

**DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
FEBRUARY 22, 2021
REGULAR MEETING AGENDA**

**LINCOLN ROOSEVELT SCHOOL
34 North 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 Regular Session for discussion on business before the Board tonight.

The New Jersey Open Public Meetings Law was enacted to insure the public's right to have advance notice of and to attend meetings of public bodies at which business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, the Board has caused written notice of this meeting and copies of its agenda to be transmitted to:

Roxbury Register – Newspaper

Daily Record – Newspaper

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

Municipal Clerk

Roxbury Public Library

The notice of tonight's meeting has been posted in the Board's Business office.

II. ROLL CALL

III. RESOLUTION TO MEET IN EXECUTIVE SESSION

RESOLVED, that the Roxbury Township Board of Education hold an Executive Session on February 22, 2021 regarding personnel matters, student matters, negotiations and attorney client privilege.

IV. PUBLIC SESSION

V. PLEDGE OF ALLEGIANCE

- VI. PRESENTATIONS
- VII. CORRESPONDENCE
- VIII. STUDENT REPRESENTATIVE'S COMMENTS
- IX. BOARD PRESIDENT'S COMMENTS
- X. SUPERINTENDENT'S REPORT
- XI. BUSINESS ADMINISTRATOR'S REPORT
- XII. MINUTES

- 1. Minutes of the Regular Meeting of January 25, 2021
- 2. Minutes of the Executive Session of January 25, 2021

XIII. COMMITTEE REPORTS

Each Committee Chair will advise the full board of the last committee meeting, and the next committee meeting, and any other comments you believe are important for the full board to know.

- A. COMMUNITY RELATIONS/SHARED SERVICES
- B. EDUCATION
- C. FACILITIES
- D. FINANCE
- E. PERSONNEL
- F. POLICIES/GOVERNANCE
- G. NEGOTIATIONS
- H. SUSTAINABILITY

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

XV. ACTION ITEMS

A. Finances (Resolutions 1-13)

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.

- *1. A RESOLUTION REQUESTING GOVERNOR MURPHY TO INCLUDE PUBLIC SCHOOL DISTRICT PERSONNEL IN THE OFFICIAL EXPERT VACCINE ALLOTMENT PANEL'S DEFINITION OF FRONTLINE WORKERS

WHEREAS, the Roxbury Township Board of Education recognizes that the United States, the State of New Jersey and local health authorities, as well as the World Health Organization, have declared a public health emergency regarding the Coronavirus or COVID-19 pandemic; and

WHEREAS, the federal and state authorities have put in place guidelines detailing the precautionary measures schools must implement to stop its spread of this disease; and

WHEREAS, public schools have a profound impact on millions of students, families and staff and are charged with the care, education, nourishment of their students and are an integral part of the health and safety of our communities; and

WHEREAS, our district has responded to the challenges brought about by the COVID-19 pandemic, providing students and staff members with the technology and resources necessary to ensure the efficient delivery of instruction, virtually and in-person; and

WHEREAS, the board has a substantial public interest in protecting the health and safety of its students, staff and community and ensuring that the district can provide staff and students with a safe and effective educational environment that supports student achievement; and

WHEREAS, the board recognizes that this health emergency made it necessary to close schools and reinvent the educational programs in a virtual setting and that this may have an adverse impact on student achievement and the emotional and social wellbeing of students; and

WHEREAS, the COVID-19 Vaccination Plan published by the State of New Jersey Department of Health (December 15, 2020, pgs. 36-37) prioritizes the availability of vaccines to "essential workers" in Phase 1B of the vaccine protocol; and

WHEREAS, school district staff at all levels are essential to the day-to-day operations of this district, responsible for the thorough and efficient education of all students and their social and emotional wellbeing, are critical for virtual and in-class instruction and are "essential workers;"

NOW, THEREFORE, BE IT RESOLVED the Roxbury Township Board of Education finds a substantial public purpose exists to request that Governor Murphy give appropriate priority in the statewide administration of the COVID-19 vaccine to all public school district personnel.

COVID-19 Vaccination Plan published by the State of New Jersey Department of Health, see:

<https://nj.gov/health/legal/covid19/NJ%20Interim%20COVID-19%20Vaccination%20Plan%20-%20Revised%2021-15-20.pdf>

RESOLVED, that a copy of this resolution shall be forwarded to the members of the 25th District Legislative Delegation, Assembly Speaker Craig J. Coughlin, Senate President Stephen M. Sweeney, Governor Phil Murphy, and to the New Jersey School Boards Association.

BILLS LIST

- *2. RESOLVED, that the Roxbury Township Board of Education approve the February 2021 bills list totaling \$2,407,972.96 as presented.

TRANSFERS

- *3. RESOLVED, that the Roxbury Township Board of Education approve the January 2021 list of transfers between accounts as presented. Approval by the County Office is not required except as noted on the list.

SECRETARY'S REPORT

- *4. RESOLVED, that the Roxbury Township Board of Education approve the Board Secretary's Report for January 2021.

TREASURER'S REPORT

- *5. RESOLVED, that the Roxbury Township Board of Education approve the Treasurer's Report for January 2021.

MONTHLY FINANCIAL CERTIFICATION OF THE BOARD SECRETARY AND BOARD OF EDUCATION

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

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.S.A. 18A:17-36, after review of the Board Secretary's and Treasurer's monthly financial reports for the month of January 2021 that no major accounts and fund balances in the 2020/2021 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

- *7. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bill lists for the month of December 2020 as follows:

Roxbury High School	\$3,423.36	Franklin School	\$0.00
Athletics	\$0.00	Kennedy School	\$0.00
Eisenhower Middle School	\$0.00	Jefferson School	\$0.00
Lincoln Roosevelt School	\$0.00	Nixon School	\$0.00

TRAVEL REQUESTS

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

	<i>Name</i>	<i>Workshop Title</i>		<i>Place*</i>	<i>Date of Workshop</i>	<i>Registration Fee</i>	<i>Total Estimated Expenses</i>
1	Cosgrove, Melissa	School Culture & Climate Virtual Conference - Opportunities Born from Challenges	4	Virtual	2/24/2021 2/25/2021	\$149.00	\$149.00
2	Champagne, Heather	Governance IV	4	Virtual	2/25/2021	\$0.00	\$0.00
3	Colucci, Anne	Governance IV	4	Virtual	3/23/2021	\$0.00	\$0.00
4	Bocchino IV, Joseph	Governance IV	4	Virtual	TBD	\$0.00	\$0.00
5	Colucci, Anne	Analyzing and Constructing Salary Guides	4	Virtual	3/25/2021	\$149.00	\$149.00
6	Marzocca, Michelle	Sheltered Instruction in Math - Strategies for ELs & Struggling Learners	4 T2	Virtual	3/30/2021	\$150.00	\$150.00
7	Del Rosario, Monica	NJTESOL Virtual Spring Conference	4	Virtual	5/25/2021 5/26/2021 5/27/2021	\$299.00	\$299.00

Notes: *If in-person session is held, attendance will require employee to follow all safety and social distancing protocols. 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 PURCHASES

- *9. RESOLVED, that the Roxbury Township Board of Education approve the purchase from Bergen County Special Services, 540 Farview Avenue, 3rd Floor, Paramus, NJ of Teacher of the Deaf services in the amount of \$28,297.50.
- *10. RESOLVED, that the Roxbury Township Board of Education approve the purchase from H.A.DeHart Son, Inc., 311 Crown Point Road, Thorofare, NJ of six (6) 2022 Thomas, Model C-2, 54-Capacity, Freightliner B106 buses. This purchase is being made through the Hunterdon County Educational Services Cooperative Award for Bus Bid Trans #19-17 in the total amount of \$654,969.50.
- *11. RESOLVED, that the Roxbury Township Board of Education approve the purchase from PBG Networks, 7 Lenape Trail, Wenonah, NJ of server upgrades. This purchase is being made in accordance with PBG Quote No. 20211766 in the amount of \$159,709.49.
- 12. RESOLVED, that the Roxbury Township Board of Education approve the purchase from Jay Hill Repairs, 90 Clinton Road, Fairfield, NJ of repairs to Penn walk-in refrigerator at Eisenhower Middle School. This purchase is being made as per Jay Hill Repairs proposal #41811 dated January 20, 2021 in the amount of \$17,895.21.

ACCEPTANCE OF GRANT

*13. WHEREAS, the Roxbury Township Board of Education adopted a resolution at their meeting of January 25, 2021 to accept funding from the FY 2020 New Jersey National School Lunch Program (NJSLP) Equipment Assistance Grant allocated to the State of New Jersey from the US Department of Agriculture (USDA) in the amount of \$1,735.00 to cover the cost of obtaining a commercial blender for use at Eisenhower Middle School, and

WHEREAS, it has been determined by the New Jersey National School Lunch Program Equipment Assistance Grant that the grant award for the Roxbury Township School District shall include the cost of obtaining a commercial blender for use at Roxbury High School in the amount of \$1,735.00; now,

THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education accept funding from the FY 2020 New Jersey National School Lunch Program (NJSLP) Equipment Assistance Grant in the total award amount of \$3,470.00.

B. Education (Resolutions 1-7)

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.

SCHOOL CALENDAR FOR THE 2022/2023 SCHOOL YEAR

*1. RESOLVED, that the school calendar be adopted for the 2022/2023 school year as presented. (Exhibit E1)

HIB REPORT

*2. RESOLVED, that the Roxbury Township Board of Education affirms the Superintendent's decisions provided in the Harassment, Intimidation, and Bullying Report for the 2020/2021 school year, ending as of January 21, 2021.

*3. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2020/2021 school year, beginning January 22, 2021 and ending February 18, 2021.

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

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

<i>File Number</i>	<i>School or Provider</i>	<i>Total Cost</i>	<i>Dates</i>
206066	Union County Educational Services Commission	\$34,101.00	1/14/2021-6/30/2021

SATURDAY SUPPORT PROGRAM

- *5. RESOLVED, that the Roxbury Township Board of Education in conjunction with the Roxbury Community School approve the Saturday Support Program for qualifying students as follows:

Dates: March 6, 13, 20, 27, April, 10, 17, 24, May 1, 8, 15, 22, June 5, and 12, 2021

Hours/Location: Grades K-4 at Franklin School from 9:00-11:00 a.m. (2 hrs)
 Grades 5-8 at Eisenhower Middle School from 8:30-10:30 a.m. (2 hrs)
 Grades 9-12 at Roxbury High School from 8:00-11:00 a.m. (3 hrs)

Rates of Pay: Teachers, Counselors, Nurses: \$60/Hour
 Administrators: \$100/Hour

<i>Positions Needed Per Week Per Location</i>		
Grades K-4	Grades 5-8	Grades 9-12
<ul style="list-style-type: none"> • Five (5) Grade Level Teachers K-4 • Two (2) Supplemental Support Teachers (ESL, ISL, Spec Ed) • One (1) School Counselor • One (1) School Nurse • One (1) Administrator 	<ul style="list-style-type: none"> • Two (2) Grade 5 Teachers • Four (4) Grade 6 Content Area Teachers • Five (5) Grade 7/8 Content Area Teachers • Three (3) Supplemental Support Teachers (ESL, ISL, Spec Ed) • Four (4) Specials Teachers* (Art, Music, PE/Health, Technology) • Two (2) School Counselors • One (1) School Nurse • One (1) Administrator 	<ul style="list-style-type: none"> • Twelve (12) Content Area Teachers • Two (2) School Counselors • One (1) School Nurse • One (1) Administrator
Job sharing between staff and administrators will occur and will be scheduled based on expressed interest.		
*Art & Music offered every other week beginning Mar. 6 and PE/Health & Tech offered every other week beginning Mar. 13		

TUITION STUDENTS

- *6. RESOLVED, that the Roxbury Township Board of Education approve the following tuition contract agreement for the 2020/2021 school year.

<i>State ID</i>	<i>Sending District</i>	<i>Program</i>	<i>Total</i>
8348565943	Mt. Arlington	MD	\$18,496.47

CURRICULUM WRITING

- *7. RESOLVED, that the Roxbury Township Board of Education approve up to two (2) teachers to prepare digital learning games. Teachers will be paid \$46 per hour, and the total cost for the project will not exceed \$4,500.

C. Personnel (Resolutions 1-18)

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.)

APPROVAL OF RATE OF PAY - SUBSTITUTE POSITIONS

- *1. RESOLVED, that the Roxbury Township Board of Education approves the following rate of pay schedule for substitute positions for the 2020-2021 school year:

<i>Category</i>	<i>Rate of Pay 2020-2021 School Year</i>
Leave Replacement Teacher (must hold proper NJ certification in content area)	\$54,000 (prorated at \$291.90 per diem)
Interim Substitute Teacher (must hold appropriate NJ certification in content area)	\$291.90 per diem
Transitional Substitute Teacher: up to 20 consecutive days in same position; 21-40 days maximum with county superintendent's approval (Alternate or Traditional Route candidate holding a county substitute credential pending issuance of NJ certification)	\$36,000 (prorated at \$200.00 per diem)
Substitute Teacher: in assignment exceeding 20 consecutive days; 40 days maximum in non-content area (holding a NJ standard/CE/CEAS certification)	\$200.00 per diem
Substitute Nurse / Permanent Substitute Nurse	\$235.00 per diem
Permanent Substitute Teacher (holding a NJ standard/CE/CEAS certification)	\$125.00 per diem
Substitute Teacher (holding a NJ standard/CE/CEAS certification)	\$100.00 per diem
Substitute Teacher (holding a county substitute credential)	\$90.00 per diem
Interim Instructional Paraprofessional	\$105.00 per diem
Substitute Instructional Paraprofessional	\$90.00 per diem
Substitute Bus Aide	\$15.00 hourly
Substitute Bus Driver	\$21.50 hourly
Substitute Cafeteria (Lunch) Aide	\$13.95 hourly
Substitute Computer Technician	\$16.00 hourly
Substitute Maintenance / Groundskeeper	\$15.00 - \$25.00 hourly
Substitute Secretary	\$13.00 hourly
Substitute Secretary (Central Office)	\$16.00 hourly
Substitute Security Guard / Matron	\$16.50 hourly
Substitute Security Guard (with Permit to Carry)	\$20.00 hourly

RESIGNATIONS, RETIREMENTS, TERMINATIONS

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

Organized by Name

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Action</i>	<i>Final day of employment</i>	<i>Discussion</i>
1	Baez Bertrand, Amanda	NES	Special Education Paraprofessional	Resignation for personal reasons	2/1/21	
2	Curtiss, Karen	NES	Lunchroom Cafeteria Aide	Resignation for personal reasons	2/9/21	To accept Title 1 Paraprofessional position in district
* 3	Deeb, Jon	RHS	Assistant Principal	Resignation for personal reasons	4/16/21#	# or sooner pending hire of a suitable replacement
4	Gaydos, Jennifer	LRS	Special Education Paraprofessional	Resignation for personal reasons	3/8/21	
* 5	Livingston, William	RHS	Permanent Substitute Teacher	Resignation for personal reasons	2/21/21	To accept Leave Repl position in district
6	McDonald, Molly	EMS	Permanent Substitute Teacher	Resignation for personal reasons	2/9/21	
* 7	Stewart Barletto, Margaret	RHS	Special Education Paraprofessional	Resignation for personal reasons	2/3/21	

LEAVES OF ABSENCE

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

	<i>Name</i>	<i>Leave Start Date</i>	<i>Paid Leave</i>	<i>Unpaid FMLA/ NJFLA^</i>	<i>Return Date</i>	<i>Discussion</i>
1	4185	2/10/21	Using available sick days	FMLA, if needed	Upon release by physician	Antic return 3/8/21.
2	4271	2/23/21	Using available sick days	FMLA, if needed	Upon release by physician	Antic return 3/31/21.
* 3	4388	2/11/21	Using available sick days	n/a	2/22/21	
* 4	4388	2/25/21	Using available sick days	FMLA, if needed	Upon release by physician	Antic return 3/18/21.
5	5834	3/1/21	Using available sick & personal days	FMLA, if needed	Upon release by physician	Antic return 4/12/21.
* 6	5380	2/22/21	Using available sick & personal days	FMLA, if needed	Upon release by physician	Antic return 8/30/21.
7	6101	2/10/21	Using 26 sick & 2 personal days	FMLA, if needed	Upon release by physician	Antic return 4/12/21.
8	6446	5/17/21 or sooner if nec	Using available sick days	FMLA/NJFLA	8/30/21	
9	6860	4/29/21 or sooner if nec	Using 27 sick & 4 personal days	FMLA/NJFLA	11/22/21	
* 10	7309	2/8/21	Using 2 sick & 5 personal days	FMLA	Upon release by physician	Antic return 5/17/21
^Leave becomes unpaid when sick/personal days depleted or released by physician, whichever occurs first.						

REASSIGNMENTS / TRANSFERS

4. RESOLVED, that the Roxbury Township Board of Education approve the transfer and/or reassignment of the staff members listed below:

	Name	Former Assignment & Loc.		New Assignment & Loc.		Effective Date	Discussion
1	Ruvolo, Gina	Special Education Paraprofessional - PSD	JES	Special Education Paraprofessional - One-to-one	NES	2/10/21	Student needs
2	Torres, Lori	Special Education Paraprofessional - LLD	LRS	Special Education Paraprofessional - One-to-one	EMS	2/8/21	Student needs

APPOINTMENTS

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

Organized by Name

	Name	Loc	Position	Salary Guide / Step	Salary	Start Date	End Date	Discussion
* 1	Daly, Joshua	B&G	Maintenance Worker (HVAC)	REA Maint.	\$61,820 prorated	On or about 3/8/21 ^#	6/30/21	Replacement in position B&G.DS.MNT.NA.05; salary includes \$820 HVAC / REF stipend
^ 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								

APPOINTMENTS - LEAVE REPLACEMENTS

6. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions:

	Name	Loc	Position	Salary	Start Date	End Date	Discussion
* 1	Livingston, William	RHS	Leave-repl Social Studies Teacher	\$54,000 prorated ^	2/22/21	6/30/21	Replacement in position TCH.RHS.SST.NA.01
* 2	PLACE-HOLDER	RHS	Leave-repl School Social Worker	\$54,000 prorated ^	3/1/20	TBD	Replacement in position SPS.DS.SW.NA.04
^ 20/21 Leave Replacement Teacher Rate Bd. aprvd 2/22/21							

APPOINTMENTS - HOURLY EMPLOYEES

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Guide / Step</i>	<i>Hourly Rate</i>	<i>Hrs / Day</i>	<i>Days / Wk</i>	<i>Days / Year</i>	<i>Annual Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Curtiss, Karen	NES	Title 1 Paraprof	REA Paraprof Step 12	\$21.86	4.5	5	187	\$18,395 prorated	2/10/21	6/30/21	Title 1 funded replacement in position AID.REG.NI X.T1.01
2	PLACE-HOLDER	TBD	Special Education Paraprof	REA Paraprof Step TBD	TBD	TBD	TBD	TBD	TBD	TBD	6/30/21	
3	PLACE-HOLDER	TBD	Special Education Paraprof	REA Paraprof Step TBD	TBD	TBD	TBD	TBD	TBD	TBD	6/30/21	

^ Employment start date is pending completion of documentation in accordance with the law or district policy.
Salary and hourly rate pending completion of negotiations.

APPOINTMENTS - EXTRACURRICULAR

8. RESOLVED, that the following personnel be appointed to the positions shown below for the 2020/2021 school year at the stipend indicated:

20/21 Club Appts						
	<i>POS LOC</i>	<i>POSITION</i>	<i>ASSIGN-MENT</i>	<i>20/21 NAME</i>	<i>20/21 TOTAL Stipend</i>	<i>20/21 Notes about Assignment</i>
*	1	RHS	Equal Rights Advocacy Club	Co-Advisor (FTE 0.50)	Barbato, Nicole	\$1,130 Amends <i>Assignment</i> and <i>20/21 Total Stipend</i> app'd 9/21/20.
*	2	RHS	Equal Rights Advocacy Club	Co-Advisor (FTE 0.50)	PLACE-HOLDER	\$1,130

9. RESOLVED, that the Roxbury Township Board of Education approve the following appointments for the 2020/2021 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.

20/21 Coaching Appts									
	<i>POS LOC</i>	<i>POSITION</i>	<i>ASSIGN- MENT</i>	<i>SEASON</i>	<i>20/21 NAME</i>	<i>20/21 Base Stipend</i>	<i># of Consec Yrs thru 20/21 Season</i>	<i>20/21 Longevity Stipend</i>	<i>20/21 TOTAL Stipend</i>
1	EMS	Basketball - Boys'	Co-Head Coach (FTE 0.50)	NJSIAA's 20/21 Season 2	Capra, Robert	\$2,697#	3	\$-	\$2,697#
2	EMS	Basketball - Boys'	Co-Head Coach (FTE 0.25)	NJSIAA's 20/21 Season 2	Brown, Karisa	\$1,349	1	\$-	\$1,349
3	EMS	Basketball - Boys'	Co-Head Coach (FTE 0.25)	NJSIAA's 20/21 Season 2	Gutkind, Melissa	\$1,349	1	\$-	\$1,349

Amends Assignment and 20/21 Base & Total Stipend app'd 11/23/20.

- *10. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2020/2021 school year. At this time these positions and payment are contingent upon the status of school closures and the ability to fulfill the responsibilities associated with these positions:

20/21 Specialized Athletic Consultants							
	<i>Name</i>	<i>Position</i>	<i>Sport</i>	<i>Season for the 20/21 School Year per NJSIAA</i>	<i>Loc. of Sport</i>	<i>Payment</i>	<i>Discussion</i>
1	Savino, Christian	Specialized Consultant	Wrestling	Season 3	RHS	\$1,500	Payment to be paid by RHS Wrestling Booster Club

APPOINTMENTS - SUBSTITUTES

11. 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	Horincewich, Thomas	KES	Interim Substitute Teacher (Gr. 2)	\$291.90 per diem	3/1/21	4/1/21	Coverage for position TCH.KEN.GR2.NA.01
2	Ruvolo, Gina	NES	Interim Substitute Teacher (LLD)	\$291.90 per diem	See #	4/1/21	Coverage for position TCH.SPE.LLD.NA.06. #Start date pending issuance of NJ Certification and resignation as para in district.
3	Volz, Michael	EMS	Substitute Teacher	\$100.00 per diem	2/1/21	2/19/21	Previously app'd @ 1/25/21 XV.C.9.7 as 3 transition days from 2/1 thru 2/19/21 prior to LRT assignment. Amending days allotted from 2/1 thru 2/19/21 to be 2 transition days; and addl days worked as coverage for TCH.EMS.SST.NA.05

SALARY ADJUSTMENTS - CERTIFICATED STAFF

- *12. RESOLVED, that the Roxbury Township Board of Education approve the following teaching assignments for the staff indicated below for the 2020/2021 school year, with the understanding that these assignments are subject to change based on scheduling adjustments:

	<i>Name</i>	<i>Loc</i>	<i>Program/ Class</i>	<i>Extra Blocks assigned:</i>	<i>Salary Guide / Step</i>	<i>Addl. Salary</i>	<i>Start Date</i>	<i>End Date</i>
1	Bedoya, Judy	RHS	Spanish II H, Block 6	1 block on Virtual Mondays and on B days w/in A/B day schedule @ RHS	20/21 MA+30 Step 14-15	\$1,814	1/26/21	3/5/21 [^]
2	Cantwell, Kevin	RHS	Spanish II A, Block 8	1 block on Virtual Mondays and on B days w/in A/B day schedule @ RHS	20/21 MA Step 23	\$2,432	1/26/21	3/5/21 [^]
3	Filoramo, Joseph	RHS	Spanish II H, Block 4	1 block on Virtual Mondays and on A days w/in A/B day schedule @ RHS	20/21 MA+30 Step 9-11	\$1,694	1/26/21	3/5/21 [^]
4	Lisa, Kerry	RHS	Spanish II B, Block 3AB	1 block on Virtual Mondays and on A days w/in A/B day schedule @ RHS	20/21 MA Step 23	\$2,432	1/26/21	3/5/21 [^]
5	Saavedra, Julieth	RHS	Spanish II A, Block 7CD	1 block on Virtual Mondays and on B days w/in A/B day schedule @ RHS	20/21 BA+30 Step 14-15	\$1,742	1/26/21	3/5/21 [^]
[^] Coverage for position TCH.RHS.WL.SP.07.								

13. RESOLVED, that the Roxbury Township Board of Education approve the following teaching assignments for the staff indicated below for the 2020/2021 school year, with the understanding that these assignments are subject to change based on scheduling adjustments:

	Name	Loc	Program/ Class	Extra Blocks assigned:	Dates of Coverage in 2021:	Addl. Salary	Salary Guide
1	Curet, Carlos	EMS	Gr. 7 Spanish	2 blocks on B days w/in A/B day schedule @ EMS	11 days#: Jan 21, 22, 28, 29; Feb 1, 4, 5, 8, 11, 18, 19	\$990	2020-21 REA Sidebar for Middle School Class Coverage
2	Curet, Carlos	EMS	Gr. 8 Spanish	2 blocks on B days w/in A/B day schedule @ EMS	11 days#: Jan 21, 22, 28, 29; Feb 1, 4, 5, 8, 11, 18, 19	\$990	
4	Solis, Merced	EMS	Gr. 7 Spanish	2 blocks on A days w/in A/B day schedule @ EMS	11 days#: Jan 19, 20, 25, 26, 27; Feb 3, 9, 10, 16, 17, 22	\$990	
5	Solis, Merced	EMS	Gr. 8 Spanish	2 blocks on A days w/in A/B day schedule @ EMS	11 days#: Jan 19, 20, 25, 26, 27; Feb 3, 9, 10, 16, 17, 22	\$990	
6	Volz, Michael	EMS	Gr. 7 Social Studies	4 blocks daily	2/22/21 thru 3/5/21^	\$1,800	
# Coverage for position TCH.EMS.WL.SP.02.							
^ Coverage for position TCH.EMS.SST.NA.05.							

SALARY ADJUSTMENTS - HOURLY EMPLOYEES

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

	Name	Loc	Position	Guide / Step	Hourly Rate	Hrs / Day	Days / Wk	Days / Year	Annual Salary	Start Date	End Date	Discussion
* 1	Arluna - Selva, Nicole	TR	Bus Driver	Teamster Step 2	\$23.85 *	3 on M, 5.5 on T-F	5	184	\$22,228 * prorated	3/1/21	6/30/21	Step increase pursuant to contract Article IX Section 6
* 2	Ballo, Nathaniel	TR	Bus Driver	Teamster Step 2	\$23.85 *	3 on M, 5.5 on T-F	5	184	\$22,228 * prorated	3/1/21	6/30/21	Step increase pursuant to contract Article IX Section 6
* 3	Lazzara, Erinn	RHS	Special Education Paraprof	REA Paraprof Step 7	\$18.81	5.5 on M, 6 on T-F	5	187	\$20,804 prorated	2/1/21	6/30/21	Daily work hour adjustment
4	Reyad, Salma	KES	Special Education Paraprof	REA Paraprof Step 5	\$17.64	6 on M,T,W,F; 4 on Th	5	187	\$18,522 prorated	2/1/21	6/30/21	Daily work hour adjustment
* 5	Ventre, Sherry	TR	Bus Driver	Teamster Step 7	\$34.35 *	5	5	184	\$31,602 * prorated	3/1/21	6/30/21	Step increase pursuant to contract Article IX Section 6
* Salary and hourly rate pending completion of negotiations.												

MENTORING

15. 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:

		<i>Novice Teacher</i>			<i>Mentoring Term in Roxbury</i>					
	<i>Name</i>	<i>Loc</i>	<i>Instr. Cert.</i>	<i>No. of wks of mentoring completed to date</i>	<i>Mentor</i>	<i>Loc</i>	<i>Start Date</i>	<i>End Date</i>	<i>No. of Wks</i>	<i>Fee</i>
1	Volz, Michael	EMS	CEAS	n/a	Trautz, Caryn	EMS	2/22/21	6/24/21	17	\$312
* 2	Wroblewski, Zachary	EMS	CEAS	n/a	Conrad, Jeffrey	RHS	2/8/21	4/1/21	8	\$147

STUDENT TEACHERS/INTERNS

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

		<i>Student-Teacher/Intern</i>			<i>Roxbury Cooperating Teacher</i>		
	<i>Name</i>	<i>College/Univ</i>	<i>Placement Sought</i>	<i>Term</i>	<i>Name</i>	<i>Position</i>	<i>Loc</i>
1	Schiller, Robert	Capella Univ	School Counseling	100 hours from 4/1/21 - 6/30/21	LaCosta, Gail	School Counselor	FES
2	Scheer, Elizabeth	Centenary Univ	School Counseling	600 hrs from 2/23/21# thru 6/30/21	DeIRusso, Stefanie	School Counselor	LRS

Start date is pending receipt of County Substitute Credential.

COMMUNITY SCHOOL

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

Instructor	Fees		Program / Location / Dates
	Compensation	Tuition	
Norgard, Kaitlyn Stellingwerf, Kaitlin	\$100/Student	\$120/Student	RHS Credit Recovery - Senior English Online / March-May 2021
Naugle-Douglas, Diane	\$50/Student	\$60/Student	RCS Credit Recovery - Senior Health Online / March-April 2021

- *18. RESOLVED, that the Roxbury Township Board of Education in conjunction with the Roxbury Community School approve the appointment of staff for the Saturday Support Program. Employment is dependent upon sufficient enrollment. Job sharing within each job category will occur and will be scheduled based on expressed interest.

	<i>Position</i>	<i>Start Date</i>	<i>End Date</i>	<i>Hourly Rate</i>
1	Any appropriately certificated staff member of the Roxbury School district.	March 6, 2021	June 12, 2021	\$60.00/Hour
2	Any administrator of the Roxbury School district.	March 6, 2021	June 12, 2021	\$100.00/Hour

D. 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 hybrid, virtual or in-person as conditions allow Regular Meeting on March 15, 2021 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

**DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
FEBRUARY 22, 2021
REGULAR MEETING AGENDA**

**LINCOLN ROOSEVELT SCHOOL
34 North Hillside Avenue, Succasunna, NJ 07876**

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

ADDENDUM

XV. ACTION ITEMS

C. Personnel (Resolutions 1-20)

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.)

LEAVES OF ABSENCE

19. RESOLVED, that Employee Number 4251 is placed on administrative leave with pay effective February 22, 2021 until further notice in accordance with the provisions of NJSA 18A:6-8.3.

20. RESOLVED, that Employee Number 6445 is placed on administrative leave with pay effective February 22, 2021 until further notice in accordance with the provisions of NJSA 18A:6-8.3.

Roxbury Township School District

DRAFT 2022/2023 School Calendar

(presented as EXHIBIT E1 @ 2/22/2021 Board Mtg)

July 2022						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5 ^T _E	6 ^T _E	7 ^T _E	8 ^T	9
10	11 ^T _E	12 ^T _E	13 ^T _E	14 ^T _E	15 ^T	16
17	18 ^T _E	19 ^T _E	20 ^T _E	21 ^T _E	22 ^T	23
24	25 ^T _E	26 ^T _E	27 ^T _E	28 ^T _E	29 ^T	30
31						

Students: 0 Teachers: 0

Jul:	
5-29 ^T	Title I Summer School
5-28 ^E	Extended School Year (M-Th)

August 2022						
Su	Mo	Tu	We	Th	Fr	Sa
	1 ^F	2 ^F	3 ^F	4 ^F	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25 ^F	26 ^F	27
28	29	30	31			

Students: 3 Teachers: 5

Aug:	
1-4 ^E	Extended School Year (M-Th)
22-24*	New Teacher Orientation
25-26 ^F	No School for Students, PD for Staff
29	FIRST DAY OF SCHOOL FOR STUDENTS

Emergency Day Calendar	
There are five (5) Emergency Days built into this calendar. If the number of Emergency Days used is more than five (5), additional School Days will be scheduled the week of Spring Break, beginning with Fri. 4/14; Th. 4/13; Wed. 4/12; Tues. 4/11; and then Mon. 4/10.	

September 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Students: 20 Teachers: 20
Subtotal: 23 Subtotal: 25

Sept:	
5	Labor Day- No School
26	Rosh Hashana- No School

October 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10 ^F	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Students: 19 Teachers: 20
Subtotal: 42 Subtotal: 45

Oct:	
5	Yom Kippur- No School
10 ^F	Columbus Day- No School for Students, PD for Staff

November 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Students: 18 Teachers: 18
Subtotal: 60 Subtotal: 63

Nov:	
3-4	NJEA Convention- No School
23	Early Dismissal for Students & Staff
24-25	Thanksgiving Break- No School

December 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Students: 17 Teachers: 17
Subtotal: 77 Subtotal: 80

Dec:	
23	Early Dismissal for Students & Staff
26-30	Winter Break- No School

January 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 ^F	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Students: 20 Teachers: 21
Subtotal: 97 Subtotal: 101

Jan:	
2	New Year's Day (observed) - No School
16 ^F	Martin Luther King Day- No School for Students, PD for Staff

February 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6 ^F	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

Students: 18 Teachers: 18
Subtotal: 115 Subtotal: 119

Feb:	
6 ^F	Emergency Day built in - No School; will become a School Day if one (1) emergency day is used on or before Jan 31
20	Presidents' Day- No School

March 2023						
Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11
12	13	14	15	16	17 ^F	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Students: 22 Teachers: 22
Subtotal: 137 Subtotal: 141

Mar:	
17 ^F	Emergency Day built in - No School; will become a School Day if two (2) emergency days are used on or before Mar 13

April 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Students: 14 Teachers: 14
Subtotal: 151 Subtotal: 155

April:	
7	Good Friday- No School
10-14	Spring Break- No School

May 2023						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22 ^F	23	24	25	26 ^F	27
28	29	30 ^F	31			

Students: 19 Teachers: 19
Subtotal: 170 Subtotal: 174

May:	
22 ^F	Emergency Day built in - No School; will become a School Day if three (3) emergency days are used on or before May 16
26 ^F	Emergency Day built in - No School; will become a School Day if four (4) emergency days are used on or before May 19
29	Memorial Day- No School
30 ^F	Emergency Day built in - No School; will become a School Day if five (5) emergency days are used on or before May 19

June 2023						
Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	8	9	10
11	12	13 ^F	14 ^F	15 ^F	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Students: 10 Teachers: 11
Subtotal: 180 Subtotal: 185

June:	
13 ^F	Early Dismissal for Students, Full Day for Staff
14 ^F	LAST DAY OF SCHOOL FOR STUDENTS- Early Dismissal for Students, Full Day for Staff
15 ^F	LAST DAY FOR STAFF- Full Day for Staff