

**DISTRICT OF ROXBURY TOWNSHIP
BOARD OF EDUCATION
November 18, 2024**

**REGULAR MEETING AGENDA
LINCOLN ROOSEVELT SCHOOL
34 N. Hillside Avenue, Succasunna, NJ 07876**

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

SPEAKER REQUEST AT BOARD OF EDUCATION MEETINGS

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

ACCESS AGENDA & EXHIBITS
ONLINE:



I. MEETING CALLED TO ORDER

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

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

Roxbury Register - Newspaper

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. RESOLUTION TO MEET IN EXECUTIVE SESSION

RESOLVED, that the Roxbury Township Board of Education hold an Executive Session on November 18, 2024, regarding personnel matters, student matters and attorney client privilege.

IV. ROLL CALL

V. PUBLIC SESSION

VI. PLEDGE OF ALLEGIANCE

VII. PRESENTATIONS

- "Roxbury's Month of Respect" - Lincoln Roosevelt Elementary School~ Mr. Christopher Argenziano and School Counselors

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 October 14, 2024.
2. Minutes of the Executive Session of October 14, 2024.

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. Reorganization (Resolution 1)

APPOINTMENT – CHILD PROTECTION AND PERMANENCY (CP&P)/HOMELESS LIAISON

- *1. RESOLVED, that the Roxbury Township Board of Education appoint the Assistant Business Administrator as the Child Protection and Permanency (CP&P)/Homeless Liaison for the 2024/2025 school year.

B. Finances (Resolutions 1-20)

STUDENT ACTIVITY ACCOUNTS

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

| | | | |
|--------------------------|------------|------------------|------------|
| Roxbury High School | \$2,612.53 | Franklin School | \$0 |
| Athletics | \$3,637.00 | Kennedy School | \$1,995.00 |
| Eisenhower Middle School | \$2,491.81 | Jefferson School | \$0 |
| Lincoln Roosevelt School | \$123.00 | Nixon School | \$260.00 |

BILLS LIST

- *2. RESOLVED, that the Roxbury Township Board of Education approve the November 2024 bills list totaling \$3,796,981.79.

TRANSFERS

- *3. RESOLVED, that the Roxbury Township Board of Education approve the October 2024 list of transfers between accounts as presented. Approval by the County Office is not required except as noted on the list.

SECRETARY'S REPORT

- *4. RESOLVED, that the Roxbury Township Board of Education approve the Board Secretary's Report for October 2024.

TREASURER'S REPORT

- *5. RESOLVED, that the Roxbury Township Board of Education approve the Treasurer's Report for October 2024.

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 report for the month of October 2024 that no major accounts and fund balances in the 2024/2025 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.

TRAVEL REQUESTS

- *7. RESOLVED, that the Roxbury Township Board of Education approve unavoidable travel costs as presented which are educationally necessary and fiscally prudent and are related to and within the scope of the employee's current responsibilities, and promotes the delivery of instruction or further the efficient operation of the school district. The reimbursements are in compliance with the state travel reimbursement guidelines as

established by the Department of Treasury and Board of Education policy in accordance with N.J.A.C. 6A-23B-1.1 et seq.

| | <i>Name</i> | <i>Workshop Title</i> | | <i>Place*</i> | <i>Date of Workshop</i> | <i>Registration Fee</i> | <i>Total Estimated Expenses</i> |
|-----|------------------------|--|----------|------------------------|-------------------------|-------------------------|---------------------------------|
| 1. | Riffel, Peter | Indoor Air Quality | 4 | Bridgewater, NJ | 11/22/24 | \$0 | \$0 |
| 2. | Ferrare, Lisa | Regional Educational Leadership Forum | 4 | Union, NJ | 12/4/24 | \$55.00 | \$55.00 |
| 3. | Katz, Robert | STS Membership Meeting | 4 | Monroe, NJ | 12/4/24 | \$0 | \$0 |
| 4. | Huguenin, Colleen | LinkIT MTSS Summit | 4 | Red Bank, NJ | 12/5/24 | \$300.00 | \$352.73 |
| 5. | Seminerio, Christine | LinkIT MTSS Summit | 4 | Red Bank, NJ | 12/5/24 | \$300.00 | \$350.01 |
| 6. | Trotter, Greg | Garden State Baseball Coaches Clinic 2024 | 4 | Springfield, NJ | 12/5/24 | \$110.00 | \$140.36 |
| 7. | Donnelly, Stephen | Northern NJ A.P. Statistics Roundtable | 4 | Mahwah, NJ | 12/6/24 | \$0 | \$0 |
| 8. | Gottfried, Michael | CAE Aviation Roundtable | 4 S-1 | Whippany, NJ | 12/6/24 | \$0 | \$12.31 |
| 9. | Jacobsen, Laura | PE Jam 2024 | 4 S-1 | Kinnelon, NJ | 12/6/24 | \$0 | \$21.34 |
| 10. | Martini, Ann | PE Jam 2024 | 4 S-1 | Kinnelon, NJ | 12/6/24 | \$0 | \$15.08 |
| 11. | Miller, Ryan | PE Jam 2024 | 4 S-1 | Kinnelon, NJ | 12/6/24 | \$0 | \$20.30 |
| 12. | Young, Jamie | PE Jam 2024 | 4 S-1 | Kinnelon, NJ | 12/6/24 | \$0 | \$22.37 |
| 13. | Seipp, Charles, Ed. D. | AI in Education Summit | 3, 4 | Princeton Junction, NJ | 12/11/24 | \$129.00 | \$177.13 |
| 14. | Katz, Robert | Directors Transportation Table Meeting | 4 | Randolph, NJ | 12/12/24 | \$0 | \$0 |
| 15. | Santago, Amanda | NJASP Winter Conference | 4 | Union, NJ | 12/13/24 | \$175.00 | \$198.32 |
| 16. | Nzegwu, Crystal | Morris Area Curriculum Network (MACN) | 4 | Denville, NJ | 1/23/25, 3/13/25 | \$225.00 | \$225.00 |
| 17. | Cosgrove, Melissa | NJ Inclusion Project - Community of Practice | 4 | Manville, NJ | 1/31/25, 4/11/25 | \$0 | \$50.20 |
| 18. | Miller, Ryan | 2025 NJAHPERD Annual Convention | 4 S-1 | Princeton, NJ | 2/24/25 | \$250.00 | \$355.04 |
| 19. | Gottfried, Michael | ITEEA 87th Annual Conference | 4 | St. Louis, MO | 4/2/25-4/5/25 | \$715.00 | \$2140.10 |
| 20. | Demarest, Karen | NJTESOL/NJBE Spring Conference | 3, 4 | New Brunswick, NJ | 5/20/25-5/21/25 | \$450.00 | \$533.18 |
| 21. | Barbato, Shelby | Increase Your Success in Working with Students with High-Functioning ASD | 4 | Online | 11/21/24 | \$295.00 | \$295.00 |
| 22. | Michael Mosher | ODD, ASD, ADHD, & Mood Disorder | 4 | Online | 12/3/24 | \$249.99 | \$249.99 |
| 23. | Banes, Christopher | Institute for Technical Advancement - Electrical Seminar | 4 | Online | 12/4/24 | \$200.00 | \$200.00 |
| 24. | Brodhecker, Casandra | NJ Fundamentals of Coaching | 4 | Online | Online | \$60.00 | \$60.00 |

1-State/Federal policy requirements, 2-State curricular requirements, 3-State Initiatives, 4-Individual job requirements, T2-paid for by Title II funding, T3 paid for by Title III funding. Substitute coverage is indicated by "S" followed by the number of days for which a substitute is needed.

APPROVAL OF PURCHASES

- *8. RESOLVED, that the Roxbury Township Board of Education approve the purchase of the generator electrical supplies from Jewel Electric LLC, 133 Halleck Avenue, Jersey City, NJ in the amount of \$28,670.06 and funded through the Maintenance Reserve Account.
- *9. RESOLVED, that the Roxbury Township Board of Education approve the purchase of the generator electrical supplies from Graybar, 105 Fieldcrest Avenue, Suite 601, Edison, NJ in the amount of \$2,579.27 and funded through the Maintenance Reserve Account.
- *10. RESOLVED, that the Roxbury Township Board of Education approve the purchase of the generator electrical supplies from Hanover Supply Co., 269 Route 10, East Hanover, NJ, for \$4,564.74, funded through the Maintenance Reserve Account.
- *11. RESOLVED, that the Roxbury Township Board of Education approve the purchase of three mobile heated cabinets and five pan racks for Roxbury High School from ATRA, 220 West Parkway, Pompton Plains, NJ in the amount of \$12,291.34 for Roxbury High School using HCESC-CAT-22-08 and funded through the Food Service Enterprise Account.

ACCEPTANCE OF GRANT FUNDS - ESEA

- *12. RESOLVED, that the Roxbury Township Board of Education approve the acceptance of the FY 2025 Elementary and Secondary Education Act (ESEA) Consolidated Subgrant funds as shown below for the project period of July 1, 2024, to September 30, 2025.

| <i>Title</i> | <i>Original amount</i> | <i>Carryover amount</i> | <i>Total amount</i> |
|---------------------|------------------------|-------------------------|---------------------|
| Title I-A | \$128,132 | \$18,675 | \$146,807 |
| Title II-A | \$47,377 | \$11,648 | \$59,025 |
| Title III | \$17,994 | \$26 | \$18,020 |
| Title III Immigrant | \$4,350 | \$0 | \$4,350 |
| Title IV Part A | \$19,944 | \$164 | \$20,108 |

BE IT FURTHER RESOLVED, that this resolution supersedes and amends Finance Resolution XV.A.49 approved on June 24, 2024 to include the carryover funds.

ACCEPTANCE OF GRANT FUNDS - IDEA

- *13. RESOLVED, that the Roxbury Township Board of Education approve the acceptance of the FY 2025 Individuals with Disabilities Education Act (IDEA) Basic and Preschool Grant Awards as shown below for the project period July 1, 2024, to September 30, 2025.

| <i>Title</i> | <i>Original amount</i> | <i>Carryover amount</i> | <i>Total amount</i> |
|---|------------------------|-------------------------|---------------------|
| Basic Grant (Ages 3-21) | \$901,074 | \$22,904 | \$923,978 |
| Basic Grant Nonpublic Proportionate Share | \$64,460 | \$6,831 | \$71,291 |
| Preschool Grant (Ages 3-5) | \$43,291 | \$0 | \$43,291 |

BE IT FURTHER RESOLVED, that this resolution supersedes and amends Finance Resolution XVI.A.30 approved on July 22, 2024 to include the carryover funds.

ACCEPTANCE OF GRANT FUNDS

14. RESOLVED, that the Roxbury Township Board of Education approve the acceptance of the High-Intensity Tutoring Grant for Grades 3 through 8 in the amount of \$166,512.00 through June 30, 2025.

BE IT FURTHER RESOLVED, that this resolution supersedes and amends Finance Resolution XVI.A.20 approved on August 19, 2024.

APPROVAL OF THE UNIFORM STATE MEMORANDUM OF AGREEMENT BETWEEN EDUCATION AND LAW ENFORCEMENT OFFICIALS

- *15. RESOLVED, that the Roxbury Township Board of Education approve the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials for 2024/2025, and submission of the Agreement to the Roxbury Township Police Department, County Prosecutor and County Superintendent of Schools.

APPROVAL OF THE MEMORANDUM OF UNDERSTANDING - LIVE STREAM VIDEOS SHARING BETWEEN THE ROXBURY TOWNSHIP SCHOOL DISTRICT AND THE ROXBURY TOWNSHIP POLICE DEPARTMENT

- *16. RESOLVED, that the Roxbury Township Board of Education approve the Memorandum of Understanding with the Roxbury Township Police Department regarding Live Stream Videos Sharing for the 2024/2025 school year.

COMPREHENSIVE GUIDANCE AND ACADEMIC COUNSELING PROGRAM

- *17. RESOLVED, that the Comprehensive Guidance and Academic Counseling Program be approved for Roxbury High School for the 2024/2025 school year.

COMPREHENSIVE MAINTENANCE PLAN

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

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

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

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

ACCEPTANCE OF DONATION

- *19. RESOLVED, that the Roxbury Township Board of Education approve the donation from REF (Roxbury Education Foundation) in the amount of \$550.00.

APPROVAL OF DISPOSAL OF PROPERTY

- *20. RESOLVED, that the Roxbury Township Board of Education approve the disposal of the technology equipment listed in Exhibit F1. These items have been identified as obsolete, broken and/or no longer functioning, if unsellable, items will be discarded.

C. Education (Resolutions 1-8)

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 affirms the Superintendent’s decisions provided in the Harassment, Intimidation, and Bullying Report for the 2024/2025 school year for Incident Nos. 2 through 5.
- *2. RESOLVED, that the Roxbury Township Board of Education acknowledges receipt of the Harassment, Intimidation, and Bullying Report for the 2024/2025 school year for Incident Nos. 6 through 11.

FIELD TRIPS

- *3. RESOLVED, that the Roxbury Township Board of Education approve staff and students for participation in **same-day trip requests** to the destinations listed below pursuant to District Policy/Regulation 2340 for the 2024/2025 school year effective November 19, 2024 through June 30, 2025.

| | <i>Trip Destination</i> | <i>Location</i> |
|---|--|---|
| 1 | Lake Hopatcong Foundation | 125 Landing Road, Landing, NJ |
| 2 | Lake Hopatcong Foundation’s Floating Classroom | Landing, NJ |
| 3 | Lake Hopatcong Historical Museum | on the grounds of Hopatcong State Park, Landing, NJ |
| 4 | Winter Garden Theater | New York, NY |

- *4. RESOLVED, that the Roxbury Township Board of Education approve staff and students in the Autism and Multiple Disabilities programs for participation in **community-based instructional trip requests** to the destinations listed below effective November 19, 2024 through June 30, 2025.

| | <i>Trip Destination</i> | <i>Location</i> |
|---|---------------------------|-----------------|
| 1 | Taylor’s Ice Cream Parlor | Chester, NJ |

- *5. RESOLVED, that the Roxbury Township Board of Education approve staff and students in the ERI programs for participation in **rewards-based trip requests** to the destinations listed below effective November 19, 2024 through June 30, 2025.

| | Trip Destination | Location |
|---|------------------|----------------|
| 1 | Game Vault | Morristown, NJ |

OUT-OF-DISTRICT PLACEMENT/SERVICES - 2024/2025

- *6. RESOLVED, that the Roxbury Township Board of Education approve the 2024/2025 School Year Out-Of-District Placements/Services listed below:

| File Number | School or Provider | Total Cost | Dates |
|-------------|---|-------------|------------------|
| 7293906528 | Lakeland Andover School | \$51,680.00 | 10/11/24-6/30/25 |
| 6539481862 | Hunterdon County Vocational School District | \$8,062.00 | 9/1/24-6/30/25 |

APPROVAL OF SENIOR OPTION AND INDEPENDENT STUDY PROJECTS - RHS

- *7 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 2024/2025 school year.

| Student | Research Focus | Credits |
|---------|----------------------|---------|
| 211398 | Doctor Office Intern | 5 |

APPROVAL OF NEW COURSES

- *8. RESOLVED, that the courses listed below be adopted as of the 2025/2026 school year:

| | Course | School / Course Level | Grade Level | Course Duration (FY, Sem, Q) |
|---|---|-----------------------|-------------|------------------------------|
| 1 | Algebra I H/Applications of Algebra | EMS, RHS | 8 - 9 | FY |
| 2 | AP African American Studies | RHS | 10 - 12 | FY |
| 3 | English IV: War and Literature | RHS | 12 | Sem |
| 4 | Graphic Design III | RHS | 11 - 12 | FY |
| 5 | Introduction to Data Science and Machine Learning | RHS | 9 - 12 | FY |
| 6 | Introduction to Wildland Fire | RHS | 12 | FY |
| 7 | Strength & Performance Development | RHS | 9 - 12 | FY |

D. Personnel (Resolutions 1-17)

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:

| | <i>Name</i> | <i>Loc</i> | <i>Position</i> | <i>Action</i> | <i>Final day of employment</i> | <i>Discussion</i> |
|-----|-----------------------|------------|------------------------------------|----------------------------------|--------------------------------|-------------------|
| * 1 | Hnyda, Courtney | TRANSP | Bus Driver | Resignation for personal reasons | 11/29/2024 | |
| 2 | Murro, Tara | NES | Special Education Paraprofessional | Resignation for personal reasons | 10/23/2024 | |
| * 3 | Nicholais, Liliana | TRANSP | Bus Driver | Resignation for personal reasons | 10/29/2024 | |
| * 4 | Pereira, Carlos | TRANSP | Sub Bus Driver | Resignation for personal reasons | 10/31/2024 | |
| 5 | Salvatoriello, Lauren | NES | Special Education Teacher (AUT) | Resignation for personal reasons | 12/20/2024 | |
| * 6 | Santos, Eric | B&G | Groundskeeper | Resignation for personal reasons | 10/31/2024 | |
| * 7 | Szypiotko, Thomas | TRANSP | Bus Driver | Resignation for personal reasons | 11/08/2024 | |
| * 8 | Wecht, Tyler | B&G | Maintenance | Resignation for personal reasons | 11/29/2024 | |

REASSIGNMENTS / TRANSFERS

2. RESOLVED, that the staff listed below be transferred to a new location and/or assignment for the 2024/2025 school year as indicated:

| | <i>Name</i> | <i>Former Assignment & Loc.</i> | | <i>New Assignment & Loc.</i> | | <i>Effective Date</i> | <i>Discussion</i> |
|---|--------------------|--|-----|--|-----|-----------------------|--------------------------------------|
| 1 | Bullock, Marielena | Special Education Paraprofessional AID.SPE.PT.NA.16 | NES | Special Education Paraprofessional AID.SPE.FT.NA.29 | NES | 11/19/24 | AUT Program replacement in position. |
| 2 | Flammer, Suzanne | Special Education Teacher (RC) TCH.SPE.RES.NA.06 | JES | Special Education Teacher (PSD) TCH.SPE.PSD.NA.01 | JES | 1/2/25 | Replacement in position. |
| 3 | Parenti, Renee | Special Education Paraprofessional AID.SPE.PT.NA.20 | FES | Special Education Paraprofessional AID.SPE.FT.NA.07 | FES | 11/19/24 | LLD Program replacement in position. |
| 4 | Ratigan, Laura | Special Education Paraprofessional AID.SPE.PT.NA.12 | FES | Special Education Paraprofessional AID.SPE.FT.NA.11 | FES | 11/19/24 | LLD Program replacement in position. |
| 5 | Zelman, Laurie | Special Education Paraprofessional AID.SPE.PT.NA.45 | EMS | Special Education Paraprofessional AID.SPE.FT.NA.22 | EMS | 11/19/24 | MD Program replacement in position. |

LEAVES OF ABSENCE

3. 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 | 14307 | 10/29/24 | Using available sick days | FMLA, if needed | upon release by physician | |
| * 2 | 18021 | 1/2/25 or sooner if nec | n/a | FMLA/NJFLA | 3/28/25 | |
| 3 | 18570 | 3/17/25 or sooner if nec | Using 7 sick, then 3 personal days | FMLA/NJFLA | 8/25/25 | |
| 4 | 18573 | 3/24/25 or sooner if nec | Using 5 sick, then available personal days | FMLA/NJFLA | 8/25/25 | |
| * 5 | 19047 | 10/21/24 | Using available sick days | FMLA, if needed | upon release by physician | |
| 6 | 19488 | 3/12/25 or sooner if nec | Using avail personal days first, then all but 4 sick days | FMLA/NJFLA | 5/27/25 | |
| 7 | 20670 | 4/23/24 | Using 15 sick days | FMLA/NJFLA | 8/25/25 # | # Amendments to XV.D.2.3 aprvd 3/25/24. |
| ^ Leave becomes unpaid when sick/personal days are depleted or released by a physician, whichever occurs first. | | | | | | |

4. RESOLVED, that Employee Number 6858 is placed on administrative leave with pay effective October 25, 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> |
|-----|-------------------------|------------|---|---------------------------------|--------------------|-------------------|-----------------|--|
| 1 | Bisoi, Swagatika | LRS | Special Education Paraprofessional | REA Para Step C | \$20 hourly | 11/19/24 ^ | 6/18/25 | RC replacement in AID.SPE.PT.NA.12; not to exceed 29.5hrs/wk |
| * 2 | Galan Hernandez, Maleni | CO | Accts Receivable Secretary | 24/25 REA Secty Grade V, Step 3 | \$59,670 prorated | 1/2/25 ^ | 6/30/25 | Tenure-track replacement in SEC.BO.A/R.GR5.01. |
| * 3 | Gleason, James | DIST | Interim Supervisor of Science; Engineering, Design, & Technology; & Visual Arts, Gr. 7 - 12 | n/a | \$500.00 per diem | 11/19/24 ^ | 1/16/25 | Non-tenure track replacement in SUP.DS.SUP.NA.07; not to exceed 3 days/wk. |
| * 4 | Mongelli, Kristin | DIST | Supervisor of Science; | n/a | \$110,000 prorated | 1/21/25 ^ | 6/30/25 | Tenure-track replacement in SUP.DS.SUP.NA.07. |

| | | | | | | | | |
|--|-------------------|-----|--|-------------------|-------------------|--------------------------|---------|--|
| | | | Engineering, Design, & Technology; & Visual Arts, Gr. 7 - 12 | | | | | |
| 5 | Orr, Zachary | JES | Special Education Teacher (RC) | 24/25 BA Step 5-7 | \$59,765 prorated | 1/2/25 pending release ^ | 6/30/25 | Tenure-track replacement in TCH.SPE.RES.NA.06. |
| 6 | Patoilo, Kimberly | NES | Special Education Paraprofessional | REA Para Step A | \$19.50 hourly | 11/19/24 ^ | 6/30/25 | Autism Program 1:1 replacement in position AID.SPE.PT.NA.20; not to exceed 29.5 hrs/wk |
| 7 | Reilly, Heather | LRS | Special Education Paraprofessional | REA Para Step B | \$20 hourly | 11/19/24 ^ | 6/30/25 | ERI Program 1:1 replacement in position AID.SPE.PT.NA.16; not to exceed 29.5 hrs/wk |
| ^ Pending completion of documentation in accordance with the law or district policy. | | | | | | | | |

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 | Falco, Alexa | NES | Special Education Paraprof | REA Paraprof Step A | \$19.50 hourly | 10/21/24 | 6/30/25 | 10/14/24 | RC Program replacement in position AID.SPE.PT.NA.32; not to exceed 29.5 hrs/wk; and movement of position from RHS to NES. |
| * 2 | Havran, Ian | RHS | Social Studies Teacher | 24/25 MA Step 2-3 | \$62,880 prorated | 11/11/24 | 6/30/25 | 9/16/24 | Tenure-track replacement in TCH.RHS.SST.NA.06. |
| * 3 | Rigby-Krause, Effie | DIST | Supervisor of Mathematics; Business; and Family & Consumer Sciences, Gr. 7 - 12 | N/A | \$110,000 prorated | 11/11/24 | 6/30/25 | 9/16/24 | Tenure-track replacement in SUP.DS.7-12.NA.01. |
| 4 | Kumari, Sipra | NES | Special Education Paraprof | REA Paraprof Step A | \$19.50 hourly | 10/22/24 | 6/30/25 | 10/14/24 | AUT Program replacement in position AID.SPE.PT.NA.31; not to exceed 29.5 hrs/wk; and movement of position from JES to NES. |
| * 5 | Neguiman Carrasco, Yohana | RHS | ESL / Spanish Teacher | 24/25 BA Step 8-9 | \$61,695 prorated | 11/4/24 | 6/30/25 | 10/14/24 | Tenure-track replacement in TCH.RHS.WL.SP.07. |
| * 6 | Price, Lynn | DIST | Permanent Substitute Nurse (FTE 0.80) | N/A | \$285.00 per diem | 10/28/24 | 6/30/25 | 10/14/24 | Tenure track appt to NRS.SUB.PERM.DS.03, new position; not to exceed 4 days/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 | Scanlan, Eileen | LRS | Leave-replacement Gr. 5 Teacher | \$300.00 per diem | 8/26/24 | 6/19/25 # | Replacement in position TCH.LR.GR5.NA.06. # Amendments to XVI.D.6.7 aprvd 8/19/24. |

APPOINTMENTS - SUBSTITUTES

- *8. RESOLVED, that the Roxbury Township Board of Education approve the following non-tenure track positions on an as needed basis at the board approved substitute rate of pay:

| | Name | Loc | Position | Start Date | End Date | Discussion |
|---|-------------------|----------|---|------------|----------|------------|
| 1 | Kacmarcik, Ashley | District | Substitute Teacher, Paraprofessional, Secretary | 12/7/24 | 6/30/25 | |
| 2 | Murdoch, James | District | Substitute Teacher, Paraprofessional | 11/19/24 | 6/30/25 | |

APPOINTMENTS - FACILITIES USE

- *9. RESOLVED, that the Roxbury Township Board of Education approve the following staff members to be the Facilities Use Manager during events hosted at all district properties for \$39.00 hourly on an as needed and as requested basis for the 2024/2025 school year through June 30, 2025:

| | Primary Job Title | Discussion |
|---|---------------------------|--|
| 1 | Security Guard F/T 10m | |
| 2 | Security Guard P/T 10m | Not to exceed 29.5 hrs/wk with various district positions. |
| 3 | Substitute Security Guard | Not to exceed 29.5 hrs/wk with various district positions. |

APPOINTMENTS - EXTRACURRICULAR

- *10. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2024/2025 school year.

| 24/25 Club Appts | | | | | | |
|------------------|---------|----------|------------|--------------------|---------------------|--|
| | POS LOC | POSITION | ASSIGNMENT | NAME | 24/25 TOTAL Stipend | Discussion |
| 1 | RHS | Aviation | Co-Advisor | Gottfried, Michael | \$1,091 | Amends & supersedes 10/14/24, XVI.E.8.5. |
| 2 | RHS | Aviation | Co-Advisor | Hayden, Lee | \$1,091 | |

- *11. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2024/2025 school year.

| 24/25 Trial Club Appts | | | | | | |
|------------------------|---|--------------------------|-------------|------------------|-----------------|--|
| | <i>Trial Club</i> | <i>Loc of Trial Club</i> | <i>Role</i> | <i>Name</i> | <i>Payment</i> | <i>24/25 SY is:</i> |
| 1 | HOSA (Future Health Professionals / Health Occupations Students of America) | RHS | Advisor | Kalodner, Isabel | Volunteer-basis | Yr 1 of 2-yr trial period for club aprvd 10/14/24. |

- *12. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2024/2025 school year:

| 24/25 Specialized Athletic Consultants | | | | | | | | |
|--|-----------------|------------------------|------------------|---------------|----------------------|-----------------|-------------------|--|
| | <i>Name</i> | <i>Position</i> | <i>Sport</i> | <i>Season</i> | <i>Loc. of Sport</i> | <i>Payment</i> | <i>Start Date</i> | <i>Discussion</i> |
| 1 | Nassan, Matthew | Specialized Consultant | Basketball-Boys' | Winter | RHS | Volunteer-basis | 11/25/24 | Start date is pending completion of documentation in accordance with the law or district policy. |
| 2 | Rosamilia, Tony | Specialized Consultant | Bowling | Winter | RHS | Volunteer-basis | 11/25/24 | Start date is pending completion of documentation in accordance with the law or district policy. |

STIPENDS - ADMINISTRATORS' INNOVATIVE PROJECTS

13. RESOLVED, that the following Roxbury Administrators' Association members have been approved by the Superintendent of Schools for the following proposed Innovative Projects for the 2024/2025 school year. Payment of the stipend indicated will be made in the final payroll in June 2025 upon completion of the said project and approval of the Superintendent.

| | <i>Name</i> | <i>Innovative Project</i> | <i>Stipend for 24/25 per RAA 2023-2027 Contract</i> |
|---|-----------------|--|---|
| 1 | Nzegwu, Crystal | Creating a Guidebook for WIN Time Implementation in K - 4 Classrooms | \$900 |

MENTORING

- *14. 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 | Neguiman, Carrasco, Yohana | RHS | n/a | Rispoli, Maria | 11/11/24 | 6/19/25 | 30 | \$1,000 |

EXTRA PAY - ESL

- *15. RESOLVED, that the Roxbury Township Board of Education approve its ESL teachers on an as-needed and as-requested basis to support the district’s ESL Family Nights held after the contractual hours for the teacher(s) throughout the 2024/2025 school year. Compensation for said hours is to be at a rate of \$37.00 per hour in accordance with REA contract Article XXV.

STUDENT TEACHERS/INTERNS

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

| <i>Student-Teacher/Intern</i> | | | | | <i>Roxbury Cooperating Teacher</i> | | |
|--|-------------------|---------------------|------------------------------|-------------------------------|------------------------------------|-----------------|------------|
| | <i>Name</i> | <i>College/Univ</i> | <i>Placement Sought</i> | <i>Term</i> | <i>Name</i> | <i>Position</i> | <i>Loc</i> |
| 1 | Kacmarcik, Ashley | Univ of Phoenix | Clinical Int- Elem Education | 9/3/24 thru 12/6/24 for f/t ^ | Freund, Kelly | Gr. 2 Teacher | FES |
| ^ Amends dates approved 5/13/24, XVI.D.13.1. | | | | | | | |

COMMUNITY SCHOOL

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

| | <i>Name</i> | <i>Loc</i> | <i>Position</i> | <i>Rate</i> | <i>Salary</i> | <i>Start Date</i> | <i>End Date</i> | <i>Prior BOE Aprvl</i> | <i>Discussion</i> |
|---|--------------------|------------|-------------------|-------------|----------------|-------------------|-----------------|------------------------|--|
| 1 | Amaducci, Michelle | RCS | Program Assistant | \$25/hour | \$19.50 hourly | 10/21/24 | 6/30/25 | 10/14/24 | Replacement in position RCS.DS.PRG.NA.01; not to exceed 29.5 hrs/wk with various district positions. |

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 December 9, 2024 at 6:30 p.m. and;

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

November 18, 2024

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.

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

| Description | Manufacturer | Model | Year | Serial # | Asset Tag # | quantity | Working Condition |
|-----------------------------------|--------------|----------------|------|------------------------|-----------------|----------|-----------------------|
| PC | Dell | 990 | | 7VJVCX1 | 981 | 1 | No |
| PC | Dell | 990 | | HTDDTR1 | 274 | 1 | No |
| PC | Dell | 990 | | 1STWZQ1 | 257 | 1 | Yes |
| Chromebook | Acer | C720 | | NXMJAAA004502178CA7600 | 37556000023489 | 1 | no |
| Chromebook | Acer | C720 | | NXMJAAA004502177877600 | 37556000022747 | 1 | no |
| Chromebook | Acer | C720 | | NXMJAAA00441800CCC7600 | 37556000000446 | 1 | no |
| Chromebook | Acer | C720 | | 41800465276 | 37556000000917 | 1 | no |
| Chromebook | Acer | C720 | | NXMJAAA0045021779C7600 | 37556000023125 | 1 | no |
| Chromebook | samsung | XE303c12-A01US | | HY3A91DD713738L | 007851 | 1 | no |
| Chromebook | acer | C720 | | NXMJAAA004417158317600 | 37556000007193 | 1 | Yes |
| Chromebook | acer | C720 | | NXMJAAA004433240507600 | 375560000020550 | 1 | Yes |
| Chromebook | acer | C720 | | NXMJAAA00443324F5A7600 | 37556000019172 | 1 | Yes |
| Chromebook | dell | 11 | | HFPNKD2 | 37556000100337 | 1 | Yes |
| Chromebook | dell | 11 | | DTZRKD2 | | 1 | Yes |
| Chromebook | Acer | C720 | | NXMJAAA004409047587600 | 37555000382770 | 1 | Yes |
| Chromebook | Acer | C720 | | NXMJAAA00441800CDA7600 | 37556000004307 | 1 | Yes |
| Chromebook | Acer | C720 | | NXMJAAA0044040FCB37600 | 37555000381368 | | Yes |
| Chromebook | Acer | C720 | | NXMJAAA0044040FD127600 | 37555000381079 | | Yes |
| Chromebook | Acer | C771 | | NXGP6AA0048080786A7600 | | 1 | Yes |
| Chromebook | Acer | C720 | | NXMJAAA0044090500E7600 | 37555000383562 | 1 | Yes |
| Wireless Access Points | Aerohive | AP230 | | na | na | 66 | working condition |
| Server Rack | versarack | na | na | na | na | 1 | yes |
| imac | Apple | A1418 | 2017 | C02TX13KJ1GC | 37556000051811 | 1 | No |
| MacAir | Apple | 11 | 2013 | C02M809RFH51 | na | 1 | Working |
| MacAir | Apple | 13 | 2013 | C11MW0ADJ1WV | na | 1 | Working |
| MacAir | Apple | 13 | 2013 | C02LR0TAFH53 | na | 1 | Working |
| MacAir | Apple | 13 | 2013 | C02LR0S6FH53 | na | 1 | Working/bad battery |
| Macbook Pro | Apple | 13 | 2017 | C02VW1M0HV2R | na | 1 | Working/broken screen |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02JW4HQDRVC | 37556000028454 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02JW4HDDRVC | 37556000028520 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02JW4J9DRVC | 37556000028462 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02JW4MDRVC | 37556000028587 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02JW4C4DRVC | 37556000028512 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0SDFH53 | 37556000028710 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02JW4BGDRVC | 37556000028421 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02JW4BYDRVC | 37556000028447 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02JW4AYDRVC | 37556000028470 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0S.JFH53 | 37556000028579 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02JW4VDRVC | 37556000028645 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0SYFH53 | 37556000028595 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0SAFH53 | 37556000028439 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02J54FQDRVC | 37556000028553 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02J54EVDRC | 37556000028561 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0JDFH53 | 37556000028603 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02J54KZDRVC | 37556000028546 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02J54JSDRVC | 37556000028538 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0P1FH53 | 37556000028652 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0U2FH53 | 37556000028660 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0SUFH53 | 37556000028678 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0PMFH53 | 37556000028686 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0SOFH53 | 37556000028629 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0UTFH53 | 37556000028637 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0S9FH53 | 37556000028496 | 1 | Working Low Battery |
| MacBook Air (13-inch, Early 2014) | Apple | | | C02LR0RFFH53 | 37556000028611 | 1 | Working Low Battery |
| MacBook Air (13-inch, Mid 2012) | Apple | | | C02J54MBDRVC | 37556000051761 | 1 | Working Low Battery |
| Projectors | epson | 85 | | na | na | 12 | No |
| 3 hole punch | na | na | na | na | na | 1 | No |
| Old cables | 6 boxes | na | na | na | na | | na |
| Dell Monitors | Dell | Assorted | | | | 17 | Working |
| Monitors | Dell | Assorted | | | | 7 | Working |
| Keyboards | Assorted | | | | | 13 | Working |
| Mouse | Assorted | | | | | 18 | Working |
| Splitters | Assorted | | | | | 26 | Working |
| 8 Port Switch | DLink | | | | | 1 | Bad |
| Projector | Epson | 982w | | | 2564 | 1 | Bad |
| Phone | Cisco | 7841 | | | | 1 | Bad |
| Phone | Cisco | 7940 | | | | 5 | Bad |
| Charging cart | Bretford | | na | na | na | 1 | broken cabinet |