

DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
JULY 17, 2023

REGULAR MEETING AGENDA
ROXBURY HIGH SCHOOL
1 Bryant Drive, Succasunna, NJ 07876

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

SPEAKER REQUEST AT BOARD OF EDUCATION MEETINGS

*Anyone wishing to speak about agenda or non-agenda items at a meeting of the Roxbury Township Board of Education must follow these procedures. Located on the front table will be forms entitled, **Speaker Request Form**. Please fill one out indicating your name and address and the agenda item or topic you wish to discuss. After completing the form, return it to the Assistant Business Administrator. Thank you for your cooperation.*

ACCESS AGENDA & EXHIBITS
ONLINE:



I. MEETING CALLED TO ORDER

The Roxbury Township Board of Education is meeting in a Regular Session for discussion on business before the Board tonight.

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

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

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

II. ROLL CALL

III. RESOLUTION TO MEET IN EXECUTIVE SESSION

RESOLVED, that the Roxbury Township Board of Education hold an Executive Session on July 17, 2023, regarding personnel matters, student matters, negotiations and attorney client privilege.

July 17, 2023

IV. ROLL CALL

V. PUBLIC SESSION

VI. PLEDGE OF ALLEGIANCE

VII. PRESENTATIONS

- HIB Grade Report (20/21 & 21/22) - Dr. Charles Seipp

VIII. CORRESPONDENCE

IX. STUDENT REPRESENTATIVE'S COMMENTS

X. BOARD PRESIDENT'S COMMENTS

XI. SUPERINTENDENT'S REPORT

XII. BUSINESS ADMINISTRATOR'S REPORT

XIII. MINUTES

1. Minutes of the Regular Meeting of June 26, 2023.
2. Minutes of the Executive Session of June 26, 2023.

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

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

A. Finances (Resolutions 1-31)

BILLS LIST

- *1. RESOLVED, that the Roxbury Township Board of Education approve the June 2023 bills list totaling \$2,078,377.16 as presented.
- *2. RESOLVED, that the Roxbury Township Board of Education approve the July 2023 bills list totaling \$1,128,460.31 as presented.

TRANSFERS

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

SECRETARY'S REPORT

- *4. RESOLVED, that the Roxbury Township Board of Education approve the Board Secretary's Reports for May 2023 and June 2023.

TREASURER'S REPORT

- *5. RESOLVED, that the Roxbury Township Board of Education approve the Treasurer's Reports for May 2023 and June 2023.

MONTHLY FINANCIAL CERTIFICATION OF THE BOARD SECRETARY AND BOARD OF EDUCATION

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

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.S.A. 18A:17-36, after review of the Board Secretary's and Treasurer's monthly financial reports for the month of May 2023 and the month of June 2023 that no major accounts and fund balances in the 2022/2023 budget have been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

STUDENT ACTIVITY ACCOUNTS

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

Roxbury High School	\$39,829.11	Franklin School	\$5,612.52
Athletics	\$2,175.00	Kennedy School	\$0
Eisenhower Middle School	\$4,591.81	Jefferson School	\$2,019.60
Lincoln Roosevelt School	\$2,585.00	Nixon School	\$525.00

TRAVEL REQUESTS

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

	Name	Workshop Title		Place*	Date of Workshop	Registration Fee	Total Estimated Expenses
1.	LaMonica, Christina	NJPSAFEA - Symposium on Chronic Absenteeism	4	Monroe Twp, NJ	7/26/23	\$50.00	\$116.65
2.	Mann, Monica	NJ School Counselors Leadership Institute	4	Ewing Township, NJ	7/27/23	\$0	\$52.64
3.	Santora, Frank	NJSBA 2023 Workshop	4	Atlantic City, NJ	10/23-10/26/23	Group Registration*	\$769.80
4.	Hachey, Patrick	NJ American Choral Directors Association Summer Conference 2023	4	New Brunswick, NJ	8/23-8/24/23	\$77.50	\$237.10
5.	Giordano, Tessa	When Children Won't Eat: Picky Eaters vs Problem Feeders. SOS Approach to Feeding Therapy	4	Philadelphia, PA	9/14-9/17/23	\$760.00	\$885.56
6.	Perez, Jennifer	Autism NJ Annual Conference	4	Atlantic City, NJ	10/19-10/20/23	\$500.00	\$500.00
7.	Somers, Alexis	Autism NJ Annual Conference	4	Atlantic City, NJ	10/19-10/20/23	\$500.00	\$631.60
8.	Acevedo, Nicole	NJPSA/FEA - NJ School Leadership Institute Kick-off event	4	Monroe Township, NJ	8/15/23	\$0	\$46.06
9.	Argenziano, Christopher	NJPSA/FEA - NJ School Leadership Institute Kick-off event	4	Monroe Township, NJ	8/15/23	\$0	\$53.58
10.	Cosgrove, Melissa	NJPSA/FEA - NJ School Leadership Institute Kick-off event	4	Monroe Township, NJ	8/15/23	\$0	\$46.25
11.	Gallagher, Paul	NJPSA/FEA - NJ School Leadership Institute Kick-off event	4	Monroe Township, NJ	8/15/23	\$0	\$30.83
12.	Hamer, Brian	NJPSA/FEA - NJ School Leadership Institute Kick-off event	4	Monroe Township, NJ	8/15/23	\$0	\$26.98
13.	Lynch, Danielle	NJPSA/FEA - NJ School Leadership Institute Kick-off event	4	Monroe Township, NJ	8/15/23	\$0	\$51.42
14.	Miller, Dominick	NJPSA/FEA - NJ School Leadership Institute Kick-off event	4	Monroe Township, NJ	8/15/23	\$0	\$53.39
15.	DelRusso, Stefanie	Counselor Essentials Summer Counseling Conference	4	Online	8/4-8/6/23	\$89.00	\$89.00
16.	Babus, Jen	Therapeutic Listening - Listening to the Whole Body	4	Online	11/3-11/4/23	\$375.00	\$375.00

17.	Evans, Danielle	Therapeutic Listening - Listening to the Whole Body	4	Online	11/3-11/4/23	\$375.00	\$375.00
18.	Giordano, Tessa	Therapeutic Listening - Listening to the Whole Body	4	Online	11/3-11/4/23	\$375.00	\$375.00
19.	O'Malley, Shannon	Therapeutic Listening - Listening to the Whole Body	4	Online	11/3-11/4/23	\$375.00	\$375.00
1-State/Federal policy requirements, 2-State curricular requirements, 3-State Initiatives, 4-Individual job requirements, T2-paid for by Title II funding, T3 paid for by Title III funding. Substitute coverage is indicated by "S" followed by the number of days for which a substitute is needed. *Group Registration fee total amount of \$2100.00 which includes up to 25 members.							

CONTRACTS

- *9. RESOLVED, that the Roxbury Township Board of Education approve a contract with Skylands Orthopaedics, 57 US-46, Hackettstown, NJ to provide Drug Screenings, Physical Examinations, and School Physician services. This agreement will be in effect from July 1, 2023, through June 30, 2024. The total amount is not to exceed \$39,000.00.
- *10. RESOLVED, that the Roxbury Township Board of Education approve a contract with Integrated Translation Services, 90 East Halsey Road, Suite 346, Parsippany, NJ to provide foreign language translation services. This agreement will be in effect from July 1, 2023, through June 30, 2024. The total amount is not to exceed \$5,000.00.
- *11. 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 general maintenance, landscaping, grounds, electrical, HVAC Technician, and plumbing to service and maintain food service equipment of the Mount Arlington Public Schools. This agreement is effective July 1, 2023, through June 30, 2024.
- *12. RESOLVED, that the Roxbury Township Board of Education approve the 2023-2024 Agreement with Bergen County Special Services for Audiology Services on the basis of the need for 19 students for a maximum of (55) fifty-five hours as needed. Bergen County Special Services will provide services at a rate not to exceed \$10,340.00 unless otherwise agreed upon.

APPROVAL OF PURCHASES

- *13. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Five Days of Professional Development Sessions Reading Skills from Berit Gordon, 9 Brookside Road, Maplewood, NJ. This agreement shall be in effect from July 1, 2023, through June 30, 2024, and is not to exceed \$11,000.00.
- *14. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Wellness Trail from Ben Shaffer Recreation, P.O. Box 844, Lake Hopatcong, NJ in the amount of \$87,198.70 and funded through ARP ESSER II.
- *15. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Chromebooks from Dell Technologies, One Dell Way, Mail Slot 8129, Round Rock, TX in the amount of \$271,250.00 as per Dell Marketing Quote No. 3000156822600.1. This purchase is being funded by Technology Lease.

- *16. RESOLVED, that the Roxbury Township Board of Education approve the purchase of two 54-passenger Thomas Built School busses from H.A. DeHart Son, Inc., 311 Crown Point Road, Thorofare, NJ, in the amount of \$291,114.16 as quoted through ESCC bid #HCESC-VEH-22-10 and funded through Capital Outlay.
- *17. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Consultation on Inclusive Practices and Universal Design for Learning from Lead Inclusion, LLC, P.O. Box 4098, Midway, KY. This agreement shall be in effect from July 1, 2023, through June 30, 2024, and is not to exceed \$31,800.00.
- *18. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Professional Development Sessions for teachers working with English language learners from NMD Educational Consulting, LLC, 6 Brook Drive S, Morris Plains, NJ. This agreement shall be in effect from July 1, 2023, through June 30, 2024, and is not to exceed \$6,300.00.
- *19. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Mentoring and Coaching for individual teachers working with English language learners from NMD Educational Consulting, LLC, 6 Brook Drive S, Morris Plains, NJ. This agreement shall be in effect from July 1, 2023, through June 30, 2024, and is not to exceed \$14,700.00 and funded through Title III.
- *20. RESOLVED, that the Roxbury Township Board of Education approve the purchase of a weekly mop service from Cintas Corporation, P.O. Box 630910, Cincinnati, OH. This agreement shall be in effect from July 1, 2023, through June 30, 2024, in the amount of \$34,496.80.
- *21. RESOLVED, that the Roxbury Township Board of Education approve the purchase of motor repairs and HVAC parts and supplies from Johnstone Supply, P.O. Box 239, Kenilworth, NJ, in the amount of \$30,000.00. The pricing is through NJ State Contract #A41605 and Ed Data Bid #10605.
- *22. RESOLVED, that the Roxbury Township Board of Education approve the purchase of district-wide maintenance supplies from Grainger, Inc., 1001 Hadley Road, South Plainfield, NJ, in the amount of \$30,000.00. The pricing is through NJ State Contract # M-002NJSTART and Ed Data Bid #10497.
- *23. RESOLVED, that the Roxbury Township Board of Education approve the purchase of district-wide maintenance supplies from Home Depot Pro, P.O. Box 2317, Jacksonville, FL, in the amount of \$30,000.00. The pricing is through ESCNJ #18/19 - 33.
- *24. RESOLVED, that the Roxbury Township Board of Education approve the purchase of flooring materials and installation at Franklin Elementary School, Nixon Elementary School, Kennedy Elementary School, Jefferson Elementary School, and Roxbury High School from Hannon Floor Covering Corp., 1119 Springfield Road, Union, NJ in the amount of \$133,168.18. The pricing is through the NJ State Coop #65MCECCPS and ESCNJ #19/20 - 05.
- *25. RESOLVED, that the Roxbury Township Board of Education approve the purchase of the renewal for IXL Math and ELA Site License for Grades K-12 from IXL Learning, 777

Mariners Island Blvd., Suite 600, San Mateo, CA. This agreement shall be in effect from July 8, 2023, through July 8, 2024, in the amount of \$52,500.00.

- *26. RESOLVED, that the Roxbury Township Board of Education approve the purchase from Amy Rubin of MindfulSELFF, 53 Alcrest Ave., Budd Lake, NJ of Mindfulness Consulting services for the 2023-2024 School Year as per MindfulSELFF Quote #1-3070 in the total amount of \$34,725.00 and funded through a combination of Title II and ARP ESSER Mental Health Support for Staff.

APPROVAL OF SUBMISSION OF GRANT

- *27. RESOLVED, that the Roxbury Township of Education has been afforded the opportunity to apply for Annual Furniture Grant through the Tanner New Jersey.

JOINT TRANSPORTATION AGREEMENT

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

2023-2024 ESY Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
6/28/2023	08/03/2023	RHS03	Roxbury High School	\$1,100.00
06/28/2023	08/03/2023	RHS07	Roxbury High School	\$1,100.00
			4% Administrative Fee	\$88.00
			Joiner District to and From Total Route	\$2,288.00

- *29. RESOLVED, that the Roxbury Township Board of Education approve a Joiner 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 Mine Hill Board of Education.

2023-2024 Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
08/21/2023	06/30/2024	MHC15	Roxbury High School	\$15,330.00
		MHC20	Eisenhower Middle School	\$5,825.00
			4% Administration Fee	\$932.00
			Joiner District to and From Total Route	\$24,232.00

AND BE FURTHER RESOLVED, that this resolution supersedes and amends Finance Resolution #22 Routes MHC15 and MHC20 originally approved on March 20, 2023.

APPROVAL OF DISPOSAL OF BOOKS

- 30. RESOLVED, that the Roxbury Township Board of Education approve the discontinued use of the textbooks listed in Exhibit F1 for the Roxbury Township School District, which have

been identified to be outdated, etc., be disposed of according to Regulation 7300.3, Disposition of Personal Property.

31. RESOLVED, that the Roxbury Township Board of Education approve the discontinued use of two tables and two chairs located in the Nixon Elementary School waiting area. This furniture has been identified as obsolete, broken, and/or no longer functioning, if unsellable, items will be discarded.

B. Education (Resolutions 1-9)

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 School and District Harassment, Intimidation and Bullying (HIB) Grade Report for the 2021/2022 school year provided by the New Jersey Department of Education.
- *2. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2023/2024 school year, beginning July 1, 2023 and ending July 14, 2023.

FIELD TRIPS / COMPETITIONS

- *3. RESOLVED, that the Roxbury Township Board of Education approve staff and students for participation in **overnight field trip requests** as listed.

	School	Group	Trip Destination	Location	Estimated # of Students	Faculty Sponsor(S) & Chaperones(C)	Total Estimated Expenses to District
1	RHS	Cheerleading	Universal Cheerleaders Association Pine Forest Cheer Camp at Chestnut Lake	Beach Lake, PA	~47	M.Cacchio(C); E.Cautero(C); G.LaCosta(S)(C); W.Schneider(C)	\$0

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

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

File Number	School or Provider	Total Cost	Dates
202781	Educational Services of Morris County	\$8,650.00	7/5/23-8/11/23
108439	Educational Services of Morris County	\$4,800.00	7/5/23-8/11/23
209893	Educational Services of Morris County	\$8,650.00	7/5/23-8/11/23
108684	Educational Services of Morris County	\$4,800.00	7/5/23-8/11/23

208788	Educational Services of Morris County	\$4,800.00	7/5/23-8/11/23
204683	Celebrate the Children	\$108,585.00	9/7/23-6/30/24
204522	Somerset County Educational Services Commission	\$7,220.00	7/5/23-7/15/23
205371	New Beginnings	\$91,584.00	7/5/23-6/30/24
206051	Bergen County Special Services School District	\$3,300.00	9/1/23-6/30/24
207975	Bergen County Special Services School District	\$6,600.00	9/1/23-6/30/24
208873	Bergen County Special Services School District	\$13,200.00	9/1/23-6/30/24
208982	Bergen County Special Services School District	\$13,200.00	9/1/23-6/30/24
207469	Bergen County Special Services School District	\$2,145.00	9/1/23-6/30/24
209335	Bergen County Special Services School District	\$13,200.00	9/1/23-6/30/24
212055	Bergen County Special Services School District	\$13,200.00	9/1/23-6/30/24
210679	Bergen County Special Services School District	\$13,200.00	9/1/23-6/30/24
211485	Essex Valley	\$91,000.00	7/3/23-6/30/24
210364	Essex Valley	\$91,000.00	7/3/23-6/30/24
208936	Essex Valley	\$91,000.00	7/3/23-6/30/24
208926	NJ Commission of the Blind and Visually Impaired	\$2,200.00	9/1/23-6/30/24
207667	NJ Commission of the Blind and Visually Impaired	\$2,200.00	9/1/23-6/30/24
209498	NJ Commission of the Blind and Visually Impaired	\$2,200.00	9/1/23-6/30/24
209276	NJ Commission of the Blind and Visually Impaired	\$2,200.00	9/1/23-6/30/24
211240	NJ Commission of the Blind and Visually Impaired	\$16,590.00	9/1/23-6/30/24

TUITION STUDENTS

- *5. RESOLVED, that the Roxbury Township Board of Education approve the following tuition contract agreements for the 2023/2024 school year and/or extended school year.

<i>State ID</i>	<i>Sending District</i>	<i>Program</i>	<i>Total</i>
3483671758	Mount Arlington School District	BD	\$25,439.00
3710843218	Mount Arlington School District	BD	\$28,265.60

EVALUATION TOOLS

- *6. BE IT RESOLVED, that the Roxbury Township Board of Education approve the New Jersey Principal Evaluation for Professional Learning (NJPEPL) Evaluation Model for use in evaluating the Roxbury Township School District administrators for the 2023/2024 school year, as recommended by the Superintendent.
- *7. BE IT RESOLVED, that the Roxbury Township Board of Education approve the Danielson 2022 Evaluation Model for use in evaluating the Roxbury Township School District teachers for the 2023/2024 school year, as recommended by the Superintendent.

FLEXIBLE INSTRUCTIONAL DAY PROGRAM

- *8. RESOLVED, that the Roxbury Township Board of Education approve the submission of its Flexible Instructional Day (FID) Program for the 2023/2024 school year to the New Jersey Department of Education for approval.

APPROVAL OF SENIOR OPTION PROJECT - RHS

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

Student	Research Focus	Credits
206182	Digital Media Production	5

C. Policies (Resolution 1-2)

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

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

	Policy/Regulation Number	Policy/Regulation Title	Exhibit Number
a	Policy 0167 Revised	Public Participation in Board Meetings	P1

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

	Policy/Regulation Number	Policy/Regulation Title	Exhibit Number
a	Policy 5512 Revised	Harassment, Intimidation, and Bullying (M)	P2

D. Personnel (Resolutions 1-21)

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

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

NEW SICK LEAVE LAW

- 1. RESOLVED, that the Roxbury Board of Education approves and directs that, as soon as practicable, the Superintendent of Schools develop and disseminate to all eligible employees of the district the procedure for eligible employees of the district to provide notice, documentation, and the related requirements when taking leave pursuant to the provisions of amended N.J.S.A. 18A: 30-4.

RESIGNATIONS, RETIREMENTS, TERMINATIONS

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Action</i>	<i>Final day of employment</i>	<i>Discussion</i>
*	1 Agresta, Lauren	RHS	Permanent Substitute Teacher	Resignation for personal reasons	6/30/23	To accept teaching position in district
	2 Alvine, Jacqueline	JES	Cafeteria / Lunch Aide	Resignation for personal reasons	6/30/23	
*	3 Arentowicz, Scott	Dist	Security Guard (10m F/T)	Resignation for personal reasons	8/15/23	Will remain on staff as Substitute Security Guard and Facilities Use Manager
*	4 Burke, Jenna	RHS	English Teacher	Resignation for personal reasons	6/30/23	
	5 Kasliner, Janet	JES, LRS	SLS	Resignation for retirement purposes	10/31/23	
	6 Leonard, Catherine	NES	School Nurse	Resignation for personal reasons	8/25/23	
*	7 Leonard, Catherine	DIST	23/24 Nurse Co-Coordinator	Resignation for personal reasons	8/25/23	
	8 O'Connor, Jeanette	JES	Cafeteria / Lunch Aide	Resignation for personal reasons	6/30/23	
	9 Steinmark, Kira	LRS	ISL Teacher	Resignation for personal reasons	6/30/23	

LEAVES OF ABSENCE

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Leave Start Date</i>	<i>Paid Leave</i>	<i>Unpaid FMLA/ NJFLA ^</i>	<i>Return Date</i>	<i>Discussion</i>
	1 Ireland, Susan	Sp Serv	Secretary (CST)	7/20/23	Using available days	FMLA, if needed	Upon release by physician	

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

REASSIGNMENTS / TRANSFERS (NON-CERTIFICATED STAFF)

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

	<i>Name</i>	<i>Former Assignment & Loc.</i>	<i>New Assignment & Loc.</i>	<i>Pay Rate</i>	<i>Effective Date</i>	<i>Discussion</i>
	1 Moore, David	Mechanic BUS.TR.MECH.NA.03	Head Mechanic BUS.TR.MECH.NA.01	\$67,885 prorated	7/18/23 - 6/30/24	Replacement in position; salary \$67,500 plus \$385 CDL stipend

10-month employee shall start on the first day of the 2023-24 calendar for this bargaining unit / employee group

APPOINTMENTS

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Salary Guide / Step</i>	<i>Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Agresta, Lauren	FES, NES	Art Teacher	22/23 MA+15 Step 6-7 ##	\$64,450 ##	9/1/23 #	6/30/24	Tenure-track replacement in position TCH.DS.ART.NA.01. ## Salary pending completion of REA negotiations.
* 2	Bacich, Andrea	RHS	Permanent Substitute Teacher (0.80)	N/A	\$160.00 per diem	9/1/23 #	6/30/24	Tenure track replacement in position TCH.SUB.PERM.RHS.01; not to exceed 4 days/wk
3	Hollenberg, Amy	JES	Gr. 1 Teacher	22/23 BA Step 3-5 ##	\$56,440 ##	9/1/23 #	6/30/24	Tenure-track replacement in position TCH.JEF.GR1.NA.03. ## Salary pending completion of REA negotiations.
4	Warden, Maureen	NES	School Nurse	22/23 BA+15 Step 19 ##	\$81,861 ##	9/1/23 #	6/30/24	Tenure-track replacement in position NRS.NIX.NRS.NA.01. ## Salary pending completion of REA negotiations.
* 5	Zeris, Lauren	RHS	FCS Teacher	22/23 BA Step 3-5 ##	\$56,440 ##	9/1/23 ^, #	6/30/24	Tenure-track replacement in position TCH.RHS.FAM.NA.05. ## Salary pending completion of REA negotiations.
# 10-month employees shall start on the first day of the 2023-24 calendar for this bargaining unit / employee group. ^ Employment start date is pending completion of documentation in accordance with the law or district policy. ^^ Employment start date is pending release from current employer.								

APPOINTMENTS - LEAVE REPLACEMENTS

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Gonzalez Douglas, Stephanie	NES	Leave-repl Special Education Teacher (RC)	\$300.00 per diem	8/28/23	6/14/24	Replacement in position TCH.SPE.RES.NA.43.
* 2	Suarez, Rachael	RHS	Leave-repl School Nurse	\$300.00 per diem	8/28/23 ^	12/8/23	Replacement in position NRS.RHS.NRS.NA.02
^ Employment start date is pending completion of documentation in accordance with the law or district policy.							

APPOINTMENTS - HOURLY EMPLOYEES

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Guide / Step</i>	<i>Hourly Rate</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Lugo, Israel	TR	Bus Driver	RBDG	\$36.77	9/1/23 #	6/30/24	Replacement in position BUS.TR.DRI.RE.55; Salary pending completion of RBDG negotiations
2	Mendoza - Macias, Mirian	TR	Bus Driver	RBDG	\$28.25	9/1/23 #	6/30/24	Replacement in position BUS.TR.DRI.RE.19; Salary pending completion of RBDG negotiations
^ Employment start date is pending completion of documentation in accordance with the law or district policy. ^^ Employment start date is pending release from current employer. # 10-month employees shall start on the first day of the 2022-23 calendar for this bargaining unit / employee group.								

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

	<i>Name</i>	<i>Primary Job Title</i>	<i>Start Date</i>	<i>End Date</i>
1	Arentowicz, Scott	Substitute Security Guard	8/16/23	6/30/24

SALARY ADJUSTMENTS - NON-CERTIFICATED STAFF

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

	<i>Name</i>	<i>Loc</i>	<i>Position</i>	<i>Salary Guide / Step</i>	<i>Salary</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Katz, Robert	TR	Director of Transportation	N/A	\$116,448	7/1/23	6/30/24	\$5,000 salary adjustment for completion of NJ Transportation Supervisors Certification Program (Resolution D.7.3 on 12/13/21)

APPOINTMENTS - SUBSTITUTES

- *10. 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	Heinemann, Emily	District	Substitute Paraprofessional	23/24 Board approved Sub Rate	9/1/23	6/30/24	Reappointment
2	Smith, Mackenzie	District	Substitute Paraprofessional	23/24 Board approved Sub Rate	9/1/23	6/30/24	Reappointment
# Substitutes may start on the first student day of the 2023-24 calendar.							

SUBSTITUTES - TRANSPORTATION, TECHNOLOGY, SECURITY, MAINTENANCE/GROUNDS

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

	<i>Name</i>	<i>Position</i>	<i>Start Date</i>	<i>End Date</i>	<i>Discussion</i>
1	Arentowicz, Scott	Substitute Security Guard	8/16/23	6/30/24	Not to exceed 29 hrs/wk

APPOINTMENTS - EXTRACURRICULAR

- *12. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2022/2023 school year. This resolution amends and supersedes Resolution XVI.D.14.3, Exhibit HR 1.3, Row Nos. 100 & 103 approved on June 13, 2022.

22/23 Club Appts						
	<i>POS LOC</i>	<i>POS TYPE</i>	<i>POSITION</i>	<i>ASSIGNMENT</i>	<i>NAME</i>	<i>22/23 TOTAL Stipend</i>
1	RHS	CLUB/PA	Vocal Jazz	Advisor	Sweer, Krista	\$ 3,460
2	RHS	CLUB/PA	Vocal Music	Assistant Advisor	Sweer, Krista	\$ 2,600

- *13. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2023/2024 school year. This resolution amends and supersedes Resolution XV.D.8.3, Exhibit HR 1.3, Row Nos. 43 & 44 approved on June 26, 2023.

23/24 Club Appts						
	<i>POS LOC</i>	<i>POS TYPE</i>	<i>POSITION</i>	<i>ASSIGNMENT</i>	<i>NAME</i>	<i>22/23 TOTAL Stipend [^]</i>
1	RHS	CLUB	Class Advisor - Juniors	Advisor	Christiansen, Emily	\$2,099
2	RHS	CLUB	Class Advisor - Juniors	Assistant Advisor	Oster, Kaitlyn	\$1,050

[^] Stipend pending completion of REA negotiations.

- *14. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2023/2024 school year. At this time, employment and payment are contingent upon the status of school closures and the ability to fulfill the responsibilities associated with the positions indicated.

23/24 Coaching Appts									
	POS LOC	POSITION	ASSIGNMENT	SEASON	NAME	22/23 Base Stipend [^]	# of Consec Yrs in the same Sport/Season thru 23/24 Season	22/23 Longevity Stipend [^]	22/23 TOTAL Stipend [^]
1	RHS	Weight Room	Head Coach	Fall	Scheneck, Matthew	\$ 6,016	n/a	n/a	\$ 6,016
[^] Stipend pending completion of REA negotiations.									

SUMMER 2023 EMPLOYMENT OF EDUCATIONAL SERVICES PERSONNEL

- *15. RESOLVED, that the following staff be approved to work on an as-needed basis at the per diem rate indicated from July 13, 2023 through August 25, 2023 for six hours per day for a collective total time period not to exceed 10 days.

Guidance Dept					
	Name	Position	Per Diem Rate based on 22/23 Base salary [^]	Days related to work for:	Discussion
1	Del Russo, Stefanie	School Counselor	\$339.59	NES, RHS	Days worked per this resolution are in addition to days approved 6/12/23, XVI.C.18.
2	Kenny, Jennifer	SAC	\$477.73	NES, RHS	
3	Torres-Davis, Evelyn	School Counselor	\$428.02	NES, RHS	
[^] Per Diem Rate to be based on 23/24 Base salary, pending completion of REA negotiations.					

- *16. RESOLVED, that for the purpose of monitoring inoculations, allergies, asthma, diabetes, and other serious health conditions which require meeting with students and parents, that the following nurse be approved to work the number of days described below at the location shown at the per diem rate indicated.

Nurses				
	Name	Per Diem Rate	Effective weekdays from 7/18/23 ^ through 8/25/23 as denoted below for 6 hrs per day:	Days related to work for:
1	Suarez, Rachael	\$300.00	5 days	RHS
^ Employment start date is pending completion of documentation in accordance with the law or district policy.				

SUMMER EMPLOYMENT - 2023 EXTENDED SCHOOL YEAR (ESY) PROGRAM

- *17. RESOLVED, that the following staff members and substitutes be approved for the 2023 Extended School Year Program for the term beginning June 28, 2023 and June 29, 2023 and July 5, 2023 through August 3, 2023 (Monday through Thursday). As approved on March 6, 2023, an ESY staff member's hours shall not exceed 20 hours weekly with the exception of the Program Coordinator who is limited to 25 hours weekly. ESY Teachers and related service providers shall be available for at least one day (not to exceed 4 hours) prior to June 28, 2023. All ESY paraprofessionals shall be approved to serve as ESY Bus Aides on an as needed basis not to exceed 5 hours weekly at \$17.00 hourly.

	Name	Position	Guide / Step	Hourly Rate	Start Date	End Date	Discussion
1	Farina, Nicole	Paraprofessional	N/A	\$17.00	7/18/23	8/3/23	
2	Mongak, Kimberly	Paraprofessional	N/A	\$20.00	6/28/23	8/3/23	NJ Teaching Certification; adjust hourly rate approved 6/12/23
3	Stein, Lily	Paraprofessional	N/A	\$17.00	7/18/23	8/3/23	

SUMMER 2023 EMPLOYMENT - BUS DRIVERS & BUS AIDES

- *18. RESOLVED, that all bus drivers and bus aides be approved for summer work effective June 28, 2023 through August 25, 2023 (Exhibit HR3). This resolution amends and supersedes Resolution C.22, Exhibit HR3, approved on June 12, 2023.

COMMUNITY SCHOOL

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

	Program	Instructor	Loc	Pay Rate	Start Date	End Date	Discussion (Min Max)
1	Roxbury SAT Team	Stellingwerf, Kaitlin	RHS	\$396/Student	6/19/23	7/14/23	Min: 10 Max: 25 * Amends Max from 15 approved 6/12/23

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

	Name	Loc	Title	Hourly Rate	Start Date	End Date	Discussion
1	Acuna, Paola	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
2	Arms, Victoria	K-4	Certified	\$35.00	8/1/23	6/30/24	
3	Bagonis, Heidi	K-4	Sub Certified	\$25.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
4	Barry, Kenneth	K-4	Certified	\$35.00	8/1/23	6/30/24	

5	Battaglia, Kerry	K-4	Certified	\$35.00	8/1/23	6/30/24	
6	Bottona, Nancy	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	
7	Brown, Waheebah	K-4	Certified	\$35.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
8	Chapman, David	K-4	Sub Certified	\$25.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
9	Clark-Molnar, Jennifer	K-4	Certified	\$35.00	8/1/23	6/30/24	
10	Colditz, Dawn	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	
11	Cordeiro, Maria	K-4	Certified	\$35.00	8/1/23	6/30/24	
12	Corsi, Dina	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
13	DeAngelis, Juliana	K-4	Certified	\$35.00	8/1/23	6/30/24	
14	Derendal, Lyndsay	K-4	Certified	\$35.00	8/1/23	6/30/24	
15	Fehsal, Anita	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
16	Freund, Kelly	K-4	Certified	\$35.00	8/1/23	6/30/24	
17	Friedella, Tracy	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
18	Gabloff, Kris	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
19	Gauthier, Nicole	K-4	Certified	\$35.00	8/1/23	6/30/24	
20	Gong, Josie	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
21	Goodyear, Sarah	K-4	Certified	\$35.00	8/1/23	6/30/24	
22	Hamade, Rabiye	K-4	Certified	\$35.00	8/1/23	6/30/24	
23	Hubbard, Cindy	K-4	Certified	\$35.00	8/1/23	6/30/24	
24	Husein, Amani	K-4	Sub Certified	\$25.00	8/1/23	6/30/24	
25	Ireland, Susan	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	
26	Iturralde, Kaytel	K-4	Certified	\$35.00	8/1/23	6/30/24	
27	Johnston, Michelle	K-4	Certified	\$35.00	8/1/23	6/30/24	
28	Kempton, Francine	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
29	Klein, David	K-4	Certified	\$35.00	8/1/23	6/30/24	
30	LeBoeuf, Stephanie	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
31	Lewis, Pamela	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
32	Manney, Lynn	K-4	Certified	\$35.00	8/1/23	6/30/24	

33	Marantz, Anne	K-4	Sub Certified	\$25.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
34	Martini, Ann	K-4	Certified	\$35.00	8/1/23	6/30/24	
35	Meaney, Courtney	K-4	Certified	\$35.00	8/1/23	6/30/24	
36	Meola, Louis	K-4	Certified	\$35.00	8/1/23	6/30/24	
37	Miller, Ryan	K-4	Certified	\$35.00	8/1/23	6/30/24	
38	Muller, Amy	K-4	Certified	\$35.00	8/1/23	6/30/24	
39	Murphy, Regina	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
40	Neumann, Erin	K-4	Certified	\$35.00	8/1/23	6/30/24	
41	Olcott, Nicole	K-4	Certified	\$35.00	8/1/23	6/30/24	
42	Opalka, Angela	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
43	Oster, Kaitlyn	K-4	Certified	\$35.00	8/1/23	6/30/24	
44	Osterman, Georgia	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	
45	Reinknecht, Cindy	K-4	Certified	\$35.00	8/1/23	6/30/24	
46	Renn, Christi	K-4	Certified	\$40.00	8/1/23	6/30/24	
47	Renzetti, Sandra	K-4	Sub Certified	\$25.00	8/1/23	6/30/24	
48	Rodas, Shannon	K-4	Certified	\$35.00	8/1/23	6/30/24	
49	Ronchetta, Alexandra	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
50	Ronchetta, Erin	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	
51	Rose, Andrew	K-4	Certified	\$35.00	8/1/23	6/30/24	
52	Rose, Denise	K-4	Certified	\$35.00	8/1/23	6/30/24	
53	Rubenstein, Jill	K-4	Certified	\$35.00	8/1/23	6/30/24	
54	Ryall, Mary	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	
55	Sappio, Alexis	K-4	Certified	\$35.00	8/1/23	6/30/24	
56	Sarrel, Marla	K-4	Certified	\$35.00	8/1/23	6/30/24	
57	Saul, Joanne	K-4	Certified	\$35.00	8/1/23	6/30/24	
58	Seelinger, Heather	K-4	Sub Certified	\$25.00	8/1/23	6/30/24	
59	Sobestanovich, Kelsey	K-4	Certified	\$35.00	8/1/23	6/30/24	
60	Solotist, April	K-4	Certified	\$35.00	8/1/23	6/30/24	

61	Sotelo, Virginia	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	
62	Sparano, Deidre	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	
63	Stone, Michelle	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	
64	Szigeti, Elizabeth	K-4	Certified	\$35.00	8/1/23	6/30/24	
65	Tremper, Maureen	K-4	Non-Certified	\$22.00	8/1/23	6/30/24	

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

	Instructor	Loc	Position	Hourly Rate	Start Date	End Date	Discussion
1	Berta, Yvetta	KES	Aide	\$22.00	7/18/23	6/30/24	Not to exceed 29.5 Hrs/Wk
2	Eskay, Gina	KES	Aide	\$22.00	7/18/23	6/30/24	Not to exceed 29.5 Hrs/Wk
3	Mazza, Lorna	KES	Aide	\$22.00	7/18/23	6/30/24	Not to exceed 29.5 Hrs/Wk
4	Salerno, Phoebe	KES	Aide	\$22.00	7/18/23	6/30/24	Not to exceed 29.5 Hrs/Wk
5	Spicka, Stacy	KES	Teacher	\$35.00	7/18/23	6/30/24	Not to exceed 29.5 Hrs/Wk
6	Wilks, Laura	KES	Aide	\$22.00	7/18/23	6/30/24	Not to exceed 29.5 Hrs/Wk

E. Executive Session Regular Meeting

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

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

WHEREAS, the Board of Education is anticipating to hold a Regular Meeting on August 21, 2023 at 6:30 p.m. and;

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

NOW THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education expects to discuss personnel, student matters, negotiations and matters covered by attorney client privilege during the aforementioned Executive Session; and

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

July 17, 2023

- 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

**DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
JULY 17, 2023**

**REGULAR MEETING AGENDA
ROXBURY HIGH SCHOOL
1 Bryant Drive, Succasunna, NJ 07876**

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

ADDENDUM

XVI. ACTION ITEMS

D. Personnel (*Resolutions 1-22*)

STUDENT TEACHERS/INTERNS

*22. 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	Schuler, Anabella	Seton Hall Univ	Athletic Training	8/1/23 thru 12/31/23 with beginning 4-6 wks @ 35-80 hrs/wk, followed by 225-600 hrs over course of remaining wks	Koch, Joseph	Athletic Trainer	RHS

POLICY

ROXBURY TOWNSHIP
BOARD OF EDUCATION

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PUBLIC PARTICIPATION IN BOARD MEETINGS

0167 PUBLIC PARTICIPATION IN BOARD MEETINGS

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board shall set aside a portion of every Board meeting, the length of the portion to be determined by the Board, for public comment on any school or school district issue that a member of the public feels may be of concern to the residents of the school district.

Public participation shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable;
2. Each statement made by a participant shall be limited to no more than three (3) minutes' duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board or by the individual Board member;
5. The presiding officer may:
 - a. Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;
 - b. Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;
 - c. Request any person to leave the meeting when that person does not observe reasonable decorum;



POLICY

ROXBURY TOWNSHIP BOARD OF EDUCATION

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PUBLIC PARTICIPATION IN BOARD MEETINGS

- d. Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;
- e. Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and
- f. Waive **or modify** these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board meeting.
- g. When the **number of** requests to speak exceeds ten (10) entries, prioritize the order of speakers to allow **in this order**:
 - 1.) **Roxbury school students,**
 - 2.) **parents of students attending a Roxbury school, Roxbury Public School Employees, and Roxbury residents**
 - 3.) **nonresidents**

N.J.S.A. 2C:33-8

N.J.S.A. 10:4-12

Adopted: 14 October 2013

Revised: 7 June 2016

Revised: 17 July 2023



HARASSMENT, INTIMIDATION, AND BULLYING (M)

5512 HARASSMENT, INTIMIDATION, AND BULLYING (M)

M

<u>Section</u>	<u>Section Title</u>
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- | | |
|----|--|
| A. | Prohibiting Harassment, Intimidation, or Bullying |
| B. | Definition of Harassment, Intimidation, and Bullying Definition |
| C. | Student Behavior |
| D. | Consequences and Remedial Actions |
| E. | Reporting Harassment, Intimidation, or Bullying |
| F. | Anti-Bullying Coordinator, Anti-Bullying Specialist, and
School Safety/School Climate Team(s) |
| G. | Investigating Allegations of Harassment, Intimidation, and Bullying |
| H. | Responding to Harassment, Intimidation, or Bullying |
| I. | Reprisal or Retaliation |
| J. | False Accusations of Harassment, Intimidation, or Bullying |
| K. | Additional Policy Requirements |
| L. | Harassment, Intimidation, and Bullying Training and Prevention
Programs |
| M. | Reports to Board of Education and New Jersey Department
of Education |
| N. | School and District Grading Requirements |
| O. | Reports to Law Enforcement |
| P. | Collective Bargaining Agreements and Individual Contracts |



HARASSMENT, INTIMIDATION, AND BULLYING (M)

Q. Students with Disabilities

A. Prohibiting Harassment, Intimidation, or Bullying

The Board of Education prohibits acts of harassment, intimidation, or bullying of a student. The Board has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards; harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s); adoptive parent(s), legal guardian(s); resource family parent(s); or parent surrogate(s) of a student. When parents are separated or divorced, "parent" means the person or agency which has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.

B. Definition of Harassment, Intimidation, and Bullying Definition

"Harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic;
2. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3;



HARASSMENT, INTIMIDATION, AND BULLYING (M)

3. Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that
 - a. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to their person or damage to their property; or
 - b. Has the effect of insulting or demeaning any student or group of students; or
 - c. Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

The Board recognizes that bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance. Recognizing "a real or perceived power imbalance" may assist school officials in identifying harassment, intimidation, or bullying with the context and relative position of the alleged aggressor and target.

"Electronic communication" means a communication transmitted by means of an electronic device, including, but not limited to: a telephone, cellular phone, computer, or remotely activating paging device (N.J.A.C. 6A:16-1.3).

C. Student Behavior

The Board expects students to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment consistent with the Code of Student Conduct.

The Board believes that standards for student behavior must be set cooperatively through interaction among the students, parents, school employees, school administrators, school volunteers, and community representatives, producing an atmosphere that encourages students to grow



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in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of students, staff, and community members.

Students are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and it is the responsibility of staff to use instances of violations of the Code of Student Conduct as opportunities to help students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students' abilities to grow in self-discipline.

The Board expects that students will act in accordance with the student behavioral expectations and standards regarding harassment, intimidation, and bullying, including:

1. Student responsibilities (e.g., requirements for students to conform to reasonable standards of socially accepted behavior; respect the person, property and rights of others; obey constituted authority; and respond to those who hold that authority);
2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;
3. Student rights; and
4. Sanctions and due process for violations of the Code of Student Conduct.

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, students, instructional staff, student support services staff, school administrators, and school volunteers, as well as community organizations, such as faith-based, health and human service, business and law enforcement, in the development of this Policy. Based on locally determined and accepted core ethical values adopted by the Board, pursuant to N.J.A.C. 6A:16-7.1(a)2, the Board must develop guidelines for student conduct pursuant to N.J.A.C. 6A:16-7.1. These guidelines for student conduct will take into consideration the developmental ages of students, the severity of the offenses and students' histories of



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inappropriate behaviors, and the mission and physical facilities of the individual school(s) in the district. This Policy requires all students in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent must annually provide to students and their parents the rules of the district regarding student conduct. Provisions shall be made for informing parents whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. Students are encouraged to support other students who:

1. Walk away from acts of harassment, intimidation, and bullying when they see them;
2. Constructively attempt to stop acts of harassment, intimidation, or bullying;
3. Provide support to students who have been subjected to harassment, intimidation, or bullying; and
4. Report acts of harassment, intimidation, and bullying to the designated school staff member.

D. Consequences and Remedial Actions

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of Student Conduct, and the consequences and remedial responses for staff members who commit one or more acts of harassment, intimidation, or bullying.

In every incident found to be harassment, intimidation, or bullying, the school Principal, in consultation with appropriate school staff, may apply disciplinary consequences and/or remedial actions, such as the provision of counseling, behavioral interventions, or other measures.



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Appropriate consequences and remedial actions are those that are graded according to the severity of the offenses; consider the developmental ages of the student offenders; the nature of the student's disability, if any and to the extent relevant; and students' histories of inappropriate behaviors, per the Code of Student Conduct and N.J.A.C. 6A:16-7.

Factors for Determining Consequences

- Age, disability (if any and to the extent relevant), developmental and maturity levels of the parties involved and their relationship to the school district;
- Degrees of harm;
- Surrounding circumstances;
- Nature and severity of the behavior(s);
- Incidences of past or continuing patterns of behavior;
- Relationships between the parties involved; and
- Context in which the alleged incidents occurred.

Factors for Determining Remedial Measures

Personal:

- Life skill deficiencies;
- Social relationships;
- Strengths;
- Talents;
- Traits;
- Interests;
- Hobbies;
- Extra-curricular activities;
- Classroom participation;
- Academic performance;
- Relationship to peers; and
- Relationship between students/family and the school district.

Environmental:

- School culture;
- School climate;



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- Student-staff relationships and staff behavior toward the student;
- General staff management of classrooms or other educational environments;
- Staff ability to prevent and manage difficult or inflammatory situations;
- Availability of programs to address student behavior;
- Social-emotional and behavioral supports;
- Social relationships;
- Community activities;
- Neighborhood situation; and
- Family situation.

Examples of Consequences and Remedial Measures

The consequences and remedial measures may include, but are not limited to, the examples listed below:

- Admonishment;
- Temporary removal from the classroom (any removal of .5 days or more must be reported in the Student Safety Data System);
- Deprivation of privileges;
- Classroom or administrative detention;
- Referral to disciplinarian;
- In-school suspension during the school week or the weekend;
- Out-of-school suspension (short-term or long-term);
- Reports to law enforcement or other legal action; or
- Expulsion; and
- Bans from receiving certain services, participating in school-district-sponsored programs or being in school buildings or on school grounds.

Examples of Remedial Actions

Personal:

- Restitution and restoration;
- Peer support group;
- Recommendations of a student behavior or ethics council;



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- Corrective instruction or other relevant learning or service experience;
- Supportive student interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
- Behavioral assessment or evaluation, including, but not limited to, a referral to the Child Study Team, as appropriate;
- Behavioral management plan, with benchmarks that are closely monitored;
- Assignment of leadership responsibilities (e.g., hallway or bus monitor);
- Involvement of school "disciplinarian;"
- Student counseling;
- Parent conferences;
- Alternative placements (e.g., alternative education programs);
- Student treatment; and
- Student therapy.

Environmental (Classroom, School Building, or School District):

- School and community surveys or other strategies for determining the conditions contributing to HIB;
- School culture change and school climate improvement;
- Adoption of research-based, systemic bullying prevention programs;
- School policy and procedures revisions;
- Modifications of schedules;
- Adjustments in hallway traffic;
- Modifications in student routes or patterns traveling to and from school;
- Supervision of student before and after school, including school transportation;
- Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
- Teacher aides;



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- Small or large group presentations for fully addressing the behaviors and the responses to the behaviors;
- General professional development programs for certificated and non-certificated staff;
- Professional development plans for involved staff;
- Disciplinary action for school staff who contributed to the problem;
- Supportive institutional interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
- Parent conferences;
- Family counseling;
- Involvement of parent-teacher organizations;
- Involvement of community-based organizations;
- Development of a general bullying response plan;
- Recommendations of a student behavior or ethics council;
- Peer support groups;
- Alternative placements (e.g., alternative education programs);
- School transfers; and
- Law enforcement (e.g., safe schools resource officer, juvenile officer) involvement or other legal action.

Consequences and appropriate remedial actions for a student or staff member who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1.

The Principal, in consultation with appropriate school staff, shall develop an individual student intervention plan when a student is found to be an offender in three harassment, intimidation, or bullying incidents and each subsequent incident occurring within one school year. The student intervention plan may include disciplinary consequences and/or remedial actions and may require the student, accompanied by a parent, to satisfactorily complete a class or training program to reduce harassment, intimidation, or bullying behavior. Each student intervention plan must be approved by the Superintendent.



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While the majority of incidents may be addressed solely by school officials, the Superintendent or designee and the Principal shall report a harassment, intimidation, or bullying incident to law enforcement officials if the conduct rises to the level of a mandatory report as outlined in the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials.

Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

E. Reporting Harassment, Intimidation, or Bullying

The Board of Education requires the Principal at each school to be responsible for receiving complaints alleging harassment, intimidation, or bullying committed by an adult or youth against a student. All Board members, school employees, and volunteers and contracted service providers who have contact with students are required to verbally report alleged acts of harassment, intimidation, or bullying to the Principal or the Principal's designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and volunteers and contracted service providers who have contact with students, also shall submit a New Jersey Department of Education-approved HIB 338 Form Failure to make the required report(s) may result in disciplinary action. The HIB 338 Form shall be kept on file at the school, but shall not be included in any student record unless the incident results in disciplinary action or is otherwise required to be contained in a student's record under State or Federal Law.

The district may not fail to initiate an investigation of harassment, intimidation, or bullying solely because written documentation was not



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provided. Failing to conduct a harassment, intimidation, or bullying investigation solely because a parent or student did not submit written documentation violates the Anti-Bullying Bill of Rights Act and this Policy. If a parent makes a verbal allegation of harassment, intimidation, or bullying to a district staff member, but does not complete and submit the HIB 338 Form, the staff member or a designee must complete and submit the HIB 338 Form.

The Principal or designee is required to inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. Pursuant to N.J.A.C. 6A:16-7.7(a)2.viii.(2), when providing notification to the parents of all students involved, the Principal or designee shall take into account the circumstances of the incident when conveying the nature of the incident, including the actual or perceived protected category motivating the alleged offense. The Principal or designee shall keep a written record of the date, time, and manner of notification to the parents.

The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Students, parents, and visitors are encouraged to report alleged violations of this Policy to the Principal on the same day when the individual witnessed or received reliable information regarding any such incident. The school district shall provide a person an online means to complete the HIB 338 Form to anonymously report an act of harassment, intimidation, or bullying. Formal action for violations of the Code of Student Conduct may not be taken solely on the basis of an anonymous report.

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

The Principal shall promptly submit a copy of each completed HIB 338 Form to the Superintendent.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting



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mechanisms. For anonymous reporting, in addition to making the HIB 338 Form available online, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, and bullying or who determines a reported incident or complaint, assuming all facts presented are true, is a report within the scope of N.J.S.A. 18A:37-14 and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action. The district also should consider procedures and disciplinary action when it is found that someone had information regarding a harassment, intimidation, or bullying incident, but did not make the required report(s).

- F. Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)
1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

The district Anti-Bullying Coordinator shall:

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;
- b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;
- c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;



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- d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
 - e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.
2. The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from among the currently employed staff in the school.

The school Anti-Bullying Specialist shall:

- a. Chair the School Safety/School Climate Team as provided in N.J.S.A. 18A:37-21;
 - b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
 - c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.
3. A School Safety/School Climate Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going systemic operational procedures and educational practices in the school, and to address issues such as harassment, intimidation, or bullying that affect school climate and culture. Each School Safety/School Climate Team shall meet, at a minimum, two times per school year. The School Safety Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a student in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety Team.



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The School Safety/School Climate Team shall:

- a. Receive records of all complaints of harassment, intimidation, or bullying of students that have been reported to the Principal;
- b. Receive copies of all reports prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of students in the school;
- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of students;
- e. Educate the community, including students, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of students;
- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. The School Safety/School Climate Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and
- g. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/School Climate Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.



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G. Investigating Allegations of Harassment, Intimidation, and Bullying

Prior to initiating the investigation regarding a reported incident or complaint, the Principal or designee, in consultation with the anti-bullying specialist, may make a preliminary determination as to whether the reported incident or complaint, assuming all facts presented are true, is a report within the scope of N.J.S.A. 18A:37-14.

Should the Principal or designee, in consultation with the anti-bullying specialist, determine that a reported incident or complaint, assuming all facts presented are true, is not a report within the scope of N.J.S.A. 18A:37-14, the incident will be addressed through the Board's Code of Student Conduct policy. The HIB 338 Form shall be completed, even if a preliminary determination is made not to conduct an investigation of harassment, intimidation, or bullying because the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying, and must be submitted to the Superintendent. The Principal will provide the parents of the alleged offender(s) and victim(s) with formal notice of the decision not to initiate a harassment, intimidation, or bullying investigation.

The HIB 338 Form shall be kept on file at the school and will only be added to a student record if the alleged incident is founded, disciplinary action is imposed or is otherwise required to be contained in a student's record under State or Federal law.

The Superintendent may require the Principal to conduct a harassment, intimidation, or bullying investigation of the incident if the Superintendent determines that the incident is within the scope of harassment, intimidation, or bullying and shall notify the Principal of this determination in writing. Should the Superintendent require the Principal to conduct a harassment, intimidation, or bullying investigation, the Principal will immediately initiate an investigation of harassment, intimidation, or bullying by referring the matter to the school anti-bullying specialist.

Additionally, any preliminary determination that finds the incident or complaint is a report outside the scope of N.J.S.A. 18A:37-14 may be appealed to the Board, pursuant to the Board policies and procedures governing student grievances, and thereafter to the Commissioner (N.J.A.C. 6A:16-7.7(a)ix(1) and (a)ix(1)(A)). Should the preliminary



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determination not to conduct an investigation of harassment, intimidation, or bullying be overturned, the Principal will immediately initiate an investigation of harassment, intimidation, or bullying by referring the matter to the school anti-bullying specialist.

The Board requires a thorough and complete investigation to be conducted for each reported incident or complaint, assuming all facts presented are true, that is determined to be a report within the scope of N.J.S.A. 18A:37-14. ~~The investigation shall be initiated by the Principal or designee within one school day of the verbal report of the incident.~~ Upon receiving a verbal report, any staff member will direct the reporter to the online submission portal. The recipient of the initial report will also memorialize the concern to the Principal via email to be used in concert with the electronic submission of the concerned party. Having the initial reporter submit the written report through the online portal seeks to ensure all initial information is accurate. If the recipient of the verbal report is any staff member other than the Principal, they will make the Principal aware of the verbal report on the same day as receiving it. The Principal will check that the online submission has been made within one (1) school day by the initial reporter, if not, the Principal will follow up with the initial reporter, and in the absence of the online submission within one (1) school day, the recipient of the initial verbal report will submit the online submission to the principal. The Principal will determine the investigation status in accordance with this policy based on the submitted information. In the event that the submitted information is determined by the Principal to warrant a HIB investigation, the investigation shall be conducted by the school anti-bullying specialist appointed by the Principal. The Principal may appoint additional personnel who are not school anti-bullying specialists to assist the school anti-bullying specialist in the investigation. Investigations of complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. The anti-bullying specialist may not participate in an investigation regarding their supervisor or staff at a higher administrative level.

The Principal or the Superintendent may assign an alternative anti-bullying specialist and/or additional personnel as deemed appropriate to avoid conflicts of interest or as necessary to avoid extended delays in timely completion of the investigation.



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The investigation shall be completed and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the incident. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Student Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Student Conduct has been implemented and may decide to provide intervention services, order counseling, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, impose discipline, or take or recommend other appropriate action, including seeking further information, as necessary.

The Superintendent shall report the results of each investigation to the Board of Education no later than the date of the regularly scheduled Board of Education meeting following the completion of the investigation. The Superintendent's report shall include information on any consequences imposed under the Code of Student Conduct, any services provided, training established, or other action taken or recommended by the Superintendent.

Parents of involved student offenders and targets/victims shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents shall include the nature of

the investigation, whether the district found evidence of harassment, intimidation, or bullying, and whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board of Education.



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A parent may request a hearing before the Board of Education after receiving the written information about the investigation. Any request for such a hearing before the Board concerning the written information about a harassment, intimidation, or bullying investigation, pursuant to N.J.S.A. 18A:37-15(b)(6)(d), must be filed with the Board Secretary no later than sixty calendar days after the written information is provided to the parents. The hearing shall be held within ten business days of the request. Prior to the hearing, the Superintendent shall confidentially share a redacted copy of the HIB 338 Form that removes all student identification information with the Board. The Board shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the school anti-bullying specialist and others, as appropriate, regarding the incident, the findings from the investigation of the incident, recommendations for consequences or services, and any programs instituted to reduce such incidents.

At the regularly scheduled Board of Education meeting following its receipt of the Superintendent's report or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, no later than ninety days after issuance of the Board's decision.

A school administrator who receives a report of harassment, intimidation, or bullying and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

The Board also requires the thorough investigation of complaints or reports of harassment, intimidation, or bullying, occurring on district school buses, at district school-sponsored functions, and off school grounds involving a student who attends an approved private school for students with disabilities. The investigation will be conducted by the Board's anti-bullying specialist in consultation with the approved private school for students with disabilities.

H. Responding to Harassment, Intimidation, or Bullying



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The Board of Education authorizes the Principal of each school to define the range of ways in which school staff will respond once an incident of harassment, intimidation, or bullying is confirmed, and the Superintendent shall respond to confirmed harassment, intimidation, or bullying, according to the parameters described below and in this Policy. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring that the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district levels or by law enforcement officials. Consequences and appropriate remedial actions for a student who commits an act of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term suspensions, and N.J.A.C. 6A:16-7.4, Expulsions.

In considering whether a response beyond the individual is appropriate, school officials shall consider the nature and circumstances of the act; the degree of harm; the nature and severity of the behavior; past incidences or past or continuing patterns of behavior; and the context in which the alleged incident(s) occurred. Institutional (i.e., classroom, school building, school district) responses can range from school and community surveys, to mailings, to focus groups, to adoption of research-based harassment, intimidation, or bullying prevention program models, to training for certificated and non-certificated staff, to participation of parents and other community members and organizations, to small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions, and to the involvement of law enforcement officers, including safe schools resource officers.

This Policy and the Code of Student Conduct shall apply to instances when a school employee is made aware of alleged harassment, intimidation, or bullying occurring off school grounds.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the



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act. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:

1. Individual responses can include positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) and punitive actions (e.g., detention, in-school or out-of-school suspension, expulsion, law enforcement report or other legal action).
2. Classroom responses can include class discussions about an incident of harassment, intimidation or bullying, role plays, research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.
3. School responses can include theme days, learning station programs, parent programs, and information disseminated to students and parents, such as fact sheets or newsletters explaining acceptable uses of electronic and wireless communication devices, and harassment, intimidation, and bullying prevention curricula or campaigns.
4. District-wide responses can include community involvement in policy review and development; professional development programs; adoption of curricular and school-wide programs, coordination with community-based organizations (e.g., mental health, health services, health facilities, law enforcement, faith-based organizations); and disseminating information on the core ethical values adopted by the Board's Code of Student Conduct, per N.J.A.C. 6A:16-7.1(a)2.

In providing support for victims of harassment, intimidation, or bullying, the district should identify a range of strategies and resources, which may include, but is not limited to, the following actions for individual victims:

- Counseling;
- Teacher Aides;
- Hallway and playground monitors;
- Schedule changes;
- Before and after school supervision;



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- School transportation supervision;
- School transfers; and
- Therapy.

I. Reprisal or Retaliation

The Board prohibits a Board member, school employee, contracted service provider who has contact with students, school volunteer, or student from engaging in reprisal, retaliation, or false accusation against a victim, witness, or any other person who has reliable information about an act of harassment, intimidation, or bullying or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures.

J. False Accusations of Harassment, Intimidation, or Bullying

The Board prohibits any person from falsely accusing another as a means of retaliation or as a means of harassment, intimidation, or bullying.

1. Students - Consequences and appropriate remedial action for a student could range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1 Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term Suspensions, N.J.A.C. 6A:16-7.3, Long-term Suspensions and N.J.A.C. 6A:16-7.4, Expulsions.
2. School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students could entail discipline in accordance with district policies, procedures, and agreements; and
3. Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with students or the provision of student services.



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K. Additional Policy Requirements

The Board of Education requires the Superintendent to annually disseminate this Policy to all school employees, contracted service providers who have contact with students, school volunteers, students and parents who have children enrolled in a school in the school district, along with a statement explaining that this Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14, that occur on school property, at school-sponsored functions or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent shall post a link to this Policy that is prominently displayed on the home page of the school district's website. The Superintendent shall ensure that notice of this Policy appears in the student handbook and all other publications of the school district that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent shall post the name, school phone number, school address and school email address of the district anti-bullying coordinator on the home page of the school district's website. Additionally, the Superintendent shall post the contact information for the School Climate State Coordinator on the school district home page alongside this Policy.

Each Principal or designee shall post the name, school phone number, school address, and school email address of both the school anti-bullying specialist and the district anti-bullying coordinator on the home page of each school's website.

The Superintendent shall post the New Jersey Department of Education's Guidance for Parents on the Anti-Bullying Bill of Rights Act on the district homepage and on the homepage for each school in the district with a website.

The Superintendent and the Principals shall provide training on the school district's harassment, intimidation, or bullying policies to school employees contracted service providers and volunteers who have significant contact with students. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying.



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The school district's employee training program shall include information regarding the school district policy against harassment, intimidation, or bullying, which shall be provided to full-time and part-time staff, contracted service providers and school volunteers who have significant contact with students.

The Superintendent shall develop and implement a process for annually discussing the school district policy on harassment, intimidation, or bullying with students. The Superintendent and the Principal(s) shall annually conduct a re-evaluation, reassessment, and review of this Policy and any report(s) and/or finding(s) of the school safety/school climate team, with input from the school anti-bullying specialists, and recommend revisions and additions to this Policy as well as to harassment, intimidation, or bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.

L. Harassment, Intimidation, and Bullying Training and Prevention Programs

Each public school teacher and educational services professional shall be required to complete at least two hours of instruction in harassment, intimidation, and bullying prevention within each five year professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d. The required two hours of suicide prevention instruction shall include information on the risk of suicide and incidents of harassment, intimidation, or bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

Each newly elected or appointed Board member must complete, during the first year of the member's first term, a training program on harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation, and bullying as required in N.J.S.A. 18A:26-8.2.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of



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character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, and bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the New Jersey Student Learning Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school in the district will annually establish, implement, document, and assess harassment, intimidation, and bullying prevention programs or approaches, and other initiatives in consultation with school staff, students, administrators, volunteers, parents, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to prevent and address harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:37-17.

M. Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public hearing all acts of violence, vandalism, and harassment, intimidation, and bullying which occurred during the previous reporting period in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.

N. School and District Grading Requirements

Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18:37-13 et seq. The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

O. Reports to Law Enforcement



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The Superintendent or designee and the Principal shall consult law enforcement, as appropriate, pursuant to the provisions of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials, if the student's behavior may constitute a possible violation of the New Jersey Code of Criminal Justice.

Some acts of harassment, intimidation, and bullying may be bias-related acts and school officials must report to law enforcement officials any bias related acts, in accordance with N.J.A.C. 6A:16-6.3(e), and pursuant to the provisions of the Memorandum of Agreement Between Education and Law Enforcement Officials.

P. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011). N.J.S.A. 18A:37-30.

The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.

Q. Students with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. may alter or reduce the rights of a student with a disability with regard to disciplinary actions or to general or special education services and supports. N.J.S.A. 18A:37-32.

The school district shall submit all subsequent amended Harassment, Intimidation, and Bullying Policies to the Executive County Superintendent of Schools within thirty days of Board adoption.

N.J.S.A. 18A:37-13 through 18A:37-37

N.J.A.C. 6A:16-7.1 through 6A:16-7.9



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Model Policy and Guidance for Prohibiting Harassment, Intimidation, and Bullying on School Property, at School-Sponsored Functions and on School Buses –August 2022– New Jersey Department of Education

Adopted: 14 October 2013

Revised: 27 January 2014

Revised: 22 May 2017

Revised: 27 August 2018

Revised: 13 June 2022

Revised: 13 February 2023

Revised: TBD



	Last Name	First Name	Job Title	Hourly Rate	Summer Routes	Summer Trips	Summer Flex	Additional Duties / Discussion
1	ARLUNA-SELVA	NICOLE	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
2	AYALA	JEANNETTE	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
3	BALLO	NATHANIEL	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
4	BARTEK	HELEN	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
5	BEDEL	DIANE	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
6	BENEDUCE	PHILIP	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
7	BLAIR	VICKI	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
8	BRANA	GEORGE	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
9	CALVEY	MICHELE	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
10	COLLINS	MICHELE	Bus Driver	\$ 30.21	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
11	CORRENTE	FRANK	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
12	DAMONTE	JOANNE	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
13	DEXTER	CYNTHIA	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
14	DIAZ	GEORGE	Bus Driver	\$ 32.23	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
15	DOOLING	LINDA	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
16	EMMONS	ALLEN	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
17	EWTON	DIANNA	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
18	FAIRCHILD	CHRISTY	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
19	FARAJ	DANIEL	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
20	FEHSAL	JENNIFER	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
21	FERREIRA	VANDA	Bus Driver	\$ 30.21	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
22	FRY	TONIE	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
23	HAMMOND	RAYMOND	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
24	HNYDA	COURTNEY	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
25	HOWELL	COLEEN	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
26	JOHNSON	DONALD	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
27	JUDKINS	PAULA	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
28	LAGRASSA	RICHARD	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
29	MATTHEWS	DAVID	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
30	MEOLA	JULIE	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
31	MILDE	MARYBETH	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
32	NICHOLAIS	LILIANA	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
33	OAKES	GWENDOLYN	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
34	PARKER	ROBERT	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
35	PEREIRA	CARLOS	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
36	PERFETTI	ANTHONY	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
37	PICKEL	BETTINA	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
38	RAMIREZ	MARISOL	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
39	REINHART	ANGELA	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
40	RIVERA	MARIBEL	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
41	RIVERA	MARY A.	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
42	RIVERA	MARY P	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
43	RODRIGUEZ	CARLOS	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
44	RUANO	ERIC	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
45	RUDALF	SANDRA	Bus Driver	\$ 32.23	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
46	RUSSO	ELVIA	Bus Driver	\$ 32.23	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
47	SINK	CURTIS	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
48	SNYDER	BETSY	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
49	SPRAGUE	JAMIE	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
50	SZYPIOTKO	THOMAS	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
51	TOLA	GARRY	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
52	TURNER-WILLIS	LISA	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
53	TURPIN	GINA	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
54	VARGA	ILONA	Bus Driver	\$ 28.25	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
55	VONDER HAAR	WILLIAM	Bus Driver	\$ 30.21	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
56	WHITTAKER	MARGUERITE	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
57	WILLIS	RONALD	Bus Driver	\$ 35.51	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
58	ZABITA	CYNTHIA	Bus Driver	\$ 36.77	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
59	ZEVETCHIN	ROSALBA	Bus Driver	\$ 32.23	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
60	ZEVETCHIN	ROSALBA	Bus Driver	\$ 32.23	Routes	Trips	Flex	Bus Cleaning, as needed, at the rate of \$25.00 hourly
61	ACUNA	PAOLA	Transportation Aide	\$ 17.75				Not to exceed 25 hours weekly
62	BASTOS	MARILDA	Transportation Aide	\$ 17.75				Not to exceed 25 hours weekly
63	COLE	KENDAL	Transportation Aide	\$ 17.00				Not to exceed 25 hours weekly
64	DOLAN	LISA	Transportation Aide	\$ 17.75				Not to exceed 25 hours weekly
65	KING	RITA	Transportation Aide	\$ 17.00				Not to exceed 25 hours weekly
66	LEBOEUF	STEPHANIE	Transportation Aide	\$ 17.75				Not to exceed 25 hours weekly
67	MC CLEMENT	JANICE	Transportation Aide	\$ 16.50				Not to exceed 25 hours weekly
68	PERRELLI	JAIME	Transportation Aide	\$ 17.75				Not to exceed 25 hours weekly
69	QORRI	SHKENDIJE	Transportation Aide	\$ 17.50				Not to exceed 25 hours weekly
70	RUANO	FRANCISNED	Transportation Aide	\$ 17.50				Not to exceed 25 hours weekly
71	SIEGEL	DYLAN	Transportation Aide	\$ 16.50				Not to exceed 25 hours weekly
72	ZAPATA	DIANA	Transportation Aide	\$ 16.50				Not to exceed 25 hours weekly

Bus Driver hourly rates pending completion of RBDG negotiations