



State of New Jersey

DEPARTMENT OF EDUCATION

PO Box 500

TRENTON, NJ 08625-0500

PHILIP D. MURPHY  
Governor

SHEILA Y. OLIVER  
Lt. Governor

ANGELICA ALLEN-McMILLAN, Ed.D.  
Acting Commissioner

July 8, 2021

Roger Leon  
Newark Public School District  
765 Broad Street  
Newark, NJ 07102

Dear Roger Leon,

This is a revised notice regarding the FY22 Teach STEM Classes in Nonpublic Schools grant award for Charles Muchira. The original notice had an incorrect grant award amount and maximum number of hours teaching at the nonpublic school. The corrected information is below.

JEC High School has been approved by the New Jersey Department of Education (NJDOE) as a recipient of the FY22 Teach STEM Classes in Nonpublic Schools grant. The award is based on the application submitted by the nonpublic school on April 23, 2021, in partnership with Charles Muchira, employed by your district, and the agreements provided. The approved preliminary grant award for Charles Muchira is \$10,798.08, which is based on the teacher's 2020-21 employment contract with your district at an hourly rate of \$79.40, and a maximum of 136 hours of teaching. The final grant award will be calculated based on the teacher's hourly rate from their 2020-21 employment contract and the actual hours taught at the nonpublic school, not to exceed the preliminary amount listed above.

Below is a Statement of Assurances that must be signed and returned to [NonpublicSTEMGrant@doe.nj.gov](mailto:NonpublicSTEMGrant@doe.nj.gov) **no later than July 16, 2021**.

Pursuant to the statute ([P.L.2019, c.256](#)) governing the grant program:

- Approved grant funds shall be allocated by the Department of Education to the school district of each eligible teacher participating in the program. The school district shall use the funds to provide compensation to a participating eligible teacher pursuant to this subsection. The commissioner shall establish the amount of each grant awarded for an eligible teacher, subject to the following:

- A participating teacher shall receive an amount equal to the teacher’s annual salary as calculated on a per-hour basis multiplied by the number of hours the teacher teaches STEM classes at a nonpublic school under the program.
- Payments received by a participating teacher under the grant program shall not be considered “compensation” under N.J.S.18A:66-2.

Grant funding for the teacher will be reimbursed by the NJDOE to the district in two payments: for teaching that occurs from July 1, 2021 – January 31, 2022, and then again for teaching that occurs from February 1, 2022, - June 30, 2022. The district will need to collect timesheets from the teacher that are signed by the chief administrator of the nonpublic school to verify hours of STEM teaching at the school. After completion of the first project period (Jan. 31, 2022) and the end of the fiscal year (June 30, 2022), the district must submit to the Department of Finance a payroll expenditure report, including the teacher’s name, payroll dates and amounts paid. Reporting instructions will follow at a later date. The Department will then reimburse the district for the hours the teacher worked at the nonpublic school.

The accounting and payment process are as follows. Revenue to the district for this grant should be recorded in special revenue fund in new revenue code 20-3212 “Nonpublic Teacher STEM Grant”, new line number 762, in the special revenue fund Revenue from State Sources section. Appropriations should be recorded in fund 20 in new program code 481 for “Nonpublic Teacher STEM Grant”, in functions and objects as allowed by the grant program. The total expenses under this program will be recorded on new appropriation line 88135.

If you have any questions or concerns, please contact Greg Kocher at [NonpublicSTEMGrant@doe.nj.gov](mailto:NonpublicSTEMGrant@doe.nj.gov).

Sincerely,



Jessani Gordon, Director  
Interdistrict School Choice and Nonpublic School  
Programs

c: Kevin Dehmer, Assistant Commissioner/Chief Financial Officer, Division of Finance  
School Business Administrator



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FY22 Teach STEM Classes in Nonpublic Schools Grant Award to District Teachers
Statement of Assurances for Districts

As the duly authorized chief school administrator of the district in which Charles Muchira is employed, I am aware that the New Jersey Department of Education (Department) has approved the application submitted by April 23, 2021, for the JEC High School (Nonpublic School) to form a partnership with Charles Muchira (Teacher) to teach STEM classes at the nonpublic school in FY2022 at such times and during such hours mutually agreed upon by the teacher, nonpublic school, and school district, which may include hours beyond regular public school day hours such as extended day, evening, or weekend programming. The teacher’s salary, number of teaching hours, and maximum award amount are specified in the award notification letter dated July 8, 2021. I certify that Newark Public School District shall:

- Submit to the Office of Finance all required documents to support the amounts paid to the teacher grantee for teaching that occurs from July 1, 2021 – January 31, 2022, and then again for teaching that occurs from February 1, 2022, - June 30, 2022. The Department will reimburse the district based on the teacher’s hourly salary, as indicated in the attached notification letter, and hours worked.
Fully comply with the statute (P.L.2019, c.256) governing the grant program, noting the following provisions:
Approved grant funds shall be allocated by the Department of Education to the school district of each eligible teacher participating in the program. The school district shall use the funds to provide compensation to a participating eligible teacher pursuant to this subsection. The commissioner shall establish the amount of each grant awarded for an eligible teacher, subject to the following:
A participating teacher shall receive an amount equal to the teacher’s annual salary as calculated on a per-hour basis multiplied by the number of hours the teacher teaches STEM classes at a nonpublic school under the program.
Payments received by a participating teacher under the grant program shall not be considered “compensation” under N.J.S.A. 18A:66-2.

Newark Board of Education
District

Signature of Chief School Administrator
(Electronic signature is acceptable)

7/9/2021
Date

Roger León, Superintendent
Name and Title