

DISTRICT OF ROXBURY TOWNSHIP  
BOARD OF EDUCATION  
April 15, 2024

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

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

**SPEAKER REQUEST AT BOARD OF EDUCATION MEETINGS**

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

ACCESS AGENDA & EXHIBITS  
ONLINE:



I. MEETING CALLED TO ORDER

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

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

Roxbury Register - Newspaper

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 April 15, 2024, regarding personnel matters, student matters, negotiations and attorney client privilege.

IV. ROLL CALL

V. PUBLIC SESSION

VI. PLEDGE OF ALLEGIANCE

VII. PRESENTATIONS

● **Celebration of 2023-2024 Winter Championships:**

▶ **RHS' Bowling Team- Morris County Champions; Northwest New Jersey Athletic Conference West Champions~**

- *Seniors-*
  - Jeremiah Albo
  - Robert Blakut
  - Tyler Brooks
- *Head Coach-* Mr. Kevin Cantwell
- *Specialized Consultant-* Mr. Tony Rosamilla
- *Juniors-*
  - Gavin Mattes
- *Sophomores-*
  - Tyler Denis
  - Mason Terantino

▶ **RHS' Individual Indoor Track & Field Champions-**

- *Senior* Jared Weiss- North 1 Group 3 State Sectional Champion~ 3,200 Meter Run
- *Junior* Cooper Sunberg- North 1 Group 3 State Sectional Champion~ Shot Put
- *Junior* Shayne Spiteri- Group 3 State Champion & North 1 Group 3 State Sectional Champion~ 55 Meter Dash
- *Junior* Kaitlyn Duras & *Sophomore* Jordan Sheldon- Morris County Relay Champions~ Pole Vault Relay
- *Head Coach-* Mr. Derek Bischoff
- *Assistant Coaches-* Mr. David Biank & Ms. Catherine Tufaro

● **Student Leadership Opportunities Through LRS' Student Council-**

- *Gr. 5-*
  - Katelyn Oliveira
  - Diego Pichardo
- *Gr. 6-*
  - Isabella Bates
  - Paige Bewalder
  - Casey Bewalder
  - Gia Contreras
  - Lisa Eapen
  - Daisy Mickelson
- *Advisor-* Ms. Elena Tunstead-Rusbach

● **Spotlight on EMS' Multicultural Club and Global Hi-5 Multicultural Expo-** Mr. Paul Gallagher

► **Global Hi5 Director, Advisor of EMS Multicultural Club, & representing Ecuador~**

- Ms. Marcia Cordeiro, EMS Faculty

► **Colombia~**

- Paige Bongiorno-Galindo & Family
- Sofia Celeste, Francesca Celeste & Family
- Juan Diaz Cañizales & Family
- Camilo Jaramillo-Arias & Family
- Isabella Montoya & Family
- Emely Palma Galvez
- Marcela Perez

► **Costa Rica~**

- Julia Chang
- Katy Clavazquin Amador
- Valeria Godinez Cerdas & Family
- Lyah Melendez Osorio
- Simona Paleski

► **Egypt~**

- Ziad Mohamed & Family

► **Ethiopia~**

- Abem Richards & Family

► **Italy~**

- Ms. Angela La Para, RHS Faculty
- Sahana Bhagavatula
- Gabriella Chirico (RHS)
- Nolan Montalbano & Family
- Salome Osuna Mesa (RHS)
- Laurins Portillo Villamil (RHS)
- Genesis Santos Guillen
- Avery Shluker (RHS)

► **Ireland~**

- Amelia Dorn & Family
- Maren Nyback & Family

► **Philippines~**

- Nero Shin Perez & Family

► **Poland~**

- EMS Faculty:
  - Mr. David Babetski
  - Mr. Robert Capra
  - Ms. Amy Pilrun
  - Mr. Shawn Smith

► **Puerto Rico~**

- Elijah Diaz & Family

► **South Korea~**

- Jemima Sterikoff-Smith & Family

► **Spain~**

- Stephen Jason
- John Sessa & Family

► **U.S.A.~**

- Troop 188:
  - Kevin Berdej
  - Justin Cordeiro
  - Christopher Dumpert
  - Jeremy Dumpert
  - Jacob Giammona
  - Richard Guillaume
  - Samuel Martin
  - Riley O'Keefe
  - Avery Ramoo
  - Karl Reiche
  - Ryan Repasky
  - Jonathan Rivera
  - Trace Roberts
- Troop 54
  - Ryan Aguero
  - Haulden Burke
  - Jayden Flynn
  - Paul Marcianti
  - Gavin Nemece
  - Connor Nilsen
  - Matthew Schaefer
  - Johnathan Schaefer
- Troop 159
  - Nathan Hopkins

► **Special Contributions by:**

- Ethan Piñeiro & Family for running the Photo Booth

► **Special Participation by:**

- EMS Encores:
  - Director Ms. Jessica Harrison Calderon
  - Jesse Ambrosi
  - Colleen Aretz
  - Owen Borrero
  - Trace Bourgeois
  - Jayden Brinkofski
  - Emily Brown
  - Janine Charris
  - Madison Cooper
  - Nicholas Dimitrios
  - Nora Doyle
  - Ann Eapen
  - Eden Edelman
  - Jericko Jaden Guerrero
  - Thomas Hellner
  - Abby Mastrian
  - Juliette Miranda
  - Andrew Montrose
  - Jackson Morrissey
  - Noah Orszulak
  - Jake Petrovits
  - Mary Angel Rosales
  - Liam Schlam
  - Sophia Tasama
  - Salma Zidan
- RHS Boys' Soccer Team:
  - Head Coach Kevin Franco
  - Esteban Agudelo
  - Collin Arata
  - Dimitri Arcentales
  - Derek Bortnick
  - Joshua Botero
  - Tyler Consentino
  - Juan Correa Gutierrez
  - Nicolas Decker
  - Timothy Farley
  - Jack Feind
  - Daniel Garces
  - Nick Gonzalez
  - Aidan Jachera
  - Kabir Kalsi
  - Kevin McGlynn
  - Asher Metz
  - Marwan Moustafa
  - Elez Rama
  - Griffin Reynolds
  - Leyton Richards
  - Richard Rocha
  - Trevin Vu

- 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 March 25, 2024.
- 2. Minutes of the Executive Session of March 25, 2024.
- 3. Minutes of the Second Executive Session of March 25, 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. **A. 2024 IRENE LeFEBVRE EXCELLENCE IN BOARDSMANSHIP AWARD**

The Morris County School Boards Association has established the Irene LeFebvre Excellence in Boardsmanship Award to honor a local school board member who exemplifies Irene LeFebvre's dedicated service as a board member, her leadership, her commitment, and her significant contributions to the education of students in Morris County.

Nomination of Mr. Leo Coakley as Morris County School Boards Association 2024 Irene LeFebvre Excellence in Boardsmanship Award.

RESOLVED: WHEREAS, while a resident of Roxbury Township, in the County of Morris, Mr. Leo Coakley served a total of 12 years on the Roxbury Board of Education.

WHEREAS, Roxbury Board of Education discuss nominee's noteworthy contributions to the education of students and continual focus on improving student achievement for all students in the district; and

WHEREAS, Roxbury Board of Education discuss nominee's exemplary leadership on the board and in the community; and

WHEREAS, Roxbury Board of Education discusses the nominee's active involvement in school governance at the local level, and possibly the Morris County and NJSBA levels and the nominee's commitment to collaborative teamwork; and

WHEREAS, Roxbury Board of Education discusses the nominee's commitment to personal and professional development; and

NOW, THEREFORE, BE IT RESOLVED, the Roxbury Board of Education does hereby express its appreciation to Mr. Leo Coakley for his dedicated service, leadership, and contributions to the education of the students in our district.

BE IT FURTHER RESOLVED, the Roxbury District Board of Education Secretary submit the nomination of Mr. Leo Coakley and this Resolution to the Morris County School Boards Association for consideration for the 2024 Irene LeFebvre Excellence in Boardmanship Award.

XVII. 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. Finances (Resolutions 1-16)**

TRANSFERS

- \*1. RESOLVED, that the Roxbury Township Board of Education approve the March 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

- \*2. RESOLVED, that the Roxbury Township Board of Education approve the Board Secretary's Report for March 2024.

TREASURER'S REPORT

- \*3. RESOLVED, that the Roxbury Township Board of Education approve the Treasurer's Report for March 2024.

MONTHLY FINANCIAL CERTIFICATION OF THE BOARD SECRETARY AND BOARD OF EDUCATION

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

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.S.A. 18A:17-36, after review of the Board Secretary's and Treasurer's monthly financial reports for the

month of March 2024 that no major accounts and fund balances in the 2023/2024 budget have been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

STUDENT ACTIVITY ACCOUNTS

\*5. RESOLVED, that the Roxbury Township Board of Education approve the Student Activity Accounts monthly bills lists for the month of March 2024 as follows:

Roxbury High School	\$92,450.64	Franklin School	\$0
Athletics	\$475.00	Kennedy School	\$0
Eisenhower Middle School	\$10,482.55	Jefferson School	\$0
Lincoln Roosevelt School	\$4,018.00	Nixon School	\$1,965.00

TRAVEL REQUESTS

\*6. 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.	Katinsky, Jaclyn	Caregiver Course for Diabetic Management	4	Morristown, NJ	4/9/24	\$20.00	\$41.71
2.	Koch, Joseph	CPR Instructors Course	4	Fairfield, NJ	4/19/24	\$325.00	\$344.64
3.	Urban, Tara	NJSCA School Counselors Conference	4	Union, NJ	4/19/24	\$35.00	\$55.31
4.	Fagan, Meg	Teach at the Beach	4 S-1	Galloway, NJ	5/10/24	\$75.00	\$196.91
5.	Trokan, Matt	New Jersey Social Studies Supervisors' Association - Spring 2024 Meeting	4	Monroe, NJ	5/17/24	\$0	\$46.25
6.	Coakley, Leo	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/23/24	Group Registration**	\$648.92
7.	Colucci, Anne	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/23/24	Group Registration**	\$648.92
8.	Ferrare, Lisa	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/23/24	Group Registration**	\$641.40
9.	Kolbusch, Kathy	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/23/24	Group Registration**	\$644.12
10.	Mondanaro, Joseph	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/23/24	Group Registration**	\$648.92
11.	Riffel, Peter	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/23/24	Group Registration**	\$648.92
12.	Santora, Frank	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/23/24	Group Registration**	\$645.16

13.	Seipp, Charles	2024 NJSBA Workshop	4	Atlantic City, NJ	10/21/24-10/23/24	Group Registration**	\$648.92
14.	Blewitt, Jessica	NJEEC AI Certification Program for K-12 Educators	4	Online	4/23/24, 4/25/24, 4/30/24, 5/2/24, 5/7/24, 5/9/24	\$0*	\$0
15.	Perez, Jennifer	NJABA Annual Conference	4	Online	4/26/24	\$275.00	\$275.00
16.	Wenarsky, Courtney	Improving Employment Outcomes: The Lessons We Are Learning	4 S-1	Online	5/17/24	\$0	\$0
<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.                  *Costs are covered by NJECC dues.                  **Group Registration fee total amount of \$2100.00 which includes up to 25 members.</p>							

CHANGE IN MEDICAL FLEXIBLE SPENDING ACCOUNT

\*7. WHEREAS, the Roxbury Township Board of Education currently offers a Medical Flexible Spending Account to its' employees through Horizon MyWay/FURTHER by HealthEquity, and;

WHEREAS, Integrity Consulting Group, the Board's health insurance broker, has received a quote on behalf of the Board of Education from WEX, and;

WHEREAS, WEX has guaranteed equal benefits to the current Horizon MyWay/FURTHER by HealthEquity Flexible Spending Account, and;

WHEREAS, WEX has a three-year guaranteed rate cost per employee that is less than Horizon MyWay/FURTHER by HealthEquity, and;

WHEREAS, Integrity Consulting Group recommends the change in the Medical Flexible Spending Account Administrator effective July 1, 2024;

NOW, THEREFORE, BE IT RESOLVED, BY THE ROXBURY TOWNSHIP BOARD OF EDUCATION THAT, the change in the Medical Flexible Spending Account Administrator to WEX be effective July 1, 2024.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to Integrity Consulting Group for execution with the administrator.

CONTRACTS

\*8. WHEREAS, the Roxbury Township Board of Education (hereinafter the School Food Authority, SFA) and Maschio's Food Services, Inc. (hereinafter the Food Service Management Co., FSMC) entered into a Food Service Management Company Cost Reimbursable Contract commencing July 1, 2023 and ending June 30, 2024; the parties now desire to amend the aforesaid contract.

Now Therefore, the purpose of this addendum is to renew the existing Food Service Management Company Contract as previously amended and renewed (if applicable). The terms and conditions will remain the same except as set forth below.

A. Duration of Addendum

This addendum begins on July 1, 2024 and ends on June 30, 2025.

B. Management and/or Administrative Fee

The SFA shall pay the FSMC the following: Management/Administrative Total Flat Fee (all one fee) \$62,000.00 for SY 2024-2025. The meal equivalent conversion Factor in the Base Year Contract was used to determine the Meal Equivalents served by the FSMC increases for this renewal and is \$4.380. The Meal Equivalent Conversion Factor does not apply to Flat Fee contracts.

C. Financial Guarantees

For SY 2024-2025, FSMC Guarantee to the SFA is Return in the amount of \$40,000.00. FSMC return to the SFA is unlimited.

Guarantee Reimbursement Conditions and Assumptions remain the same as previously agreed upon in the Base Year Contract.

Except as specifically set forth in this addendum, all other terms and conditions of the Contract shall remain the same and continue to be in full force and effect. In the event of a conflict between the provisions of the Contract and this Addendum, the provisions of this Addendum shall be controlling as to the matters set forth herein. The Parties agree that upon the effective date of this Addendum, it shall become a binding and integral part of the Contract.

NOW THEREFORE BE IT RESOLVED, that the Roxbury Township Board of Education approve the Addendum to the Contract as stated above.

AND BE IT FURTHER RESOLVED, that this resolution amends Resolution XV.A.17 approved on May 23, 2023.

- \*9. RESOLVED, that the Roxbury Township Board of Education approve a Shared Services Agreement with the Hopatcong Board of Education/Sussex County Regional Cooperative whose address is 2 Windsor Avenue, P.O. Box 1029, Hopatcong, NJ whereby Roxbury Township Board of Education will provide fleet maintenance to Hopatcong on site at the Roxbury Transportation garage. This agreement is effective for one (1) school year period from July 1, 2024 to June 30, 2025.
- \*10. RESOLVED, that the Roxbury Township Board of Education approve a Shared Services Agreement with the Mt. Arlington Board of Education whose address is 446 Howard Blvd., Mt. Arlington, NJ 07856 whereby Roxbury Township Board of Education will provide fleet maintenance to Mt. Arlington on site at the Roxbury Transportation garage. This agreement is effective for one (1) school year period from July 1, 2024 to June 30, 2025.
- \*11. RESOLVED, that the Roxbury Township Board of Education approve a contract with the Educational Services Commission of Morris County to provide the Professional Support/Non-Public Services as listed below. The term of this contract is July 1, 2024, to June 30, 2025.



Professional Support Services  
 Non Public Nursing Services  
 Chapter 192/193  
 Non Public IDEA - B

JOINT TRANSPORTATION AGREEMENT

- \*12. RESOLVED, that the Roxbury Township Board of Education approve a Joint Transportation Agreement whereby the Roxbury Township Board of Education will act as the Host District providing transportation services as specified below to the Joiner District, the Chester Board of Education.

2024-2025 Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
08/28/2024	06/30/2025	BR01	Black River MS	\$53,879.14
		BR02	Black River MS	\$53,879.14
		BR03	Black River MS	\$53,879.14
		BR05	Black River MS	\$53,879.14
		BR08	Black River MS	\$53,879.14
		BR10	Black River MS	\$53,879.14
		BD01	Dickerson/Bragg ES	\$53,879.14
		BD02	Dickerson/Bragg ES	\$53,879.14
		BD03	Dickerson/Bragg ES	\$53,879.14
		BD04	Dickerson/Bragg ES	\$53,879.14
		BD07	Dickerson/Bragg ES	\$53,879.14
		BD08	Dickerson/Bragg ES	\$53,879.14
		4% Administrative fee		\$25,861.99
		Joiner District To and From Total Route Cost:		\$672,411.67

2024-2025 Joint Transportation Agreement School Related Activities					
Start Date	End Date	Host District's Identification Number	Destination	Basis of the Agreement Per Bus	Per Bus Cost
08/28/2024	06/30/2025	CHTATH	Various	\$90.00 per hour, per bus for Field Trips and Athletics	\$90.00 per hour per bus

- \*13. RESOLVED, that the Roxbury Township Board of Education approve a Joiner Transportation Agreement whereby the Roxbury Township Board of Education will act as the Host District providing transportation services as specified below to the Joiner District, the Mine Hill Board of Education.

2024-2025 Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
08/28/2024	06/30/2025	DHS16	Dover High School	\$41,222.10
		DHS17	Dover High School	\$41,222.10
		DMS21	Dover Middle School	\$40,019.74
		MHC15	Roxbury High School	\$18,640.00
		DHSLR	Dover High School Late Bus	\$22,075.12
		DMSLR	Dover Middle School	\$22,075.12

			Late Bus	
			4% Administrative fee	\$7,410.17
			Joiner District To and From Total Route Cost	\$192,664.35

2024-2025 Joint Transportation Agreement School Related Activities					
Start Date	End Date	Host District's Identification Number	Destination	Basis of the Agreement Per Bus	Per Bus Cost
08/28/2024	06/30/2025	MTH	Various	\$90.00 per hour, per bus for Field Trips and Athletics	\$90.00 per hour per bus

- \*14. RESOLVED, that the Roxbury Township Board of Education approve a Joint Transportation Agreement whereby the Roxbury Township Board of Education will act as the Host District providing transportation services as specified below to the Joiner District, the Wharton Board of Education.

2024-2025 Joint Transportation Agreement School Related Activities					
Start Date	End Date	Host District's Identification Number	Destination	Basis of the Agreement Per Bus	Per Bus Cost
09/1/2024	06/30/2025	WTH	Various	\$90.00 per hour, per bus for Field Trips and Athletics	\$90.00 per hour per bus

- \*15. RESOLVED, that the Roxbury Township Board of Education approve a Joiner Transportation Agreement whereby the Roxbury Township Board of Education will act as the Host District providing transportation services as specified below to the Joiner District, the Dover Board of Education.

2024-2025 Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
08/29/2024	06/30/2025	NDE01	North Dover Elementary	\$49,080.87
		NDE02	North Dover Elementary	\$49,080.87
		NDE03	North Dover Elementary	\$49,080.87
		DMS/EDEAM	Dover Middle School/East Dover Elementary	\$49,080.87
		DMS/EDEPM	Dover Middle School/East Dover Elementary	\$49,080.87
		DHS01	Dover High School	\$49,080.87
		DHS02	Dover High School	\$49,080.87
		DHS01PM	Dover High School	\$49,080.87
		DHSLR	Dover High School Late Route	\$21,224.16
			4% Administrative fee	\$16,554.84
			Joiner District To and From Total Route Cost	\$430,425.96

2024-2025 Joint Transportation Agreement School Related Activities					
Start Date	End Date	Host District's Identification Number	Destination	Basis of the Agreement Per Bus	Per Bus Cost
08/29/2024	06/30/2025	DTATH	Various	\$90.00 per hour, per bus for Field Trips and Athletics	\$90.00 per hour per bus

- \*16. RESOLVED, that the Roxbury Township Board of Education approve a Joint Transportation Agreement whereby the Roxbury Township Board of Education will act as the Host District providing transportation services as specified below to the Joiner District, the Mount Arlington Board of Education.

2024-2025 Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
08/28/2024	06/30/2025	MTM01	Mt. Arlington Public School	\$34,853.40
		MTM02	Mt. Arlington Public School	\$34,853.40
		MTM03	Mt. Arlington Public School	\$34,853.40
		MTM04	Mt. Arlington Public School	\$34,853.40
		MTM05	Mt. Arlington Public School	\$34,853.40
		MTD07	Edith Decker School	\$34,853.40
		MTD08	Edith Decker School	\$34,853.40
		MTD09	Edith Decker School	\$34,853.40
		MTH12	Roxbury HS	\$34,853.40
		MTH13	Roxbury HS	\$34,853.40
		MTH14	Roxbury HS	\$34,853.40
		MTH15	Roxbury HS	\$34,853.40
		4% Administrative fee		\$16,729.63
		Joiner District To and From Total Route Cost		\$434,970.43

2024-2025 Joint Transportation Agreement School Related Activities					
Start Date	End Date	Host District's Identification Number	Destination	Basis of the Agreement Per Bus	Per Bus Cost
08/28/2024	06/30/2025	MAFTATH	Various	\$90.00 per hour, per bus for Field Trips and Athletics	\$90.00 per hour per bus

2024-2025 Joint Transportation Agreement				
Start Date	End Date	Host District's Route Number	Destination	Joiner Cost
08/28/2024	06/30/2025	PKED	Edith Decker School - Preschool	\$72,307.80
		4% Administrative fee		\$2,892.31
		Joiner District To and From Total Route Cost		\$75,200.11

**C. Education (Resolutions 1-4)**

*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 2023/2024 school year for Incident Nos. 60 through 70.

- \*2. 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. 71 through 75.

FIELD TRIPS / COMPETITIONS

- 3. 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":

	School	Group	Estimated # of Students	Trip Destination	Location	Faculty Sponsor
1	EMS	Gr. 6	263	Eisenhower MS	Succasunna, NJ	C.Argenziano
* 2	EMS, RHS	EMS Multicultural Club; RHS Soccer Team	47	Red Bulls Arena	Harrison, NJ	M.Cordeiro
3	FES	Gr. 4	62	Eisenhower MS	Succasunna, NJ	B.Hamer
4	JES	Gr. 4	73	Eisenhower MS	Succasunna, NJ	S.Carroll
5	KES	Gr. 4	47	Eisenhower MS	Succasunna, NJ	S.Goodyear
6	LRS	Art Club	25	Roxbury HS	Succasunna, NJ	C.LaPosta
7	NES	Gr. 4	45	Eisenhower MS	Succasunna, NJ	V.Miller
8	RCS	Roxbury Community School Preschool Program @ Kennedy	22	High View Farms	Budd Lake, NJ	E.Diamandas; A.Rhodes; S.Spicka
* 9	RHS	Teaching Young Children	30 (18 HS, 12 PK)	Tranquility Farms	Andover, NJ	B.Kroog
* 10	RHS	Personal Wellness	83	Ringwood State Park	Ringwood, NJ	J.Small
* 11	RHS	Unified PE Class	18	West Orange High School	West Orange, NJ	K.Gangemi; D.Monaco

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

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

File Number	School or Provider	Total Cost	Dates
8502990774	Banyan School	\$3,960.88	7/6/23-8/4/23

**D. Policies (Resolution 1)**

*The following motion requested by some of the Board Members will be voted on separately due to the potential controversial nature.*

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

	<i>Policy/Regulation Number</i>	<i>Policy/Regulation Title</i>	<i>Exhibit Number</i>
a	Policy 5756 Abolish	Transgender Students	P1

**E. Personnel (Resolutions 1-9)**

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

*(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	Cipolla, Tonianne	RHS	Special Education Paraprofessional	Resignation for personal reasons	6/30/24	
2	Hellyer, Robin	FES	Kindergarten Teacher	Resignation for retirement purposes	6/30/24	
3	Sarrel, Marla	FES	Gr. 2 Teacher	Resignation for retirement purposes	6/30/24	
4	Simmerano, Susanne	JES	Special Education Paraprofessional	Resignation for personal reasons	4/15/24	To accept leave-repl teaching position in district

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	12510	3/18/24	Using 2 personal & then available sick days	FMLA, if needed	Upon release by physician	
2	18279	3/27/24	Using 10 sick days	FMLA, if needed	Upon release by physician	
3	20208	4/15/24	n/a	FMLA/NJFLA	5/6/24	
4	22455	8/26/24	Using available sick days	FMLA/NJFLA	1/6/25	

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

REASSIGNMENTS / TRANSFERS

3. RESOLVED, that the staff listed below be transferred to a new location and/or assignment for the 2023/2024 school year as indicated:

	Name	Former Assignment & Loc.	New Assignment & Loc.	Effective Date	Discussion
1	Friedella, Tracy	Special Education Paraprofessional AID.SPE.PT.NA.30	KES Special Education Paraprofessional AID.SPE.FT.NA.17	KES 4/16/24 - 6/30/24	From part-time position to full-time ERI Program position working no less than 30 hrs/wk

APPOINTMENTS

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

	Name	Loc	Position	Salary Guide / Step	Salary	Start Date	End Date	Discussion
1	Perri, Ashley	EMS	Social Studies Teacher	23/24 BA+15 Step 1-2 #	\$59,425 prorated	3/25/24	6/30/24	# Amendments to XVIII.F.5.4 aprvd 3/4/24.  Tenure-track replacement in position TCH.EMS.SST.NA.07.
* 2	Staszak, James	RHS	Special Education Paraprofessional	REA Paraprof Step B	\$19.50 hourly	4/29/24 ^	6/30/24	ERI Program replacement in position AID.SPE.PT.NA.30; not to exceed 29.5 hrs/wk
^ Start date is pending completion of documentation in accordance with the law or district policy.								

APPOINTMENTS - LEAVE REPLACEMENTS

5. 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	Baker, Sharon	RHS	Leave-repl English Teacher	\$300.00 per diem	4/29/24	6/14/24	Replacement in position TCH.RHS.ENG.NA.05.
2	Oliynik, Laura	JES	Leave-repl Gr. 4 Teacher	\$300.00 per diem	4/29/24 or sooner if nec	6/14/24	Replacement in position TCH.JEF.GR4.NA.04.
3	Simmerano, Susanne	JES	Leave-repl Gr. 3 Teacher	\$300.00 per diem	4/16/24	5/7/24	Replacement in position TCH.JEF.GR3.NA.01.
^ Start date is pending completion of documentation in accordance with the law or district policy.							

APPOINTMENTS - SUBSTITUTES

6. 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	Arentowicz, Scott	District	Substitute Teacher	23/24 Board approved Sub Rate	4/16/24	6/30/24	Not to exceed 29.5 hrs/wk with various district positions
* 2	Castaneda, Cristian	District	Substitute Teacher, Paraprofessional, Secretary	23/24 Board approved Sub Rate	4/16/24	6/30/24	
3	Finchler, Shari	LRS	Substitute Teacher exceeding 20 consecutive days	\$200.00 per diem	4/24/24 ^	6/14/24	Coverage for position TCH.LR.GR5.NA.06.
* 4	Fischer, Sophie	District	Substitute Teacher, Paraprofessional, Secretary	23/24 Board approved Sub Rate	4/16/24 ^	6/30/24	
* 5	Fowler, Eric	District	Substitute Teacher, Paraprofessional, Secretary	23/24 Board approved Sub Rate	4/16/24	6/30/24	
^ Start date is pending completion of documentation in accordance with the law or district policy.							

**APPOINTMENTS - EXTRACURRICULAR**

- \*7. RESOLVED, that the Roxbury Township Board of Education approve the following for the 2023/2024 school year.

23/24 Specialized Athletic Consultants						
	Trial Sport	Loc of Trial Sport	Role	Name	Payment	Discussion
1	Unified Flag Football	RHS	Specialized Consultant	Cantwell, Kevin	\$2,000	KC & BM to serve as Coaches. Payments funded by the donation from the NY Jets aprvd 3/25/24, XV.A.18.  23/24 SY is Yr 1 of 3-yr trial period for Unified Flag Football aprvd 3/25/24, XV.B.7.
2	Unified Flag Football	RHS	Specialized Consultant	McGinley, Birsen	\$2,000	

**APPOINTMENTS - TITLE I SUMMER SCHOOL PROGRAM**

- 8. RESOLVED, that the Roxbury Township Board of Education approve the appointment of the staff listed below for the 2024 Title I Summer School Program. This program will run according to Resolution XVIII.D.10 approved March 4, 2024. At this time, employment and payment are contingent upon enrollment numbers.

	Name	Position	Hourly Rate #	Not to exceed:	Start	End	Discussion
1	Demarest, Karen	Teacher, ELL	\$40	20 hrs/wk	7/1/24	7/30/24	
2	Gauthier, Nicole	Teacher, Kindergarten	\$40	20 hrs/wk	7/1/24	7/30/24	^
3	Hornung, Desiree	Nurse	\$45	20 hrs/wk	7/1/24	7/30/24	

4	Kim, Erica	Teacher, Kindergarten	\$40	20 hrs/wk	7/1/24	7/30/24	^
5	Martini, Ann	Teacher, PE/Kinesthetic Learning	\$40	20 hrs/wk	7/1/24	7/30/24	
6	McInnes, Cathy	Teacher, Gr. 1	\$40	20 hrs/wk	7/1/24	7/30/24	^
7	Meaney, Courtney	Teacher, Gr. 1	\$40	20 hrs/wk	7/1/24	7/30/24	^
8	Miller, Victoria	Teacher, Gr. 3	\$40	20 hrs/wk	7/1/24	7/30/24	^
9	Olcott, Nicole	Paraprofessional	\$20 (NJ certification held)	20 hrs/wk	7/1/24	7/30/24	
10	Renn, Christi	Teacher, PreK	\$40	20 hrs/wk	7/1/24	7/30/24	^
11	Sheplak-Lewis, Jacqueline	Teacher, Gr. 2	\$40	20 hrs/wk	7/1/24	7/30/24	^
12	Sobestanovich, Kelsey	Teacher, Gr. 2	\$40	20 hrs/wk	7/1/24	7/30/24	^
13	Strauss, Joyce	Paraprofessional	\$20 (NJ certification held)	20 hrs/wk	7/1/24	7/30/24	
14	Tunstead-Rusbach, Elena	Teacher, Gr. 4	\$40	20 hrs/wk	7/1/24	7/30/24	^
# To be paid from Title I funds. ^ Grade-level assignment may change based upon enrollment.							

**STUDENT TEACHERS/INTERNS**

9. 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	Boetticher, Brittany	Montclair State Univ	Clinical Exp/Practicum-School Counseling	8/26/24 thru 12/20/24 for f/t	Torres-Davis, Evelyn	School Counselor	EMS
2	Orr, Zachary	Centenary Univ	Clinical Int- Special Education	2/29/24 thru 4/15/24 for f/t #	Higgins, Katherine	Special Education Teacher (RC)	JES
# Amendments to XV.D.11.5 aprvd 5/23/23.							

**F. 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



April 15, 2024

WHEREAS, the Board of Education is anticipating to hold a Regular Meeting on April 29, 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.

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

XIX. BOARD MEMBER COMMENTS

XX. EXECUTIVE SESSION - (IF NECESSARY)

XXI. PUBLIC SESSION – (IF NECESSARY)

XXII. ADJOURNMENT

**DISTRICT OF ROXBURY TOWNSHIP  
BOARD OF EDUCATION**

**April 15, 2024  
REGULAR MEETING AGENDA**

**ROXBURY HIGH SCHOOL  
1 Bryant Drive, Succasunna, NJ 07876**

CALL TO ORDER: 6:30 P.M.

PUBLIC SESSION: 7:30 P.M.

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**ADDENDUM**

XVII. ACTION ITEMS

**E. Personnel** (*Resolutions 1-10*)

APPOINTMENTS - SUBSTITUTES

- \*10. RESOLVED, that Ms. Patricia Swanson, pending her completion of documentation in accordance with the law and district policy, be approved to serve as the Registered Nurse on the Roxbury High School Vocal Music Department's trip to the WorldStrides Williamsburg Music Festival in Boston, MA for a payment of \$1,300. This trip was previously approved by the Board on October 16, 2023 in Resolution XVI.B.6.3.

# POLICY

## ROXBURY TOWNSHIP BOARD OF EDUCATION

Students  
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TRANSGENDER STUDENTS

### 5756 TRANSGENDER STUDENTS

The Board of Education is committed to providing a safe, supportive, and inclusive learning environment for all students. The New Jersey Law Against Discrimination (NJLAD), N.J.S.A. 10:5-12(11)(f), generally makes it unlawful for schools to subject individuals to differential treatment based on gender identity or expression. Title IX of the Education Amendments of 1972 (“Title IX”) specifically prohibits discrimination on the basis of sex in Federally funded education programs and activities [20 U.S.C. § 1681(a)].

N.J.S.A. 18A:36-41 directs the Commissioner of Education to establish guidelines outlined in this Policy to provide direction for schools in addressing common issues concerning the needs of transgender students, and to assist schools in establishing policies and procedures that ensure a supportive and nondiscriminatory environment for transgender students.

#### Definitions/Terms

A safe and supportive environment within a school begins with understanding and respect. The Board believes students, teachers, and administrators should be provided with common terminology associated with gender identity. The terms listed below are commonly used by advocacy and human rights groups, however students may prefer other terms to describe their gender identity, appearance, or behavior. It is recommended school personnel discuss with the student the terminology and pronouns each student has chosen.

“Gender identity” means a person’s internal, deeply held sense of gender. All people have a gender identity, not just transgender people. For transgender people, the individual’s internal gender identity is not the same as the gender assigned at birth.

“Gender expression” means external manifestations of gender, expressed through a person’s name, pronouns, clothing, haircut, behavior, voice, and/or body characteristics. Society identifies these cues as masculine and feminine, although what is considered masculine or feminine changes over time and varies by culture.

#### Transgender Students

“Assigned sex at birth (ASAB)” refers to the biological sex designation recorded on a person’s birth certificate upon the initial issuance of that certificate, should such a record be provided at birth.



# POLICY

## ROXBURY TOWNSHIP BOARD OF EDUCATION

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TRANSGENDER STUDENTS

~~“Gender assigned at birth” refers to the gender a child is assigned at birth or assumed to be, based on their biological sex assigned at birth.~~

~~“Sexual orientation” describes a person’s enduring physical, romantic, and/or emotional attraction to another person. Gender identity and sexual orientation are not the same. A transgender person may be straight, lesbian, gay, bisexual, or asexual. For example, a person who transitions from male to female and is attracted solely to men may identify as a straight woman.~~

~~“Transgender” is a term for an individual whose gender identity and/or gender expression differs from those typically associated with the sex and gender assigned at birth.~~

~~“Transition” is the process by which a transgender person recognizes that their authentic gender identity is not the same as the gender assigned at birth, and develops a more affirming gender expression that feels authentic. Some individuals socially transition, for example, through dress, use of names and/or pronouns. Some individuals may undergo physical transition, which might include hormone treatments and surgery. School district personnel should avoid the phrase “sex change,” as it is an inaccurate description of the transition process; the process is more accurately described as “gender confirming.”~~

~~“LGBTQ” is an acronym for “lesbian, gay, bisexual, transgender, and queer/questioning.”~~

~~“Gender nonconforming” describes a person whose gender expression does not conform to the gender expectations of their family or community. Gender nonconformity is not necessarily an indication that a youth is transgender; many non-transgender youth do not conform to stereotypical expectations.~~

~~“Gender expansive, Gender diverse, Gender fluid, Gender non-binary, A gender, Gender queer” are terms that convey a wider, more flexible range of gender identity and/or expression than typically associated with the binary gender system. For example, students who identify as gender queer or gender fluid might not identify as boys or girls; for these students, the non-binary gender identity functions as the student’s gender identity.~~

~~“Cisgender” refers to individuals whose gender identity, expression, or behavior conforms with those typically associated with their sex assigned at birth.~~

~~Student-Centered Approach~~



# POLICY

## ROXBURY TOWNSHIP BOARD OF EDUCATION

Students  
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TRANSGENDER STUDENTS

~~The school district shall accept a student's asserted gender identity; parental consent is not required. A student need not meet any threshold diagnosis or treatment requirements to have his or her gender identity recognized and respected by the school district, school, or school staff members. In addition, a legal or court-ordered name change is not required. There is no affirmative duty for any school district staff member to notify a student's parent of the student's gender identity or expression.~~

~~There may be instances where a parent of a minor student disagrees with the student regarding the name and pronoun to be used at school and in the student's education records. In the event a parent objects to the minor student's name change request, the Superintendent or designee should consult the Board Attorney regarding the minor student's civil rights and protections under the NJLAD. School staff members should continue to refer to the student in accordance with the student's chosen name and pronoun at school and may consider providing resource information regarding family counseling and support services outside of the school district.~~

~~School districts should be mindful of disputes between minor students and parents concerning the student's gender identity or expression. Many support resources are available through advocacy groups and resources from the New Jersey Department of Children and Families and New Jersey Department of Education's "Child Abuse, Neglect, and Missing Children" webpage.~~

~~The Principal or designee should have an open, but confidential discussion with the student to ascertain the student's preference on matters such as chosen name, chosen pronoun to use, and parental communications. A transgender student shall be addressed at school by the name and pronoun chosen by the student, regardless of whether a legal name change or change in official school records has occurred. The school shall issue school documentation for a transgender student, such as student identification cards, in the name chosen by the student. A transgender student shall be allowed to dress in accordance with the student's gender identity.~~

~~The Principal or designee should also discuss with the student, and any other individuals at the student's request, the risks associated with the student's transgender status being inadvertently disclosed. For example, the Principal or designee should inform the student the transgender status may be revealed due to other students' discussions at home. The Principal or designee should work with the transgender student to ensure awareness of activities and events that may inadvertently disclose the transgender student's status.~~



# POLICY

## ROXBURY TOWNSHIP BOARD OF EDUCATION

Students  
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TRANSGENDER STUDENTS

### Safe and Supportive Environment

The Board developed and adopted this Policy to ensure that its schools provide a safe and supportive learning environment that is free from discrimination and harassment for transgender students, including students going through a gender transition. Gender-based policies, rules, and practices can have the effect of marginalizing, stigmatizing, and excluding students, whether they are gender nonconforming or not.

The Superintendent or designee shall review and update existing policies and procedures, including those regarding classroom activities, school ceremonies, school photographs, and dress codes, to verify transgender students are not excluded. In addition, the school district shall take the following steps to establish and maintain a nondiscriminatory environment for all students, including transgender and transitioning students:

- The school district must comply with N.J.S.A. 18A:37-15 and N.J.A.C. 6A:16-7.7, which prohibit harassment, intimidation, and bullying. The Board is required to develop, adopt, and implement a Policy in accordance with N.J.S.A. 18A:37-15 and N.J.A.C. 6A:16-7.7 that prohibits harassment, intimidation, or bullying on school property, at a school-sponsored function, or on a school bus. If harassment, intimidation, or bullying based on gender identity creates a hostile environment, the school must take prompt and effective steps to end the harassment, intimidation, or bullying, prevent its recurrence, and, as appropriate, remedy its effects.
- The Superintendent or designee should ensure training is provided to school staff members on sensitivity and respect towards transgender students.
- Social and Emotional Learning (SEL) concepts should be incorporated into school culture and curricula.
- The school district may seek a variety of professionals, including counselors and school psychologists, to provide emotional supports for all students who demonstrate a need. The Superintendent or designee shall ensure school counselors are knowledgeable regarding issues and concerns relevant to transgender students, students facing other gender identity issues, or students who may be transitioning.
- Student dress codes should not be enforced more strictly for transgender and gender nonconforming students than for other students.



# POLICY

## ROXBURY TOWNSHIP BOARD OF EDUCATION

Students  
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TRANSGENDER STUDENTS

- ~~The school district shall honor and recognize a student's asserted gender identity, and shall not require any documentation or evidence in any form, including diagnosis, treatment, or legal name change.~~
- ~~A school's obligation to ensure nondiscrimination on the basis of gender identity requires schools to provide transgender students equal access to educational programs and activities, even in circumstances in which other students, parents, or community members raise objections or concerns.~~

### Confidentiality and Privacy

~~School staff members may not disclose information that may reveal a student's transgender status except as required by law. The Principal or designee is advised to work with the student to create an appropriate confidentiality plan regarding the student's transgender or transitioning status.~~

~~The school district shall keep confidential a current, new, or prospective student's transgender status. Schools should address the student using a chosen name and the student's birth name should be kept confidential by school and school staff members.~~

~~Due to a specific and compelling need, such as the health and safety of a student or an incident of bias related crime, the school district may be obligated to disclose a student's status. In this event, the Principal or designee should inform the student the school or school district intends to disclose the student's transgender status for the student's protection and well-being. Prior to disclosure, the student should be given the opportunity to personally disclose that information. The school district should make every effort to ensure any disclosure is made in a way that reduces or eliminates the risk of re-disclosure and protects the transgender student from further harassment. Those measures may include the facilitation of counseling for the student and the student's family to facilitate the family's acceptance and support of the student's transgender status.~~

~~During a harassment, intimidation, or bullying investigation the school district is obligated to develop a procedure to report, verbally and in writing, an act of harassment, intimidation, and bullying committed by an adult or youth against a student, pursuant to N.J.A.C. 6A:16-7.7(a)2viii. In this instance, the Principal or designee should inform the student of the school's obligation to report the findings of the harassment, intimidation, and bullying investigation pursuant to N.J.S.A. 18A:37-15(d), which permits the parents of the students who are parties to the investigation to receive information about the investigation in accordance~~



# POLICY

## ROXBURY TOWNSHIP BOARD OF EDUCATION

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TRANSGENDER STUDENTS

~~with Federal and State law and regulation. Under harassment, intimidation, and bullying legal requirements, parents are entitled to know the nature of the investigation; whether the district found evidence of harassment, intimidation, or bullying; or whether disciplinary action was imposed or services provided to address the incident of harassment, intimidation, or bullying.~~

~~The Principal or designee shall take into account the circumstances of the incident when providing notification to parents of all students involved in the reported harassment, intimidation, or bullying incident and when conveying the nature of the incident, including the actual or perceived protected category motivating the alleged offense, pursuant to N.J.A.C. 6A:16-7.7(a)2viii(2).~~

~~Disclosure of personally identifiable information from a student's education record to other school officials within the school district, whom the school district has determined have a legitimate educational interest in the information, may be permissible under Family Educational Rights and Privacy Act (FERPA) (34 C.F.R. § 99.31(a)(1)). The school district shall make a concerted effort to ensure school officials obtain access to only those education records in which they have legitimate educational interests.~~

~~The school district shall comply with all laws and regulations regarding the confidentiality of student records and student privacy, including the requirements set forth at 20 U.S.C. § 1232g, Family Educational Rights and Privacy Act; 34 CFR Part 99, Family Educational Rights and Privacy; 20 U.S.C. § 1232h, Protection of Pupil Rights; 34 CFR Part 98, Student Rights in Research, Experimental Programs, and Testing; P.L. 104-191, Health Insurance Portability and Accountability Act; 45 CFR Part 160, General Administrative Requirements; 20 U.S.C. § 7917, Transfer of school disciplinary records; 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records; N.J.S.A. 18A:40A-7.1, Confidentiality of certain information provided by pupils, exceptions; N.J.A.C. 6A:16-3.2, Confidentiality of student alcohol and other drug information; N.J.S.A. 18A:36-19, Pupil Records, creation, maintenance and retention, security and access, regulations, nonliability; N.J.S.A. 2A:4A-60, Disclosure of juvenile information, penalties for disclosure; N.J.A.C. 6A:32-7, Student Records; N.J.A.C. 6A:14-2.9, Student records; as well as all other existing Federal and State laws and rules pertaining to student records and confidentiality.~~

School Records





# POLICY

## ROXBURY TOWNSHIP BOARD OF EDUCATION

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TRANSGENDER STUDENTS

~~If a student has expressed a preference to be called by a name other than their birth name, permanent student records containing the student's birth name should be kept in a separate, confidential file. This file should only be shared with appropriate school staff members after consultation with a student. A separate file containing records bearing the student's chosen name may also be kept. If the student has previously been known at school or in school records by a birth name, the Principal or designee should direct school staff members to use the student's chosen name and not the student's birth name.~~

~~To ensure consistency among teachers, school administrators, substitute teachers, and other school staff members, every effort should be made to immediately update student education records (for example, attendance records, transcripts, Individualized Education Programs (IEP), etc.) with the student's chosen name and gender pronouns, consistent with the student's gender identity and expression, and not circulate records with the student's birth name, unless directed by the student.~~

- ~~• The school district shall report to the New Jersey Department of Education (NJDOE) through NJ SMART a student's name or gender based upon that student's chosen name and corresponding gender identity. Changing the name or gender identity from what was reported in previous years will not affect the reliability of the data reported.~~
- ~~• If the school district changes a student's name or gender identity, it must also maintain locally a separate record reflecting the student's legal name and sex assigned at birth until receipt of documentation of a legal change of name or gender.~~

### Activities

~~With respect to gender segregated classes or athletic activities, including intramural and interscholastic athletics, all students must be allowed to participate in a manner consistent with their gender identity.~~

The school district shall:

- ~~• Provide transgender students with the same opportunities to participate in physical education as other students in accordance with their gender identity;~~
- ~~• Permit a transgender student to participate in gender segregated school activities in accordance with the student's gender identity;~~



# POLICY

## ROXBURY TOWNSHIP BOARD OF EDUCATION

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- ~~Permit and support the formation of student clubs or programs regarding issues related to lesbian, gay, bisexual, transgender, and queer/questioning (LGBTQ) youth; and~~
- ~~Offer support in the creation of peer led educational groups.~~

### Use of Facilities

~~All students are entitled to have access to restrooms, locker rooms, and changing facilities in accordance with their gender identity to allow for involvement in various school programs and activities.~~

~~In all cases, the Principal or designee must work with the student and school staff members so all parties are aware of facility policies and understand the student may access the restroom, locker room, and changing facility that corresponds to the student's gender identity. While some transgender students will want this arrangement, others may be uncomfortable with it. Transgender students who are uncomfortable using a sex-segregated restroom should be provided with a safe and adequate alternative, such as a single "unisex" restroom or the nurse's restroom. Similarly, some transgender students may be uncomfortable using the changing facilities that correspond to the student's gender identity. Non-transgender students should also be afforded the option to use a private facility, such as a unisex facility or the nurse's restroom, should they feel uncomfortable.~~

- ~~The school district shall allow a transgender student to use a restroom or locker room based on the student's gender identity.~~
- ~~Reasonable alternative arrangements shall be made if needed to ensure a student's safety and comfort. This direction for accommodations should come from the student.~~

~~The Superintendent or designee will make available to school staff members a variety of resources regarding professional development opportunities as sourced by the NJDOE as well as developmentally appropriate information for students regarding LGBTQ issues.~~

~~The Board adopts this Policy to help school and district administrators take steps to create an inclusive environment in which transgender and gender nonconforming students feel safe and supported, and to ensure each school provides equal educational opportunities for all students, in compliance with N.J.A.C. 6A:7-1.1 et seq.~~



# POLICY

ROXBURY TOWNSHIP  
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~~N.J.S.A. 18A:36-41; 18A:37-15~~

~~N.J.A.C. 6A:7-1.1 et seq.; N.J.A.C. 6A:16-7.7~~

~~New Jersey Department of Education—October 2018~~

~~—Transgender Student Guidance for School Districts~~

~~Adopted: 5 October 2015~~

~~Revised: 15 April 2019~~

ABOLISHED

