



## Committee Report

Committee Name: Personnel Committee

Location	Date	Time
Virtual	Tuesday, November 15, 2022	5:42PM
<b>Board Members</b>		
Hasani Council - Chairperson	Crystal Williams – Board Member	
Daniel Gonzalez - Vice Chairperson		
<b>District Liaison &amp; Superintendent Representative</b>		
Dr. Yolanda Mendez	Havier Nazario	
<b>Other District Staff</b>		
Keith Barton	Claire Emmanuel	
Alice M. Best	Carlos Reyes	
Scott Carbone	Randy Schrader	
Justine Carter		
<b>Meeting Summary</b>		
<p>The meeting was officially opened at <b>5:42 pm</b> by the Personnel Committee Chairperson Hasani Council.</p> <p>Dr. Mendez began the meeting with the review of <b>Staffing Updates</b></p> <p>Instructional vacancies by Title and by SLT's. As of 11/15/2022 were reviewed and it was shared that to date as a result of the hard work being done at schools and due to hiring and internal coverages by certified staff in schools there are currently 51 instructional vacancies in the district.</p> <p>It was also shared that as a result of retirements and resignations that have been reported currently, there are a total of 90 instructional vacancies as of 6/30/2023. It was shared that the trend data as it relates to vacancies is below where we have been in the past 4-5 years. Mr. Council shared his satisfaction with this trend data with the committee.</p> <p>The meeting moved on to review Non-Instructional vacancies, active job postings, Civil Service hires and Reassignments with the committee. Kudos were provided to the hard work the Non-Instructional team and the Managers were engaging in as the district continues to work on moving individuals into potential permanent roles and assuring that schools have the support staff they need to support success. Questions were asked and answered and the meeting moved forward to Voting Personnel Items.</p>		



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The meeting moved to reviewing Appointments for the current year.

Dr. Mendez then reviewed appointments for the 2023 -2024 school year. She brought up that this will be the 2nd hire for the 23-24 school year and the hope is that we will continue to see an increase in numbers of hires for the 23-24 school year.

Co-Curricular Activities, Transfers, Resignations/Retirements and Separations were then reviewed.

Workers Compensation Final Settlements were then reviewed.

Questions were asked, answered.

**Recommendations were made by the committee to move all voting resolutions to the full Board for approval.**

The meeting moved to:

Non-Voting Items

- A. NJQSAC Update occurred. It was shared that – The three requested documents that were shared at the previous meeting were submitted on Monday, November 14 by Deputy Superintendent Johnson. Although the actual due date for QSAC items was Tuesday, November 15 they were submitted a day earlier. The documents included:
- a. DPR Excel File
  - b. DPR Board Resolution
  - c. DPR Declaration Page

The meeting then moved to a review of the Quarterly Strategic Plan Highlights.

- **2020-2030 Year 3 Quarter 1 Highlights were Shared**

It was shared that “For every priority in this 10-year plan, each strategy is to be implemented in five separate time intervals across five critical

points in time:

- Year 1 (2020-21);
- Year 3 (2021-23);
- Year 5(2023-25);
- Year 7 (2025-27); and
- Year 10 (2027-30).”

For Priority 1 - Unified and Aligned Systems the highlights include:



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- The High School Guidebook 2022-2023 was completed and distributed to all incoming high school freshmen students and families during the Summer Bridge program.
- Superintendent's Conference August 2022 included norming sessions on the Academic Walkthrough Tool and Evaluation Tool.
- NJQSAC Committees held weekly meetings throughout the quarter to ensure the timely submission of the District Performance Review (DPR).
- Successfully completed negotiations with the City Association of Supervisors and Administrators (CASA) for two successor labor agreements spanning retroactively from 2020-2021 school year through the end of the 2025-2026 school year.
- The District completed testing of all water outlets and repairing water fountains that were not operable. The installation of district-wide contactless water fountains is ongoing.
- Key district leaders participated in the planning and preparation of Mayor Ras J. Baraka's 2022 Roadmap to Educational Equity Conference held on October 28-29, 2022.
- The Office of the Deputy Superintendent, in collaboration with various departments across the Office of Academic Services and Operations, wrote the Guidance for Emergency Remote Instruction 2022-2023. This document meets the requirements of N.J. State Legislature P.L. 2020, Chapter 27, and was approved by the Board on September 27, 2022.

For Priority 2 - A Rigorous and Relevant Framework for Curriculum and Instruction the highlights include:

- Curricula has been approved in several content areas (Language Arts; Visual and Performing Arts; Middle School and High School Social Studies; K-8 Health) and professional development has been provided for teachers.
- The Office of Teaching and Learning created the Grades K-5 Small Group Reading and Writing Tracker and provided training sessions on its implementation with school leaders and teachers.
- The Office of Educational Technology implemented the Edulastic platform to provide educators with a more robust platform for gathering student data to support with informed decision-making on groupings, lesson planning, and lesson pacing.
- The Office of Career and Technical Education (CTE) expanded various CTE offerings, including Allied Health Academy and Teacher Academy.
- Students participated in field-based Summer CTE programs and internships, including Jump Start, the Port Authority Youth Explorers Program, and the Carpentry Fellowship Program.
- The Office of Bilingual Education trained content area teachers on Sheltered English Instruction in support of English Language Learners throughout the district.
- The Office of Visual and Performing Arts engaged students from across the district in the Summer Arts Program, that included High School Musical theater, Culture



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Creators, the Summer Visual and Performing Arts Academy, and opportunities for middle school students to express themselves through dance, music, theater, and visual arts.

For Priority 3 - Strength-Based and Responsive Culture the highlights include:

- The district's annual Culture and Climate Calendar was shared with school leaders and teachers.
- A data analysis was conducted on the 2021-2022 Social Emotional Learning (SEL) Self-Assessment. Trends and areas of need were established, and continued support and interventions were developed to support students and the Office of Student Life staff.
- In partnership with Rutgers University-Newark and the New Jersey Higher Student Assistance Authority (NJ HESAA), the district hosted FAFSA with Friends Night in September 2022 for parents/guardians.
- Mentor Newark provided mentor coordinator and mentee training sessions with Bard Early College to assist with their peer-to-peer mentoring program.
- The District provided McKinney-Vento training to school-based student support staff and the school-based McKinney-Vento specialists regarding identification, referral procedures, and resources.
- Student Assistant Coordinators (SACs) were hired to address the education, prevention, and referral as it relates to substance use.
- As part of National Hispanic Heritage Month, and to promote and advocate for anti-bullying, the District participated in the Puerto Rican Day Parade Anti-Bullying March.

Priority 4 - Continuous Learning for All the highlights included:

- Representatives from the Wallace Foundation observed the intentional alignment between the District's summer program and the strategic plan, as well as the Superintendent's charge to prioritize outcomes for specific subgroups.
- In partnership with Montclair State University (MSU), the District hosted the orientation and reception for Cohort 3 of the Newark/MSU Leadership Pipeline Educational Leadership Program.
- The District established new partnerships to support the professional development of all pipeline participants (RG Education Partnerships, LLC; Robert Jackson Consulting; Nya Abernathy of the Dignity Effect).
- The District launched the 22-23 MSU-NBOE Fall Cohort for the Bilingual-Bicultural Certification Program to support staff with obtaining their Standard Certification.
- The Office of Staff Development created the Pipeline Cohort Summary to highlight participant promotions and anticipated graduation dates.
- The District continues its partnership with Creative Leadership Solutions to provide targeted Professional Learning Communities (PLC) support.



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- The Division of Information Technology provided SMARTBoard training sessions for all schools to ensure that all users have the newest and most relevant training in properly using the devices to enhance the educational experience.
- The District launched its Fall Parent University.

Priority 5 - Integrated System of Supports the Highlights include:

- The Office of Student Support Services trained school leaders and staff on the protocols, procedures, and district expectations for Student Support Teams (SST) and Intervention and Referral Services (I&RS).
- The College and Career Readiness program was implemented, in partnership with Camp College, Bloomfield College, and Leaders of the 21st Century for the class of 2023 summer enrichment.
- Seventh grade students who attended Summer Plus visited local colleges and universities for campus tours and information sessions on the college application process, the FAFSA, and scholarship opportunities.
- The Office of Student Life staff were provided with suicide prevention training.
- The Office of Early Childhood and Head Start hosted the Road Trip to Pre-Kindergarten event, designed to showcase resources in the community and highlight important milestones from conception to Pre-K and beyond.
- The Office of Early Childhood hosted the annual Night at the Museum Event for an engaging night of FUN for the entire family!
- The District partnered with healthcare agencies Medex and Delta-T to provide health screenings for preschool students, monitor healthcare records, and provide support to families with obtaining information on vaccinations, allergies, nutrition, and additional health-related needs.

Priority 6 - Strong Reciprocal Partnerships highlights include:

- The District partnered with Amerigroup to serve over 1,800 families in the West and South Wards at the Back to School Resource Fair, held at Mount Vernon Elementary School, with groceries, books, book bags, outreach resources, food, and fun activities.
- The District partnered with the graduate school psychology program at Fairleigh Dickinson University to place 3 full-time interns and 6 practicum students to provide mental health counseling during SY22-23 at 6 schools, one day per week.
- The District strengthened its partnership with the United Way and the University of Chicago to provide My Very Own Library in all elementary schools.
- The District collaborated with the Malcolm Jenkins Foundation to plan for year 2 of the financial literacy program for students and families.
- The Office of Federal Programs and Grants updated the Children, Youth, and Families Compact (Home School Compact) for SY22-23.



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- The District launched the Community Resource Directory on its website and provided professional development to Parent Liaisons in developing new partnerships based on families' needs.

Ms. Williams shared that she was grateful for the overview.

We then moved on to explain that we have already begun to prepare and support Principals as they strategize towards the upcoming Budget and recruitment season for the 2022-2023 school year.

The strategic calendar draft for collaboration with SLTs and Principals as we prepare for Budget Season as well as Recruitment. Emphasis on assessing and maximizing support around recruitment and retention was reviewed.

We then moved on to:

#### D. ESSER Updates:

- i. Principal Pipeline Development - HRS has evaluated two vendors who responded to RFP 9599 for Principal Pipeline Development. It was shared that we have selected the organization "New Leaders", as our preferred vendor. New Leader's staff have vast experience in this area and are best suited to guide this important work. The partnership is aligned to Strategy 4.3 in the district's Strategic Plan.

#### **The committee then moved on to Other/New Business**

- A. 2023 Benefits Update was reviewed by Employee Services Director Randy Schrader. Mr. Schrader shared that Open enrollment ended today. It was shared that it has been a smooth open enrollment.

It was also shared that we met with our medical broker USI, who provided a financial picture on where we stand thus far - the 3rd quarter. The report has been very positive. Once again, the reports demonstrate that we are doing well. There was also a brief overview of one of our wellness providers Teladoc. Mr. Schrader shared the user report since January 2022. It was reported that there have been over 600 Teladoc visits from our employees since January. It was reported that there has been an overwhelming use of this resource. Not only is this a benefit to the district as a cost savings but also benefits us in having healthier employees. Ms. Williams shared how wonderful she thought this benefit was.

We then moved on to ***Recruitment Outreach for Instructional & Non-Instructional job opportunities Efforts shared by Director Carlos Reyes.***

***Director Reyes shared that*** NBOE had a booth at the NJEA conference in Atlantic City. NBOE issued four (4) contingent contracts for critical areas of need. He also shared that we were the only district in the state that attended NJEA strategically recruiting teachers.



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It was also shared that we will be hosting our first In-Person Hiring Fair for external candidates since the pandemic on Saturday, December 3, 2022 at Park Elementary School. We are looking forward to a successful fair that will yield many candidates that will sign contracts for our vacancies.

Director Reyes also shared that we continue or Ongoing outreach to Historically Black Colleges and Universities (HBCUs) and Hispanic-Serving Institutions (HSIs).

Chairperson Council thanked the committee for their participation and adjourned the meeting at 7:00pm.