

**DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
OCTOBER 11, 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 – <https://www.roxbury.org/domain/83>

Municipal Clerk

Roxbury Public Library

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

II. ROLL CALL

III. RESOLUTION TO MEET IN EXECUTIVE SESSION

RESOLVED, that the Roxbury Township Board of Education hold an Executive Session on October 11, 2021 regarding personnel matters, student matters, and attorney client privilege.

IV. PUBLIC SESSION

V. ROLL CALL

VI. PLEDGE OF ALLEGIANCE

October 11, 2021

VII. PRESENTATIONS

1. Moving Forward: District Goals - Dr. Loretta Radulic
2. VIP Senior Privilege Proposal - Mr. Dominick Miller

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 Executive Session of September 20, 2021
2. Minutes of the Regular Meeting of September 20, 2021

XIV. COMMITTEE REPORTS

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

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

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

XVI. ACTION ITEMS

A. Finances (Resolutions 1-33)

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.

BILLS LIST

- *1. RESOLVED, that the Roxbury Township Board of Education approve the October 2021 bills list totaling \$2,257,756.22 as presented.

TRANSFERS

- *2. RESOLVED, that the Roxbury Township Board of Education approve the August 2021 list of transfers between accounts as presented. Approval by the County Office is not required except as noted on the list.
- *3. RESOLVED, that the Roxbury Township Board of Education approve the September 2021 list of transfers between accounts as presented. Approval of 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 August 2021.
- *5. RESOLVED, that the Roxbury Township Board of Education approve the Board Secretary's Report for September 2021.

TREASURER'S REPORT

- *6. RESOLVED, that the Roxbury Township Board of Education approve the Treasurer's Report for August 2021.
- *7. RESOLVED, that the Roxbury Township Board of Education approve the Treasurer's Report for September 2021.

MONTHLY FINANCIAL CERTIFICATION OF THE BOARD SECRETARY AND BOARD OF EDUCATION

- *8. 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 August 2021 that no major accounts and fund balances in the 2021/2022 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.

- *9. 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 September 2021 that no major accounts and fund balances in the 2021/2022 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

*10. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bills lists for the month of September 2021 as follows:

Roxbury High School	\$4,874.67	Franklin School	\$0.00
Athletics	\$482.00	Kennedy School	\$0.00
Eisenhower Middle School	\$0.00	Jefferson School	\$0.00
Lincoln Roosevelt School	\$0.00	Nixon School	\$0.00

TRAVEL REQUESTS

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

	Name	Workshop Title		Place*	Date of Workshop	Registration Fee	Total Estimated Expenses
1	Renzetti, Sandra	NJASBO - Pensions	4	Whippany, NJ	10/19/2021	\$150.00	\$162.04
2	Zenna, Kate	School Health Conference	4	Virtual	10/20/2021	\$135.00	\$135.00
3	Kocoski, Sanja	School Health Conference	4	Virtual	10/20/2021	\$150.00	\$150.00
4	Phillips, Melissa	30th Annual School Health Conference	4	Virtual	10/20/2021	\$135.00	\$135.00
5	Hornung, Desiree	30th Annual School Health Conference "Are We There Yet"	4	Virtual	10/20/2021	\$135.00	\$135.00
6	Conklin, Lauren	30th Annual Virtual School Health Conference	4	Virtual	10/20/2021	\$135.00	\$135.00
7	Kovacs, Rachelle	School Health Conference	4	Virtual	10/20/2021	\$135.00	\$135.00
8	Katinsky, Jaclyn	30th Annual Virtual School Health Conference	4	Virtual	10/20/2021	\$135.00	\$135.00
9	Leonard, Catherine	School Health Conference	4	Virtual	10/20/2021	\$135.00	\$135.00
10	Monaco, David	NJSIAA/NJSCA Golf Coaches Clinic	4	Kenilworth, NJ	10/22/2021	\$60.00	\$74.21
11	Kelley, Ryan	NJSIAA/NJSCA Golf Coaches Clinic	4	Kenilworth, NJ	10/22/2021	\$60.00	\$74.21
12	Billeci, Jennifer	Small Group Instruction: Starting the Year with Intention & Power	4	Virtual	10/27/2021	\$125.00	\$125.00
13	DeBarros, Joel	NCI Specialized Renewal: Trauma	4	Virtual	11/15/2021	\$3,399.00	\$3,399.00
14	Small, Jessica	NYS AHPERD Convention	4	Verona, NY	11/17/2021 11/18/2021	\$0.00	\$346.50
15	Trotter, Greg	NYS AHPERD Convention	4	Verona, NY	11/17/2021 11/18/2021	\$0.00	\$178.50
16	Poggi, Kevin	NYS AHPERD Convention	4	Verona, NY	11/17/2021 11/18/2021	\$0.00	\$178.50
17	Reiser, Jeannette	NYS AHPERD Convention	4	Verona, NY	11/17/2021 11/18/2021	\$0.00	\$178.50
18	Nickel, Kara	Catching Up Students Who Have Fallen Behind in First Grade	4	Virtual	11/22/2021	\$279.00	\$279.00
19	Barbato, Shelby	Conference for School-Based Speech Language Pathologists	4	Newark, NJ	11/30/2021	\$289.00	\$302.09

20	Fasino, Karen	NJASL Annual Fall Conference	4 S-2	Atlantic City, NJ	12/5/2021 12/6/2021 12/7/2021	\$200.00	\$302.60
21	Caivano, Roxana	NJASL 2021 Fall Conference	4 S-2	Atlantic City, NJ	12/6/2021 12/7/2021	\$200.00	\$300.10
22	Urban, Allie	BreakThrough	4 S-1	Virtual	12/14/2021	\$0.00	\$0.00
23	Conrad, Jeff	Midwest Clinic International Band and Orchestra Conference	4 S-1	Chicago, IL	12/16/2021 12/17/2021 12/18/2021	\$145.00	\$335.00
24	Bednarcik, Sarah	Midwest Clinic International Band and Orchestra Conference	4 S-1	Chicago, IL	12/16/2021 12/17/2021 12/18/2021	\$0.00	\$190.00
25	Renzetti, Sandra	NJASBO - Payroll Administrators Program	4	Whippany, NJ	5/17/2022	\$100.00	\$112.04
26	Shulkowski, Deborah	Fundamentals of Coaching	4	On-line	On-Line	\$100.00	\$100.00
27	Freeborn, Rebecca	Daily Five Literacy Framework Workshop	4	Virtual	Self-paced	\$209.00	\$209.00

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.

*12. WHEREAS, the Roxbury Township Board of Education approved Resolution XVI.A.9 on September 20, 2021 authorizing nine teachers to complete the virtual training *Foundations of Fractions* at a cost of \$297 per participant to be paid from Title IIA grant funds and not to exceed a total cost of \$2,673, now therefore,

BE IT RESOLVED, that the Roxbury Township Board of Education approve the following list of individuals to participate in the training:

Robert Allison	Jeffrey Fiscina	Theresa McNemar
Stacey Carrol	Maria Gallagher	Nicole Olcott
Erika Dent	Sarah Goodyear	Jean Rex

APPROVAL OF TRAVEL EXPENSE

*13. RESOLVED, that the Roxbury Township Board of Education approve unavoidable travel costs as presented which are necessitated by student activities/sports travel.

	Name	Workshop Title		Place	Date of Workshop	Registration Fee	Total Estimated Expenses
1	Christiansen, Emily	Rutgers Model United Nations 2021	4 S-1	New Brunswick, NJ	11/18/2021 11/19/2021 11/20/2021 11/21/2021	\$0.00	\$566.50
2	McPhee, Michael	Rutgers Model United Nations 2021	4 S-1	New Brunswick, NJ	11/18/2021 11/19/2021 11/20/2021 11/21/2021	\$0.00	\$566.50
3	Miller, Dominick	ACDA All-Eastern Conference	4	Boston, MA	2/9/2022 2/10/2022 2/11/2022	\$0.00	\$377.40

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. Substitute coverage is indicated by "S" followed by the number of days for which a substitute is needed.

CONTRACTS

- *14. RESOLVED, that the Roxbury Township Board of Education approve a Shared Services Agreement with the Mount Arlington Public Schools whose address is 235 Howard Boulevard, Mount Arlington, NJ whereby Roxbury Township Board of Education will provide the Mount Arlington Public Schools with maintenance services. This agreement is effective September 29, 2021 through June 30, 2022.
- *15. RESOLVED, that the Roxbury Township Board of Education approve a Shared Services Agreement with the Hopatcong Board of Education / Sussex County Regional Cooperative, whose address is 2 Windsor Avenue, P.O. Box 1029, Hopatcong, NJ whereby Roxbury Township Board of Education will provide fleet maintenance to Hopatcong on site at the Roxbury Transportation garage. This agreement is effective for a one (1) school year period from October 1, 2021 to June 30, 2022.

APPROVAL OF PURCHASES

- 16. RESOLVED, that the Roxbury Township Board of Education approve the purchase from Ben Shaffer Recreation Inc, PO Box 844, Lake Hopatcong, NJ of playground surfacing and structures at the Jefferson Elementary School as per Ben Shaffer Recreation proposals #SFB2Q2528-01 and #SFB2Q2527-04. This purchase is being made through the ESCNJ Cooperative Bid #ESCNJ 20-21/22; Co-op #65MCESCCPS in the total amount of \$135,275.24. Funding for this purchase is from the Capital Reserve.
- 17. RESOLVED, that the Roxbury Township Board of Education approve the purchase from Foley, Inc., 855 Centennial Avenue, Piscataway, NJ of Caterpillar Emergency Generator Systems at the locations and costs listed below. These purchases are being made through the NJ State Approved Co-op #65MCESCCPS ESCNJ 18.19-09. Funding for these purchases is from the Capital Reserve.

Roosevelt Building	(as per Foley Quote #ELD210819-1A)	\$43,675.00
Franklin Elementary School	(as per Foley Quote #ELD210819-1B)	\$43,675.00
Administration Building	(as per Quote #ELD210819-1C)	\$42,880.00
Lincoln Building	(as per Quote #ELD210819-1D)	\$37,449.00

- 18. RESOLVED, that the Roxbury Township Board of Education approve the purchase from Challenger Fence, Inc. 53 Kentucky Ave., Paterson, NJ of fencing at Jefferson Elementary School as per Challenger Fence Inc. Quote #3356 in the total amount of \$31,663.00. Funding for this purchase is from the Capital Reserve.
- *19. RESOLVED, that the Roxbury Township Board of Education approve the purchase from CDW Government, Inc., 230 N. Milwaukee Avenue, Vernon Hills, IL of surveillance cameras and parts as per CDW Government, Inc. Quote #MJNM168 in the total amount of \$73,848.27. Funding for this purchase is from the School Security Grant.

APPROVAL OF PROPOSAL

20. RESOLVED, that the Roxbury Township Board of Education approve the proposal from SSP Architects, Architect of Record, along with their mechanical engineering partner Engineering Driven Design, to provide professional architectural and engineering services for a Limited HVAC Study at Lincoln Roosevelt School, Nixon Elementary School, Jefferson Elementary School, Kennedy Elementary School, Franklin Elementary School, and Eisenhower Middle School. SSP and EDD will provide the studies and reports for the fees as outline in the table below:

Report Option	Fee
Task 1: Lincoln Roosevelt Ventilation & Cooling Study	\$5,500
Task 2: Elementary School Classroom UV Replacement Study	\$7,750
Task 3: Electrical Capacity Study	\$8,000
Task 4: Eisenhower Middle School classroom Ventilation & Cooling Study	\$6,000
If the District decides to move forward with Tasks 1, 2, and 3 together (or all four tasks), the total fee can be reduced by \$3,000. Excluded from these fees are reimbursable expenses.	

JOINT TRANSPORTATION AGREEMENT

- *21. 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.

2021-2022 Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
10/1/2021	6/30/2022	RHS25	RHS -Special Education \$50 per diem for 161 days	\$8,050.00
10/1/2021	6/30/2022	KES04	KES - Special Education \$50 per diem for 161 days	\$8,050.00
Joiner District To and From Total Route Cost:				\$16,100.00

APPROVAL OF THE MEMORANDUM OF UNDERSTANDING - RUTGERS UNIVERSITY SCHOOL OF ARTS AND SCIENCES

- *22. RESOLVED, that the Roxbury Township Board of Education approve the Memorandum of Understanding with Rutgers University School of Arts and Sciences, New Brunswick regarding the high school expository writing program for the 2021/2022 school year.

COMPREHENSIVE GUIDANCE AND ACADEMIC COUNSELING PROGRAM

- *23 RESOLVED, that the Comprehensive Guidance and Academic Counseling Program be approved for Roxbury High School for the 2021/2022 school year.

SCHOOL NURSING SERVICE PLAN

- *24. RESOLVED, that the Roxbury Township Board of Education approve the 2021/2022 School Nursing Service Plan.

COMPREHENSIVE MAINTENANCE PLAN

- *25. WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the plan for the various school facilities of the Roxbury Township School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Roxbury Township Board of Education hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan and Form M-1, Annual Maintenance Budget Amount Worksheet to the Executive County Superintendent of Schools per N.J.A.C. 6A:26A.

APPROVAL OF DISPOSAL OF PROPERTY

26. RESOLVED, that the Roxbury Township Board of Education approve the discontinued use of the equipment listed below. This equipment has been identified as obsolete, broken and/or no longer functioning, if unsellable, item will be discarded.

<u>Quantity</u>	<u>Description</u>	<u>Identifying Number</u>	<u>Location</u>
1 ea.	Piano	00304	FES
1 ea.	Xerox Model Phaser 6180N Printer	005025	FES
1 ea.	Quantum Fitness Corp. Crunch Machine	50854	EMS
1 ea.	Quantum Fitness Corp. Squat Machine	50855	EMS
1 ea.	Quantum Fitness Corp. Shoulder Press Machine	50856	EMS
1 ea.	Quantum Fitness Corp. Horizontal Push/Pull Machine	50858	EMS
1 ea.	Quantum Fitness Corp. Curl Machine	50859	EMS
1 ea.	Quantum Fitness Corp. Vertical Push/Pull Machine	50857	EMS
1 ea.	Dip/Leg Raise Stand	None	EMS

SUBMISSION OF GRANT APPLICATION - AMERICAN RESCUE PLAN - IDEA

- *27. WHEREAS, the Department of Education through the American Rescue Plan (ARP) has made additional IDEA grant fund awards, now therefore be it

RESOLVED, that the Roxbury Township Board of Education approve the grant submission FY 2022 Individuals with Disabilities Education Act (IDEA) Basic and Preschool Grant Awards as shown below for the project period July 1, 2021 to September 30, 2022.

	IDEA	ARP	Total
Basic Grant (Ages 3-21)	\$836,652	\$166,333	\$1,049,466
Basic Grant Nonpublic Share	\$46,481	\$8,754	\$55,235
Preschool Grant (Ages 3-5)	\$40,859	\$14,184	\$55,043

SUBMISSION OF GRANT APPLICATION - ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF (ESSER II) FUND

- *28. RESOLVED, that the Roxbury Township Board of Education approve the grant submission for the Elementary and Secondary School Emergency Relief (ESSER II) fund allocation as of February 19, 2021 from the State of New Jersey, Department of Education as shown below:

	ESSER II Allocation	Learning Acceleration	Mental Health Supports & Services
Roxbury Township School District	\$651,587	\$41,815	\$45,000

SUBMISSION of GRANT APPLICATION - SCHOOL BUS REBATE

- *29. RESOLVED, that the Roxbury Township Board of Education approve the grant application for the New Jersey Department of Environmental Protection 2021 DERA School Bus Rebate Program.

SUBMISSION OF GRANT APPLICATION - EMERGENCY CONNECTIVITY FUND

- *30. WHEREAS, Congress authorized the Emergency Connectivity Fund as part of the American Rescue Plan Act of 2021, and

WHEREAS, "In view of outstanding demand and the recent spike in coronavirus cases, the FCC will open a second application filing window. This second window will open on September 28 and run until October 13. During this new application filing window, eligible schools, libraries, and consortia of eligible schools and libraries will be able to submit requests for funding to purchase eligible equipment and services between July 1, 2021 and June 30, 2022."

NOW THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education approve the grant application for the Emergency Connectivity Fund.

ACCEPTANCE OF GRANT

- *31. RESOLVED, that the Roxbury Township Board of Education approve the acceptance of a Unified Champion Schools grant of \$5,000 awarded by Special Olympics New Jersey to Roxbury High School for the school's proposal of making available a Bowling team for its students. The grant monies will be used to provide students of all abilities the opportunity to train and play together as teammates.

DONATIONS

- *32. RESOLVED, that the Roxbury Township Board of Education accept a donation from Hoboken Cabinetry, 416 Bloomfield Street Hoboken NJ of kitchen cabinets. This donation will be used in conjunction with the district's participation in Habitat for Humanity activities and is valued at \$6,700.
- *33. RESOLVED, that the Roxbury Township Board of Education accept a donation from Ronetco Supermarkets, Inc. 1070 US Hwy. 46, Ste. 17, Ledgewood, NJ of 465 meal bags for distribution to Roxbury families. This donation is valued at approximately \$1,700.

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.

HIB REPORT

- *1. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2021/2022 school year, beginning September 16, 2021 and ending October 7, 2021 for Incident Nos. 1 through 6.

FIELD TRIPS

- *2. RESOLVED, that based on current and projected positive health conditions, that staff and students be approved for participation in the following overnight field trip per Board policy.

Overnight Field Trip Requests							
	<i>School</i>	<i>Date of Trip</i>	<i>Faculty Sponsor^(S) & Chaperones^(C)</i>	<i>Group(s) & # of Students</i>	<i>Trip Dest</i>	<i>Location</i>	<i>Purpose</i>
1	RHS	2021-11-18 (Thu) thru 2021-11-21 (Sun)	M.McPhee ^{(S)(C)} , E.Christiansen ^{(S)(C)}	Academic Decathlon 16	Hyatt Regency	New Brunswick, NJ	To take part in a Rutgers Model United Nations Conference in which students will be assuming the roles of international diplomats working to negotiate solutions to major world problems
2	RHS	2022-04-28 (Thu) thru 2022-05-01 (Sun)	P.Hachey ^{(S)(C)} ; 20-25 chaperones secured through music faculty, staff & parents	Roxbury-Classic Sounds Honors; Chorale; Concert Choir; Treble Choir; Revelation; Vocal Jazz; Melodies; Select Men's Choir; Orchestra; Honors Wind Symphony; Symphony Band; Concert Band Approx 200-250	WorldStrides Williamsburg Music Festival	Williamsburg, VA	Bi-Annual Spring Music Trip will provide Roxbury students w/ the opportunity to perform music on a national stage & receive written and verbal feedback from professionals in order to improve upon their performance. Admission to Festival also includes Saturday admission to Busch Gardens in Williamsburg.

3. RESOLVED, that based on current and projected positive health conditions, that staff and students be approved for participation in the following community-based instructional events as per Board policy, with the understanding that dates are subject to change due to inclement weather, scheduling conflicts, etc.

Organized by School, then by Group, then by Trip Destination

	<i>School</i>	<i>Faculty Sponsor</i>	<i>Group</i>	<i># of Students</i>	<i>Trip Destination</i>	<i>Location</i>	<i>Date(s) of Trip</i>
1	EMS	T.Martino	VISTA	3	JOANN Fabric and Crafts Store	Succasunna, NJ	11/11/21 (Thu); 12/16/21 (Thu)
2	EMS	T.Martino	VISTA	3	Petco	Ledgewood, NJ	10/21/21 (Thu); 10/28/21 (Thu)
3	EMS	T.Martino	VISTA	3	Post office	Ledgewood, NJ	11/18/21 (Thu)
4	EMS	T.Martino	VISTA	3	Roxbury Diner	Succasunna, NJ	1/27/22 (Thu)
5	EMS	T.Martino	VISTA	3	Roxbury Public Library	Succasunna, NJ	1/13/22 (Thu)
6	EMS	T.Martino	VISTA	3	Walmart	Ledgewood, NJ	12/9/21 (Thu)
7	NES	A.Marrese	TIDES	7	Petco	Ledgewood, NJ	10/21/21 (Thu)
8	NES	J.DeBarros	TIDES, LLD	13	Randolph YMCA	Randolph, NJ	10/6/21 (Wed); 10/27/21 (Wed); 11/17/21 (Wed); 12/15/21 (Wed); 1/12/22 (Wed); 1/26/22 (Wed); 2/16/22 (Wed); 3/2/22 (Wed); 3/23/22 (Wed); 4/20/22 (Wed); 5/11/22 (Wed)
9	NES, EMS	J.DeBarros	TIDES, VISTA	10	Randolph YMCA	Randolph, NJ	10/13/21 (Wed); 11/3/21 (Wed); 12/1/21 (Wed); 12/22/21 (Wed); 1/19/22 (Wed); 2/2/22 (Wed); 2/23/22 (Wed); 3/16/22 (Wed); 3/30/22 (Wed); 4/27/22 (Wed); 5/18/22 (Wed)
* 10	RHS	B.McGinley	SUCCESS	15	Target	Rockaway, NJ	10/28/21 (Thu)

4. RESOLVED, that based on current and projected positive health conditions, that staff and students be approved for participation in the following educational events as per Board policy, with the understanding that dates are subject to change due to inclement weather, scheduling conflicts, etc.

Organized by School, then by Date of Trip:

	<i>School</i>	<i>Date of Trip</i>	<i>Faculty Sponsor</i>	<i>Group</i>	<i># of Students</i>	<i>Trip Destination</i>	<i>Location</i>	<i>Purpose</i>
1	EMS	2022-05-20 (Fri)	R.Salyerds	Gr. 7 & 8 Band, Choral, & Orchestral ensembles	~160	Dorney Park Area	Allentown, PA	To attend the Music in the Parks Festival & Awards Ceremony, where all ensembles will have an adjudicated performance and have the opportunity to receive critical feedback from music professionals
2	FES	2021-10-26 (Tue)	C.Moran, R.Heller, J.Maurer	Gr. K	65	Donaldson Farm	Hackettstown, NJ	Trip strongly correlates w/ science units on animals, weather, and trees; students will be provided an educational tour and opportunities for hands-on field experience
3	FES	2021-11-18 (Thu)	J.Dranoff, S.Drury, M.Gallagher	Gr. 4	62	Sterling Hill Mining Museum	Ogdensburg, NJ	4th Grade Science Curriculum
4	JES	2021-10-28 (Thu)	K.Cope; C.Hoopes; C.Kitchin; K.Lamont;	Gr. K	65	Tranquility Farms	Andover Twp, NJ	Opportunity for cooperative learning and hands-on science discoveries; trip is sponsored by the Jefferson School PTA
5	KES	2021-10-22 (Fri)	A.Davis; A.Somers	REACH	6	Ort Farms	Long Valley, NJ	Reward trip earned through class's behavioral-support program
6	KES	2021-10-27 (Wed)	M.Gardner; K.Sabella; V.Uccello	Gr. K	51	Donaldson Farm	Hackettstown, NJ	Students will learn about natural & local resources; and have lessons in community helpers
7	KES	2021-11-02 (Tue)	D.Bain-Herbison; S.Goodyear; M.Storm	Gr. 4	53	Sterling Hill Mining Museum	Ogdensburg, NJ	To investigate earth materials in their natural context
8	KES	2021-11-11 (Thu)	A.Davis; A.Somers	REACH	6	Princeton Blairstown Project	Hardwick Township, NJ	Reward trip earned through class's behavioral-support program
9	LRS	2021-10-22 (Fri)	E.Neumann, A.Somers	REACH	9	Ort Farms	Long Valley, NJ	Reward trip earned through class's behavioral-support program
10	LRS	2021-12-13 (Mon)	E.Ng	Gr. 5 Chorus	~70	Roxbury HS Auditorium	Succasunna, NJ	Dress Rehearsal for LRS Winter Concert taking place @ RHS the evening of Tu. 12/14/21
11	LRS	2021-12-13 (Mon)	K.Katz	Gr. 6 Chorus	~55			
12	LRS	2021-12-14 (Tue)	K.Barry	Gr. 5 Band	~80			
13	LRS	2021-12-14 (Tue)	K.Katz	Gr. 6 Band	~85			
14	LRS	2022-03-17 (Thu)	K.Barry	Gr. 5 Band	~80	Roxbury HS Auditorium	Succasunna, NJ	Dress Rehearsal for All-District Band Concert taking place @ RHS the evening of Th. 3/17/22
15	LRS	2022-03-17 (Thu)	K.Katz	Gr. 6 Band	~85			

16	LRS	2022-05-23 (Mon)	E.Ng	Gr. 5 Chorus	~70	Roxbury HS Auditorium	Succasunna, NJ	Dress Rehearsal for LRS Spring Concert taking place @ RHS the evening of Tu. 5/24/22
17	LRS	2022-05-23 (Mon)	K.Katz	Gr. 6 Chorus	~55			
18	LRS	2022-05-23 (Mon)	K.Barry	Gr. 5 & 6 Orchestra	~75			
19	LRS	2022-05-24 (Tue)	K.Barry	Gr. 5 Band	~80			
20	LRS	2022-05-24 (Tue)	K.Katz	Gr. 6 Band	~85			
21	LRS, EMS	2021-11-16 (Tue)	T.Hubert; E.Neumann, A.Somers	REACH, SUMMIT	25	Princeton Blairstown Project	Hardwick Township, NJ	Reward trip earned through classes' behavioral-support programs
* 22	RHS	2021-11-10 (Wed)	P.Critelli; David Hughes; A.Somers; C.Thompson; A.Vergara	SUMMIT	25	Princeton Blairstown Project	Hardwick Township, NJ	Reward trip earned through class's behavioral-support program
* 23	RHS	2021-11-12 (Fri)	B.McGinley	SUCCESS	15	Rockaway Lanes	Rockaway, NJ	Reward trip earned through class's behavioral-support program

APPROVAL OF SENIOR OPTION PROJECTS - RHS

- *5 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 2021/2022 school year.

Student	Research Focus	Credits
205705	TV Production I	5
204905	Dog Sitting	5

OUT-OF-DISTRICT PLACEMENTS/SERVICES - 2021/2022

- *6. RESOLVED, that the Roxbury Township Board of Education approve the 2021/2022 Extended School Year and 2021/2022 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>
209534*	Gloucester County Special Services School District	\$85,860.00	8/31/21-6/30/22
206257	Vocational School in the County of Sussex	\$11,564.00	9/7/21-6/14/22
205547	Strang School	\$73,629.00	9/8/21-6/30/22
207265	ECLC of New Jersey	\$63,082.00	7/6/21-6/30/22

*Tuition amount of \$41,130.00 will be deducted from our State Aid; other fees and services responsibility of Roxbury BOE

TUITION STUDENTS

- *7. RESOLVED, that the Roxbury Township Board of Education approve the following tuition contract agreements for the 2021/2022 school year and/or extended school year.

<i>State ID</i>	<i>Sending District</i>	<i>Program</i>	<i>Total</i>
1313820583	Mt. Arlington	BD	\$28,349.00

APPROVAL OF NEW COURSES

- *8. RESOLVED, that the course listed below be adopted as of the 2022/2023 school year:

	<i>School/Course Level</i>	<i>Grade Level</i>	<i>Course</i>	<i>Course Duration</i>
1	RHS	10 - 12	Branding	Elective, Semester

CURRICULUM ARTICULATION

- *9. RESOLVED, that the Roxbury Township Board of Education approve up to fifty (50) teachers and ten (10) administrators to participate in curriculum articulation sessions on November 4, 2021. The rate of pay will be \$100 for teachers and \$200 for administrators; the total cost not to exceed \$7,000.

SATURDAY SUPPORT PROGRAM

- *10. 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. Staffing for program will be paid through ESSER II Funds

- Dates:** 30 Saturdays based on the 2021/2022 Tentative Schedule
- Hours/Locations:** 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 8:00-10:00 a.m. (2 hrs)
- Rates of Pay:** Teachers, Counselors, Nurses: \$60.00 Hourly
 Administrators \$100.00 Hourly

<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) • One (1) School Counselor • One (1) School Nurse • One (1) Administrator 	<ul style="list-style-type: none"> • Two (2) ELA Teachers • Two (2) Math Teachers • Two (2) Science Teachers • Two (2) Social Studies Teachers • Two (2) World Language Teachers • Two (2) Specials Teachers* (Art, Music, PE/Health, Technology) • Two (2) Supplemental Support Teachers (ESL, ISL) • One (1) School Counselor • One (1) School Nurse • One (1) Administrator 	<ul style="list-style-type: none"> • Eight (8) Content Area Teachers • One (1) School Counselor • One (1) School Nurse • One (1) Administrator
Job sharing between staff and administrators will occur and will be scheduled based on expressed interest.		
* Specials Teachers will be grouped (Art & Music and PE/Health & Technology) and offered every other week.		

SPECIAL SERVICES SATURDAY SUPPORT PROGRAM

- *11. RESOLVED, that the Roxbury Township Board of Education in conjunction with the Roxbury Special Services Department approve the 2021/2022 Special Services Saturday Support Program to fulfill compensatory and additional services for qualifying students as follows. Staffing for program will be paid through ARP-IDEA Funds:

Dates: Saturdays-	Session 1-	10/16/21; 10/23/21; 10/30/21; 11/13/21; 11/20/21
	Session 2-	12/4/21; 12/11/21; 12/18/21; 1/8/22; 1/22/22; 1/29/22
	Session 3-	2/5/22; 2/12/22; 2/26/22; 3/5/22; 3/12/22; 3/19/22
	Session 4-	3/26/22; 4/2/22; 4/23/22; 4/30/22; 5/7/22; 5/14/22
	Session 5-	5/21/22; 6/4/22; 6/11/22

Hours/Location:	Grades K-4	at Franklin School	from 9:00-11:00 AM
	Grades 5-8	at Eisenhower Middle School	from 8:30-10:30 AM
	Grades 9-12+	at Roxbury High School	from 8:00-10:00 AM

Rate of Pay:	Certificated staff:	\$60.00/hour
	Paraprofessionals:	\$27.50/hour
	Transportation dispatchers:	\$60.00/hour
	Bus drivers:	Between \$26.33/hour - \$35.97/hour

C. Policies (Resolution 1)

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. RESOLVED, that the Roxbury Township Board of Education approved the following for first reading:

	<i>Policy/Regulation Number</i>	<i>Policy/Regulation Title</i>	<i>Exhibit Number</i>
a	Policy 0131 (Revised)	Bylaws, Policies, and Regulations	P1
b	Policy 2422 (Revised)	Comprehensive Health and Physical Education (M)	P2
c	Policy 2467 (Revised)	Surrogate Parents and Resource Family Parents (M)	P3
d	Policy 5111 (Revised)	Eligibility of Resident/Nonresident Students (M)	P4
e	Policy 5114 (Abolished)	Children Displaced by Domestic Violence	P5
f	Policy 5116 (Revised)	Education of Homeless Children	P6
g	Policy & Regulation 7432 (Revised)	Eye Protection (M)	P7 & P8
h	Policy 8420 (Revised)	Emergency and Crisis Situations (M)	P9
i	Regulation 8420.1 (Revised)	Fire and Fire Drills (M)	P10
j	Policy 8540 (Revised)	School Nutrition Programs (M)	P11
k	Policy 8550 (Revised)	Meal Charges/Outstanding Food Service Bill (M)	P12
l	Policy 8600 (Revised)	Student Transportation (M)	P13
m	Policy 8810 (Abolished)	Religious Holidays	P14
n	Policy 6115.01 (New)	Federal Awards/Funds Internal Controls - Allowability of Costs (M)	P15
o	Policy 6115.02 (New)	Federal Awards/Funds Internal Controls - Mandatory Disclosures (M)	P16
p	Policy 6115.03 (New)	Federal Awards/Funds Internal Controls -Conflict of Interest (M)	P17
q	Policy 6311 (Revised)	Contracts for Goods or Services Funded by Federal Grants (M)	P18

D. Personnel (Resolutions 1-32)

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

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

RESIGNATIONS, RETIREMENTS, TERMINATIONS

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

Organized by Name

	Name	Loc	Position	Action	Final day of employment	Discussion
* 1	Clifford, Ann Marie	OOD	Special Education Paraprofessional	Resignation for personal reasons	9/30/21	Out-of-district home programming

LEAVES OF ABSENCE

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

	Name	Leave Start Date	Paid Leave	Unpaid FMLA/ NJFLA^	Return Date	Discussion
* 1	4563	9/28/21	Using available sick and personal days	FMLA if needed	Upon release by physician	Antic ret 10/26/21
* 2	5584	12/6/21 or sooner if nec	Using available sick and personal days	FMLA/NJFLA	4/25/22	
* 3	7183	11/8/21 or sooner if nec	Using available sick and personal days	FMLA/NJFLA	7/1/22	Amends <i>Leave Start Date</i> and <i>Paid Leave</i> app'd 8/30/21
4	7224	4/19/21	Using 15 sick & 4 personal days	FMLA/NJFLA	11/1/21	Amends <i>Return Date</i> app'd 1/25/21
5	7396	2/22/21	Using 5 personal then 16 sick days	FMLA/NJFLA	10/4/21	Amends <i>Return Date</i> previously app'd

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

3. RESOLVED, that Employee Number 4135 is placed on administrative leave with pay effective October 4, 2021 until further notice in accordance with the provisions of NJSA 18A:6-8.3.

4. RESOLVED, that Employee Number 5094 is placed on administrative leave with pay effective October 6, 2021 until further notice in accordance with the provisions of NJSA 18A:6-8.3.

REASSIGNMENTS / TRANSFERS

5. RESOLVED, that the Special Education Paraprofessionals listed be transferred to a new location:

	Name	Former Location	New Location	Effective Date
1	Kelley, Ryan	LRS	KES	9/20/21
*2	Lovi, Marjorie	EMS	RHS	9/1/21
3	Rose, Andrew	JES	LRS	9/20/21

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

	Name	Former Assignment & Loc.	New Assignment & Loc.	Effective Date	Discussion
1	Maiello, Erin	Special Education Teacher (RC) TCH.SPE.RES.NA.05	JES, LRS, EMS Special Education Teacher (RC) TCH.SPE.RES.NA.05	8/30/21	
2	Maier, Jacob	Leave-repl Gr. 7 Social Studies Teacher TCH.EMS.SST.NA.07	EMS Leave-repl ISL Teacher TCH.LR.BSI.NA.03	10/4/21 - 10/8/21	Replacement in position
3	Maier, Jacob	Leave-repl ISL Teacher TCH.LR.BSI.NA.03	LRS Leave-repl ISL Teacher TCH.EMS.BSI.NA.03	10/4/21 - 10/8/21	
4	Young, Jaime	PE Teacher (FTE 0.70) TCH.DS.PEH.PT.01	FES, JES PE Teacher (FTE 0.70) TCH.DS.PEH.PT.01	8/30/21	FES, JES, KES

7. RESOLVED, that the Roxbury Township Board of Education approve the reassignment and change in salary for the staff members listed below:

	Name	Former Assignment & Loc.	New Assignment & Loc.	Salary / Rate	Start Date	Discussion
1	Krog, Deborah	Permanent Substitute Teacher FES	Leave-repl Gr. 3 Teacher FES	\$54,800 prorated	10/20/21 or sooner if nec	Non-tenure track replacement through 3/4/22 in position TCH.FRA.GR3.NA.02
2	Rose, Andrew	Special Education Paraprofessional JES	Transitional Substitute Teacher (Gr. 3) JES	\$230.00 per diem	10/4/21	Transfer related to placeholder app'd 09/20/21, XVI.D.7.2. Non-tenure track; coverage through 11/1/21 for position TCH.JEF.GR3.NA.03

ANNUAL REAPPOINTMENTS

- *8. RESOLVED, that the Roxbury Township Board of Education amends the tenure status acknowledged at its meeting of May 10, 2021 for Dr. Steve Soergel in Resolution XV.C.9.1, Exhibit HR2, Row No. 315 from "Tenured" to "Non-Tenured".

APPOINTMENTS

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

Organized by Name

	<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	Shakespeare, Briana	FES	Permanent Substitute Teacher	N/A	\$150.00 per diem	12/13/21 ^ #	6/30/22	Tenure-track replacement not to exceed 4 days/wk in position TCH.SUB.PERM.FES.01
2	PLACE - HOLDER	JES	Permanent Substitute Teacher	N/A	\$150.00 per diem	10/12/21^	6/30/22	Tenure-track replacement not to exceed 4 days/wk in position TCH.SUB.PERM.JES.02
3	PLACE - HOLDER	KES	Permanent Substitute Teacher	N/A	\$150.00 per diem	10/12/21^	6/30/22	Tenure-track replacement not to exceed 4 days/wk in position TCH.SUB.PERM.KES.02
4	PLACE - HOLDER	NES	Permanent Substitute Teacher	N/A	\$150.00 per diem	10/12/21^	6/30/22	Tenure-track replacement not to exceed 4 days/wk in position TCH.SUB.PERM.NES.01
^ 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. RESOLVED, that the Roxbury Township Board of Education amends the discussion note acknowledged at its meeting of June 21, 2021 for Ms. Tara Urban in Resolution XV.C.5.4 to indicate that the position Ms. Urban was appointed to is new and its existence and continuation are contingent on funding from ESSER II.

APPOINTMENTS - LEAVE REPLACEMENTS

11. 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	Buckler, Jennifer	KES	Leave-repl School Counselor & ABS	\$54,800 # prorated	10/19/21 or sooner ^	12/10/21	Appt related to placeholder app'd 9/20/21, XVI.D.7.3. Replacement in position TCH.DS.GUI.NA.04
2	Scaffani, Andrea	EMS	Leave-repl Gr. 7 ELA Teacher	\$54,800 # prorated	10/18/21 or sooner if nec ^	4/1/22	Appt related to placeholder app'd 9/20/21, XVI.D.7.1. Replacement in position TCH.EMS.LA.NA.06.
* 3	PLACE-HOLDER	RHS	Leave-repl School Nurse	\$54,800 # prorated	11/8/21 or sooner if nec ^	6/30/22	Replacement in position NRS.RHS.NRS.NA.01
^ Employment start date is pending completion of documentation in accordance with the law or district policy. # 21/22 Leave Replacement Teacher Rate Bd. aprvd 6/7/21							

APPOINTMENTS - HOURLY EMPLOYEES

12. 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>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Ask, Melissa	LRS	Special Education Paraprofessional	REA Paraprof Step 7	\$18.94	10/26/21^	6/30/22	RC Program replacement in position AID.SPE.PT.NA.60; 29.5 hrs/wk (Placeholder D.8.10, 9/20/21)
2	Gaydos, Jennifer	NES	Special Education Paraprofessional	REA Paraprof Step 8	\$19.52	10/12/21^	6/30/22	RC Program replacement in position AID.SPE.PT.NA.38; 29.5 hrs/wk (Placeholder D.8.8, 9/20/21)
* 3	Rogers, Richard	DIST	District Courier (10-month)	N/A	\$20.00	10/1/21	6/30/22	New position OTH.BO.COUR.NA.01 previously app'd (9/20/21, XVI.D.8.6); Amending to be up to 15 hrs/wk payable by timesheets
4	Springer, Nicole	NES	Special Education Paraprofessional	REA Paraprof Step 7	\$18.94	10/12/21^	6/30/22	Autistic Program replacement in position AID.SPE.PT.NA.56; 27.5 hrs/wk (Placeholder D.8.9, 9/20/21)
5	Dacey, Erin	TR	Transportation Bus Aide	N/A	\$16.70	10/12/21^	6/30/22	Replacement in position AID.BUS.TRN.NA.04 working 25 hrs/wk
6	PLACE - HOLDER	TBD	Special Education Paraprofessional	REA Paraprof Step	TBD	10/12/21^	6/30/22	Replacement in position AID.SPE.PT.NA.61
7	PLACE - HOLDER	TBD	Special Education Paraprofessional	REA Paraprof Step	TBD	10/12/21^	6/30/22	Replacement in position AID.SPE.PT.NA.62
8	PLACE - HOLDER	TBD	Special Education Paraprofessional	REA Paraprof Step	TBD	10/12/21^	6/30/22	Replacement in position AID.SPE.PT.NA.63
9	PLACE - HOLDER	TBD	Special Education Paraprofessional	REA Paraprof Step	TBD	10/12/21^	6/30/22	Replacement in position AID.SPE.PT.NA.64
10	PLACE - HOLDER	TBD	Special Education Paraprofessional	REA Paraprof Step	TBD	10/12/21^	6/30/22	Replacement in position AID.SPE.PT.NA.65
11	PLACE - HOLDER	TBD	Special Education Paraprofessional	REA Paraprof Step	TBD	10/12/21^	6/30/22	Replacement in position AID.SPE.PT.NA.66
12	PLACE - HOLDER	TBD	Special Education Paraprofessional	REA Paraprof Step	TBD	10/12/21^	6/30/22	Replacement in position AID.SPE.PT.NA.67
13	PLACE - HOLDER	TR	Bus Driver	RBDG Step	TBD	10/12/21^	6/30/22	New position BUS.TR.DRI.RE.63
14	PLACE - HOLDER	NES	Cafeteria Aide	N/A	TBD	10/12/21^	6/30/22	Replacement in position AID.CAF.NIX.NA.02 working 20 hrs/wk
^ Employment start date is pending completion of documentation in accordance with the law or district policy.								

APPOINTMENTS - SUBSTITUTES

- *13. 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	Caivano, Michael	District	Substitute Teacher, Paraprofessional, Secretary	21/22 Sub Rate Bd. aprvd 6/7/21	10/12/21	6/30/22	
2	Rock, Andrea	District	Substitute Teacher, Paraprofessional, Secretary	21/22 Sub Rate Bd. aprvd 6/7/21	10/12/21	6/30/22	

APPOINTMENTS - SUBSTITUTES (TRANSPORTATION / TECHNOLOGY / B&G)

- *14. RESOLVED, that the Roxbury Township Board of Education approve the following 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	Coppinger, Francis	TR	Substitute Bus Driver	\$21.50 hourly	10/12/21	6/30/22	Not to exceed 9.5 hrs/wk, as needed, in addition to 20 hrs/wk as a Security Guard; total hrs not to exceed 29.5
^Start date pending receipt of documentation in accordance with law and district policy.							

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

15. RESOLVED, that the following personnel be appointed to the positions shown below for the 2021/2022 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	Manny, Lynn	Title I S.A.I.L. Parent Academy Co-Coordinator	10/12/21	6/30/22	\$1,750	Stipend to be paid out of Title IA grant allocation.
2	McInnes, Cathy	Title I S.A.I.L. Parent Academy Co-Coordinator	10/12/21	6/30/22	\$1,750	

16. 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 full-time employee assigned to Franklin and/or Nixon Elementary school who holds a NJ Instructional and/or Educational Services certificate	10/12/21	6/30/22	2020-23 REA Contract for Parent University	\$37.00/hr	Salaries to be paid from Title IA grant allocation.

APPOINTMENTS - EXTRACURRICULAR

- *17. RESOLVED, that the following personnel be appointed to the positions shown below for the 2021/2022 school year at the stipend indicated.

BE IT FURTHER RESOLVED, this supersedes in its entirety Personnel Resolution XV.C.11.1, Exhibit HR 2.1, Row No. 24 dated June 21, 2021.

21/22 Coaching Appts									
	POS LOC	POSITION	ASSIGNMENT	SEASON	NAME	21/22 Base Stipend	# of Consec Yrs thru 21/22 Season	21/22 Longevity Stipend	21/22 TOTAL Stipend
1	RHS	Gymnastics	Head Coach	Fall	Gluck, Caitlin	\$7,644	1	\$ -	\$7,644

- *18. RESOLVED, that the following personnel be appointed to the positions shown below for the 2021/2022 school year at the stipend indicated.

BE IT FURTHER RESOLVED, this supersedes in its entirety Personnel Resolution XV.C.11.3, Exhibit HR 2.3, Row Nos. 80 & 81 dated June 21, 2021.

21/22 Club Appts						
	POS LOC	POS TYPE	POSITION	ASSIGNMENT	NAME	21/22 TOTAL Stipend
1	RHS	CLUB	Robotics & Technology Club	Advisor	Taylor, Mark	\$7,576
2	RHS	CLUB	Robotics & Technology Club	Assistant Advisor	Brauer, Matthew	\$4,183

- *19. RESOLVED, that the following personnel be appointed to the positions shown below for the 2021/2022 school year at the stipend indicated. At this time, employment and payment are contingent upon the status of school closures and the ability to fulfill the responsibilities associated with the position indicated.

21/22 Club Appts							
	POS LOC	POS TYPE	POSITION	ASSIGNMENT	NAME	21/22 TOTAL Stipend	21/22 Notes about Assignment
1	RHS	CLUB	Equal Rights Advocacy Club	Co-Advisor	Burke, Jenna	\$1,141	
2	RHS	CLUB	Equal Rights Advocacy Club	Co-Advisor #	Christiansen, Emily	\$1,141 #	# Amends Assignment & Total Stipend app'd 6/21/21, XV.C.11.3, Exhibit HR 2.3, Row No. 57

20. RESOLVED, that the Roxbury Township Board of Education approve the Winter Coaching appointments for the 2021/2022 school year as indicated in attached Exhibit HR 1. At this time, employment and payment are contingent upon the status of school closures and the ability to fulfill the responsibilities associated with the position indicated.

- *21. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2021/2022 school year. At this time, these positions and payments are contingent upon the status of school closures and the ability to fulfill the responsibilities associated with these positions.

21/22 Specialized Athletic Consultants							
	Name	Position	Sport	Season	Loc of Sport	Payment	Discussion
1	Cantwell, Kevin	Specialized Consultant	Bowling	Winter	RHS	\$2,250	KC to serve as Head Coach. Payment funded by the Special Olympics NJ Unified Champion Schools grant. Yr 3 of 3-yr trial period for Bowling aprvd 6/7/21.
2	Hughes, David	Specialized Consultant	Bowling	Winter	RHS	\$1,000	DH to serve as Asst Coach. Payment funded by the Special Olympics NJ Unified Champion Schools grant. Yr 3 of 3-yr trial period for Bowling aprvd 6/7/21.

22. RESOLVED, that the Roxbury Township Board of Education approve the following identified district nurses as indicated on an as needed basis during the 2021/2022 school year to provide nursing services/coverage for Early Act and Rox Buddies meetings.

	Name	Loc	21/22 Hourly Rate	Start Date	End Date
* 1	Conklin, Lauren	RHS	\$44.57	10/12/21	6/16/22
2	Hornung, Desiree	EMS	\$53.43	10/12/21	6/16/22
* 3	Katinsky, Jaclyn	RHS	\$46.53	10/12/21	6/16/22
4	Kocoski, Sanja	KES	\$41.75	10/12/21	6/16/22
5	Kovacs, Rachelle	LRS	\$46.97	10/12/21	6/16/22
6	Leonard, Catherine	NES	\$48.74	10/12/21	6/16/22
7	Phillips, Melissa	FES	\$55.45	10/12/21	6/16/22
8	Zenna, Kathryn	JES	\$56.70	10/12/21	6/16/22

APPROVAL OF SERVICE PAYMENTS

- *23. RESOLVED, that the Roxbury Township Board of Education approve payment to the following individuals for their services as indicated below with the 2021/2022 Roxbury High School Fall Drama. The Board will be reimbursed through fundraising and ticket sales.

	Name	Services Performed	21/22 Payment
1	Monaghan, Mark	Fall Drama Percussion Accompanist	\$500
2	Pietras, Rebecca	Fall Drama Choreography Consultant	\$200
3	Sweer, Krista	Fall Drama Piano Accompanist	\$500

24. 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 2021/2022 school year.

	Name	Services Performed	21/22 Payment
1	Sweer, Krista	EMS Winter & Spring Choral Workshop/Concert Accompanist	\$500

STIPENDS - ADMINISTRATORS' INNOVATIVE PROJECTS

25. RESOLVED, that the following Roxbury Administrators' Association members have been approved by the Superintendent of Schools for the following proposed Innovative Projects for the 2021/2022 school year. Payment of the stipend indicated will be made in the final payroll in June 2022 upon completion of the said project and approval of the Superintendent.

Organized by Mt. Arlington vote:

	Name	Innovative Project	Stipend per RAA 2020-2023 Contract
1	Acevedo, Nicole	Supporting Behavioral Needs During A Pandemic	\$800
2	Bellardino, Alyssa	Online Literacy Parent Academies	\$800
3	Cosgrove, Melissa	Promoting Student Voice	\$800
*	4 DeBarros, Joel	Special Services Support Staff Professional Growth Project	\$800
5	Dent, Erika	Grades K-6 Website Resource Hub	\$800
6	Ferrare, Lisa	Zen Den	\$800
7	Gallagher, Paul	EMS Eagle Hour (Unit Lunch +Triple-E)	\$800
*	8 Gallagher, Amy	DREAMS Program	\$800
*	9 Glenn, Denise	High School Teachers Perceptions & Understanding of SEL - Introducing the Five Core Competencies	\$800
*	10 Kelaid, Mina	Improve Scientific Literacy through CER Framework	\$800
11	Lynch, Danielle	Portrait of a Graduate... A Portrait of Me	\$800
*	12 Mason, Stuart	Spring Wellness Fair	\$800
*	13 Trokan, Matthew	Building Communication with Spanish-Speaking Families	\$800

CURRICULUM WRITING

26. RESOLVED, that the staff listed below be approved to write curriculum for the 2021/2022 school year as indicated at a salary of \$46 per hour per course by August 27, 2021. Unless otherwise noted, hours provided is the total amount allotted for the grade level or grade span shown.

	Course	School/ Course Level	Grade Level	Course Duration (FY, Sem, Q)	New, Revision, or Rewrite	Hours	Payment	Teachers to be Board-approved to write
1	Technology Design	LRS	5	Cycle	Rewrite	10	\$460	Jason Tate
2	Technology Design	LRS	6	Cycle	Rewrite	10	\$460	Jason Tate

SPECIAL SERVICES SATURDAY SUPPORT PROGRAM

*27. RESOLVED, that the Roxbury Township Board of Education in conjunction with the Roxbury Special Services Department approve the appointment of the staff below for the 2021/2022 Special Services 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. Staff listed below will be paid through ARP-IDEA funds.

	Name	Position	Hourly Pay Rate	Start Date	End Date
1	Ackerman, Alexis	Teacher	\$60.00	10/16/21	6/11/22
2	Barbato, Shelby	Speech Therapist	\$60.00	10/16/21	6/11/22
3	Baxter, Jennifer	School Social Worker	\$60.00	10/16/21	6/11/22
4	Betz, Chelsea	Occupational Therapist	\$60.00	10/16/21	6/11/22
5	Billeci, Jennifer	Teacher	\$60.00	10/16/21	6/11/22
6	Bonnefond, Kristin	Paraprofessional	\$27.50	10/16/21	6/11/22
7	Bottona, Nancy	Paraprofessional	\$27.50	10/16/21	6/11/22
8	Byrnes, Janine	Transportation Dispatcher	\$60.00	10/16/21	6/11/22
9	Carpentier, James	Paraprofessional #	\$27.50	10/16/21	6/11/22
10	Clevenger, Tracy	Paraprofessional #	\$27.50	10/16/21	6/11/22
11	Colditz, Dawn Marie	Paraprofessional	\$27.50	10/16/21	6/11/22
12	Cope, Katherine	Teacher	\$60.00	10/16/21	6/11/22
13	Critelli, Paul	Teacher	\$60.00	10/16/21	6/11/22
14	Dexter, Carla	Paraprofessional	\$27.50	10/16/21	6/11/22
15	Engle, Rick	Teacher	\$60.00	10/16/21	6/11/22
16	Fichter, Heather	Paraprofessional	\$27.50	10/16/21	6/11/22
17	Foster, Shannon	Teacher	\$60.00	10/16/21	6/11/22
18	Freeborn, Rebecca	Teacher	\$60.00	10/16/21	6/11/22
19	Giordano, Tessa	Occupational Therapist	\$60.00	10/16/21	6/11/22
20	Gluck, Caitlin	Teacher	\$60.00	10/16/21	6/11/22
21	Hatch, Bryant	Speech Therapist	\$60.00	10/16/21	6/11/22
22	Henricksen, Lisa	Paraprofessional/Teacher	Para- \$27.50 Teacher- \$60.00	10/16/21	6/11/22
23	Hubert, Travis	Teacher	\$60.00	10/16/21	6/11/22
24	Katz, Robert	Transportation Dispatcher	\$60.00	10/16/21	6/11/22
25	Kennedy, Shannon	Teacher	\$60.00	10/16/21	6/11/22
26	Ketch, Michelle	Transportation Dispatcher	\$60.00	10/16/21	6/11/22
27	Klein, Patricia	Teacher	\$60.00	10/16/21	6/11/22
28	Lavelle, Erin	Paraprofessional	\$27.50	10/16/21	6/11/22
29	Maiello, Erin	Teacher	\$60.00	10/16/21	6/11/22
30	Marrese, Alexandra	Teacher	\$60.00	10/16/21	6/11/22
31	McBurney, Kim	Teacher	\$60.00	10/16/21	6/11/22
32	Midili, Tara	Teacher	\$60.00	10/16/21	6/11/22
33	Neumann, Erin	Teacher	\$60.00	10/16/21	6/11/22
34	O'Connor, Christine	Paraprofessional	\$27.50	10/16/21	6/11/22
35	Oster, Kaitlyn	Teacher	\$60.00	10/16/21	6/11/22
36	Perez, Robyn	Paraprofessional	\$27.50	10/16/21	6/11/22
37	Redwood, Susan	Teacher	\$60.00	10/16/21	6/11/22
38	Reinknecht, Cindy	Paraprofessional/Teacher	Para- \$27.50 Teacher- \$60.00	10/16/21	6/11/22

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39	Rose, Denise	Teacher	\$60.00	10/16/21	6/11/22
40	Rubenstein, Jill	Teacher	\$60.00	10/16/21	6/11/22
41	Russo, Patricia	Occupational Therapist	\$60.00	10/16/21	6/11/22
42	Ryall, Mary	Paraprofessional	\$27.50	10/16/21	6/11/22
43	Sciancalepore, Nicholas	School Psychologist	\$60.00	10/16/21	6/11/22
44	Solotist, April	Teacher	\$60.00	10/16/21	6/11/22
45	Sorbino, Jasmine	Paraprofessional	\$27.50	10/16/21	6/11/22
46	Sotelo, Virginia	Paraprofessional	\$27.50	10/16/21	6/11/22
47	Sparano, Deidre	Paraprofessional	\$27.50	10/16/21	6/11/22
48	Steinmetz, Alyssa	Teacher	\$60.00	10/16/21	6/11/22
49	Stone, Michele	Paraprofessional	\$27.50	10/16/21	6/11/22
50	Szigeti, Elizabeth	Teacher	\$60.00	10/16/21	6/11/22
51	Thompson, Carie	Teacher	\$60.00	10/16/21	6/11/22
52	Trautz, Caryn	Teacher	\$60.00	10/16/21	6/11/22
53	Verdi, Chris	Transportation Dispatcher	\$60.00	10/16/21	6/11/22
54	Warren, Allison	Teacher	\$60.00	10/16/21	6/11/22
55	Wasek, Jennifer	Paraprofessional	\$27.50	10/16/21	6/11/22
56	Weiss, Stephanie	Speech Therapist	\$60.00	10/16/21	6/11/22
57	Wetreich, Deborah	School Psychologist	\$60.00	10/16/21	6/11/22
58	PLACEHOLDER	Behaviorist	\$60.00	10/16/21	6/11/22
59	PLACEHOLDER	Behaviorist	\$60.00	10/16/21	6/11/22
60	PLACEHOLDER	Counselor/SW/School Psych	\$60.00	10/16/21	6/11/22
61	PLACEHOLDER	Counselor/SW/School Psych	\$60.00	10/16/21	6/11/22
62	PLACEHOLDER	Paraprofessional	\$27.50	10/16/21	6/11/22
63	PLACEHOLDER	Paraprofessional	\$27.50	10/16/21	6/11/22
64	PLACEHOLDER	Paraprofessional	\$27.50	10/16/21	6/11/22
65	PLACEHOLDER	Physical Therapist	\$60.00	10/16/21	6/11/22
66	PLACEHOLDER	Teacher	\$60.00	10/16/21	6/11/22
67	PLACEHOLDER	Teacher	\$60.00	10/16/21	6/11/22
68	PLACEHOLDER	Teacher	\$60.00	10/16/21	6/11/22
69	PLACEHOLDER	Teacher	\$60.00	10/16/21	6/11/22
70	PLACEHOLDER	Transition	\$60.00	10/16/21	6/11/22
71	Any bus driver of the Roxbury School District	Bus driver	Between \$26.33 - \$35.97	10/16/21	6/11/22
# Not to exceed 29.5 Hours Week with various district positions					

STUDENT TEACHERS/INTERNS

28. 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	Suwan, Lara	Walden Univ	School Counseling Practicum & Internship^	100-hr Practicum & 600-hr Internship^ from 9/1/21 thru 6/30/22	Swanson, Erik	School Counselor	NES
* 2	Suwan, Lara	Walden Univ	School Counseling Internship	600 hrs from 8/25/22 thru 6/15/23	Mann, Monica	Director of Guidance	DIST

^Amends placement and total number of hours; previously app'd as 600-hr Internship @ 3/15/21, XV.E.24.

COMMUNITY SCHOOL

*29. RESOLVED, that the Roxbury Township Board of Education in conjunction with the Roxbury Community School approve the appointment of the administrative staff below for the 2021/2022 Saturday Support Program at a rate of \$100/hour. Employment is dependent upon sufficient enrollment. Job sharing within each job category will occur and will be scheduled based on expressed interest. Staff listed below will be paid through ESSER II Funds.

	Name		Name		Name
1	Bellardino, Alyssa	6	Hall, Melissa	11	Miller, Dominick
2	Dent, Erika	7	Hamer, Brian	12	Schmidt, Eric
3	Fiscina, Jeffrey	8	Kelaid, Mina	13	Swaim, Jessica
4	Gallagher, Paul	9	Mann, Monica	14	Trokan, Matt
5	Glenn, Denise	10	Mason, Stuart		

- *30. RESOLVED, that the Roxbury Township Board of Education in conjunction with the Roxbury Community School approve the appointment of the certificated staff below for the 2021/2022 Saturday Support Program at a rate of \$60/hour. Employment is dependent upon sufficient enrollment. Job sharing within each job category will occur and will be scheduled based on expressed interest. Staff listed below will be paid through ESSER II Funds.

	Name		Name		Name
1	Babetski, David	21	Mahmoud, Adam	41	Sheplak-Lewis, Jacqueline
2	Bedoya, Judy	22	Marzocca, Michelle	42	Small, Jessica
3	Benson, Monica	23	McBurney, Kim	43	Smith, Shawn P
4	Blough, Christopher	24	McPhee, Michael	44	Sobestanovich, Kelsey
5	Brown, Karisa	25	Meola, Louis	45	Steinmark, Kira
6	Burd, Mary Ellen	26	Mitchell, Teri	46	Terranova, Laurie
7	Burke, Jenna	27	Muller, Amy	47	Thompson, Carie
8	Caccavale, Frank	28	Nelson, Susan	48	Torres-Davis, Evelyn
9	Capra, Andrea	29	O'Connor, Kayla	49	Trautz, Caryn
10	Capra, Robert	30	Olcott, Nicole	50	Tucker, Elizabeth
11	Christiansen, Emily	31	Pilrun, Amy	51	Warren, Allison
12	Cordeiro, Marcia	32	Richman, Margery	52	Wilson, Brenda
13	Curado, Sandra	33	Rodas, Shannon	53	Zenna, Kate
14	Curet, Carlos	34	Rodgers, Susanna		
15	Demova, Bohdanka	35	Rose, Denise		
16	Gauthier, Nicole	36	Saavedra, Julieth		
17	Gottfried, Michael	37	Salyerds, R. Daniel		
18	Hagemann, Regina	38	Santoro, Kim		
19	Kaine, Shari	39	Saul, Joanne		
20	Kroog, Barbara	40	Shadwell, Christopher		

- *31. RESOLVED, that the RCS B.A.S.E.S. staff listed below be approved for the following salary and title adjustments for the 2021/2022 school year. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

	Program	Instructor	Hourly Pay Rate	Title	Start Date	End Date
1	RCS B.A.S.E.S. K-4	Acuna, Paola*	\$22.00	Non-Certificated	10/12/21	06/30/22
2	RCS B.A.S.E.S. K-4	Arms, Victoria	\$35.00	Certificated	10/12/21	06/30/22
3	RCS B.A.S.E.S. K-4	Barry, Kenneth	\$35.00	Certificated	10/12/21	06/30/22
4	RCS B.A.S.E.S. K-4	Baxter, Jennifer	\$35.00	Certificated	10/12/21	06/30/22
5	RCS B.A.S.E.S. K-4	Cook, Christopher	\$35.00	Certificated	10/12/21	06/30/22
6	RCS B.A.S.E.S. K-4	Fehsal, Anita*	\$22.00	Non-Certificated	10/12/21	06/30/22
7	RCS B.A.S.E.S. K-4	Gong, Josie*	\$22.00	Non-Certificated	10/12/21	06/30/22
8	RCS B.A.S.E.S. K-4	Hannon, Mary*	\$22.00	Non-Certificated	10/12/21	06/30/22
9	RCS B.A.S.E.S. K-4	Ireland, Susan	\$22.00	Non-Certificated	10/12/21	06/30/22
10	RCS B.A.S.E.S. K-4	Kempton, Francine*	\$22.00	Non-Certificated	10/12/21	06/30/22
11	RCS B.A.S.E.S. K-4	Klein, David	\$35.00	Certificated	10/12/21	06/30/22
12	RCS B.A.S.E.S. K-4	Lewis, Pamela*	\$22.00	Non-Certificated	10/12/21	06/30/22
13	RCS B.A.S.E.S. K-4	Marantz, Anne*	\$22.00	Non-Certificated	10/12/21	06/30/22
14	RCS B.A.S.E.S. K-4	Neumann, Erin	\$35.00	Certificated	10/12/21	06/30/22
15	RCS B.A.S.E.S. K-4	Ozkaya, Cheryl*	\$22.00	Non-Certificated	10/12/21	06/30/22
16	RCS B.A.S.E.S. K-4	Renn, Christi	\$35.00	Certificated	10/12/21	06/30/22
17	RCS B.A.S.E.S. K-4	Renzetti, Sandra	\$25.00	Sub-Certificated	10/12/21	06/30/22
18	RCS B.A.S.E.S. K-4	Reyad, Salma*	\$25.00	Sub-Certificated	10/12/21	06/30/22
19	RCS B.A.S.E.S. K-4	Rogers, Joanne	\$22.00	Non-Certificated	10/12/21	06/30/22
20	RCS B.A.S.E.S. K-4	Rose, Denise	\$35.00	Certificated	10/12/21	06/30/22
21	RCS B.A.S.E.S. K-4	Ryall, Mary	\$22.00	Non-Certificated	10/12/21	06/30/22
22	RCS B.A.S.E.S. K-4	Ronchetta, Erin	\$22.00	Non-Certificated	10/12/21	06/30/22
23	RCS B.A.S.E.S. K-4	Sarrel, Marla	\$35.00	Certificated	10/12/21	06/30/22
24	RCS B.A.S.E.S. K-4	Seelinger, Heather	\$22.00	Non-Certificated	10/12/21	06/30/22
25	RCS B.A.S.E.S. K-4	Slinger, JoAnne	\$22.00	Non-Certificated	10/12/21	06/30/22
26	RCS B.A.S.E.S. K-4	Sparano, Deidre	\$25.00	Sub-Certificated	10/12/21	06/30/22

27	RCS B.A.S.E.S. K-4	Spicka, Stacy	\$35.00	Certificated	10/12/21	06/30/22
28	RCS B.A.S.E.S. K-4	Szigeti, Elizabeth	\$35.00	Certificated	10/12/21	06/30/22
29	RCS B.A.S.E.S. K-4	Urban, Tara	\$35.00	Certificated	10/12/21	06/30/22
* Not to exceed 29.5 Hours Week with various district positions						

- *32. RESOLVED, that based on current and projected positive health conditions, the staff listed below be appointed for the 2021/2022 Roxbury Community School B.A.S.E.S. Program. All expenses will be paid from collected tuition and employment is dependent upon sufficient enrollment.

	Instructor	Loc	Title	Hourly Pay Rate	Start Date	End Date	Discussion
1	Bottona, Nancy	K-4	Sub-Certificated	\$25.00	10/12/21	06/30/22	
2	Derendal, Lyndsay*	K-4	Certificated	\$35.00	09/30/21	06/30/22	Not to exceed 29.5 Hours/Week
3	Kolbusch, Garrett	K-4	Non-Certificated	\$22.00	10/12/21^	06/30/22	Not to exceed 29.5 Hours/Week
4	LaCosta, Gail	K-4	Certificated	\$35.00	10/12/21	06/30/22	
5	Moran, Courtney	K-4	Certificated	\$35.00	10/12/21	12/23/21	LRT Teacher at Franklin until 12/23/21
6	Shannon, Jeannette	K-4	Non-Certificated	\$22.00	10/11/21 or sooner^	06/30/22	Not to exceed 29.5 Hours/Week
7	Sotelo, Virginia*	K-4	Non-Certificated	\$22.00	09/21/21	06/30/22	
* Filling placeholders from the August 30th agenda.							
^ Start date pending receipt of documentation in accordance with law and district policy.							

E. 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 Regular Meeting on November 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, 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.

October 11, 2021

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

POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

EXHIBIT #P1 – FIRST READING

Bylaws

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Bylaws, ~~and~~ Policies, and Regulations

0131 BYLAWS, ~~AND~~ POLICIES, AND REGULATIONS

The Board of Education shall exercise its rule-making power by adopting, revising, and abolishing bylaws, ~~and~~ policies, and regulations for the organization and operation of the school district.

“Regulations” for the purpose of this Bylaw are only those regulations that are required to be adopted by the Board.

Adoption, Amendment, and ~~Abolishment~~ ~~Repeal~~

Bylaws, ~~and~~ policies, and regulations may be adopted, revised ~~amended~~, and repealed at any meeting of the Board, provided the proposed adoption, revision ~~amendment~~, or repeal has been ~~proposed and~~ approved by the Board at a previous meeting of the Board.

Bylaws, policies, or regulations may be abolished at any meeting of the Board provided the proposed bylaw, policy, or regulation has been approved by the Board at a previous meeting of the Board.

The Board shall ~~may~~ at its organization meeting and by a majority vote of those present and voting, readopt existing bylaws, ~~and~~ policies, and regulations without prior notice.

The Board may, under emergency circumstances, suspend the operation of a bylaw, ~~or~~ policy, or regulation and adopt, revise ~~amend~~, or abolish ~~repeal~~ a bylaw, ~~or~~ policy, or regulation without prior notice. The emergency adoption, revision ~~amendment~~, ~~or~~ abolishment ~~or suspension~~ ~~repeal~~ of a bylaw, ~~or~~ policy, or regulation shall terminate at the next meeting of the Board or at such earlier date as may be specified by the Board unless further acted upon by the Board in accordance with this Bylaw.

The adoption, revision ~~amendment~~, ~~abolishment~~ ~~repeal~~, or suspension of a bylaw, ~~or~~ policy, or regulation shall be recorded in the minutes of the Board. Any bylaw, policy, or regulation or part of a bylaw, policy, or regulation that is superseded by a term in a negotiated agreement or by a subsequently adopted bylaw, policy, or regulation shall no longer be in force and effect as a bylaw, policy, or regulation and shall be abolished by the Board in accordance with this Bylaw.

Promulgation and Distribution

A ~~The~~ manual of bylaws, ~~and~~ policies, and regulations shall be maintained. A copy of the manual of bylaws, ~~and~~ policies, and regulations shall be available and accessible ~~given~~ to each Board member, the Superintendent, the School Business Administrator/Board



Secretary, the Board Attorney, each Building Principal, and other individuals designated by the Superintendent.

The Superintendent or his/her designee shall institute a plan for the orderly promulgation of policies to staff members who are affected by them and shall provide staff members with access to an up-to-date manual of Board bylaws, ~~and~~ policies, and regulations.

~~Each copy of the manual of bylaws and policies shall be numbered; a record of the placement of each manual shall be maintained by the Superintendent or his/her designee. Copies of revised pages will be furnished to the holders of manuals as changes are made to bylaws and policies. The holder of a policy manual shall return the manual to the Board Secretary upon the termination of his/her service to the district.~~

The manual of bylaws, ~~and~~ policies, and regulations shall be considered a public record open to inspection in the office of the Assistant Superintendent. The manual retained by the Assistant Superintendent shall be considered the master copy of the ~~policy~~ manual and ~~shall not be modified by any person other than the Superintendent or his/her designee.~~

Consideration ~~Development~~ of Bylaws, ~~and~~ Policies, and Regulations

Bylaws, ~~and~~ policies, and regulations will be ~~developed and~~ considered for adoption by the Board in accordance with the following procedure:

1. A recommendation for a new or revised bylaw, ~~or~~ policy, or regulation shall ~~may~~ be recommended suggested to the Board and/or Superintendent by any Board member, the Superintendent, any staff member, or a member of the public;
2. A recommendation suggestion for a new or revised bylaw, ~~or~~ policy, or regulation may be referred, at the discretion of the Board President and as appropriate to the subject, to the Superintendent, a Board committee, or a public advisory committee for study and formulation of a recommendation to the Board. Any study of a new or revised recommended bylaw, policy, or regulation suggestion will should consider whether the matter is adequately addressed in existing Board bylaw, policy, or regulation and whether the matter is more appropriately addressed by administrative regulation;
3. If a recommendation for a new or revised bylaw, ~~or~~ policy, or regulation results from referral for study, a proposed draft will be referred to the



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Bylaws

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Bylaws, ~~and~~ Policies, and Regulations

Superintendent and at the discretion of the Board President and as appropriate to the subject, to a Board committee submitted to the Board for discussion and approval on first reading. Copies of the proposed draft will be made available to staff members and the public, and comment will be invited. Changes in the draft may be made, by a simple majority vote, when the draft is presented for approval on first reading;

4. All proposed new and revised bylaws, policies, and regulations shall be submitted to the Superintendent. The Superintendent or designee will review all new and revised draft bylaws, policies, and regulations prior to the Board receiving a draft of new or revised bylaws, policies, or regulations for Board consideration;
54. The proposed draft, bylaw, policy, or regulation approved by the Board on first reading, will be submitted for adoption at a the next succeeding regular meeting of the Board. Revisions Changes in the draft may be made at any meeting prior to adoption by a simple majority vote of the Board. A revision at any succeeding change that alters the substantive meaning of the draft will constitute a new first reading, and the draft must be presented for adoption at a the next succeeding Board meeting. A change that is merely editorial may be followed by a vote to adopt the new or revised bylaw, or policy, or regulation on second reading.

N.J.S.A. 18A:11-1

Adopted: 14 October 2013

Revised: TBD



COMPREHENSIVE HEALTH AND PHYSICAL EDUCATION (M)

2422 **COMPREHENSIVE** HEALTH AND PHYSICAL EDUCATION (M)

M

The Board of Education requires all students to participate in a comprehensive, sequential, health and physical education program aligned with the New Jersey Department of Education New Jersey Student Learning Standards (NJSLS) that emphasizes the natural interdisciplinary connection between wellness and health and physical education. The primary focus of the NJSLS is the development of knowledge and skills that influence healthy behaviors within the context of self, family, school, and the local and global community.

The curriculum requirements listed below address the need for students to gain knowledge and skill in caring for themselves, interacting effectively with others, and analyzing the impact of choices and consequences. The primary focus of the curriculum listed below is to help students develop concepts and skills that promote and influence healthy behaviors.

The NJSLS incorporate New Jersey statutes related to health and well-being of students in New Jersey schools. The following statutes incorporated into the NJSLS include, but are not limited to, the following requirements:

1. Accident and Fire Prevention (N.J.S.A. 18A:6-2) requires regular courses of instruction in accident and fire prevention.
2. Breast Self-Examination (N.J.S.A. 18A:35-5.4) requires offering instruction on breast self-examination for students in grades seven through twelve.
3. Bullying Prevention Programs (N.J.S.A. 18A:37-17) requires the establishment of bullying prevention programs.
4. Cancer Awareness (N.J.S.A. 18A:40-33) requires the development of a school program on cancer awareness by the Commissioner of Education.
5. Dating Violence Education (N.J.S.A. 18A:35-4.23a) requires instruction regarding dating violence in grades seven through twelve.
6. Domestic Violence Education (N.J.S.A. 18A:35-4.23) allows instruction on problems related to domestic violence and child.



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7. Gang Violence Prevention (N.J.S.A. 18A:35-4.26) requires instruction in gang violence prevention for elementary school.
8. Health, Safety, and Physical Education (N.J.S.A. 18A:35) requires that all students in grades one through twelve participate in at least two and one-half hours of health, safety, and physical education each school week.
9. Drugs, Alcohol, Tobacco, Controlled Dangerous Substances, and Anabolic Steroids (N.J.S.A. 18A:40A-1) requires instructional programs on drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances and the development of curriculum guidelines for each grade Kindergarten through twelve.
10. Lyme Disease Prevention (N.J.S.A. 18A:35-5.1 through 5.3) requires the development of Lyme Disease curriculum guidelines and training to all teaching staff members who instruct students with Lyme Disease.
11. Organ Donation (N.J.S.A. 18A:7F-4.3) requires information relative to organ donation to be given to students in grades nine through twelve.
12. Sexual Assault Prevention (N.J.S.A. 18A:35-4.3) requires the development of a sexual assault prevention education program by the Commissioner of Education for utilization by school districts.
13. Stress Abstinence (N.J.S.A. 18A:35-4.19 through N.J.S.A. 18A:35-4.22), also known as the "AIDS Prevention Act of 1999," requires sex education programs to stress abstinence.
14. Suicide Prevention (N.J.S.A. 18A:6-111 through 113) requires instruction in suicide prevention in public schools.
15. Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) (N.J.S.A. 18A:35-4.28 and 18A:35-4.29) requires public high schools and charter schools to provide instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator to each student prior to graduation.
16. Sexually Explicit Images through Electronic Means (N.J.S.A. 18A:35-4.32 and 4.33) requires instruction, once during middle school, on the social, emotional, and legal consequences of distributing and soliciting sexually explicit images through electronic means.



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17. History of Disabled and LGBT Persons (N.J.S.A. 18A:35-4.35 and 4.36) requires instruction on the political, economic, and social contributions of persons with disabilities and lesbian, gay, bisexual, and transgender people for middle and high school students
18. Financial Literacy (N.J.S.A. 18A:35-4.34) requires instruction with basic financial literacy necessary for sound financial decision-making in each of the grades six through eight.
19. Sexual Abuse and Assault Awareness and Prevention Education (N.J.S.A. 18A:35-4.5a) requires age-appropriate sexual abuse and assault awareness and prevention education in grades preschool through twelve.
20. Curriculum to Include Instruction on Diversity and Inclusion (N.J.S.A. 18A:35-4.36a) requires instruction on diversity and inclusion in an appropriate place in the curriculum for students in grades Kindergarten through twelve.
21. Incorporation of Age-Appropriate Instruction Relative to Consent for Physical Contact and Sexual Activity (N.J.S.A. 18A:35-4.38) requires age-appropriate instruction in grades six through twelve on the law and meaning of consent for physical contact and sexual activity.
22. Health Curriculum to Include Instruction on Mental Health (N.J.S.A. 18A:35-4.39) requires health education programs to include instruction on mental health and the relation of physical and mental health for students in grades Kindergarten through twelve.
23. Information About “New Jersey Safe Haven Infant Protection Act” Included in Public School Curriculum (N.J.S.A. 18A:35-4.40) information on the provisions of the “New Jersey Safe Haven Infant Protection Act” shall be included in curriculum for public school students in grades nine through twelve.
24. Infusion of African American Accomplishments into School Curricula (N.J.S.A. 18A:35-4.43) requires in the curriculum for all elementary and secondary students instruction that infuses into all



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courses on the United States the centuries of accomplishments by African Americans in the building and development of America.

2519. Other Statutory or Administrative Codes. The Board will incorporate into its health and physical education curriculum any other requirements of the NJSLS in Comprehensive Health and Physical Education.

In accordance with the provisions of N.J.S.A. 18A:35-4.7, any student whose parent presents to the Principal a signed statement that any part of the instruction in health, family life education, or sex education is in conflict with his/her conscience or sincerely held moral or religious beliefs shall be excused from that portion of the course where such instruction is being given and no penalties as to credit or graduation shall result.

The Board of Education must provide two and one-half hours of health, safety, and physical education courses in each school week, or proportionately less when holidays fall within the week. Recess period(s) shall not be used to meet the requirements of N.J.S.A. 18A:35-5, 7, and 8.

In accordance with N.J.S.A. 18A:35-4.31, the Board of Education shall provide a daily recess period of at least twenty minutes for students in grades Kindergarten through five. A recess period is not required on a school day in which the day is substantially shortened due to a delayed opening or early dismissal. The recess period shall be outdoors, if feasible. A student shall not be denied recess for any reason, except as a consequence of a violation of the school district's Code of Student Conduct, including a harassment, intimidation, or bullying (HIB) investigation pursuant to N.J.S.A. 18A:37-13 et seq. Students may not be denied recess more than twice per week for a violation of the Code of Student Conduct or HIB investigation and these students shall be provided restorative justice activities during the recess period. Restorative justice activities mean activities designed to improve the socioemotional and behavioral responses of students through the use of more appropriate and less punitive interventions thereby establishing a more supportive and inclusive school culture. The student's recess period should be scheduled in a manner that does not interfere with the implementation of a student's Individualized Education Program (IEP). School staff may deny recess for a student on the advice of a medical professional, school nurse, or the provisions of a student's IEP and/or 504 Plan.

A copy of the NJSLS for Comprehensive Health and Physical Education and all related curriculum/course guides and instructional material shall be available for public inspection in each school.

N.J.S.A. 18A:35-4.31



POLICY

COMPREHENSIVE HEALTH AND PHYSICAL EDUCATION (M)

Revised: 27 June 2016

Revised: 22 May 2017

Revised: 6 May 2019

Revised: 27 April 2020

Revised: **TBD**



POLICY

EXHIBIT #P3 – FIRST READING

Program
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SURROGATE PARENTS AND **RESOURCE FAMILY** ~~FOSTER PARENTS~~ (M)

2467 SURROGATE PARENTS AND **RESOURCE FAMILY** ~~FOSTER PARENTS~~ (M)

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Federal and State laws require the Board ensure the rights of a student are protected through the provision of an individual to act as surrogate for the parent(s) and assume all parental rights under N.J.A.C. 6A:14-2.2 when:

1. The parent ~~as defined according to N.J.A.C. 6A:14-1.3,~~ cannot be identified;
2. The parent cannot be located after reasonable efforts;
3. An agency of the State of New Jersey has guardianship of the student **or the student is determined a ward of the State and, if the student is placed with a resource family parent, the resource family parent declines to serve as the student's parent;** ~~and that agency has not taken steps to appoint a surrogate parent for the student;~~ **or**
4. ~~The student is a ward of the State and no State agency has taken steps to appoint a surrogate parent for the student;~~
5. ~~No parent can be identified for the student in accordance with N.J.A.C. 6A:14-1.3 except a foster parent, the foster parent does not agree to serve as the student's parent, and no State agency has taken steps to appoint a surrogate parent for the student; and~~
46. The student is an unaccompanied homeless youth **as that term is defined in section 725(6) of the McKinney-Vento Homeless Assistance Act (42 USC §11434.(a)6) and N.J.A.C. 6A:17-1.2** ~~and no State agency has taken steps to appoint a surrogate parent for the student.~~

Qualifications and Selection

The district **shall** ~~will~~ make reasonable efforts to appoint a surrogate parent within thirty days of **the** ~~its~~ determination that a surrogate parent is **needed** ~~required~~ for a student. If the district fails to appoint a surrogate parent for a ward of the State, a judge may appoint a surrogate parent if the judge determines a surrogate parent is necessary for such a student.

The district shall establish a method for selecting and training surrogate parents.



SURROGATE PARENTS AND RESOURCE FAMILY FOSTER PARENTS (M)

The person(s) serving as a surrogate parent(s) shall:

1. Have no interest that conflicts with the interest those of the student they he/she represents;
2. Possess knowledge and skills that ensure adequate representation of the student;
3. Not be replaced without cause;
4. Be at least eighteen years of age; and
5. Complete Have a criminal history review pursuant to in accordance with N.J.S.A. 18A:6-7.1 if the person(s) completed prior to his or her serving as the surrogate parent is compensated, if the school district compensates the surrogate parent for such services; and
6. ~~Not be an employee of the New Jersey Department of Education, this district, or a public or nonpublic agency that is involved in the education or care of the child.~~

The person(s) serving as a surrogate parent may not be an employee of the New Jersey Department of Education, this district, or a public or nonpublic agency that is involved in the education or care of the child.

The Director of Special Services or his/her designee shall serve as Surrogate Parent Coordinator and will: determine whether there is a need for a surrogate parent for a student, contact any State agency that is involved with the student to determine whether the State has a surrogate parent appointed for the student; and make reasonable efforts to appoint a surrogate parent for the student within thirty days of determining that there is a need for a surrogate parent for the student.

When a student (who is or may be a student with a disability) is in the care of a resource family foster parent, and the resource family foster parent is not the parent of the student as defined in N.J.A.C. 6A:14-1.3, the district where the resource family foster parent resides shall contact the student's case manager at the Division of Child Protection and Permanency (DCP&P) in the Department of Children and Families to determine whether the parent(s) retains the right to make educational decisions and to determine the whereabouts of the parent.



SURROGATE PARENTS AND RESOURCE FAMILY FOSTER PARENTS (M)

If the parent retains the right to make educational decisions and the parent's whereabouts are known to the school district, the Superintendent or designee ~~Surrogate Parent Coordinator~~ shall obtain all required consent from and provide written notices to the parent.

If the district cannot ascertain the whereabouts of the parent, the resource family foster parent, unless that person is unwilling to do so, shall serve as the parent unless that person is unwilling to do so pursuant to N.J.A.C. 6A:14-1.3. If there is no resource family foster parent, or if the resource family foster parent is unwilling to serve as the student's parent, the Surrogate Parent Coordinator shall consult with the student's case manager at DCP&P to assist in identifying an individual to serve as a surrogate parent, and appointing a surrogate parent, and obtaining all required consent from, and providing written notices to the surrogate parent.

Training

N.J.A.C 6A:14-2.2(d) requires the district train surrogate parents so they have the knowledge and skills that ensure adequate representation of the student. The Surrogate Parent Coordinator shall coordinate the training for surrogate parents. The training will include, but not be limited to:

1. Providing the surrogate parent a copy of:
 - a. Parental Rights in Special Education booklet;
 - b. N.J.A.C. 6A:14;
 - c. The Special Education Process;
 - d. Administrative Code Training Materials from the Department of Education website; and
 - e. Other relevant materials.
2. Providing the surrogate parent an opportunity to meet with the Surrogate Parent Coordinator to discuss the rights of the surrogate parent and the applicable statutes, administrative codes, and Federal laws. The Surrogate Parent Coordinator shall provide the surrogate parent the opportunity to review and to become familiar with the State and Federal requirements for assessment, individualized educational program development, and parental rights with respect to the referral and placement process, including their



SURROGATE PARENTS AND **RESOURCE FAMILY** ~~FOSTER~~ PARENTS (M)

rights with respect to seeking a due process hearing if they disagree with the local procedure or decisions;

3. Providing the surrogate parent adequate time to become familiar with the student and the nature of the student's disability through a review of the student's record;
4. Providing the surrogate parent an opportunity to confer with the student's case manager to discuss the student; and
5. Other information and resources to provide the surrogate parent the knowledge and skills to ensure adequate representation of the student.

Rights of the Surrogate Parent

A surrogate parent appointed in accordance with N.J.A.C. 6A:14-2.2 shall assume all parental rights under N.J.A.C. 6A:14.

N.J.A.C. 6A:14-2.2

Adopted: 14 October 2013

Revised: 08 May 2017

Revised: **TBD**



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

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The Board of Education shall admit to its schools, free of charge, persons over five and under twenty years of age, pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education.

Eligibility to Attend School

The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in N.J.A.C. 6A:22-3.1.

A child who is domiciled within the school district and resides with a parent or guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in a time of war or national emergency shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or guardian being ordered into active military service, regardless of where the child resides during the period of active duty. Following the return of the child's parent or guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.S.A. 18A:38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.

The Board shall also admit any student that is kept in the home of a person other than the student's parent or guardian, where the person is domiciled in the school district and is supporting the student without remuneration as if the student were his or her own child in accordance with N.J.A.C. 6A:22-3.2. A student is only eligible to attend school in the district pursuant to N.J.A.C. 6A:22-3.2 if the student's parent or guardian files, together with documentation to support its validity, a sworn statement that he or she is not capable of supporting or providing care for the student due to family or economic hardship and the student is not residing with the other person solely for the purpose of receiving a free public education. In addition, the person keeping the student must file, as required by the Board of Education, a sworn statement that he or she: is domiciled within the school district; is supporting the child without remuneration and intends to do so for a time longer than the school term; will assume all personal obligations for the student relative to school requirements; and provides a copy of his or her lease if a tenant, a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner. Pursuant to N.J.S.A. 18A:38-1.c, any



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person who fraudulently allows a child of another person to use his or her residence and is not the primary financial supporter of that child and any person who fraudulently claims to have given up custody of his or her child to a person in another district commits a disorderly persons offense.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1.b if the student is kept in the home of a person domiciled in the school district, who is not the parent or guardian and the parent or guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency. Eligibility under this provision shall cease at the end of the current school year during which the parent or guardian returns from active military duty.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1.d if the student's parent or guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere. When required by the Board of Education, the parent or guardian shall demonstrate the temporary residence is not solely for purposes of a student attending the school district of temporary residence. When one of a student's parents or guardians temporarily resides in the school district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with the criteria of N.J.A.C. 6A:22-3.1(a)1.i.

A student is eligible to attend this school district free of charge:

1. If the student's parent or guardian moves to another school district as the result of being homeless, subject to the provisions of N.J.A.C. 6A:17-2 - Education of Homeless Children;
2. If the student is placed by court order or by a society, agency, or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2;
3. If the student previously resided in the school district and if the parent or guardian is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district, pursuant to N.J.S.A. 18A:38-3.b. The school district shall not be obligated for transportation costs; and



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4. If the student resides on Federal property within the State pursuant to N.J.S.A. 18A:38-7.7 et seq.

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

If the district of residence cannot be determined according to the criteria contained in N.J.S.A. 18A:7B-12; if the criteria contained in N.J.S.A. 18A:7B-12 identify a district of residence out of the State; or if the child has resided in a domestic violence shelter, homeless shelter, or transitional living facility located outside of the district of residence for more than one year, the State shall assume fiscal responsibility for the tuition of the child in accordance with N.J.S.A. 18A:7B-12.d.

A student's eligibility to attend this school shall not be affected by the physical condition of an applicant's housing or his or her compliance with local housing ordinances or terms of lease.

Except as set forth in N.J.A.C. 6A:22-3.3(b)1, immigration/visa status shall not affect eligibility to attend school and the school district shall not condition enrollment in the school district on immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111.

Proof of Eligibility

The Board of Education shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.A.C. 6A:22-3.4. The Board of Education shall consider the totality of information and documentation offered by an applicant, and shall not deny enrollment based on failure to provide



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a particular form or subset of documents without regard to other evidence presented.

The Board of Education shall not condition enrollment on the receipt of information or documents protected from disclosure by law, or pertaining to criteria that are not a legitimate basis for determining eligibility to attend school as outlined in N.J.A.C. 6A:22-3.4(d). The Board of Education may consider, in a manner consistent with Federal law, documents or information referenced in N.J.A.C. 6A:22-3.4(d) or pertinent parts thereof if voluntarily disclosed by the applicant. The Board of Education may not, directly or indirectly, require or request such disclosure as an actual or implied condition of enrollment.

In the case of a dispute between the school district and the parent or guardian of a student in regard to the student's eligibility to enroll in the school district or to remain enrolled in the school district pursuant to the provisions of N.J.S.A. 18A:38-1, the school district may request from the New Jersey Motor Vehicle Commission (NJMVC) the parent or guardian's name and address for use in verifying a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.S.A. 18A:38-1.3. The NJMVC may disclose to a school district the information requested in accordance with procedures established by NJMVC. However, the school district shall not condition enrollment in the district on immigration status or on the fact that the NJMVC does not have the name or address of the parent on file.

Registration Forms and Procedures for Initial Assessment

Registration and initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1. The Board of Education shall use Commissioner-provided registration forms or locally developed forms that are consistent with the forms provided by the Commissioner. A district-level administrator designated by the Superintendent shall be clearly identified to applicants and available to assist persons who experience difficulties with the enrollment process.

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2.



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When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education. Enrollment shall take place immediately if the applicant clearly indicates disagreement with the district's determination and an intent to appeal to the Commissioner of Education. An applicant whose student is enrolled pursuant to this provision shall be notified that the student will be removed, without a hearing before the Board, if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws. When the student is between the ages of six and sixteen, applicants also shall be asked to complete a written statement indicating the student will be attending school in another school district or nonpublic school, or receiving instruction elsewhere than at a school pursuant to N.J.S.A. 18A:38-25. In the absence of this written statement, designated staff shall report to the school district of actual domicile or residence, or the Department of Children and Families, a potential instance of "neglect" for the purposes of ensuring compliance with compulsory education law, N.J.S.A. 9:6-1. Staff shall provide the school district or the Department of Children and Families with the student's name, the name(s) of the parent/guardian/resident, and the student's address to the extent known. Staff shall also indicate admission to the school district has been denied based on residency or domicile, and there is no evidence of intent to arrange for the child to attend school or receive instruction elsewhere.

Enrollment or attendance at the school shall not be conditioned on advance payment of tuition when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information. The Board of Education shall ensure the registration process identifies information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2, Education of Homeless Children. Enrollment or attendance in the school district shall not be denied based upon the absence of the certified copy of the student's birth certificate or other proof of a student's identity as required within thirty days of initial enrollment, pursuant to N.J.S.A. 18A:36-25.1.

Enrollment in the school district shall not be denied based upon absence of student medical information. However, actual attendance at school may be deferred until the student complies with student immunization rules set forth in N.J.A.C. 8:57-4.



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

When enrollment in the school district, attendance at school, or the receipt of educational services in the regular education program appears inappropriate, the student shall not be denied based upon the absence of a student's prior educational record. However, the applicant shall be advised the student's initial educational placement may be subject to revision upon the school district's receipt of records or further assessment of the student.

Notice of Ineligibility

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22 or the student's initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4 et seq. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside. Notices of ineligibility shall include information as outlined in N.J.A.C. 6A:22-4.2.

Removal of Currently Enrolled Students

Nothing in N.J.A.C. 6A:22 et seq. and this Policy shall preclude the Board of Education from identifying through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information.

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board of Education for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3. No student shall be removed from school unless the parent, guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) has been informed of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, guardian, adult student or resident keeping an "affidavit student", does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board of Education shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

Board Committee, at the discretion of the full Board. If the hearing(s) is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. No student may be removed except by vote of the Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.

Appeal to the Commissioner

An applicant may appeal to the Commissioner of Education the school district's determination that a student is ineligible to attend its schools. Appeals shall be initiated by petition which shall be filed in accordance with N.J.S.A. 18A:38-1 and N.J.A.C. 6A:3-8.1 and shall proceed as a contested case pursuant to N.J.A.C. 6A:3. Pursuant to N.J.S.A. 18A:38-1.b(1), appeals of "affidavit student" eligibility determinations shall be filed by the resident keeping the student.

Assessment and Calculation of Tuition

If no appeal to the Commissioner is filed following notice of an ineligibility determination, the Board of Education may assess tuition, for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 et seq. If the responsible party does not pay the tuition assessment, the Board of Education may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board of Education pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

If an appeal to the Commissioner is filed and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition in accordance with the provisions of N.J.A.C. 6A:22-6.2(a). Upon the Commissioner's finding that an appeal has been abandoned, the Board of Education may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2.

Nonresident Students

The admission of a nonresident student to school free of charge must be approved by the Board. No student otherwise eligible shall be denied admission on the



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

basis of the student's race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, or disability. The continued enrollment of any nonresident student shall be contingent upon the student's maintenance of good standards of school citizenship and discipline.

Children Who Anticipate Moving to or from the District

A nonresident student otherwise eligible for attendance whose parent or guardian anticipates school district residency and has entered a contract to buy, build, or rent a residence in this school district may be enrolled without payment of tuition for a period of time not greater than twelve weeks prior to the anticipated date of residency. If any such student does not become a resident of the school district within twelve weeks after admission to school, tuition will be charged for attendance commencing the beginning of the thirteenth week and until such time as the student becomes a resident or withdraws from school.

Students whose parent or guardian have moved away from the school district on or after April 1st and twelfth grade students whose parent or guardian have moved away from the school district on or after February 1st will be permitted to finish the school year in this school district without payment of tuition.

F-1 Visa Students

The school district is not required to, but may permit the attendance of F-1 Visa students into the school district with the payment of full tuition and a signed tuition contract if required. The district may require advance payment of full tuition before providing the requested I-20 Form, in accordance with the provisions of Federal regulation 8 CFR 214.3. A F-1 Visa is granted to a foreign student through an application process that must include, but is not limited to, signed approval by the receiving school district exhibiting the receiving school district will accept the foreign student for enrollment and the foreign student's proof of financial means to pay the full tuition to the receiving school district for the academic year. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a F-1 Visa must be approved by the Board for attendance in the school district. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (M)

J-1 Visa Students

The school district is not required to, but may permit the attendance of J-1 Visa students into the school district. The host family must be domiciled in the school district and shall submit a request to the Superintendent of Schools with supporting documentation as determined by the Superintendent or designee. A student with a J-1 Visa must be approved by the Board for attendance in the school district and shall not pay tuition. The student's continued attendance in the school district shall be conditioned on a satisfactory attendance and disciplinary record.

N.J.S.A. 18A:38-1 ~~et seq.~~; 18A:38-1.1; 18A:38-1.3; 18A:38-3; 18A:38-3.1;
18A:7B-12

N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.; 6A:22-1.1 et seq.
8 CFR 214.3

Adopted: 14 October 2013

Revised: 16 May 2016

Revised: 15 April 2019

Revised: 17 August 2020

Revised: TBD



POLICY

EXHIBIT #P5

Students
5114/Page 1 of 1

CHILDREN DISPLACED BY DOMESTIC VIOLENCE

5114 CHILDREN DISPLACED BY DOMESTIC VIOLENCE

-
~~The Board of Education will cooperate with the County Office of Education, as appropriate and feasible, in the education of children temporarily displaced by domestic violence. Any student attending the schools of this district, whether regularly enrolled in this or another district, who has been admitted to a shelter for victims of domestic violence will be permitted and encouraged to continue an appropriate educational program with minimal disruption.~~

-
~~The Board will cooperate with other educational institutions in the sharing of pertinent student records and in the establishment of sending-receiving relationships on behalf of displaced children. The confidentiality of all matters concerning displaced children will be strictly observed, and no information regarding the present residence of the child will be released.~~

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~~N.J.S.A. 18A:38-1 et seq.~~

-
Adopted: 14 October 2013

ABOLISHED



POLICY

ROXBURY TOWNSHIP
BOARD OF EDUCATION

EXHIBIT #P6 - FIRST READING

Students
5116/Page 1 of 3

EDUCATION OF HOMELESS CHILDREN

5116 EDUCATION OF HOMELESS CHILDREN

The Board of Education will admit and enroll homeless children in accordance with Federal and State laws and New Jersey Administrative Code. The Board of Education adopts this Policy to be in compliance with law and administrative code to ensure the enrollment of homeless children in school and to respond to appeals made by parents or other parties related to the enrollment of homeless children.

The Board of Education shall determine that a child is homeless when he or she resides in a publicly or privately operated shelter designed to provide temporary living accommodations, including: hotels or motels; congregate shelters, including domestic violence and runaway shelters; transitional housing; and homes for adolescent mothers. A child is also determined homeless when he or she resides in a public or private place not designated for or ordinarily used as a regular sleeping accommodation, including: cars or other vehicles including mobile homes; tents or other temporary shelters; parks; abandoned buildings; bus or train stations; temporary shelters provided to migrant workers and their children on farm sites; and the residence of relatives or friends where the homeless child resides out of necessity because his or her family lacks a regular or permanent residence of its own. A child is also determined homeless when he or she resides in substandard housing.

The school district of residence for a homeless child is responsible for the education of the child and shall assume all responsibilities as required in N.J.A.C. 6A:17-2.3. The school district of residence for a homeless child means the school district in which the parent of a homeless child resided prior to becoming homeless.

The school district liaison designated by the Superintendent of Schools for the education of homeless children is Director of Special Services. The liaison will facilitate communication and cooperation between the school district of residence and the school district where the homeless child resides and shall assume all responsibilities as outlined in N.J.A.C. 6A:17-2.4(a).

When a homeless child resides in a school district, the school district liaison shall notify the liaison of the school district of residence within twenty-four hours of receiving notification from the parent, the Department of Human Services or the Department of Children and Families, a shelter director, an involved agency, or a case manager. Upon notification of the need for enrollment of a homeless child, the liaison in the school district of residence shall coordinate enrollment



procedures immediately based upon the best interest of the child pursuant to N.J.A.C. 6A:17-2.5(b).

The Superintendent of the school district of residence or designee shall decide in which school district the homeless child shall be enrolled in accordance with the provisions of N.J.A.C. 6A:17-2.5.

Unless parental rights have been terminated by a court of competent jurisdiction, the parent retains all rights under N.J.A.C. 6A:17-2.1 et seq.

When a dispute occurs regarding the determination of homelessness or the determination of the school district of enrollment made by the school district of residence, the Superintendent(s) or the designee(s) of the involved district(s) or the child's parent(s) shall immediately notify the Executive County Superintendent of Schools, who, in consultation with the Department of Education's McKinney-Vento Homeless Education Coordinator or designee, shall immediately decide the child's status. If a dispute remains between the parent and the involved school district(s) following the Executive County Superintendent's determination, the parent or the involved district Board(s) of Education may appeal to the Commissioner of Education for determination pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

When a school district is designated as the school district of residence disputes its designation as the school district of residence, or where no designation can be agreed upon by the involved school districts, the Superintendent(s) or designee(s) of the involved school districts shall immediately notify the Executive County Superintendent of Schools, who shall immediately make a determination, if possible, but no later than within forty-eight hours.

If the dispute regarding determination of district of residence does not involve the determination of homelessness and/or district enrollment, the school district disputing the Executive County Superintendent's determination may appeal to the Department of Education pursuant to N.J.A.C. 6A:23A-19.2(d), (e), and (f) and request a determination from the Division of Administration and Finance. If an appeal of a determination of district of residence also includes an appeal of the determination of homelessness and/or school district of enrollment, the appeal shall be submitted to the Commissioner of Education pursuant to N.J.A.C. 6A:3, Controversies and Disputes.

Any dispute or appeal shall not delay the homeless child's immediate enrollment or continued enrollment in the school district. The homeless child shall be



enrolled in the school district in which enroll mentor continued enrollment is sought by the parent, pending resolution of the dispute or appeal. Disputes and appeals involving the services provided to a homeless child with a disability shall be made pursuant to N.J.A.C. 6A:14.

Financial responsibility, including the payment of tuition for the homeless child, will be in accordance with N.J.A.C. 6A:17-2.8. The school district of residence shall list the child on its annual Application for State School Aid (ASSA) pursuant to N.J.S.A. 18A:7F-33 until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. At that time, the school district of residence shall no longer list the student on its ASSA. The State shall assume fiscal responsibility for the tuition of the child pursuant to N.J.S.A. 18A:7B-12.1 and shall pay the tuition to the school district in which the child is currently enrolled until the parent establishes a permanent residence or is deemed domiciled in another jurisdiction pursuant to N.J.S.A. 18A:38-1.d. under the circumstances outlined in N.J.A.C. 6A:17-2.8(c).

On or before December 31 of each year, the district shall report to the Office of Homelessness Prevention in the Department of Community Affairs an accounting of each instance in which the district is made aware that a student enrolled in the district because the student's parent moved to the district as a result of being homeless.

N.J.S.A. 18A:7B-12; 18A:7B-12.1; 18A:38-1
N.J.A.C. 6A:17-2.1 et seq

Adopted: 14 October 2013
Revised: 13 February 2017
Revised: 22 January 2018
Revised: TBD



POLICY

EXHIBIT #P7 - FIRST READING

Property
7432/Page 1 of 3
EYE PROTECTION (M)

7432 EYE PROTECTION (M)

M

The Board of Education requires each student, staff member, and school visitor, including individuals present for evening adult-school programs, to wear appropriate eye protective devices while participating in certain educational activities and programs as defined in N.J.A.C. 6A:7-1.3. Appropriate eye protective devices must be worn by anyone engaged in a process or activity where exposure to which might have a tendency to cause damage to the eyes pursuant to N.J.A.C. 6A:26-12.5(a) and N.J.S.A. 18A:40-12.1 ~~directs the rigorous implementation and enforcement of eye safety practices for students, staff members, and visitors exposed to conditions potentially hazardous to the eyes in the instructional program of this district.~~

The term “appropriate eye protective device” shall include plain or prescription lenses provided the lenses and other portions of the device meet or exceed the prescribed specifications for the device. Specifications for appropriate eye protection for various activities shall meet or exceed standards described in the American National Standard Practice for Occupational and Educational Eye and Face Protection, ANSI Z87.1-1989; American National Standard Practice for the Safe Use of Lasers, ANSI Z136.1-1986, and eye protective procedures recommended by the manufacturer of the laser device.

The Superintendent ~~or designee~~ shall be responsible for the continual monitoring of the school program, including, but not limited to, all vocational education, industrial arts education, science education, technology education and arts education, for conditions under which students, staff members, or visitors are exposed to a process or activity that might have a tendency to cause damage to the eyes.

~~Each student, staff member, and visitor exposed to a condition identified as hazardous to the eyes must wear an eye protective device appropriate to the activity and certified to meet the standards established by the State Board of Education, the American National Standard Practice for Occupational and Educational Eye and Face Protection, ANSI Z87.1-1979, and American National Standard Practice for the Safe Use of Lasers, ANSI Z136.1-1986 and the New Jersey Administrative Code. The appropriate eye protective device shall be supplied by the Board, except that the student, staff member, or visitor, including individuals present for evening adult-school programs, may wear personal eye wear that is appropriate to the activity and certified, in writing, by a licensed~~



optician or other qualified licensed eye professional to meet or exceed those standards. District-owned appropriate eye protective devices shall be inspected regularly by the appropriate staff member, and defective or poorly fitting devices shall be returned to the Principal for repair or discard. Any shared appropriate eye protective devices shall be disinfected between uses by the method prescribed by the school medical inspector.

Each classroom, shop, laboratory, and other area of the school in which students or staff members are exposed to caustic materials that can cause damage to the eyes shall be equipped with an emergency eye wash fountain in accordance with standards established by the New Jersey Department of Education.

The Building Principal or designee shall ensure that each area in the school identified as housing an activity hazardous to the eyes shall be posted with conspicuous signs that warn participants that an appropriate eye protective device must be worn during the activity. Staff members of such activities are responsible for instructing students in appropriate eye safety practices and for serving as exemplary models in the implementation of such practices.

The Board authorizes each staff member responsible for an activity or process hazardous to the eyes to compile and maintain, for the duration of the course of study, a list of students in the course who wear contact lenses.

~~A student who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices shall be dismissed from the day's class by his/her teacher. Any such dismissal from class will be considered to be an absence, in accordance with Board policy on student attendance, and an accumulation of such absences may result in loss of course credit.~~

~~A staff member who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be disciplined for insubordination for failing to obey the rules established by this Board. The proper implementation of eye protection practices shall be a criterion in the evaluation of every staff member required to observe such practices.~~

~~A visitor to the schools who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be requested to leave the school premises.~~



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

Property
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EYE PROTECTION (M)

The **school district** Superintendent shall promulgate regulations to implement this policy that conform to rules of the State Board of Education and shall provide **annual in-service training and appropriate supplies and equipment to all school personnel** responsible for implementing the eye-safety policies and program. The training shall cover all aspects of eye protection in schools as described in **N.J.A.C. 6A:26-12.5(a) through (f)**. ~~staff members whose instructional duties include activities hazardous to the eyes. The Superintendent shall report annually to the Board on the implementation of the eye protection program and the eye injuries, if any, occurring in the course of the instructional program.~~

N.J.S.A. 18A:40-12.1; 18A:40-12.2

N.J.A.C. 6A:7-1.3

N.J.A.C. 6A:26-12.5

Adopted: 14 October 2013

Revised: TBD



REGULATION

EXHIBIT #P8 – FIRST READING

PROPERTY
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EYE PROTECTION PRACTICES (M)

R 7432 EYE PROTECTION PRACTICES (M)

M

A. Eye Protection Devices – N.J.A.C. 6A:26-12.5(a)

The Board of Education requires each student, staff member, and school visitor, including individuals present for evening adult-school programs, to wear appropriate eye protective devices while participating in certain educational activities and programs as defined in N.J.A.C. 6A:7-1.3 in accordance with N.J.S.A. 18A:40-12.1 and N.J.A.C. 6A:26-12.5.

B. Eye Protection Devices - N.J.A.C. 6A:26-12.5(e)

1. The following types of eye protective devices shall be used to fit the designated activities or processes. ~~The following types of eye protective devices must be worn by all students, staff members, and visitors (including persons attending evening adult school programs) participating in the activity or process designated wherever it may occur on school premises:~~

Potential eye hazard	Protective devices
Caustic or explosive	Goggle, flexible fitting materials, hooded ventilation; add plastic window face shield for severe exposure
Dust producing operations	Goggle, flexible fitting, hooded ventilation
Electric arc welding	Welding helmet in combination with spectacles with eye cup or semi- or flat-fold side shields
Oxy-acetylene welding	Welding goggle, eye cup type with tinted lenses; welding goggle, coverspec type with tinted lenses or tinted plate lens



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ROXBURY TOWNSHIP
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 EYE PROTECTION PRACTICES (M)

Hot liquids and gases	Goggle, flexible fitting, hood ventilation; add plastic window face shield for severe exposure
Hot solids	Clear or tinted goggles or spectacles with side shields
Molten materials	Clear or tinted goggles and plastic or mesh window face shield
Heat treatment or tempering	Clear or tinted goggles or clear or tinted spectacles with side shields
Glare operations	Tinted goggles; tinted spectacles with side shields or welding goggles, eye cup or coverage type with tinted lenses or plate lens
Shaping solid materials	Clear goggles, flexible or rigid body; clear spectacles with side shields; add plastic window face shield for severe exposure
Laser device operation or experimentation	Appropriate for specific hazard
Vehicle repair or servicing	Clear goggles, flexible or rigid body; clear spectacles with side shields
Other potentially hazardous processes or activities	Appropriate for specific hazard



C. Eye Protective Policy and Program – N.J.A.C. 6A:26-12.5(f)

1. The Board of Education establishes and implements Policy and Regulation 7432 to assure:
 - a. No staff member, student, or visitor shall be subjected to any hazardous environmental condition without appropriate eye protection;
 - b. The detection of eye hazardous conditions shall be continuous;
 - c. Eye protection devices shall be inspected regularly and adequately maintained;
 - d. Shared eye protective devices shall be disinfected between uses by a method prescribed by the local school medical inspector;
 - e. All eye protective devices shall meet or exceed the appropriate specifications for the various types of devices and suppliers of eye protective devices shall certify, in writing, that the devices meet or exceed said specifications;
 - f. Specific policy and procedures shall be established to deal with individuals who refuse to abide by established eye-safety practices and procedures;
 - (1) A student who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices shall be dismissed from the day's class by his/her teacher. Any such dismissal from class will be considered to be an absence, in accordance with Board policy on student attendance, and an accumulation of such absences may result in loss of course credit;



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ROXBURY TOWNSHIP BOARD OF EDUCATION

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EYE PROTECTION PRACTICES (M)

- (2) A staff member who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be disciplined for insubordination for failing to obey the rules established by this Board. The proper implementation of eye protection practices shall be a criterion in the evaluation of every staff member required to observe such practices; and
 - (3) A visitor to the schools who refuses or persistently neglects to wear an eye protective device when required to do so or fails to observe established eye safety practices may be requested to leave the school premises;
- g. The use of contact lenses shall be restricted in learning environments that entail exposure to chemical fumes, vapors, or splashes, intense heat, molten metals, or highly particulate atmospheres. When permitted, contact lenses shall be worn only in conjunction with appropriate eye protective devices, and the lens wearer shall be identified for appropriate emergency care in eye hazardous learning environments;
 - h. All spectacle-type eye protective devices shall have side shields of the eye-cup, semi- or flat-fold type; and
 - i. Students, staff members, or visitors wearing personal corrective eyewear shall be required to wear cover goggles or similar devices unless a competent authority can certify the personal eyewear meets or exceeds standards identified in N.J.A.C. 6A:26-12.5(b).
- ~~2. The supplier of any eye protective device to this district shall certify in writing that the device meets or exceeds ANSI standards. All spectacle type eye protective devices shall have side shields of the eye cup, semi-, or flat-fold type.~~



REGULATION

ROXBURY TOWNSHIP BOARD OF EDUCATION

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EYE PROTECTION PRACTICES (M)

3. ~~Staff members shall regularly and frequently inspect the eye protective devices used in their classes and shall report to the Principal devices that are defective or poorly fitting. All eye protective devices shall be identified with the name(s) of the user(s) and shall be properly stored when not in use.~~
4. ~~An eye protective device that is shared shall be disinfected between uses by a method prescribed by the local school medical inspector.~~
5. ~~The use of contact lenses shall be restricted in learning environments which entail exposure to chemical fumes, vapors or splashes, intense heat, molten metals, or highly particulate atmospheres. Staff members in these learning environments shall identify the students in his/her class who wear contact lenses. A list of such students shall be kept by the staff member in order that appropriate emergency eye care may be given; the list shall be destroyed at the end of the course of study.~~

~~When permitted, contact lenses may be worn only in conjunction with appropriate eye protective devices. The contact lens wearer shall be identified for appropriate emergency eye care in hazardous learning environments.~~

6. ~~A student who wears prescription glasses shall be provided with an appropriate eye protective device that fits over his/her glasses. A student or staff member may wear his/her personal corrective eye wear in the course of an activity hazardous to the eyes provided that the eye wear has been certified in writing by a licensed optician to meet or exceed ANSI standards as defined in N.J.A.C. 6:29-1.7(b)1 and 2 for the appropriate eye protective device required.~~
7. ~~The responsible staff member will provide each visitor to an area in which an activity hazardous to eyes is conducted with an appropriate eye protective device.~~

DB. Eye Wash Fountains - N.J.A.C. 6A:26-12.5(d)

1. Emergency eye wash fountains, or similar devices capable of a minimum fifteen minutes continuous flow of eye-wash solution, shall be provided in classrooms, shops, laboratories, or other areas where students or instructors are exposed to caustic materials that can cause damage to the



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ROXBURY TOWNSHIP BOARD OF EDUCATION

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EYE PROTECTION PRACTICES (M)

~~eyes in accordance with N.J.A.C. 6A:26-12.5(d). Eye wash fountains or similar devices, capable of a minimum of fifteen minutes of continuous flow of eye wash solution shall be provided in accordance with Policy No. 7432 and the standards of the State Department of Education and N.J.A.C. 6:29-1.7(d).~~

2. Eye wash fountains shall be routinely checked by the responsible staff member and any fountain that does not operate properly shall be promptly reported to the Principal.

EE. Inspection Enforcement

1. ~~Staff members shall not permit students to engage in an activity potentially hazardous to the eyes without appropriate eye protection and shall dismiss from the class period a student who refuses or persistently neglects to wear eye protection or to observe established eye protection practices. Any such dismissed student shall be reported absent for the class.~~
2. ~~Staff members shall report to the Building Principal a visitor who refuses or persistently neglects to wear eye protection or observe established eye protection practices.~~
3. The Principal **or designee** shall annually inspect the school premises for the existence of conditions potentially hazardous to the eyes, for the placement of signs requiring appropriate eye protective devices, and for an adequate supply of appropriate eye protective devices in satisfactory condition. Conditions potentially hazardous to the eyes include, in addition to the activities listed in paragraph A1 above, the likelihood of flying objects and spilled liquids and the presence of protruding and sharp objects.

FD. Training and Supplies - N.J.A.C. 6A:26-12.5(g)

The school district shall provide annual training and appropriate supplies and equipment to all school personnel responsible for implementing the eye safety policies and program. The training shall include all aspects of eye protection as defined in **Policy and Regulation 7432 and in accordance with N.J.A.C. 6A:26-12.5(g)** this regulation.



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ROXBURY TOWNSHIP
BOARD OF EDUCATION

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EYE PROTECTION ~~PRACTICES~~ (M)

Adopted Issued: 14 October 2013
Revised: TBD



8420 EMERGENCY AND CRISIS SITUATIONS (M)

M

The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district will develop and implement **comprehensive** written plans, **and** procedures, **and mechanisms** to provide for the protection of health, safety, security, and welfare of the school population; the prevention of, intervention in, response to and recovery from emergency and crisis situations; the establishment and maintenance of a climate of civility; and supportive services for staff, students, and their families.

“School security drill” means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a bomb threat, non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.

The Superintendent of Schools or designee shall consult with law enforcement agencies, health and social services provider agencies, emergency management planners, and school and community resources, as appropriate, in the development of the school district’s plans, procedures, and mechanisms for school safety and security. The plans, procedures, and mechanisms shall be consistent with the provisions of N.J.A.C. 6A:16-5.1 and the format and content established by the Domestic Security Preparedness Task Force, pursuant to N.J.S.A. App. A:9-64 et seq., and the Commissioner of Education and shall be reviewed annually, and updated as appropriate.

A copy of the school district’s school safety and security plan shall be disseminated to all school district employees. New employees shall receive a copy of the school district’s safety and security plan, as appropriate, within sixty days of the effective date of their employment. All employees shall be **notified** briefed in writing, as appropriate, regarding updates and changes to the school safety and security plan.

The school district shall develop and provide an in-service training program for all school district employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and **crisis**s, consistent with the school district’s plans, procedures, and mechanisms for school safety and security and the provisions of N.J.A.C. 6A:16-5.1. New employees shall receive this in-service training, as appropriate, within sixty days of the



effective date of their employment. This in-service training program shall be reviewed annually and updated, as appropriate.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district's practices and procedures on school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7.

~~In accordance with N.J.S.A. 18A:41-1, at least one fire drill and one school security drill will be conducted each month within school hours, including any summer months, which the school is open for instructional programs. A school security drill means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a non-fire evacuation, lockdown, bomb threat, or active shooter situation that is similar in duration to a fire drill. Schools are required to hold a minimum of two active shooter, non-fire evacuation, bomb threat, and lockdown security drills annually. Fire alarm systems shall be initiated only during a fire drill evacuation. Responses made necessary by the unplanned activation of emergency procedures or by any other emergency shall not be substituted for a required school security drill.~~

Every Principal of a school of two or more rooms, or of a school of one room, when located above the first story of a building, shall have at least one fire drill and one school security drill each month within the school hours, including any summer months during which the school is open for instructional programs, and shall require all teachers of all schools, whether occupying buildings of one or more stories, to keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. An actual fire or school security emergency that occurs at a school during the month and that includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of N.J.S.A. 18A:41-1. In order to ensure meaningful preparation for an actual emergency, when the school is conducting an emergency drill, it will be announced as a drill so to avoid any confusion.

Every school in the district shall conduct a school security drill within the first fifteen days of the beginning of the school year.



The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security drill. A law enforcement officer shall be present at a minimum of one school security drill in each school year in order to make recommendations on any improvements or changes to school security drill procedures that the officer may deem advisable in accordance with N.J.S.A. 18A:41-1. ~~Although these outside agencies are not required to observe school security drills, the Principal is encouraged to invite representatives from local law enforcement and emergency responder agencies to attend and observe at least four different security drills annually.~~

Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds in accordance with N.J.A.C. 6A:16-5.1 as provided by the New Jersey Office of Homeland Security and Preparedness.

The school district will be required to annually submit a security drill statement of assurance to the New Jersey Department of Education by June 30 of each school year. Each school in the district will be required to complete a security drill record form as required by the New Jersey Department of Education.

N.J.S.A. 2C:33-3

N.J.S.A. 18A:41-1 et seq.; 18A:41-2; 18A:41-6; 18A:41-7

N.J.A.C. 6A:16-5.1; 6A:27-11.2

Adopted: 14 October 2013

Revised: 14 December 2020

Revised: TBD



REGULATION

R 8420.1 FIRE AND FIRE DRILLS (M)

M

A. Fire Drills

1. The Principal of each school building will conduct at least one fire drill each month within school hours, including any summer months during which the school is open for instructional programs. The Principal shall require all teachers to keep all doors and exits of their respective rooms and buildings unlocked during school hours. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. ~~Attempts should be made to conduct drills in various weather conditions and at various times of the school day. Fire drills should always be unannounced to school staff and students. The Principal shall inform local fire fighting officials whenever a fire alarm is for drill purposes.~~

Attempts should be made to conduct drills in various weather conditions and at various times of the school day. Fire drills should be unannounced to school staff and students. The Principal shall inform local firefighting officials whenever a fire alarm is for drill purposes.

An actual fire that occurs at a school building during the month and includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of this Regulation and N.J.S.A. 18A:41-1.

2. The fire alarm shall be by a building-wide audible designated signal. Alarm signals should be tested regularly, before or after the school session.
3. When the fire alarm rings, each staff member supervising students teacher will:
 - a. Direct students to form into a single file line and proceed along the evacuation route to the nearest exit designated for evacuation;



REGULATION

ROXBURY TOWNSHIP BOARD OF EDUCATION

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FIRE AND FIRE DRILLS (M)

- b. Close the windows of the room and turn off all lights and audio-visual equipment;
 - c. Take the class register or roll book;
 - d. Ascertain that all students have left the room and that any student who may have left the classroom prior to the fire drill is located and escorted from the building;
 - e. Close all doors to the room when the room is empty and keep all doors and exits of their respective rooms and buildings unlocked during the school hours, ~~except during an emergency lockdown or an emergency lockdown drill~~;
 - f. Ensure their **assigned** students ~~assigned to him/her~~ have left the school along the route prescribed in the school evacuation plan. In the event a school building has been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill;
 - g. Direct ~~his/her~~ students to a location not less than a distance twice the height of the building walls and keep the students in a single file line facing the building;
 - h. Take attendance to determine all students who reported to ~~his/her~~ class have been evacuated from the building and report immediately to the Principal any student who is unaccounted for; and
 - i. When the recall signal is given, conduct his/her students back to the classroom.
4. Evacuation of the school in a fire drill must be conducted quickly and quietly and in an orderly fashion. Students must be silent, refrain from talking and running, and remain in closed, single file lines. Any student or staff member whose behavior disrupts the conduct of the fire drill shall be reported to the Principal and will be subject to discipline.



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5. All persons in the school must leave the building during a fire drill, including all aides, visitors, volunteer workers, and all office, cafeteria, custodial, and maintenance employees, except those employees who have been assigned specific duties to be performed in the school building during a fire drill.
6. Physical education classes in progress outside the building should stop the game activity and line up in place or in their regularly assigned drill position.
7. Students will be instructed not to gather belongings to take outside on the fire drill. In inclement or cold weather, students may pick up their coats and put them on as they exit the building, provided no time is lost in that activity.
8. The office employee responsible for keeping the central attendance register, or a designated substitute, must carry the register out of the building during the drill.
9. Each Principal shall report monthly to the Superintendent on the conduct of fire drills. ~~His/Her~~ **Their** report will include the date, weather conditions, and time to evacuate for each drill conducted, as well as any comments that could assist in improving the conduct of future drills.
10. Every fire drill will be conducted with seriousness and with the assumption that prompt evacuation is actually required for the safety and survival of persons in the school.
11. Principals are encouraged to change the circumstances of fire drills so that staff members and students are subjected to various conditions and learn to respond to them quickly, constructively, and safely. Any such variations should take into account the ages and abilities of children.
 - a. One or more exits may be designated as “blocked” so that students are required to use alternative evacuation routes.



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- b. A fire drill may be designated as a “smoke drill” so that students learn to avoid the hazards of smoke by walking in a low or crouching position (not a crawling position).

B. Fire

1. A school staff member or any building occupant who detects a fire in a school building or on school grounds shall immediately report the fire by calling 911 and/or by activating a fire alarm pull station in accordance with law.
2. The school staff member or building occupant shall also report the fire to the school Principal, if possible.
3. In the event of a fire in a school building, the school Principal shall immediately sound the fire alarm, in the event the fire alarm had not been previously activated, for the evacuation of all students, staff members, visitors, and volunteers.
4. Evacuation shall be conducted in accordance with the fire drill procedures established in ~~paragraph A.~~ **above**, except that no employee may remain in the building to perform specific duties.
5. As a precaution, the Principal or designee will maintain a record of disabled students who may require special attention in the event of fire or other evacuation.

Fire fighters will be promptly informed of the location and special circumstances of each such student.

6. As soon as practicable after the incident, the Principal shall submit a report to the Superintendent on the appropriate form.
7. **The school district shall immediately notify the appropriate local fire department of any fire which occurs in a school building or on school property in accordance with N.J.S.A. 18A:41-5.**

C. **Fire and Smoke Doors**



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Every Principal and custodian/janitor in each school building in the district which has a furnace room, hallway, or stair-tower fire or smoke doors shall keep them closed during the time the school building is occupied by teachers and students pursuant to N.J.S.A. 18A:41-2.

Adopted: 14 October 2013

Revised: TBD



8540 SCHOOL NUTRITION PROGRAMS

The Board of Education recognizes the importance of a child receiving a nutritious, well-balanced meal to promote sound eating habits, to foster good health and academic achievement, and to reinforce the nutrition education taught in the classroom. Therefore, the Board of Education may participate in the school nutrition programs of the New Jersey Department of Agriculture in accordance with the eligibility criteria of the program. These programs may include the National School Lunch Program, the School Breakfast Program, the After-School Snack Program, and the Special Milk Program.

If seventy percent or more of the students enrolled in a school in the district on or before the last school day before October 16 of the preceding school year are eligible for free or reduced price meals under the National School Lunch Program or the Federal School Breakfast Program, the district shall establish a “Breakfast After the Bell” program for that school in accordance with N.J.S.A. 18A:33-11.1 et seq. The district may request a waiver of the requirements of the “Breakfast After the Bell” program pursuant to N.J.S.A. 18A:33-12.

The Board of Education shall sign an Agreement with the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture for every school nutrition program operated within the school district. Any child nutrition program operated within the school district shall be operated in accordance with the provisions of the Agreement and all the requirements of the program.

Students may be eligible for free or reduced pricing in accordance with the requirements of the program operating in the school district. Prices charged to paying children shall be established by the Board of Education, but must be within the maximum prices established by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Prices charged to adults shall be in accordance with the requirements of the program.

The Superintendent or designee shall annually notify parents of all children in the school district of the availability, eligibility requirements, and application procedures for free or reduced price meals or free milk in accordance with the notification requirements and procedures of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Superintendent will designate in the annual notification to parents, the person who will determine, in accordance with standards issued by the Division of Food



and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture, a student's eligibility for free or reduced price meals or free milk depending on the programs operated in the school district.

A parent may request a household application and instructions from the Principal of their child's school. A household application must be completed before eligibility is determined. Where necessary, the Principal or designee shall assist the applicant in the preparation of the household application.

Applications shall be reviewed in a timely manner. An eligibility determination will be made, the family will be notified of its status, and the status will be implemented as soon as possible within ten operating days of the receipt of the completed application. Any student found eligible shall be offered free or reduced price meals or free milk immediately upon the establishment of his/her eligibility and shall continue to receive such meals during the pendency of any inquiry regarding his/her eligibility in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture. Carry-over of previous year's eligibility for students shall be in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

A denial of eligibility for free or reduced price meals or free milk shall be in writing and shall include the reasons for which eligibility was denied, notice of the parent's right to appeal the denial, the procedures for an appeal, and a statement reminding parents that they may reapply at any time during the school year. Appeal procedures shall include: a hearing, if requested by the parent, held with reasonable promptness and convenience of the parent before a hearing officer other than the school official who denied the application; the parent's opportunity to be represented by counsel; a decision rendered promptly and in writing; and an opportunity to appeal the decision of the hearing officer to the School Business Administrator/Board Secretary. The appeal hearing will be conducted in accordance with the provisions as outlined by the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

There shall be no overt identification of any child(ren) who may be eligible to receive free or reduced price school meals or free milk. The identity of students who receive free or reduced price meals will be protected. Eligible students shall not be required to work in consideration for receiving such meals or milk. Eligible children shall not be required to use a separate dining area, go through a separate serving line, enter the dining area through a separate entrance, or



consume their meals or milk at a different time. A student's eligibility status will not be disclosed at any point in the process of providing free or reduced price meals or free milk in accordance with the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The School Business Administrator/Board Secretary or designee will verify applications of those eligible for free or reduced price meals in accordance with the requirements of the, Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture.

The Board of Education will comply with all the requirements of the Division of Food and Nutrition, School Nutrition Programs, New Jersey Department of Agriculture Local Education Agency (LEA) Agreement and all requirements outlined in the School Nutrition Electronic Application Reimbursement System (SNEARS).

7 C.F.R. 210.1 et seq.
N.J.S.A. 18A:33-5; 18A:33-11.1 et seq.; 18A:58-7.2
N.J.A.C. 2:36

Adopted: 14 October 2013
Revised: 5 October 2015
Revised: TBD



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~~UNPAID MEAL CHARGES/OUTSTANDING FOOD SERVICE~~ **BILL CHARGES**

8550 UNPAID MEAL CHARGES/OUTSTANDING FOOD SERVICE **BILL**
CHARGES

The Board of Education understands a student may forget to bring breakfast or lunch, as applicable, or money to purchase breakfast or lunch to school on a school day. When this happens, the food service program will provide the student with breakfast or lunch with an expectation payment will be made the next school day or shortly thereafter. However, there may be circumstances when payment is not made and a student's school breakfast/lunch bill is in arrears. The school district will manage a student's breakfast or lunch bill that is in arrears in accordance with the provisions of N.J.S.A. 18A:33-21 and this Policy.

In the event that a student's account is put in arrears regardless of the student's purchasing program (full pay or reduced, lunch only or breakfast and lunch), the Principal or School WPC will contact the parent/guardian by phone to advise of the situation.

In the event that the account remains in arrears, the student will be served the regular meals for ten (10) additional school days while the Principal or School WPC communicates with the parent/guardian to rectify the situation. The student's account will continue to be charged accordingly for such meals. A parent who has received a second notice their child's lunch or breakfast bill is in arrears and who has not made payment in full within one week from the date of the second notice will be requested to meet with the Principal or School WPC to discuss and resolve the matter. The Principal or School WPC shall notify the District WPC of the situation.

If the matter is not resolved by the Principal or School WPC and the parent/guardian, the District WPC shall make contact with the parent/guardian and explain additional steps that may be taken by the District to resolve the account that is in arrears.

In the event that the account balance is not resolved after the ten (10) school days as provided above, the student shall be served an alternative meal meeting nutritional standards (ex; cheese sandwich, fruit/vegetable, milk, etc.) The Principal or School WPC shall take appropriate action, including notifying DCPP, if necessary. The District may pursue legal options to resolve the overdue amount.

A parent's refusal to meet or take other steps to resolve the matter may be indicative of more serious issues in the family or household. In these situations,



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~~UNPAID MEAL CHARGES/OUTSTANDING FOOD SERVICE~~ **BILL CHARGES**

the Principal or designee shall consult with and seek necessary services from both the County Board of Social Services and the Department of Children and Families, Division of Child Protection and Permanency, as appropriate.

When a parent's routine failure to provide breakfast or lunch is reasonably suspected to be indicative of child abuse or neglect, the Principal or designee shall immediately report such suspicion to the Department of Children and Families, Division of Child Protection and Permanency as required in N.J.S.A. 9:6-8.10. Such reporting shall not be delayed to accommodate a parent's meeting with the Principal or designee.

If the student's breakfast or lunch bill is in arrears, but the student has the money to purchase breakfast or lunch, the student will be provided breakfast or lunch and the food service program will not use the student's money to repay previously unpaid charges if the student intended to use the money to purchase that day's meal.

The food service program will prevent the overt identification of children through the method of payment used to purchase a meal and whose breakfast or lunch bill is in arrears.

In accordance with the provisions of the United States Department of Agriculture, this Policy shall be provided in writing to all households at the start of each school year and to households transferring to the school or school district during the school year. The school district may post this Policy on the school or school district's website provided there is a method in place to ensure this Policy reaches all households, particularly those households without access to a computer or the Internet.

This Policy shall also be provided to all school and food service staff responsible for the enforcement of this Policy, including school administrators to ensure this Policy is supported.

The food service program will comply with all meal charge policy requirements of the United States and New Jersey Department of Agriculture and N.J.S.A. 18A:33-21.

N.J.S.A. 18A:33-21; 18A:33:-21a.; 18A:33-21b.; 18A:33-21c.

~~United States Department of Agriculture SP 23 2017 – March 23, 2017~~

Adopted: 14 October 2013



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EXHIBIT #P12 – FIRST READING

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~~UNPAID MEAL CHARGES/OUTSTANDING FOOD SERVICE~~ **BILL CHARGES**

Revised: 27 March 2017

Revised: 24 July 2017

Revised: **TBD**



POLICY

EXHIBIT #P13 – FIRST READING

Operations
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TRANSPORTATION (M)

8600 TRANSPORTATION (M)

M

The Board of Education shall transport eligible students to and from school and school related activities in accordance with law and this policy. Transportation shall be provided only to eligible public and nonpublic school students, authorized school staff members, and adults serving as approved chaperones.

Nonpublic school transportation or aid in lieu of transportation shall be provided for resident students in accordance with N.J.S.A. 18A:39-1 et seq. and N.J.A.C. 6A:27-2.1 et seq.

Charter or renaissance school transportation or aid in lieu of transportation shall be provided for resident students in accordance with N.J.S.A. 18A:39-1 et seq. and N.J.A.C. 6A:27-3.1 et seq.

The Board may provide transportation to and from school for public school students less than remote if conditions are deemed to be hazardous.

The Board will provide transportation to and from school for public school students in grades Kindergarten through eight who live more than two miles from the school they attend and in grades nine through twelve who live more than two and one half miles from the school they attend.

The Board may transport students certified by a physician as temporarily disabled **regardless of the distance between their home and school.**

Students with special needs shall be provided transportation in accordance with N.J.S.A. 18A:39-1 et seq., and with their Individualized Education Program (IEP) pursuant to N.J.A.C. 6A:27-5.1.

The Board will approve all bus routes each school year. Bus routes for all non-remote students who must walk to and from school along hazardous routes will be designated and approved by the Board. The Board may consider, but shall not be limited to, the criteria outlined in N.J.S.A. 18A:39-1.5 in determining “Hazardous Routes.”

The Board will not be responsible for the transportation of nonresident students to or from school, except that transportation to and from school will be provided for homeless students; students residing in group homes; students residing in resource family homes;



and students residing in shared custody homes pursuant to N.J.A.C. 6A:27-6.2, 6.3, 6.4, and 6.5.

The Board shall utilize cooperative/coordinated transportation services in accordance with the provisions of N.J.S.A. 18A:39-11.1 et seq. and N.J.A.C. 6A:27-10.1 et seq. The Board may utilize one of the agencies prior to determining to pay aid in lieu of transportation if in the prior year payments in lieu of transportation were provided. The Board will provide to the cooperative/coordinated transportation services any unique limitations or restrictions of the required transportation.

Vehicles used to transport students to and from school or school related activities shall meet standards, registration, and inspection requirements of the New Jersey Departments of Education (NJDOE), the New Jersey Motor Vehicle Commission (NJMVC), and any applicable Federal regulations. The operation and fiscal management of the district's transportation system shall be conducted in strict accordance with rules of the New Jersey State Board of Education and the NJDOE.

In addition to the provisions of any State law, rule, or regulation containing more stringent requirements, provided that those requirements are compatible with Federal law, and notwithstanding the provisions of any State law, rule, or regulation to the contrary, school bus operations in the State shall comply with the requirements outlined in N.J.S.A. 39:3B-27.

N.J.S.A. 18A:18A-1 et seq.; 18A:39-1 et seq.; 18A:39-11.1 et seq.
N.J.S.A. 27:15-16
N.J.S.A. 39:3B-1 et seq.; 39:3B-2.1; 39:3B-10; 39:3B-27
N.J.A.C. 6A:27-1.1 et seq.; 6A:27-2.1 et seq.; 6A:27-3.1 et seq.;
6A:27-4.1 et seq.; 6A:27-5.1; 6A:27-6.2 through 6.5;
6A:27-7.1 et seq.; 6A:27-9.1 et seq.; 6A:27-10.1 et seq.;
6A:27-11.1 et seq.; 6A:27-12.1 et seq.

Adopted: 14 October 2013
Revised: 18 November 2019
Revised: TBD



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

EXHIBIT #P14

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RELIGIOUS HOLIDAYS

8810 RELIGIOUS HOLIDAYS

~~The Board of Education recognizes the acknowledgment of religious holidays in the public school may be a source of community concern. It is a goal of the district educational program to teach mutual understanding and brotherhood and respect for group differences. In pursuing this goal, the educational program may recognize that various religious groups celebrate different holidays with different practices.~~

~~In the acknowledgment or observance of any religious holiday, the Superintendent shall ensure the school and/or school officials do not mandate, organize, participate in an official capacity, endorse, persuade, compel, prevent or deny participation in constitutionally protected prayer or religion in violation of the governing principles of the First Amendment of the United States Constitution. Consistent with these principles, the Superintendent shall ensure:~~

- ~~1. No worship or religious service of any kind is sponsored by the school district and conducted during the school day, whether or not conducted by a clergyman;~~
- ~~2. Religious exhibits or displays include only materials that are a necessary or integral part of the curriculum;~~
- ~~3. Any religious music played is selected primarily for its artistic content; and~~
- ~~4. Any acknowledgment of a religious holiday neither advances nor inhibits any particular religious sect or religion consistent with the governing principles of the First Amendment of the United States Constitution.~~

~~U.S. Const., First Amendment~~

~~N.J. Const., Art. 1, paragraph 4~~

~~United States Department of Education—Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools~~

~~N.J.S.A. 18A:36-16~~

~~N.J.A.C. 6:20-1.3(j)~~

Adopted: 14 October 2013



EXHIBIT #P15 - FIRST READING

FINANCES

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Federal Awards/Funds Internal Controls –
Allowability of Costs

M

6115.01 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS –
ALLOWABILITY OF COSTS

The Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.302(b)(7) requires written procedures for determining the allowability of costs in accordance with 2 CFR §200 – Cost Principals. Determining the allowability of costs shall be in accordance with the requirements outlined in 2 CFR §200.403 – Factors Affecting Allowability of Costs. The School Business Administrator/Board Secretary or designee shall be responsible for determining the allowability of costs are in accordance with the provisions of 2 CFR §200.403.

The following procedures shall be used to determine the allowability of costs in accordance with 2 CFR §200.403:

Except where otherwise authorized by statute, the School Business Administrator/Board Secretary or designee will ensure costs meet the following general criteria in order to be allowable under Federal awards:

1. Be necessary and reasonable for the performance of the Federal award and be allocable thereto under these principles.
2. Conform to any limitations or exclusions set forth in these principles or in the Federal award as to types or amount of cost items.
3. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the non-Federal entity.
4. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.



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Federal Awards/Funds Internal Controls –
Allowability of Costs

5. Be determined in accordance with Generally Accepted Accounting Principles (GAAP), except for State and local governments, which includes school districts, as otherwise provided for in 2 CFR §200.403.
6. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federally-financed program in either the current or a prior period. (See also 2 CFR §200.306 – Cost Sharing or matching 2. above).
7. Be adequately documented. (See also 2 CFR §200.300 – Statutory and National Policy Requirements through 2 CFR §200.309 – Period of Performance).

In the event the School Business Administrator/Board Secretary or designee is not sure if a cost is allowable under 2 CFR Subpart E - §200.403, the School Business Administrator/Board Secretary or designee will contact the New Jersey Department of Education or the United States Department of Education for assistance.

2 CFR §200.302(b)(7)
2 CFR §200.403

Adopted: TBD



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EXHIBIT #P16 – FIRST READING

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Federal Awards/Funds Internal Controls –
Mandatory Disclosures

M

6115.02 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – MANDATORY DISCLOSURES

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.113 – Mandatory disclosures requires a non-Federal entity or applicant (a New Jersey Board of Education) for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or to the New Jersey Department of Education all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

If the Board of Education receives a Federal award including the terms and conditions outlined below as per 2 CFR §200 – Appendix XII – Award Term and Condition for Recipient Integrity and Performance Matters shall report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM). Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 - Remedies for noncompliance, including suspension or debarment. (See also 2 CFR §180, 31 USC 3321, and 41 USC 2313)

A. General Reporting Requirement

1. If the total value of all Board of Education currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the Superintendent or designee, on behalf of the Board of Education as the recipient during that period of time, must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system about civil, criminal, or administrative proceedings described in B. below.
2. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 USC 2313).



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Federal Awards/Funds Internal Controls –
Mandatory Disclosures

3. As required by section 3010 of Public Law 111-212, all information posted in designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.
- B. Proceedings About Which the Board of Education Must Report
1. The Superintendent or designee must disclose to the Federal awarding agency or to the New Jersey Department of Education information required about each proceeding that:
 - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
 - b. Reached its final disposition during the most recent five-year period; and
 - c. Is one of the following:
 - (1) A criminal proceeding that resulted in a conviction, as defined in E. below;
 - (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - (3) An administrative proceeding, as defined in E. below, that resulted in a finding of fault and liability and the payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
 - (4) Any other criminal, civil, or administrative proceeding if:



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Federal Awards/Funds Internal Controls –
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- (a) It could have led to an outcome described in B.1.c.(1), (2), or (3) above of this award term and condition;
- (b) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the school district's part; and
- (c) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

C. Reporting Procedures

- 1. The Superintendent or designee shall enter in the SAM Entity Management area the information that the SAM requires about each proceeding described in B. above.
- 2. The Superintendent or designee does not need to submit the information a second time under assistance awards the Board of Education received if the Superintendent or designee already provided the information through the SAM because the Board of Education was required to do so under Federal procurement contracts the Board of Education was awarded.

D. Reporting Frequency

- 1. During any period of time when the Board of Education is subject to the requirement in A. above, the Superintendent or designee must report proceedings information through the SAM for the most recent five year period, either to report new information about any proceeding(s) the Board of Education has not reported previously or affirm that there is no new information to report.
- 2. If the Board of Education has Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000, the Board of Education must disclose



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Federal Awards/Funds Internal Controls –
Mandatory Disclosures

semiannually any information about the criminal, civil, and administrative proceedings.

E. Definitions

1. For purposes of this Policy:

- a. “Administrative proceeding” for the purposes of 2 CFR §200 - Appendix XII and this Policy means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability. This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.
- b. “Conviction” for the purposes of 2 CFR §200 - Appendix XII and this Policy, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes:
 - (1) Only the Federal share of the funding under any Federal award with a Board of Education cost share or match; and
 - (2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

2 CFR §200.113

Adopted: TBD



EXHIBIT #P17 – FIRST READING

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6115.03/page 1 of 3

Federal Awards/Funds Internal Controls –
Conflict of Interest
M

6115.03 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS –
CONFLICT OF INTEREST

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.318 – General Procurement Standards addresses standards of conduct covering conflict of interest and governs the actions of school district employees, officers, and agents in the selection, award, and administration of contracts supported by a Federal award.

The Board of Education must use its own documented procurement procedures which reflect applicable State and local laws and regulations, provided that the procurements conform to the applicable Federal law and the standards identified in 2 CFR §200.

The Board of Education must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

The Board of Education must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts supported by a Federal award.

1. No employee, officer, or agent of the Board of Education may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.
 - a. Such a conflict of interest would arise when a Board of Education employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.



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Federal Awards/Funds Internal Controls –
Conflict of Interest

2. The Board of Education officers, employees, and agents must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.
3. However, a Board of Education may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.
4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

The Board of Education's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal government, the Board of Education is encouraged to enter into State and local intergovernmental agreements or inter-entity agreements where appropriate for procurement of use of common or shared goods and services.

The Board of Education is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

The Board of Education is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

The Board of Education must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. (See also 2 CFR §200.213 – Suspension and Debarment).



FINANCES

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Federal Awards/Funds Internal Controls –
Conflict of Interest

The Board of Education must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

The Board of Education may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a Board of Education is the sum of:

1. The actual cost of materials; and
2. Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since the time and material formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the Board of Education awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

The Board of Education alone must be responsible, in accordance with good administrative practice and sound business judgement, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the Board of Education of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgement for that of the Board of Education unless the matter is primarily a Federal concern. Violations of law will be referred to the local, State, or Federal authority having proper jurisdiction.

The Board of Education and its employees shall be required to comply with all New Jersey statutes and administrative codes regarding school ethics and internal controls.

2 CFR §200.318

Adopted: TBD



CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

6311 CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

Any vendor providing goods or services to the school district to be funded by a Federal grant must be cleared for contract in accordance with the provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.213 – Suspension and Debarment Federal Acquisition Regulations (FAR) Subpart 9.4 – Debarment, Suspension, and Ineligibility.

The School Business Administrator/Board Secretary shall be responsible to check the web-based System for Award Management (SAM) Excluded Parties Lists System (EPLS) maintained by the United States government the General Services Administration (GSA). The purpose of the SAM Exclusion List EPLS is to provide a single comprehensive list of individuals and firms excluded by Federal government agencies from receiving Federal contracts or Federally approved contracts or Federally approved subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.

The School Business Administrator/Board Secretary, upon opening of bids or upon receipt of proposals for goods or services to be funded by a Federal grant shall access review the SAM EPLS to determine if the vendor has been disbarred, suspended, or proposed for disbarment. The School Business Administrator/Board Secretary shall also access review the SAM EPLS list immediately prior to the award of a bid or contract to ensure that no award is made to a vendor on the list.

In the event a vendor under consideration to be awarded a bid or contract for goods or services to be funded by a Federal grant is on the SAM EPLS list or proposed for disbarment, the School Business Administrator/Board Secretary shall comply with the contracting restrictions as outlined in 2 CFR §200 FAR Subpart 9.405.

Continuation of current contracts and restrictions on subcontracting with vendors who are on the SAM EPLS list or proposed for disbarment shall be in accordance with the limitations as outlined in 2 CFR §200 FAR Subparts 9.405.1 and 9.405.2.

Any rejection of a bid or disqualification of a vendor who has been disbarred, suspended, or proposed for disbarment shall be consistent with the requirements as outlined in N.J.S.A. 18A:18A – Public School Contracts Law and all applicable State laws.



POLICY

CONTRACTS FOR GOODS OR SERVICES FUNDED BY FEDERAL GRANTS

~~Federal Acquisition Regulations (FAR) Subpart 9.4~~

Adopted: 14 October 2013

Revised: TBD



Extracurricular Appointments

	POSITION LOC	POSITION	ASSIGNMENT	SEASON	21/22 LAST NAME	21/22 FIRST NAME	21/22 Base Stipend	# of Consec Yrs thru 2122 Season	21/22 Longevity Stipend	21/22 TOTAL Stipend	21/22 Note about Consec Yrs
1	EMS	All Sports	Athletic Coordinator	Winter	Trotter	Jonathan	\$ 2,092	n/a	n/a	\$ 2,092	
2	EMS	Basketball - Boys'	Head Coach	Winter	Capra	Robert	\$ 5,448	4	\$ -	\$ 5,448	
3	EMS	Basketball - Girls'	Head Coach	Winter	Gutkind	Melissa	\$ 5,448	2	\$ -	\$ 5,448	20/21 Winter Co-Head Coach of Boys' Basketball @ EMS; 21/22 Winter Head Coach of Girls' Basketball @ EMS.
4	EMS	Wrestling	Head Coach	Winter	Monaco	David	\$ 5,448	19	\$ 750	\$ 6,198	Winter Asst Coach of Wrestling @ RHS from 03/04 thru 17/18; Winter Head Coach of Wrestling @ EMS as of 18/19.
* 5	RHS	All Sports	Equipment Manager	Winter	Trotter	Gregory	\$ 5,956	n/a	n/a	\$ 5,956	
* 6	RHS	All Sports	Athletic Trainer	Winter	Koch	Joseph	\$ 7,593	n/a	n/a	\$ 7,593	
* 7	RHS	Basketball - Boys'	Head Coach	Winter	Kelley	Ryan	\$ 8,872	2	\$ -	\$ 8,872	
* 8	RHS	Basketball - Boys'	Assistant Coach	Winter	Arentowicz	Scott	\$ 6,032	2	\$ -	\$ 6,032	
* 9	RHS	Basketball - Boys'	Assistant Coach	Winter	Diorio	Danny	\$ 6,032	1	\$ -	\$ 6,032	
* 10	RHS	Basketball - Girls'	Head Coach	Winter	Roumes	Ryan	\$ 8,872	5	\$ 50	\$ 8,922	Winter Asst Coach for Girls' Basketball @ RHS for 17/18 thru 19/20; Winter Head Coach for Girls' Basketball as of 20/21.
* 11	RHS	Basketball - Girls'	Assistant Coach	Winter	Hallet	Jennifer	\$ 6,032	4	\$ -	\$ 6,032	
* 12	RHS	Basketball - Girls'	Assistant Coach	Winter	TBD		\$ 6,032	1	\$ -	\$ 6,032	
* 13	RHS	Cheerleading	Head Coach	Winter	Schneider	Wendy	\$ 4,709	6	\$ 200	\$ 4,909	
* 14	RHS	Cheerleading	Assistant Coach	Winter	Cautero	Erin	\$ 4,224	4	\$ -	\$ 4,224	
* 15	RHS	Cheerleading	Assistant Coach	Winter	McDermott	Allyson	\$ 4,224	1	\$ -	\$ 4,224	Appointment pending receipt of issued Substitute Teaching Credential.
* 16	RHS	Ice Hockey	Head Coach	Winter	Benbow	Jonathan	\$ 8,872	19	\$ 1,500	\$ 10,372	
* 17	RHS	Ice Hockey	Assistant Coach	Winter	Reilly	Sean	\$ 6,032	4	\$ -	\$ 6,032	
* 18	RHS	Indoor Track	Head Coach	Winter	Bischoff	Derek	\$ 9,007	7	\$ 300	\$ 9,307	Winter Head Coach for Girls' Indoor Track @ RHS for 15/16 & 16/17; Winter Head Coach for Indoor Track @ RHS as of 17/18.
* 19	RHS	Indoor Track	Assistant Coach	Winter	Polson	Katelyn	\$ 5,230	1	\$ -	\$ 5,230	
* 20	RHS	Indoor Track	Assistant Coach	Winter	Stellingwerf	Kaitlin	\$ 5,230	3	\$ -	\$ 5,230	
* 21	RHS	Swimming	Head Coach	Winter	Gervasio	Thomas	\$ 7,644	5	\$ 100	\$ 7,744	
* 22	RHS	Swimming	Assistant Coach	Winter	McGinley	Birsen	\$ 5,230	8	\$ 200	\$ 5,430	
* 23	RHS	Swimming	Assistant Coach	Winter	Urban	Alexandra	\$ 5,230	3	\$ -	\$ 5,230	
* 24	RHS	Weight Room	Head Coach	Winter	Lorusso	Cosmo	\$ 5,956	n/a	n/a	\$ 5,956	
* 25	RHS	Wrestling	Head Coach	Winter	Roman	Daniel	\$ 8,872	5	\$ 50	\$ 8,922	Winter Head Coach for Wrestling @ EMS for 17/18; Winter Asst Coach for Wrestling @ RHS for 18/19; Winter Head Coach for Wrestling @ RHS as of 19/20.
* 26	RHS	Wrestling	Assistant Coach	Winter	TBD		\$ 6,032	1	\$ -	\$ 6,032	
* 27	RHS	Wrestling	Assistant Coach	Winter	TBD		\$ 6,032	1	\$ -	\$ 6,032	
* 28	RHS & EMS	All Sports	Assistant Athletic Trainer	Winter	Forlenza	Corey	\$ 5,203	n/a	n/a	\$ 5,203	