

DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION

March 4, 2024
REGULAR MEETING AGENDA

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

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

SPEAKER REQUEST AT BOARD OF EDUCATION MEETINGS

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

ACCESS AGENDA & EXHIBITS
ONLINE:



I. MEETING CALLED TO ORDER

The Roxbury Township Board of Education is meeting in 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

Daily Record - Newspaper

Star Ledger - Newspaper

Roxbury Website – <https://www.roxbury.org/domain/83>

Municipal Clerk

Roxbury Public Library

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

II. ROLL CALL

III. PROCEDURAL RESOLUTIONS (Resolutions 1)

A. TEMPORARY PROVISION FOR BOARD MEMBER VIRTUAL PARTICIPATION

*1. WHEREAS, Roxbury Township Board of Education (the Board) Member Mrs. Sharon MacGregor-Nazzaro is unable to be physically present at Board meetings due to a temporary medical condition, and

WHEREAS, current Board practice and policy does not contain a provision for remote participation by a Board Member at public meetings, and

WHEREAS, the Board has the authority to grant an exception to current practice and policy for valid reasons, provided that such exceptions do not violate applicable laws,

NOW THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education does hereby grant to Board Member Sharon Mac-Gregor-Nazzaro (remote Board Member) a temporary exception to current practice and policy to allow her to fully participate virtually in Board meetings, subject to applicable laws and the following requirements and limitations:

1. The electronic communications equipment used for the remote Board Member's participation must make the remote Board Member's comments, votes and other verbal aspects of participation able to be heard by all those in attendance at the public meeting, and the remote Board Member must be able to hear the comments and votes of other Board Members, and Public comments to the Board.
2. The Board Member must be visible to all those in attendance at the public meeting when she is voting or speaking at the meeting.
3. "Those in attendance" include other Board Members and the public physically present at the meeting, but not viewers via live streaming of the meeting.
4. Executive Session participation by the remote Board Member must be visible and audible only to those authorized to participate in such sessions. No others shall be present in the room with the remote Board Member, who must verify compliance with this condition at each session.
5. This exception to current practice and policy shall terminate on 1 July 2024, and may be further extended only by resolution of the Board.
6. This Resolution shall take effect immediately upon approval by a simple majority of Board Members voting.

IV. RESOLUTION TO MEET IN EXECUTIVE SESSION

RESOLVED, that the Roxbury Township Board of Education hold an Executive Session on March 4, 2024, regarding personnel matters, student matters, negotiations and attorney client privilege.

V. ROLL CALL

VI. PUBLIC SESSION

VII. PLEDGE OF ALLEGIANCE

VIII. PUBLIC HEARING - SCHOOL BOND ORDINANCE

IX. PRESENTATIONS

X. CORRESPONDENCE

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XI. STUDENT REPRESENTATIVE'S COMMENTS

XII. BOARD PRESIDENT'S COMMENTS

XIII. SUPERINTENDENT'S REPORT

XIV. BUSINESS ADMINISTRATOR'S REPORT

XV. MINUTES

1. Minutes of the Regular Meeting of February 12, 2024.
2. Minutes of the Executive Session of February 12, 2024.

XVI. 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

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

XVIII. 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.

B. SCHOOL BOND ORDINANCE (Resolutions 1)

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF ROXBURY IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING CERTAIN ACTIONS NECESSARY IN CONNECTION WITH THE SALE AND ISSUANCE OF NOT TO EXCEED \$5,700,000 AGGREGATE PRINCIPAL AMOUNT OF REFUNDING SCHOOL BONDS AND AUTHORIZING THE APPROPRIATE OFFICIALS TO DO ALL ACTS AND THINGS DEEMED NECESSARY AND ADVISABLE IN CONNECTION WITH THE SALE, ISSUANCE AND DELIVERY OF SAID BONDS.

WHEREAS, on April 24, 2014, The Board of Education of the Township of Roxbury in the County of Morris, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) issued \$7,740,000 aggregate

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principal amount of tax-exempt School Energy Savings Obligation Refunding Bonds, Series 2014, dated April 24, 2014 (the "2014 School Bonds"); and

WHEREAS, the Board has determined that the current interest rate environment may enable it to realize going-forward debt service savings for property taxpayers residing in the School District through the issuance by the Board of Refunding School Bonds (the "Refunding School Bonds") to refund all or a portion of the \$5,350,000 aggregate principal amount of the outstanding 2014 School Bonds maturing on April 15 in the years 2025 through 2035, inclusive (the "Refunded Bonds"); and

WHEREAS, the Board introduced a refunding school bond ordinance (the "Refunding Bond Ordinance") on first reading by resolution of the Board on February 12, 2024; and

WHEREAS, on the date hereof, the Board held a public hearing on the Refunding Bond Ordinance; and

WHEREAS, the Board has determined to issue and sell such Refunding School Bonds; and

WHEREAS, the Board now desires to authorize certain actions in connection with the sale and issuance of the Refunding School Bonds.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF ROXBURY IN THE COUNTY OF MORRIS, NEW JERSEY (by not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

SECTION 1. The Refunding Bond Ordinance is hereby adopted and shall take effect immediately.

SECTION 2. There is hereby delegated to the Business Administrator/Board Secretary, subject to the limitations contained herein and in consultation with Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey, Bond Counsel to the Board ("Bond Counsel"), and Phoenix Advisors, LLC, as Municipal Advisor to the Board (the "Municipal Advisor"), the power with respect to the Refunding School Bonds, which may be sold in one or more series, to determine and carry out the following:

- a) the sale of the Refunding School Bonds to RBC Capital Markets, LLC, West Conshohocken, Pennsylvania (the "Underwriter") in accordance with the terms set forth in the proposal provided to the Board;
- b) the principal amount of Refunding School Bonds to be issued, provided that (i) such amount shall not exceed \$5,700,000, and (ii) such amount shall not exceed the amount necessary to pay the costs of issuance associated with the Refunding School Bonds and to fund the deposit to the escrow fund as set forth in the Escrow Deposit Agreement (as defined herein) in an amount that, when invested, will be sufficient to provide for the timely payments required for the Refunded Bonds;
- c) the maturity dates and the principal amount of each maturity or sinking fund redemption amount of the Refunding School Bonds, provided that no Refunding School Bonds refunding the Refunded Bonds shall mature later than the maturity

date of the respective Refunded Bonds;

- d) the interest payment dates and the interest rates on the Refunding School Bonds, provided that the true interest cost on the Refunding School Bonds shall produce a present value debt service savings of at least three percent (3%) of the principal amount of the Refunded Bonds;
- e) the denomination or denominations of and the manner of numbering and lettering the Refunding School Bonds, provided that all Refunding School Bonds of like maturity shall be identical in all respects, except as to denominations, amounts, numbers and letters;
- f) provisions for the sale or exchange of the Refunding School Bonds and for the delivery thereof;
- g) the form of the Refunding School Bonds shall be substantially in the form set forth in Exhibit A attached hereto, with such additions, deletions and omissions as may be necessary for the Board to market the Refunding School Bonds in accordance with the requirements of The Depository Trust Company, Brooklyn, New York, ("DTC"), if necessary, and the Purchase Contract (as defined herein);
- h) the direction for the application and investment of the proceeds of the Refunding School Bonds;
- i) the terms of redemption of the Refunding School Bonds, if any;
- j) the determination to issue such Refunding School Bonds on a current or forward basis;
- k) the determination to issue such Refunding School Bonds on a taxable or tax-exempt basis; and
- l) any other provisions deemed advisable by the Business Administrator/Board Secretary not in conflict with the provisions hereof.

In addition, the issuance of the Refunding School Bonds shall comply with the provisions of N.J.A.C. 5:30-2.5, including that within ten (10) days of the date of the closing on the Refunding School Bonds, the Business Administrator/Board Secretary shall file a report with the Local Finance Board within the Division of Local Government Services, New Jersey Department of Community Affairs setting forth (a) a comparison of the Refunding School Bonds' debt service and the Refunded Bonds' debt service, which comparison shall set forth the present value savings achieved by the issuance of the Refunding School Bonds; (b) a summary of the issuance of the Refunding School Bonds; (c) an itemized accounting of all costs of issuance in connection with the issuance of the Refunding School Bonds; and (d) a certification of the Business Administrator/Board Secretary that (i) all of the conditions of Section (b) of N.J.A.C. 5:30-2.5 have been met, and (ii) this resolution authorizing the issuance of the Refunding School Bonds, adopted pursuant to 18A:24-61.5(b), was approved by a two-thirds vote of the full membership of the Board.

The Business Administrator/Board Secretary shall execute a certificate evidencing the determinations or other actions taken pursuant to the authority granted hereunder, and any such certificate shall be conclusive evidence of the actions or determinations of the Business Administrator/Board Secretary as to the matters stated therein.

SECTION 3. The President and Vice President of the Board are hereby authorized and directed to execute by manual or facsimile signature the Refunding School Bonds in the name of the Board and the corporate seal (or facsimile thereof) shall be thereunto affixed, imprinted, engraved or otherwise reproduced thereon. The Business Administrator/Board Secretary is hereby authorized and directed to attest to such signature and to the affixing of said seal to the Refunding School Bonds.

SECTION 4. The Business Administrator/Board Secretary, in consultation with Bond Counsel and the Municipal Advisor, is hereby authorized and directed to approve a Bond Purchase Contract (the "Purchase Contract"), if required, for the Refunding School Bonds, to be dated the date of sale of such Refunding School Bonds and to be executed by the Purchaser. The President, Vice President and Business Administrator/Board Secretary are hereby authorized and directed on behalf of the Board to execute and deliver said Purchase Contract.

SECTION 5. The Business Administrator/Board Secretary, in consultation with Bond Counsel and the Municipal Advisor, is hereby authorized and directed to apply and qualify for the issuance of any policy of municipal bond insurance and to approve a Commitment for Municipal Bond Insurance (the "Commitment") setting forth the terms and conditions (including premium charges) upon which a bond insurer proposes to issue its bond insurance policy covering the Refunding School Bonds. The Business Administrator/Board Secretary is hereby authorized and directed on behalf of the Board to execute and deliver said Commitment, if recommended by the Municipal Advisor.

SECTION 6. The Business Administrator/Board Secretary, in consultation with Bond Counsel and the Municipal Advisor, is hereby authorized and directed to approve the Escrow Deposit Agreement (the "Escrow Deposit Agreement") with an escrow agent (the "Escrow Agent") to be selected by the Business Administrator/Board Secretary, in consultation with Bond Counsel and the Municipal Advisor, with respect to the Refunded Bonds, to be dated the date of the closing on the Refunding School Bonds. The President and Vice President of the Board are hereby authorized and directed to execute and deliver the Escrow Deposit Agreement in the name of the Board and the corporate seal (or facsimile thereof) shall be thereunto affixed, imprinted, engraved or otherwise reproduced thereon. The Business Administrator/Board Secretary is hereby authorized and directed to attest to such signature and to the affixing of said seal to the Escrow Deposit Agreement. The Municipal Advisor is hereby authorized to act as the agent and representative of the Board for the purpose of subscribing for the purchase of United States Treasury Securities – State and Local Government Series to be held by the Escrow Agent. In the alternative, if United States Treasury Securities – State and Local Government Series are not available, the Municipal Advisor is hereby authorized to seek bids for the acquisition of United States Treasury Securities – Open Market Securities.

SECTION 7. The Business Administrator/Board Secretary is hereby authorized and directed to select a verification agent (the "Verification Agent"), if required, in consultation with Bond Counsel and the Municipal Advisor, with respect to the Refunded Bonds. The

Verification Agent shall prepare the verification report required to verify the sufficiency of the escrowed monies to refund the Refunded Bonds.

SECTION 8. It is hereby delegated to the Business Administrator/Board Secretary the authority to “deem final” (as defined under Rule 15c2-12, as amended and supplemented (the “Rule”), promulgated by the Securities and Exchange Act of 1934, as amended and supplemented), a Preliminary Official Statement (the “Preliminary Official Statement”) and such official is hereby authorized and directed to execute and deliver a certificate to the Underwriter evidencing the same. The preparation and distribution by the Board, in consultation with Bond Counsel, and counsel to the Underwriter, if any, of a Preliminary Official Statement for the Refunding School Bonds to be used in connection with the marketing of such Refunding School Bonds, is hereby approved and any previous actions undertaken by various representatives and officers of the Board with respect thereto are hereby ratified and confirmed. Upon the sale of the Refunding School Bonds to the Underwriter, the Preliminary Official Statement shall be so modified by the Business Administrator/Board Secretary, in consultation with Bond Counsel, to reflect the effect of the pricing of the Refunding School Bonds and the Purchase Contract and any other revision not inconsistent with the substance thereof deemed necessary or advisable by Bond Counsel, and said Preliminary Official Statement as so modified shall constitute the final Official Statement (the “Official Statement”). The Business Administrator/Board Secretary is authorized and directed on behalf of the Board to execute and deliver said Official Statement.

SECTION 9. The Board hereby covenants and agrees that it will comply with and carry out all of the provisions of a Continuing Disclosure Certificate (the “Certificate”) which will set forth the obligation of the Board to file budgetary, financial and operating data on an annual basis and notices of certain enumerated events deemed material in accordance with the provision of the Rule. The Business Administrator/Board Secretary is hereby authorized and directed to execute and deliver this Certificate evidencing the Board’s undertaking with respect to the Rule. Notwithstanding the foregoing, failure of the Board to comply with the Certificate shall not be considered a default on the Refunding School Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandamus or specific performance to cause the Board to comply with its obligations hereunder.

SECTION 10. The President, Vice President and Business Administrator/Board Secretary or any other appropriate officer or representative of the Board, are hereby authorized and directed to execute and deliver any and all documents and to do and cause to be done any and all acts and things necessary or proper for carrying out the transactions contemplated by this resolution, the Purchase Contract, the Escrow Deposit Agreement and the Commitment, and for the authorization, sale and issuance of the Refunding School Bonds. The execution by such officials and officers of any such documents, with changes, insertions or omissions approved by the Business Administrator/Board Secretary, in consultation with Bond Counsel, as hereinabove provided, shall be conclusive and no further ratification or other action by the Board shall be required with respect thereto.

SECTION 11. If applicable, the Board hereby covenants to maintain the exclusion from gross income under Section 103(a) of the Internal Revenue Code of 1986, as amended, (the “Code”) of the interest on the Refunding School Bonds. There is hereby delegated to the Business Administrator/Board Secretary the ability to designate the Refunding School

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Bonds as "qualified tax-exempt obligations" for purposes of Section 265(b)(3)(B)(ii) of the Code.

SECTION 12. All other resolutions adopted in connection with the Refunding School Bonds and inconsistent herewith are hereby rescinded to the extent of such inconsistency.

SECTION 13. This resolution shall take effect immediately.

The foregoing resolution was adopted by the following roll call vote on March 4, 2024.

EXHIBIT A

Payment of this obligation is secured under the provisions of the "New Jersey School Bond Reserve Act" in accordance with which an amount equal to 1% of the aggregate outstanding bonded indebtedness (but not to exceed the moneys available in the fund), of New Jersey counties, municipalities and school districts for school purposes as of September 15 of each year, is held within the State Fund for the Support of Free Public Schools as a school bond reserve pledged by law to secure payments of principal and interest due on such bonds in the event of the inability of the issuer to make payment.

**REGISTERED
NUMBER R-___**

**PRINCIPAL SUM
\$ _____**

**UNITED STATES OF AMERICA
STATE OF NEW JERSEY
THE BOARD OF EDUCATION OF THE
TOWNSHIP OF ROXBURY
IN THE COUNTY OF MORRIS, NEW JERSEY**

REFUNDING SCHOOL BOND, SERIES 2024

**DATE OF
ORIGINAL ISSUE**

**MATURITY
DATE**

**RATE OF
INTEREST
PER ANNUM**

CUSIP NUMBER

_____, 2024

April 15, ____

____%

779872__

THE BOARD OF EDUCATION OF THE TOWNSHIP OF ROXBURY IN THE COUNTY OF MORRIS, NEW JERSEY (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) hereby acknowledges itself indebted and for value received promises to pay to CEDE & CO., as nominee of The Depository Trust Company, Brooklyn, New York ("DTC"), which will act as Securities Depository (the "Securities Depository"), on the MATURITY DATE specified above, the PRINCIPAL SUM, and to pay interest on such sum from the DATE OF ORIGINAL ISSUE of this Bond until it matures at the RATE OF INTEREST PER ANNUM specified above on April 15, 2024 and semi-annually thereafter on the fifteenth day of April and October in each year until maturity. Principal of and interest on this Bond will be paid to the Securities Depository by the Board or its duly appointed paying agent and will be credited to the participants of DTC, as listed on the records of DTC, as of each April 1 and October 1 preceding the date of such payments (the "Record Dates" for such payments).

This Bond is not transferable as to principal or interest except to an authorized nominee of DTC. DTC shall be responsible for maintaining the book-entry system for recording the interests of its participants or

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the transfers of the interests among its participants. The participants are responsible for maintaining records regarding the beneficial ownership interests in the Bonds on behalf of individual purchasers.

The Bonds of this issue are not subject to redemption prior to their stated maturities.

This Bond is authorized and issued pursuant to: (i) Title 18A of the New Jersey Statutes, as amended and supplemented; (ii) a refunding bond ordinance enacted and adopted by the Board on March 4, 2024; and (iii) a resolution adopted by the Board on March 4, 2024 (the "Authorization Proceedings"). The full faith and credit of the School District are hereby irrevocably pledged for the punctual payment of the principal of and the interest on this Bond according to its terms.

It is hereby certified and recited that all conditions, acts and things required by the Constitution or the statutes of the State of New Jersey to exist, to have happened or to have been performed precedent to or in the issuance of this Bond exist, have happened and have been performed and that the issue of Bonds of which this is one, together with all other indebtedness of the School District, is within every debt and other limit prescribed by such Constitution or statutes.

IN WITNESS WHEREOF, THE BOARD OF EDUCATION OF THE TOWNSHIP OF ROXBURY IN THE COUNTY OF MORRIS, NEW JERSEY has caused this Bond to be executed in its name by the manual or facsimile signature of its President, its corporate seal to be hereunto imprinted or affixed, this Bond and the seal to be attested by the manual signature of its Business Administrator/Board Secretary, and this Bond to be dated the DATE OF ORIGINAL ISSUE as specified above.

**THE BOARD OF EDUCATION OF THE
TOWNSHIP OF ROXBURY IN THE COUNTY
OF MORRIS, NEW JERSEY**

(SEAL)

By: [form, do not execute]

**LEO COAKLEY,
President**

ATTEST:

By: [form, do not execute]

**JOSEPH MONDANARO,
Business Administrator/
Board Secretary**

C. Finances (Resolutions 1-13)

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

STUDENT ACTIVITY ACCOUNTS

- *1. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bills lists for the month of February 2024 as follows:

Roxbury High School	\$31,339.34	Franklin School	\$0
Athletics	\$0	Kennedy School	\$0
Eisenhower Middle School	\$6,158.01	Jefferson School	\$0
Lincoln Roosevelt School	\$110.00	Nixon School	\$0

TRAVEL REQUESTS

- *2. 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.	Seipp, Charles	ITEEA 2024 Conference^	4	Memphis, TN	3/6/24-3/9/24	\$769.00	\$2393.97
2.	Gallagher, Paul	2024 Annual NJAMLE Conference	4	Lincroft, NJ	3/13/24	\$125.00	\$166.23
3.	Bellardino, Alyssa	2024 NJCTE Spring Conference	4	Madison, NJ	3/14/24	\$100.00	\$114.10
4.	Schmidt, Eric	2024 NJCTE Spring Conference	4	Madison, NJ	3/14/24	\$100.00	\$114.10
5.	Amico, Karin	Genesis User Group Meeting	4	Montville, NJ	3/19/24	\$0	\$20.40
6.	Connelly, Sheila	Genesis User Group Meeting	4	Montville, NJ	3/19/24	\$0	\$20.40
7.	Terranova, Laurie	BioTech at RVCC Panel Discussion	4 S-1	Branchburg, NJ	3/19/24	\$0	\$22.65
8.	LaMonica, Christina	NJ Ed Summit 2023-2024	4	Monroe, NJ	3/21/24	\$150.00	\$158.75
9.	Martino, Tiffany	Sustainable Jersey for Schools	4 S-1	Ewing, NJ	3/21/24	\$0	\$54.61
10.	Mawn, Matthew	Sustainable Jersey for Schools	4 S-1	Ewing, NJ	3/21/24	\$0	\$54.61
11.	Kroog, Barbara	FCS PLC Day	4 S-1	Mount Olive, NJ	3/22/24	\$0	\$0
12.	OBraitis, Casey	FCS PLC Day	4 S-1	Mount Olive, NJ	3/22/24	\$0	\$0
13.	Gluck, Caitlin	Enhancing School Mental Health Training	4 S-2	Sayreville, NJ	3/21/24, 5/23/24	\$0	\$85.54

14.	Jacoby, Adam	Practical Approach to Management & Discipline	4 S-1	Online	3/15/24	\$159.00	\$159.00
<p>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. ^Due to an increase in airfare, the "Total Estimated Expenses" approved on January 22, 2024, is amended.</p>							

CONTRACTS

3. RESOLVED, that the Roxbury Township Board of Education approve a contract with Bayada Home Health Care, Inc., 99 Cherry Hill Road, Suite 302, Parsippany, NJ to provide nursing services (Student ID#5942394336). This will be billed at the rate up to \$65.00 per hour and not to exceed \$29,575.00. This agreement will be in effect from March 5, 2024, through June 30, 2024.
4. RESOLVED, that the Roxbury Township Board of Education approve a contract with Leonard Behavioral Consulting Services, LLC, 11 North Parkway, Wharton, NJ to provide an assessment (Student ID#7334727587) and not to exceed \$1500.00.
- *5. RESOLVED, that the Roxbury Township Board of Education approve a contract with Soliant Health, 300 Galleria Pkwy, Atlanta, GA to provide services as needed at the rates listed below effective on March 5, 2024 and ending on June 30, 2024.

Specialty	Hourly Rate
Speech Pathologist	\$95-\$110 per hour
Occupational Therapist	\$92-\$112 per hour
Physical Therapist	\$93-\$98 per hour
School Psychologist	\$98-\$104 per hour
Special Education Teacher	\$80-\$93 per hour

- *6. RESOLVED, that the Roxbury Township Board of Education approve a contract with Delta-T Group, 1460 US Route 9 North, Suite 300, Woodbridge, NJ to provide services as needed at the rates listed below effective on March 5, 2024 and ending on June 30, 2024.

Specialty	Hourly Rate	Eval Rate
ABA Therapist	\$38 per hour	N/A
ABA Aide	\$30 per hour	N/A
BCABA/BCBA	\$110 per hour	N/A
RN	\$57 per hour	N/A
LPN	\$48 per hour	N/A
One to One Aides/Teacher's Aide	\$28 per hour	N/A
Paraprofessionals	\$30 per hour	N/A
Sub Teachers	\$40 per hour	N/A
Teachers (Long Term)	\$40 per hour	N/A
Certified Teachers	\$45 per hour	N/A
Special Education Teachers	\$60 per hour	N/A

Home Instructor	\$55 per hour	N/A
Home Instructor (Special Education)	\$60 per hour	N/A
Teacher for Handicapped	\$60 per hour	N/A
ESL Teacher	\$55 per hour	N/A
Reading Specialist	\$60 per hour	N/A
School Psychologist	\$75 per hour	\$475 per evaluation or re-evaluation; \$550 Bi-Lingual
School Social Worker/Counselors	\$55 per hour	N/A
LDTTC	\$75 per hour	\$475 per evaluation; \$550 Bi-Lingual
Job Coach	\$42 per hour	N/A
Guidance Counselor	\$50 per hour	N/A
Occupational Therapist	\$100 per hour	\$475 per evaluation; \$550 Bi-Lingual
Speech Therapist	\$100 per hour	\$475 per evaluation; \$550 Bi-Lingual
Physical Therapist	\$100 per hour	N/A
Functional Behavioral Assessment	N/A	\$595 per evaluation; \$645 Bi-Lingual
IEP Meeting (Flat rate per meeting)	N/A	\$165 per meeting
Social Evaluations	N/A	\$475 per evaluation; \$550 Bi-Lingual

APPROVAL OF PURCHASES

*7. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Fencing for Baseball Field at Roxbury High School from Challenger Fence, 23 Kentucky Avenue, Paterson, NJ in the amount of \$44,910.00 and quoted through MCCPC Contract #53 and funded through the Maintenance Reserve Account.

BE IT FURTHER RESOLVED, that this resolution supersedes and amends Finance Resolution XVI.B.11 approved on February 12, 2024.

*8. RESOLVED, that the Roxbury Township Board of Education approve the purchase of Roxbury High School band uniforms from Fred J. Miller Inc., 8765 Washington Church Road, Miamisburg, OH through Buy Board Co-Op quote in the amount of \$62,790.00.

*9. RESOLVED, that the Roxbury Township Board of Education approve the purchase of RBI Boiler for Eisenhower Middle School from Combustion Service Corp., 429 Rockaway Valley Road, Suite 100, Boonton Township, NJ through Ed Data Bid #12191 quote in the amount of \$41,280.00 funded through Maintenance Reserve Account.

*10. RESOLVED, that the Roxbury Township Board of Education approve the purchase of lead in water testing for the district from Westchester Environmental, LLC, 1248 Wrights Lane, West Chester, PA in the amount of \$6,472.00.

APPROVAL OF SUBMISSION OF GRANTS

- 11. WHEREAS, the Roxbury Township Public Schools has been afforded the opportunity to apply for the Sustainable Jersey for Schools and the PSEG Foundation grant for Lincoln/Roosevelt School for a proposal entitled “Roxbury Inspiring Sustainable Entrepreneurs” in the amount of \$2,000.00

NOW THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education approve the submission of the grant application for the “Roxbury Inspiring Sustainable Entrepreneurs” as authorized by the Business Administrator.

- *12. WHEREAS, the Roxbury Township Public Schools has been afforded the opportunity to apply for the New Jersey Department of Agriculture “Cream of the Crop” grant for Districts that participate in the Farm to School program in the amount of \$3,000.00.

NOW THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education approve the submission of the grant application for the “Cream of the Crop Field Trips” as authorized by the Business Administrator.

- *13. WHEREAS, the Roxbury Township Public Schools has been afforded the opportunity to apply for the New Jersey Department of Education “Expanding Access to Computer Science High School Courses” grant in the amount of \$40,000.00 for Districts to implement one or more new high-quality computer science education courses aligned with the New Jersey Student Learning Standards in Computer Science.

NOW THEREFORE, BE IT RESOLVED, that the Roxbury Township Board of Education approve the submission of the grant application for the “Expanding Access to Computer Science High School Courses” as authorized by the Business Administrator.

D. Education (*Resolutions 1-12*)

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.

2025 EXTENDED SCHOOL YEAR PROGRAM

- *1. RESOLVED, that the Roxbury Township Board of Education amend the dates for its 2025 Extended School Year Program as follows, with these dates to be updated accordingly on the district’s 2024/2025 school calendar: Monday, June 30, 2025 through Thursday, July 3, 2025; Mondays through Thursdays from July 7, 2025 through July 31, 2025. In addition to the program dates, teachers are required to be available at least one day (not to exceed 4 hours) prior to June 30, 2025.

2025 TITLE I SUMMER SCHOOL PROGRAM

- *2. RESOLVED, that the Roxbury Township Board of Education amend the dates for its 2025 Title I Summer School Program as follows, with these dates to be updated accordingly on the district’s 2024/2025 school calendar: Monday, June 30, 2025 through Thursday, July 3, 2025; and Mondays through Fridays from July 7, 2025 through July 25, 2025. In addition to the program dates, teachers are required to be available at least one day (not to exceed 4 hours) prior to June 30, 2025.

SCHOOL CALENDAR

- *3. RESOLVED, that the school calendar be adopted for the 2025/2026 school year as presented. (Exhibit E1)

HIB REPORT

- *4. RESOLVED, that the Roxbury Township Board of Education affirms the Superintendent’s decisions provided in the Harassment, Intimidation, and Bullying Report for the 2023/2024 school year for Incident Nos. 23, and 38 through 49.
- *5. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2023/2024 school year for Incident Nos. 50 through 59.

FIELD TRIPS / COMPETITIONS

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

	<i>School</i>	<i>Group</i>	<i>Estimated # of Students</i>	<i>Trip Destination</i>	<i>Location</i>	<i>Faculty Sponsor</i>
* 1	RHS	VISTA	7	Target	Rockaway, NJ	K.Gangemi
* 2	RHS	VISTA	7	The Shops At Ledgewood Commons	Ledgewood, NJ	K.Gangemi
* 3	RHS	VISTA	7	Walgreens Shopping Center & Downtown Denville	Denville, NJ	K.Gangemi

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

Organized by "School":

	<i>School</i>	<i>Group</i>	<i>Estimated # of Students</i>	<i>Trip Destination</i>	<i>Location</i>	<i>Faculty Sponsor</i>
1	FES	Gr. K - 4	3 - 5	Lincoln Roosevelt ES	Succasunna, NJ	B.Hamer
2	FES	Gr. 4	64	Lincoln Roosevelt ES	Succasunna, NJ	B.Hamer
3	FES	Gr. 4	64	Hopatcong State Park	Landing, NJ	S.Drury
4	FES	Early Act Club	27	Polo's	Netcong, NJ	J.Maurer
5	JES	Gr. 4	73	Roxbury HS	Succasunna, NJ	S.Carroll
6	JES	Gr. 4	73	Horseshoe Lake	Succasunna, NJ	S.Carroll
7	KES	Gr. 4	47	Hopatcong State Park	Landing, NJ	S.Goodyear
* 8	RHS	Transition	15-20	Morris County School of	Denville, NJ	B.McGinley

				Technology		
* 9	RHS	Transition	10	Rutgers University	Piscataway, NJ	B.McGinley
* 10	RHS	Child Development; Teaching Young Children	74	The Crayola Factory	Easton, PA	M.Kelly
* 11	RHS	English I	100	The Shakespeare Theatre of New Jersey at Drew University	Madison, NJ	L.Schmidt
* 12	RHS	Structural Design and Fabrication	18	Habitat Project Site	Wharton, NJ	F.Caccavale
* 13	RHS	Forensics	29	CCM	Randolph, NJ	M.Feehan

APPROVAL OF NEW COURSES

*8. RESOLVED, that the courses listed below be adopted as of the 2024/2025 school year:

	Course	School / Course Level	Grade Level	Course Duration (FY, Sem, Q)
1	Cybersecurity	RHS	9 - 12	FY
2	Genetics	RHS	10 - 12	Sem
3	Unified Physical Education	RHS	9 - 12	FY

CURRICULUM WRITING

9. RESOLVED, that the courses listed in attached Exhibit E2 be approved for curriculum writing for the 2024/2025 school year as indicated.

TITLE I SUMMER SCHOOL PROGRAM

10. RESOLVED, that contingent upon receipt of Title I funding, the Roxbury Township Board of Education approve the 2024 Title I Summer School Program for qualifying students from Franklin and Nixon Elementary Schools as follows:

- July 1, 2024 - July 3, 2024, & Mondays through Fridays from July 8, 2024 - July 30, 2024
- Staff 8:30 AM - 12:30 PM, Students 8:50 AM - 12:00 PM
- Location: Franklin Elementary School
- In addition to the program dates, teachers are required to be available at least one day (not to exceed 4 hours) prior to July 1, 2024.

	Positions	Rate of Pay to be paid from Title I Funds	Program Hrs Not to exceed:	Max possible Pay from Title I Funds for 20-day program
a	One (1) Nurse	\$45/hour	20 hours/week	\$3,600
b	Two (2) Paraprofessionals	\$20/hour if holding a NJ standard/CE/CEAS certification; otherwise \$17/hour	20 hours/week	\$3,200
c	Eleven (11) Teachers ^	\$40/hour	20 hours/week	\$36,960 #
d	One (1) Summer Staff Trainer	\$42/hour	2 hours	\$84
e	One (1) Summer School Coordinator	\$47/hour	\$7,100	\$7,100

f	Substitute Nurses (as needed)	\$45/hour	20 hours/week	--
g	Substitute Paraprofessionals (as needed)	\$20/hour if holding a NJ standard/CE/CEAS certification; otherwise \$17/hour	20 hours/week	--
h	Substitute Teachers (as needed)	\$40/hour	20 hours/week	--
i	Substitute for Summer School Coordinator (as needed)	\$45/hour	20 hours/week	--
				\$50,944
^Grade-level/content assignments to be based upon enrollment.				
# Total encompasses 20-day program, plus one prep day for teachers prior to 7/1/24 = 21 total days worked				

EXTENDED SCHOOL YEAR PROGRAM

*11. RESOLVED, that based on current and projected positive health conditions, the Roxbury Township Board of Education approve the 2024 Extended School Year Program as follows:

Locations: Nixon Elementary School & Roxbury High School
 9:00 AM - 1:00 PM on the following 20 days:
 July 1, 2024 - July 3, 2024 (Monday - Wednesday)
 July 8, 2024 - July 25, 2025 (Monday - Thursday)
 July 29, 2024 - August 2, 2024 (Monday - Friday)

In addition to the program dates, teachers and related service providers are required to be available at least one day (not to exceed 4 hours) prior to July 1, 2024.

	<i>Positions</i>	<i>Hourly Rate of Pay</i>	<i>Program Hrs Not to exceed:</i>	<i>Program Total (incl One Prep Day prior to 7/1/24)</i>
a	Program Coordinator (1)	\$50.00	25 hours/week	\$5,200
b	Transition Coordinator (1)	\$45.00	20 hours/week	\$3,780
c	Special Education Teachers (24)	\$45.00 (NJ teaching certification)	20 hours/week	\$90,720
d	Substitute Teachers (as needed)	\$45.00 (NJ teaching certification) \$30.00 (county substitute certificate)	20 hours/week	
e	Nurses (2); Substitute Nurses (as needed)	\$45.00	20 hours/week	\$7,560
f	Occupational Therapists (2+ contracted)	\$45.00	20 hours/week	\$7,560
g	Physical Therapist (1+ contracted)	\$45.00	20 hours/week	\$3,780
h	Speech-Language Therapists (3+ contracted)	\$45.00	20 hours/week	\$11,340
i	Counselors (2)	\$45.00	20 hours/week	\$7,560
j	Behaviorists (1)	\$45.00	20 hours/week	\$3,780
k	Paraprofessionals (65); Substitute Paraprofessionals (as needed)	\$20.00 (NJ teaching certification) \$17.00 (without NJ teaching cert)	20 hours/week	\$104,000

APPROVAL OF COLLEGE OPTION PROJECT - RHS

*12 RESOLVED, that the Roxbury Township Board of Education accepts the College Option Program for the class at Roxbury High School listed below to be completed in the 2023/2024 school year.

Student	Research Focus	Credits
205992	Speech Fundamentals	5

E. Negotiations (Resolution 1)

AMENDMENT OF CBA - ADDENDUM/SIDEBAR 2023/2026#1

- *1. IT IS RESOLVED, that the Roxbury Township Board of Education approve the Amendment of the Collective Bargaining Agreement as listed below:

The Roxbury Education Association (“Association”) and the Roxbury Board of Education (“Board”) hereby agree to settle the negotiation concerning the compensation of the EMS Athletic Coordinator position as follows:

Effective date of 2/13/2024, the annual stipend for the EMS Athletic Coordinator position will be adjusted to the following:

2023-2024 School Year: \$8,040.00
2024-2025 School Year: \$8,161.00
2025-2026 School Year: \$8,283.00

This language will be added to the negotiations of the next collectively bargained contract between the Roxbury Board of Education and the Roxbury Education Association as an existing item in Appendix E - Non Coaching Athletic Stipends.

F. Personnel (Resolutions 1-13)

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

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

RESIGNATIONS, RETIREMENTS, TERMINATIONS

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

	Name	Loc	Position	Action	Final day of employment	Discussion
* 1	Hendershot, Victoria	Dist	Permanent Substitute Nurse	Resignation for personal reasons	3/28/24	
* 2	Turpin, Gina	TR	Bus Driver	Resignation for personal reasons	2/23/24	
* 3	Williams, Michael	RHS	Special Education Paraprofessional	Resignation for personal reasons	3/4/24	
* 4	Zeris, Lauren	RHS	FCS Teacher	Resignation for personal reasons	3/1/24	

LEAVES OF ABSENCE

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

	<i>Employee</i>	<i>Leave Start Date</i>	<i>Paid Leave</i>	<i>Unpaid FMLA/ NJFLA ^</i>	<i>Return Date</i>	<i>Discussion</i>
* 1	14154	2/21/24	Using available sick days	FMLA, if needed	Upon release by physician	
2	21555	1/29/24	Using available sick and personal days #	FMLA/NJFLA	5/29/24	# Amendment to previously aprvd LOA.
^Leave becomes unpaid when sick/personal days are depleted or released by physician, whichever occurs first.						

*3. RESOLVED, that Employee Number 6228 is placed on administrative leave with pay retroactive to February 20, 2024 through February 27, 2024 in accordance with the provisions of NJSA 18A:6-8.3.

REASSIGNMENTS / TRANSFERS

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

	<i>Name</i>	<i>Former Assignment & Loc.</i>	<i>New Assignment & Loc.</i>	<i>Effective Date</i>	<i>Discussion</i>
1	Gabloff, Kristina	Special Education Paraprofessional - MD Program LRS	Paraprofessional (504) AID.504.PT.NA.01 JES	2/27/24	New position
2	Kelley, Ryan	Special Education Paraprofessional KES	Special Education Paraprofessional LRS	2/22/24	Student needs

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	Hilsinger, Amanda	NES	Special Education Teacher (RC)	23/24 MA Step 3	\$62,325 prorated	5/6/24 ^,^^	6/30/24	Tenure-track replacement in position TCH.SPE.RES.NA.15.
2	Lugo, Deana	NES	Title 1 Paraprofessional	REA Paraprof Step A	\$19.00 hourly	3/5/24 ^	6/30/24	Replacement in position contingent upon Title 1 funding; not to exceed 29.5 hours weekly
3	O'Shea, Nichole	NES	Library Media Design Teacher	23/24 BA Step 1-2	\$56,425 prorated	4/8/24 ^	6/30/24	Tenure-track replacement in position TCH.DS.COMP.NA.01.
4	Perri, Ashley	EMS	Social Studies Teacher	23/24 BA Step 1-2	\$56,425 prorated	3/25/24 ^	6/30/24	Tenure-track replacement in position TCH.EMS.SST.NA.07.

* 5	Yeboah, Joseph	TR	Bus Driver	RBDG Step 4	\$35.51 hourly	3/11/24 ^	6/30/24	Replacement in position BUS.TR.DRI.RE.09
^ Employment start date is pending completion of documentation in accordance with the law or district policy. ^^ Employment start date is pending release from current employer.								

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

	Name	Loc	Position	Salary Guide / Step	Salary	Start Date	End Date	Prior BOE Aprvl	Discussion
* 1	Kest, Michele	JES	Special Education Paraprofessional	REA Paraprof Step C	\$20.25 hourly	3/1/24	6/30/24	2/12/24	PSD Program replacement in position AID.SPE.PT.NA.23; not to exceed 29.5 hrs/wk

APPOINTMENTS - LEAVE REPLACEMENTS

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

	Name	Loc	Position	Salary	Start Date	End Date	Discussion
1	Terracciano, Anthony	EMS	Leave-repl Gr. 7 ELA Teacher	\$300.00 per diem	3/5/24	6/14/24	Replacement in position TCH.EMS.LA.NA.03.

APPOINTMENTS - SUBSTITUTES

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

	Name	Loc	Position	Salary	Start Date	End Date	Discussion
* 1	Bijelic, Kryssa	District	Substitute Teacher, Paraprofessional, Secretary	23/24 Board approved Sub Rate	3/5/24^	6/30/24	
* 2	Hendershot, Victoria	District	Substitute Nurse	23/24 Board approved Sub Rate	3/29/24	6/30/24	
3	O'Shea, Nichole	NES	Substitute Teacher exceeding 20 consecutive days	\$200.00 per diem	2/2/24	3/28/24 #	# Amendment to XVI.E.7.4 aprvd 2/12/24. Coverage for position TCH.SPE.RES.NA.15; excludes 2/13-2/20/24.
* 4	Palmisano, Deirdre	District	Substitute Secretary	23/24 Board approved Sub Rate	3/5/24^	6/30/24	
* 5	Sparano, Fiona	District	Substitute Teacher, Paraprofessional, Secretary	23/24 Board approved Sub Rate	3/5/24	6/30/24	
* 6	Wilk, Emma	District	Substitute Teacher, Paraprofessional,	23/24 Board approved Sub	3/5/24^	6/30/24	

			Secretary	Rate				
*	7	Willis, Brianne	District	Substitute Teacher, Paraprofessional, Secretary	23/24 Board approved Sub Rate	3/5/24	6/30/24	
^ Start date is pending completion of documentation in accordance with the law or district policy.								

APPOINTMENTS - EXTRACURRICULAR

9. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2023/2024 school year. This resolution amends and supersedes Resolution XVI.E.10.1, Exhibit HR 1, Row No. 1 approved February 12, 2024.

23/24 Athletic Appts									
	POS LOC	POSITION	ASSIGNMENT	SEASON	NAME	23/24 Base Stipend	# of Consec Yrs in the same Sport/Season thru 23/24 Season	23/24 Longevity Stipend	23/24 TOTAL Stipend
1	EMS	All Sports	Athletic Coordinator	Spring	Moskowitz, Phillip	\$2,680	n/a	n/a	\$2,680

SALARY ADJUSTMENTS - CERTIFICATED STAFF

- *10. RESOLVED, that the Roxbury Township Board of Education approve the following teaching assignments for the staff indicated below for the 2023/2024 school year, with the understanding that these assignments are subject to change based on scheduling adjustments.

	Name	Loc of Prog/Class	Program/ Class	Extra Blocks assigned:	Effective	Salary Guide / Step	Addl. Salary not to exceed	Discussion
1	Kelly, Megan	RHS	Culinary Arts II	1 block during Block 1 on A days w/in A/B day schedule @ RHS	3/5/24 - 6/13/24	23/24 BA Step 1-2	\$2,815	Replacement in position TCH.RHS.FA M.NA.05
2	Kelly, Megan	RHS	Culinary Arts II	1 block during Block 7AB on B days w/in A/B day schedule @ RHS	3/5/24 - 6/13/24	23/24 BA Step 1-2	\$2,909	
3	Mitchell, Teri	RHS	Culinary Arts I	1 block during Block 2 on A days w/in A/B day schedule @ RHS	3/5/24 - 6/13/24	23/24 BA+15 Step 23	\$4,788	
4	Mitchell, Teri	RHS	Culinary Arts II	1 block during Block 6 on B days w/in A/B day schedule @ RHS	3/5/24 - 6/13/24	23/24 BA+15 Step 23	\$4,948	
5	OBraitis, Casey	RHS	Culinary Arts II	1 block during Block 3CD on A days w/in A/B day schedule @ RHS	3/5/24 - 6/13/24	23/24 BA Step 4-6	\$2,889	

6	OBraitis, Casey	RHS	Culinary Arts II	1 block during Block 8 on B days w/in A/B day schedule @ RHS	3/5/24 - 6/13/24	23/24 BA Step 4-6	\$2,986	
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MENTORING

11. RESOLVED, that the Roxbury Township Board of Education approve the mentoring assignments indicated below. The number of weeks shown encompasses weeks when school is in session; and when the novice teacher and mentor are present at school to collaborate:

<i>Novice Teacher</i>				<i>Mentoring Term in Roxbury</i>				
	<i>Name</i>	<i>Loc</i>	<i>No. of weeks of mentoring completed to date</i>	<i>Mentor</i>	<i>Start Date</i>	<i>End Date</i>	<i>No. of Wks</i>	<i>Fee</i>
1	O'Shea, Nichole	NES	n/a	Ralston, Sheri	4/8/24	6/14/24	9	\$300

APPROVAL OF SERVICE PAYMENTS

- *12. RESOLVED, that the Roxbury Township Board of Education approve payment to the following individuals for their services to the district as indicated below for the 2023/2024 school year.

	<i>Name</i>	<i>23/24 Payment</i>	<i>Services Performed</i>	<i>Discussion</i>
1	Jenkins, Christopher	\$700 #	Playing in the pit orchestra at three rehearsals and four performances for the Roxbury HS 2024 Spring Musical, "Mean Girls".	# The Board will be reimbursed through fundraising and ticket sales.
2	Bednarcik, Sarah	\$300	Musician for RHS' May 2024 Choral Masterworks Concert Orchestra	
3	Bream, Samantha	\$300	Musician for RHS' May 2024 Choral Masterworks Concert Orchestra	
4	Conrad, Jeffrey	\$350	Musician for RHS' May 2024 Choral Masterworks Concert Orchestra, and Liaison for Contracting Musicians	
5	Monaghan, Mark	\$300	Musician for RHS' May 2024 Choral Masterworks Concert Orchestra	
6	Rodgers, Susanna	\$300	Musician for RHS' May 2024 Choral Masterworks Concert Orchestra	
7	Sweer, Ryan	\$300	Musician for RHS' May 2024 Choral Masterworks Concert Orchestra	

COMMUNITY SCHOOL

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

	Name	Loc	Title	Rate	Start Date	End Date	Discussion
1	Cappello, Natalia	RHS	Roxbury SAT Team	\$75/Day	2/13/24	3/15/24	Amends 2/12/24 resolution;

							Min: 10 Max: 25
2	Savitski, Kaitlin	RHS	Roxbury SAT Team	\$396/Student	2/13/24	3/15/24	Amends 2/12/24 resolution; Min: 10 Max: 25

G. 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 March 25, 2024 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.

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

XX. BOARD MEMBER COMMENTS

XXI. EXECUTIVE SESSION - (IF NECESSARY)

XXII. PUBLIC SESSION – (IF NECESSARY)

XXIII. ADJOURNMENT

**DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION**

**March 4, 2024
REGULAR MEETING AGENDA**

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

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

ADDENDUM

XVIII. ACTION ITEMS

F. Personnel (Resolutions 1-14)

RESIGNATIONS, RETIREMENTS, TERMINATIONS

1. 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>
* 5	Gallagher, Amy	DIST	Director of Special Services	Resignation for personal reasons	5/3/24	

LEAVES OF ABSENCE

14. RESOLVED, that Employee Number 7512 is placed on administrative leave with pay effective March 4, 2024 until further notice in accordance with the provisions of NJSA 18A:6-8.3.

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>
* 6	Swanson, Jeffrey	RHS	Interim Assistant Principal	n/a	\$500.00 per diem	3/11/24 ^	6/14/24	Replacement in position ADM.RHS.APR.NA.03.

^ 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.

Roxbury Township School District

DRAFT 2025/2026 School Calendar

(presented as EXHIBIT E1 @ 3/4/2024 Board Mtg)

Emergency Day Calendar

There are five (5) Emergency Days built into this calendar. If the number of Emergency Days used is more than five (5), additional School Days will be scheduled the week of Spring Break, beginning with Fri. 4/10; Th. 4/9; Wed. 4/8; Tues. 4/7; and then Mon. 4/6.

July 2025						
Su	Mo	Tu	We	Th	Fr	Sa
	30 ⁺ _e	1 ⁺ _e	2 ⁺ _e	3 ⁺ _e	4	5
6	7 ⁺ _e	8 ⁺ _e	9 ⁺ _e	10 ⁺ _e	11 ⁺ _e	12
13	14 ⁺ _e	15 ⁺ _e	16 ⁺ _e	17 ⁺ _e	18 ⁺ _e	19
20	21 ⁺ _e	22 ⁺ _e	23 ⁺ _e	24 ⁺ _e	25 ⁺ _e	26
27	28 _e	29 _e	30 _e	31 _e		

Students: 0 Teachers: 0

August 2025						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19*	20*	21*	22	23
24	25Ⓟ	26Ⓟ	27	28	29	30
31						

Students: 3 Teachers: 5

September 2025						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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

October 2025						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13Ⓟ	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Students: 21 Teachers: 22
Subtotal: 44 Subtotal: 47

June:	
30 ⁺	Title I Summer School
30 _e	Extended School Year
Jul:	
1-3, 7-25 ⁺	Title I Summer School
1-3, & M-Th from 7-31 _e	Extended School Year

Aug:	
19-21*	New Teacher Orientation
25-26Ⓟ	No School for Students, PD for Staff
27	FIRST DAY OF SCHOOL FOR STUDENTS

Sept:	
1	Labor Day- No School
23	Rosh Hashana- No School

Oct:	
2	Yom Kipur- No School
13Ⓟ	Columbus Day- No School for Students, PD for Staff

November 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26Ⓟ	27	28	29
30						

Students: 16 Teachers: 16
Subtotal: 60 Subtotal: 63

December 2025						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

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

January 2026						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Students: 19 Teachers: 19
Subtotal: 96 Subtotal: 99

February 2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13Ⓟ	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Students: 18 Teachers: 19
Subtotal: 114 Subtotal: 118

Nov:	
6-7	NJEA Convention- No School
26	Early Dismissal for Students & Staff
27-28	Thanksgiving Break- No School

Dec:	
23	Early Dismissal for Students & Staff
24-31	Winter Break- No School

Jan:	
1	New Year's Day - No School
2	Winter Break - No School
19	Martin Luther King Day- No School

Feb:	
13Ⓟ	No School for Students, PD for Staff
16	Presidents' Day- No School

March 2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13Ⓟ	14
15	16Ⓟ	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Students: 20 Teachers: 20
Subtotal: 134 Subtotal: 138

April 2026						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2Ⓟ	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Students: 15 Teachers: 15
Subtotal: 149 Subtotal: 153

May 2026						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22Ⓟ	23
24	25	26Ⓟ	27	28	29	30
31						

Students: 18 Teachers: 18
Subtotal: 167 Subtotal: 171

June 2026						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16Ⓟ	17Ⓟ	18Ⓟ	19	20
21	22	23	24	25	26	27
28	29	30				

Students: 13 Teachers: 14
Subtotal: 180 Subtotal: 185

Mar:	
13Ⓟ	Emergency Day built in - No School; will become a School Day if one (1) emergency day is used on or before Mar 9
16Ⓟ	Emergency Day built in - No School; will become a School Day if two (2) emergency days are used on or before Mar 9

April:	
2Ⓟ	Emergency Day built in - No School; will become a School Day if five (5) emergency days are used on or before Mar 27
3	Good Friday- No School
6-10	Spring Break- No School

May:	
22Ⓟ	Emergency Day built in - No School; will become a School Day if four (4) emergency days are used on or before May 18
25	Memorial Day- No School
26Ⓟ	Emergency Day built in - No School; will become a School Day if three (3) emergency days are used on or before May 18

June:	
16Ⓟ	Early Dismissal for Students, Full Day for Staff
17Ⓟ	LAST DAY OF SCHOOL FOR STUDENTS- Early Dismissal for Students, Full Day for Staff
18Ⓟ	LAST DAY FOR STAFF- Full Day for Staff

-Grouped by "School/Course Level", then organized by "Course".

-Unless otherwise noted, proposed hours provided is the total amount allotted for the grade level or grade span shown.

	<i>Course</i>	<i>School/Course Level</i>	<i>Grade Level</i>	<i>Course Duration (FY, Sem, Q)</i>	<i>New, Revision, or Rewrite</i>	<i>Proposed hours</i>
1	Art	Elem	K	Cycle Equivalent	Revision	5
2	Art	Elem	1	Cycle Equivalent	Revision	5
3	Art	Elem	2	Cycle Equivalent	Revision	5
4	Art	Elem	3	Cycle Equivalent	Revision	5
5	Art	Elem	4	Cycle Equivalent	Revision	5
6	Math	Elem	K	FY	Revision	10
7	Math	Elem	1	FY	Revision	10
8	Math	Elem	2	FY	Revision	10
9	Math	Elem	3	FY	Revision	10
10	Math	Elem	4	FY	Revision	10
11	Reading	Elem	K	FY	Revision	10
12	Reading	Elem	1	FY	Revision	10
13	Reading	Elem	2	FY	Revision	10
14	Reading	Elem	3	FY	Revision	10
15	Reading	Elem	4	FY	Revision	10
16	Reading	Elem	5	FY	Revision	10
17	Writing	Elem	K	FY	Revision	10
18	Writing	Elem	1	FY	Revision	10
19	Writing	Elem	2	FY	Revision	10
20	Writing	Elem	3	FY	Revision	10
21	Writing	Elem	4	FY	Revision	10
22	Writing	Elem	5	FY	Revision	10
23	Art	LRS	5	Sem Equivalent	Revision	10
24	Art	LRS	6	Sem Equivalent	Revision	10
25	Choir	LRS	5	FY	Rewrite	10
26	Choir	LRS	6	FY	Rewrite	10
27	Math	LRS	5	FY	Revision	10
28	Algebra I	EMS	8	FY	Rewrite	20
29	ELA - Writing Units and NJSL Updates	EMS	7	FY	Rewrite	20
30	ELA - Writing Units and NJSL Updates	EMS	8	FY	Rewrite	20
31	Math	EMS	8	FY	Rewrite	20
32	Online Skills	EMS	7	Cycle	Rewrite	15
* 33	AP Psychology	RHS	11 - 12	FY	Revision	15
* 34	Careers in HealthCare	RHS	10 - 12	FY	Revision	15
* 35	College Writing (Formerly Expos)	RHS	12	FY	Rewrite	20
* 36	Cybersecurity	RHS	9 - 12	FY	Rewrite	20
* 37	Drone Technologies	RHS	10 - 12	FY	New	35

-Grouped by "School/Course Level", then organized by "Course".

-Unless otherwise noted, proposed hours provided is the total amount allotted for the grade level or grade span shown.

	<i>Course</i>	<i>School/Course Level</i>	<i>Grade Level</i>	<i>Course Duration (FY, Sem, Q)</i>	<i>New, Revision, or Rewrite</i>	<i>Proposed hours</i>
* 38	English I - NJSLS Updates	RHS	9	FY	Rewrite	20
* 39	English II - NJSLS Updates	RHS	10	FY	Rewrite	20
* 40	English III - NJSLS Updates	RHS	11	FY	Rewrite	20
* 41	English IV - NJSLS Updates	RHS	12	FY	Rewrite	20
* 42	Genetics	RHS	10 - 12	Sem	New	17.5
* 43	Graphic Design III	RHS	9 - 12	FY	Rewrite	20
* 44	Horticulture and Landscaping	RHS	10 - 12	FY	Rewrite	20
* 45	Human Behavior	RHS	11 - 12	FY	Revision	15
* 46	Human Geography	RHS	9 - 12	Sem	New	17.5
* 47	In Program Resource	RHS	9 - 12	FY	Rewrite	20
* 48	IT Support Fundamentals	RHS	9 - 12	FY	New	35
* 49	Math for Liberal Arts	RHS	9 - 12	FY	New	35
* 50	Music Leadership (Honors)	RHS	12	FY	New	35
* 51	Spanish II/Practical Spanish	RHS	9 - 12	FY	Revision	15
* 52	Spanish III A	RHS	10 - 12	FY	Revision	15
* 53	Spanish III H	RHS	10 - 12	FY	Revision	15
* 54	Spanish V H	RHS	10 - 12	FY	New	35
* 55	Unified Physical Education	RHS	9 - 12	FY	New	35
* 56	Video Game Design	RHS	9 - 12	Sem	Rewrite	15