and vehicles, owned, operated or used for the provision of academic or extracurricular programs sponsored by the district or community provider and structures that support these buildings, such as school wastewater treatment facilities, generating facilities, and other central facilities including, but not limited to, kitchens and maintenance shops. “School grounds” also include other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds; and other recreational places owned by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land. “School grounds” also includes athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands; greenhouses; garages; facilities used for non-instructional or non-educational purposes; and any structure, building, or facility used solely for school administration as defined in N.J.A.C. 6A:26-1.2.
7. “Substance” as defined in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a) means alcoholic beverages, controlled dangerous substances, including anabolic steroids as defined at N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined at N.J.S.A. 2C:35-10.4, and over-the-counter and prescription medications that are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.
8. “Substance abuse” means the consumption or use of any substance for purposes other than for the treatment of sickness or injury as prescribed or administered by a person duly authorized by law to treat sick and injured human beings.
9. “Under the influence” of substances means that the student is observed in the use of a substance or exhibits physical and/or behavioral characteristics that indicate the immediate use of a substance.



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10. “SAC” means student assistance counselor.
11. “I&RS” means Intervention and Referral Services as described in Policy 2417.

B. Discipline in Cases Involving Substance Abuse

1. First Offense for students found to be under the influence:
 - a. ~~Four days out of school suspension and two~~ **Two** days of in-school suspension **and one Saturday detention**, exclusion from co-curricular activities until the student is in compliance ~~with and is actively engaged in recommended treatment programs.~~ Reinstatement to school activities is contingent upon ~~Administrative review and subject to continued monitoring~~ **completion of suspension and remedial interventions.**
 - b. ~~Prior to returning to school, student and parent must meet with SAC and administration and comply with recommended programs.~~
 - be.** Be denied participation in the junior and/or senior proms, senior trip, and other activities, including graduation, until all requirements stated in 1.a are satisfied.
2. Second Offense for students found to be under the influence:
 - a. ~~Ten~~ **Four** days out-of-school suspension **and two days in-school suspension**, exclusion from co-curricular activities until the student is in compliance with and is actively engaged in recommended **evaluation** ~~treatment~~ programs. Reinstatement to school activities is contingent upon I&RS/Administrative review and subject to continued monitoring.
 - b. Prior to returning to school, the student and parent must meet with the SAC and administration and comply with recommended programs **and have a confirmed appointment for substance evaluation.**



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- c. Be denied participation in the junior and/or senior proms, senior trip and other activities, including graduation, until all requirements stated in 21.a are satisfied.
 3. Subsequent Offenses for students found to be under the influence:
 - a. **Ten days of** Out-of-school suspension pending superintendent review and/or board of education hearing.
 - b. A student who has been removed from school for use, possession and/or distribution of substances, other than a student who has been expelled from school, shall be placed on home instruction.
 4. First Offense for students found to be in possession of and/or intending to distribute substances or paraphernalia:
 - a. ~~Ten~~ **Four** days out-of-school suspension **and two days in-school suspension**, exclusion from co-curricular activities until the student is in compliance with and is actively engaged in recommended treatment programs. Reinstatement to school activities is contingent upon Administrative review and subject to continued monitoring **and have a confirmed appointment for substance evaluation**.
 - b. Prior to returning to school, the student and parent must meet with the SAC and administration and comply with recommended programs.
 - c. Be denied participation in the junior and/or senior proms, senior trip and other activities, including graduation, until all requirements stated in 1.a are satisfied.
 5. Subsequent Offenses for students found to be in possession of and/or intending to distribute substances or paraphernalia:
 - a. **Ten days of** Out-of-school suspension pending superintendent review and/or a board of education hearing.



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- b. A student who has been removed from school for use, possession and/or distribution of substances, other than a student who has been expelled from school, shall be placed on home instruction.

C. Intervention, Referral for Evaluation, and Referral for Treatment Services

- 1. The provision of intervention, referral for evaluation, and referral for treatment services for students who are affected by alcohol or other drug use.
 - a. The intervention, referral for evaluation, and referral for treatment services shall be provided by an individual who holds the educational services certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners, or by an individual who holds one of the following educational services certificate endorsements: school nurse; school nurse/non-instructional; school psychologist; school counselor; school social worker; or student personnel services and is trained in alcohol and other drug abuse intervention, assessment, referral for evaluation, and referral for treatment skills.
 - b. The intervention, referral for evaluation, and referral for treatment services shall include one or more of the following:
 - (1) Provisions for a program of instruction, counseling, and related services provided by the district Board of Education while a student receives medical treatment for a diagnosed alcohol or other drug dependency problem;
 - (2) Referral to a community agency, as defined in N.J.A.C. 6A:16-4.1(b), out-of-State agencies licensed by the appropriate State regulatory agency for alcohol and other drug services, or private practitioners authorized by the appropriate drug and alcohol licensing board;



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- (3) Provisions for support services for students who are in, or returning from, medical treatment for alcohol and other drug dependency; or
- (4) A special class, course or educational program designed to meet the needs of students with alcohol or other drug use problems.

D. Reporting, Notification, and Examination Procedures

1. Students Suspected of Using Anabolic Steroids – N.J.A.C. 6A:16-4.3(b)

- a. Whenever a teaching staff member, certified or non-certified school nurse, or other educational personnel has reason to believe that a student has used or may be using anabolic steroids, the person shall report the matter as soon as possible to the Principal or, in the Principal's absence, to a person designated by the Principal and either the certified or non-certified school nurse, the school physician, or the student assistance coordinator.
- b. In response to a report of suspected anabolic steroid use, including instances when a report is made to law enforcement, the Principal or designee shall immediately notify the student's parent and the Superintendent. The Principal or designee shall arrange for an examination of the student by a physician licensed to practice medicine or osteopathy selected by the parent.
 - (1) If the physician chosen by the parent is not available to perform the examination, the examination shall be conducted by the school physician or other physician identified by the Principal.
 - (2) The student shall be examined as soon as possible for the purpose of determining whether the student has been using anabolic steroids.



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c. The Superintendent or designee may disclose to law enforcement authorities the identity of a student suspected to have used or to be using anabolic steroids.

(1) The Superintendent or designee shall disclose to law enforcement authorities the identity of a student reasonably believed to be in possession of anabolic steroids or related paraphernalia or a student reasonably believed to be involved or implicated in distribution activities involving anabolic steroids.

d. The examining physician shall provide to the parent, Principal, and Superintendent a written report of the examination.

e. If it is determined the student has used anabolic steroids, an individual who holds the Educational Services Certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following educational services certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker, or student personnel services and is trained to assess alcohol and other drug abuse shall interview the student and others, as necessary, for the purpose of determining the extent of the student's involvement with and use of anabolic steroids and the possible need for referral for treatment.

(1) To make this determination, the school staff member(s) identified above may conduct a reasonable investigation, which may include interviews with the student's teachers and parents and consultation with experts in student alcohol or other drug abuse.

f. If results of a referral for evaluation positively determine the student's involvement with and use of anabolic steroids represents a danger to the student's health and well-being, the school staff member(s) identified in D.1.e. above who is



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trained to assess alcohol and other drug abuse shall initiate a referral for treatment to appropriate community agencies as defined in N.J.A.C. 6A:16-4.1(b), to out-of-State agencies licensed by the appropriate State regulatory agency for alcohol and other drug services, or to private practitioners certified by the appropriate drug and alcohol licensing board.

2. Students Suspected of Being Under the Influence of Alcohol or Other Drugs Other Than Anabolic Steroids – N.J.A.C. 6A:16-4.3(a)
 - a. Any educational staff member or other professional to whom it appears that a student may be currently under the influence of alcohol or other drugs on school grounds shall report the matter as soon as possible to the Principal or, in his or her absence, to his or her designee and either the certified school nurse, non-certified school nurse, school physician, or student assistance coordinator, pursuant to N.J.S.A. 18A:40A-12.
 - (1) In instances where the Principal and either the certified school nurse, non-certified school nurse, school physician or the student assistance coordinator are not in attendance, the staff member responsible for the school function shall be immediately notified.
 - (2) The referring staff member shall file with the Principal a report describing the incident. The form shall include all information necessary for a complete, accurate reporting on the Student Safety Data System (SSDS) according to N.J.S.A. 18A:17-46 and N.J.A.C. 6A:16-5.3.
 - b. In response to every report by an educational staff member or other professional of suspected student alcohol or other drug use, including instances when a report is made to law enforcement, the Principal or designee shall:
 - (1) Immediately notify the student's parent and the Superintendent or designee;



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- (2) Arrange for an immediate medical examination of the student for the purposes of providing appropriate health care and for determining whether the student is under the influence of alcohol or other drugs, other than anabolic steroids; and
 - (3) Any substance screening conducted by the school nurse and/or other staff is not a substitute for the required medical examination required in N.J.S.A. 18A:40A-12.
- c. The Superintendent or designee may disclose to law enforcement authorities the identity of a student suspected to be under the influence of alcohol or other drugs.
- (1) The Superintendent or designee shall disclose to law enforcement authorities the identity of a student reasonably believed to be in possession of a controlled dangerous substance or related paraphernalia or a student reasonably believed to be involved or implicated in distribution activities regarding controlled dangerous substances.
- d. The medical examination shall be performed by a physician licensed to practice medicine or osteopathy who is selected by the parent.
- (1) The parent will be provided, in writing, the minimum requirements for the immediate medical examination, which will include, but not be limited to, the substances to be tested by the physician, the cut-off levels of each substance to be tested, the time period the immediate medical examination must be conducted, and any other requirements of the examination.
 - (2) The examination shall be at the expense of the parent and not the district Board of Education.



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- e. If the physician chosen by the parent is not immediately available, the medical examination shall be conducted by the school physician.
 - (1) If the school physician is not available, the student shall be accompanied by a member of the school staff designated by the Principal to the emergency room of the nearest hospital for examination.
 - (2) The student's parent, if available, shall also accompany the student.
 - (3) When the medical examination is conducted by the school physician or a physician at the emergency room of the nearest hospital, the examination shall be at the expense of the district Board of Education.

- f. The Board of Education will have a plan in place for the appropriate supervision of the student:
 - (1) While waiting for a parent to take the student to the physician selected by the parent, or while the student is waiting for and receiving the medical examination by the school physician or the physician in an emergency room; and
 - (2) Provisions will be made for the appropriate care of the student while awaiting the results of the medical examination.

- g. A written report of the medical examination of the student shall be furnished to the student's parent, the Principal, and the Superintendent of Schools by the examining physician within twenty-four hours of the referral of the student for suspected alcohol or other drug use.
 - (1) The school district, in cooperation with the school physician or medical professionals licensed to practice medicine or osteopathy, shall establish minimum requirements for the medical report. The



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- minimum requirements for the examination will be periodically reviewed and updated as needed.
- (2) The report's findings shall verify whether the student's alcohol or other drug use interferes with his or her physical and mental ability to perform in school.
- h. When the medical examination is performed by a physician other than the school physician or at the emergency room of the nearest hospital, the school district will require the parent to verify within twenty-four hours of the notification that the student is suspected of alcohol or other drug use that a medical examination was performed in compliance with this Policy.
- (1) The verification shall include, at a minimum, the signature, printed name, address, and phone number of the examining physician, the date and time of the medical examination, and the date by which the report required in this Policy will be provided.
- (2) Refusal or failure by a parent to comply with this requirement shall be treated as a policy violation and handled in accordance with N.J.A.C. 6A:16-4.3(d).
- i. If the written report of the medical examination is not submitted to the parent, Principal, and Superintendent within twenty-four hours of the referral of the student for suspected alcohol or other drug use, the student shall be allowed to return to school until such time as a positive determination of alcohol or other drug use is received from the examining physician, unless the student was also removed for violating the Code of Student Conduct.
- j. If the written report of the medical examination verifies that alcohol or other drugs do not interfere with the student's physical and mental ability to perform in school, the student will be immediately returned to school.



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- k. If there is a positive determination from the medical examination, indicating the student's alcohol or other drug use interferes with his or her physical or mental ability to perform in school:
 - (1) The student will be returned as soon as possible to the care of the parent;
 - (2) Attendance at school shall not resume until a written report has been submitted to the parent, the Principal, and Superintendent from a physician licensed to practice medicine or osteopathy who has examined the student to determine whether alcohol or other drug use interferes with his or her physical or mental ability to perform in school.
 - (a) The report shall verify that the student's alcohol or other drug use no longer interferes with the student's physical and mental ability to perform in school.
 - (3) Removal of a student with a disability shall be made in accordance with N.J.A.C. 6A:14.
- l. While the student is home because of the medical examination or after the student returns to school, an individual who holds the Educational Services Certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following Educational Services Certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker, or student personnel services and is trained to assess alcohol and other drug abuse shall:
 - (1) Conduct an alcohol and other drug assessment of the student and a reasonable investigation of the situation, which may include interviews with the student's teachers and parents and consultation with experts in student alcohol or other drug abuse, for



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the purpose of making a preliminary determination of the student's need for educational programs, supportive services, or treatment that extend beyond the general school program by virtue of the student's use of alcohol or other drugs.

- (a) The findings of the assessment alone shall not prevent a student from attending school; and
- (2) Cooperate with community agencies as defined in N.J.A.C. 6A:16-4.1(b) and juvenile justice officials in providing evaluation, referral, and continuity of care for alcohol or other drug abuse treatment.
- m. While the student is at home because of the medical examination or after his or her return to school, the Principal or Superintendent may recommend or require alcohol and other drug assessment of the student or evaluation by appropriately certified or licensed professionals to make a positive determination of a student's need for programs and services that extend beyond the general school program, as necessary.
 - (1) The findings of these additional evaluations alone shall not be used to prevent a student from attending school.
- n. If at any time it is determined that the student's use of alcohol or other drugs presents a danger to the student's health and well-being, an individual who holds the Educational Services Certificate with the student assistance coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds one of the following Educational Services Certificate endorsements: school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker, or student personnel services and is trained in alcohol and other drug abuse treatment referral shall initiate a referral for alcohol or other drug abuse treatment.



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E. Handling of Alcohol or Other Drugs

1. A student's person, effects, or school storage places may be searched for substances in accordance with Board Policy and applicable laws regarding searches in schools.
2. A school employee who seizes or discovers a substance, or an item believed to be a substance or drug paraphernalia, shall immediately notify and turn it over to the Principal or designee.
 - a. The Principal or designee shall immediately notify the Superintendent or designee who in turn shall notify the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.
 - b. In accordance with the provisions of N.J.A.C. 6A:16-6.4(a), the school employee, Principal or designee shall safeguard the alcohol, other drug, or paraphernalia against further destruction and shall secure the alcohol, other drug, or paraphernalia until it can be turned over to the County Prosecutor or designee.
 - c. The Principal or designee shall provide to the County Prosecutor or designee all information concerning the manner in which the alcohol, other drug, or paraphernalia was discovered or seized, including:
 - (1) The identity of all persons who had custody of the substance or paraphernalia following its discovery or seizure; and
 - (2) The identity of the student believed to have been in possession of the substance or paraphernalia.
 - d. The Principal or designee shall not disclose the identity of a student who voluntarily and on his or her own initiative turned over the alcohol, other drug, or paraphernalia to a school employee, provided there is reason to believe the student was involved with the alcohol, other drug, or paraphernalia for the purpose of personal use and not distribution activities, and further provided the student



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agrees to participate in an appropriate treatment or counseling program.

- (1) For the purposes of N.J.A.C. 6A:16-6.4, an admission by a student in response to questioning initiated by the Principal or teaching staff member, or following the discovery by the Principal or teaching staff member of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia shall not constitute a voluntary, self-initiated request for counseling and treatment.

F. Reporting Students to Law Enforcement Agencies

1. Subject to N.J.A.C. 6A:16-6.5, any staff member who, in the course of his or her employment, has reason to believe that a student has unlawfully possessed or in any way been involved in the distribution of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia shall report the matter as soon as possible to the Principal or, in the absence of the Principal, to the staff member responsible at the time of the alleged violation.
2. Either the Principal or the responsible staff member shall notify the Superintendent, who in turn shall notify as soon as possible the County Prosecutor or other law enforcement official designated by the County Prosecutor to receive such information.
3. The Superintendent or designee shall provide to the County Prosecutor or designee all known information concerning the matter, including the identity of the student involved.
4. The Superintendent or designee; however, shall not disclose the identity of a student who has voluntarily sought and participated in an appropriate treatment or counseling program for an alcohol or other drug abuse problem, provided the student is not reasonably believed to be involved or implicated in drug-distribution activities.
5. For the purpose of N.J.A.C. 6A:16-6.3, an admission by a student in response to questioning initiated by the Principal or teaching staff member, or following the discovery by the Principal or



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teaching staff member of a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall not constitute a voluntary, self-initiated request for counseling and treatment.

6. The Superintendent or designee may disclose to law enforcement authorities the identity of a student suspected to be under the influence of alcohol and/or controlled dangerous substances, pursuant to N.J.A.C. 6A:16-4.3(a), or a student suspected to have used or who may be using anabolic steroids, pursuant to N.J.A.C. 6A:16-4.3(b), and who is referred for a medical examination, pursuant to N.J.A.C. 6A:16-4.3(a) or (b), as appropriate, for the purposes of providing appropriate health care for the student and for determining whether the student is under the influence of alcohol or other drugs or has been using anabolic steroids. The Superintendent or designee shall disclose to law enforcement authorities the identity of a student reasonably believed to be in possession of a controlled dangerous substance or related paraphernalia or a student reasonably believed to be involved or implicated in distribution activities regarding controlled dangerous substances.
 7. Law enforcement authorities shall not be notified of the findings if a student's alcohol or other drug test, pursuant to N.J.A.C. 6A:16-4.3(a)3i and N.J.A.C. 6A:16-4.3(b)3i and N.J.A.C. 6A:16-4.3(a)4, was obtained as a result of the district Board of Education's voluntary random drug testing policy, pursuant to N.J.S.A. 18A:40A-22 et seq. and N.J.A.C. 6A:16-4.4.
- G. Parent Training Program/Outreach Programs
1. A substance abuse training program will be offered to the parents of students enrolled in the district. The program will be offered at times and places convenient to parents and on school premises or in other suitable facilities.
 2. The program shall, at a minimum, provide:
 - a. A thorough and comprehensive review of the substance abuse instruction curriculum to be taught to the children of the parents during the school year, with recommendations



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as to the ways in which the parent may enhance, reinforce, and supplement that program;

- b. Information on the pharmacology, physiology, psychosocial, and legal aspects of substance abuse;
 - c. Instruction to assist the parent in the identification of the symptoms and behavioral patterns that might indicate a child may be involved in substance abuse;
 - d. Information on the State, local, and community organizations which are available for the prevention, early intervention, treatment, and rehabilitation of individuals who show symptoms of substance abuse; and
 - e. A review of the Board Policy and Regulation on substance abuse with attention to the role of parents.
3. The Board will establish an outreach program to provide substance abuse education for the parents of students in the district. In establishing the program, the Board shall consult with such local organizations and agencies as are recommended by the Commissioner. The Board shall insure the program is offered at times and places convenient to the parents of the district on school premises, or at other suitable facilities.
- a. In addition to the substance abuse education program required pursuant to N.J.S.A. 18A:40A-17, the Board shall provide assistance to parents who believe that their child may be involved in substance abuse.

H. Records and Confidentiality of Records

- 1. Notations concerning a student's involvement with substances may be entered on his/her records, subject to N.J.A.C. 6A:32-7.1 et seq. and Policy 8330.
- 2. Information concerning a student's involvement in a school intervention or treatment program for alcohol or other drug abuse shall be kept strictly confidential according to 42 CFR Part 2, N.J.S.A. 18A:40A-7.1 and 7.2, and N.J.A.C. 6A:16-3.2.



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3. If a student involved in a school-based drug and alcohol counseling program provides information during the course of a counseling session which indicates the student's parent or other person residing in the student's household is dependent upon or illegally using substances pursuant to N.J.S.A. 18A:40A-7.1 and 7.2, that information shall be kept confidential and may be disclosed only under the circumstances expressly authorized as follows:
 - a. Subject to the student's written consent, to another person or entity whom the student specifies in writing in the case of a secondary student, or to a member of the student's immediate family or the appropriate school personnel in the case of an elementary student;
 - b. Pursuant to a court order;
 - c. To a person engaged in a bona fide research purpose; except that no names or other information identifying the student or the person with respect to whose substance abuse the information was provided, shall be made available to the researcher; or
 - d. To the Division of Child Protection and Permanency (DCP&P) or to a law enforcement agency, if the information would cause a person to reasonably suspect that the student or another child may be an abused or neglected child in accordance with statute or administrative code.

Any disclosure made pursuant to H.3.a. and b. above shall be limited to that information which is necessary to carry out the purpose of the disclosure, and the person or entity to whom the information is disclosed shall be prohibited from making any further disclosure of that information without the student's written consent. The disclosure must be accompanied by a written statement from the Superintendent or designee advising the recipient that the information is being disclosed from the records the confidentiality of which is protected by N.J.S.A. 18A:40A-7.1 et seq. and that this law prohibits any further disclosure of this



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information without the written consent of the person from whom the information originated.

Nothing in this Policy or Regulation prevents the DCP&P or a law enforcement agency from using or disclosing the information in the course of conducting an investigation or prosecution. Nothing in this Policy or Regulation shall be construed as authorizing the violation of any Federal law. The prohibition on the disclosure of information provided by a student shall apply whether the person to whom the information was provided believes that the person seeking the information already has it, has other means of obtaining it, is a law enforcement or other public official, has obtained a subpoena, or asserts any other justification for the disclosure of this information.

A person who discloses or willfully permits the disclosure of information provided by a student in violation of this Policy is subject to fines in accordance with N.J.S.A. 18A:40A-7.2.

4. Each incident of substance abuse shall be reported to the Commissioner on the SSDS.

Adopted: 14 October 2013

Revised: 6 May 2019

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INTERSCHOLASTIC AWARDS

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Frosh Awards

1st sport	Certificate and letter (4")
2nd sport	Certificate
3rd sport	Certificate

JV Awards

1st sport	Certificate and letter (6")
2nd sport	Certificate
3rd sport	Certificate
2nd year JV	Certificate and small bar

Varsity Awards

1st sport	Certificate, pin and letter (8")
2nd sport	Certificate and pin
3rd sport	Certificate and pin
2nd year Varsity	Certificate and large bar
3rd year Varsity	Certificate and large bar
4th year Varsity	Certificate and large bar

These awards shall be based on the following:

A. General Rules

1. Student-athletes must complete the season to be eligible for awards.
2. In the event of injury or illness where a student-athlete cannot complete the season, it is the coach's discretion whether or not to award a letter.
3. Seniors who have been a regular team member are eligible for a letter.
4. The term "participate" in the award requirements listed below is defined as active involvement in the actual competition for any period of time.

B. To earn a letter in the following sports, the student-athlete must:



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Participate in a minimum of one-third of the total regularly scheduled contests.
This applies to all levels of that sport.

1. Football
2. Soccer
3. Field Hockey
4. Tennis
5. Wrestling
6. Swimming
7. Golf
8. Ice Hockey
9. Lacrosse
10. Cheerleading
11. Volleyball
12. Basketball
13. Baseball
14. Softball
15. Gymnastics
16. Bowling

- C. To earn a letter in Cross Country, the student-athlete must:
1. Participate in one more than half of the total regularly scheduled contests;
- D. To earn a letter in Spring and Winter Track, the student-athlete must:
1. Participate in one more than half of the total regularly scheduled contests;
and
 2. Score a minimum of seven points.
- E. Additionally, a student who participates in any school-sponsored, interscholastic extracurricular activity that includes competitions in which the student competes against students enrolled in schools outside of the district is eligible to earn a varsity letter awarded by the district. A letter deserving participation is to be determined by the advisor/coach in collaboration with the Athletic Director for any activity/sport not identified above.
- F. Championships



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INTERSCHOLASTIC AWARDS

A championship season by a varsity team, individual or award winning performances in the Fine Arts area shall be recognized by the issuance of awards described as follows:

1. Championship recognition shall be for any of the following:
 - a. Northwest Jersey Conference
 - b. Morris County
 - c. Districts (wrestling)
 - d. NJSIAA State Sectional
 - e. NJSIAA State Championship
2. When multiple championships are earned by one team, all championships will be listed on the single plaque awarded to each team member.
3. For a Northwest Jersey Conference, Morris County or District (wrestling) championship, a picture plaque will be issued to each team member.
4. For an NJSIAA State Sectional, State or individual championship each team member or individual shall be ~~awarded a jacket not to exceed \$40.00~~ **provided an appropriate award not to exceed \$50.00** in cost to the Board of Education. Categories of such awards are listed below:

Overall State Championship

Baseball	
Basketball	Boys & Girls
Bowling	
Cheerleading	
Cross Country	Boys & Girls
Field Hockey	
Golf	
Gymnastics	
Ice Hockey	
Indoor Track	Boys & Girls
Lacrosse	Boys & Girls



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Soccer	Boys & Girls
Softball	
Swimming	Boys & Girls
Tennis	Boys & Girls
Track	Boys & Girls
Volleyball	
Wrestling	

State Section Championships

Football

Individual State Championships

Bowling

Cross Country	Boys & Girls
Golf	

Gymnastics

Indoor Track	Boys & Girls
Swimming	Boys & Girls
Tennis	Boys & Girls
Track	Boys & Girls
Wrestling	

For State Honors in the **Visual Fine** and **Performing Liberal** Arts area, individuals will be ~~awarded a jacket or another~~ **provided an** appropriate award not to exceed **\$50.00** ~~\$40.00~~ in cost to the Board of Education. Categories for such awards are listed below:

All-State Band, Orchestra, Chorus, State Teen Arts Festival, Debate

When multiple championships are earned by one team, all championships will be listed on the single plaque awarded to each team member.

5. Award recipients covered within this section of the regulation include any student in grades 6-12.

G. Trophies



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INTERSCHOLASTIC AWARDS

Trophies will be awarded to team captains and players chosen as most valuable player.

The Board of Education will provide only those awards listed above.

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Revised: 26 June 2017
Revised: 18 September 2023



ROXBURY TOWNSHIP PUBLIC SCHOOLS

Succasunna, New Jersey 07876

EXHIBIT JD1

Central Management Support

Title: Security Officer Trainer

CMS-5A

Qualifications:

1. Must have at least 15 years of law enforcement experience and at least 5 of those years in a supervisory capacity over other law enforcement officers.
2. Must possess a valid New Jersey Driver's License.
3. Must possess a valid New Jersey Permit to Carry.
4. Must possess a valid CPR and AED certification.
5. Must be able to train new or existing staff in the following:
 - a. Active Shooter Response
 - b. Building Evacuations
 - c. Lobbyguard
 - d. Synology Surveillance System
 - e. Genesis
6. Must have strong written and verbal communication skills.
7. Must have strong computer skills.

Reports to: Director of Security/ Business Administrator

Supervises: Non-Supervisory

Job Goal: To provide training for district staff in security.

Performance Responsibilities:

1. Will train new and existing staff in the following areas:
 - 1.1. Active Shooter Response
 - 1.2. Evacuations
 - 1.3. Lobbyguard
 - 1.4. Synology Surveillance System
 - 1.5. Genesis
2. Will mentor new security staff so that they are acclimated to Roxbury's security protocols and procedures.

Terms of Employment:

10-month position.
Stipend to be determined by the board.

Annual Evaluation:

Performance of this job will be evaluated annually in accordance with NJ State law and the provisions of the board's policy on evaluations.

Approved by: Roxbury Township Board of Education

Adopted: September 18, 2023

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