



Roger León
Superintendent

Newark Board of Education

Where Passion Meets Progress

Committee Report

Committee Name: Personnel Committee

Location	Date	Time
Virtual	Tuesday, November 14, 2023	5:30 PM
Board Members		
Hasani Council – Committee Chairperson		
Josephine C. Garcia - Committee Vice Chairperson		
District Liaison & Superintendent Representative		
Dr. Yolanda Mendez		
Other District Staff		
Keith Barton		Carlos Reyes
Claire Emmanuel		Randy Schrader
Scott Carbone		
Stefanie Perrone		
Meeting Summary		



Personnel Committee Chairperson Hasani Council opened the meeting at 5:33 PM.

Dr. Mendez Welcomed all Board Members.

Dr. Mendez reviewed **Staffing Updates**, which included vacancies for instructional positions categorized by job title and categorized by (SLTs).

It was reported that there were currently **82** instructional vacancies. (5 less than last month)

Committee members were reminded that this number should be viewed in the context of the additional **211** Budgeted Instructional Positions added during our budget season.

Furthermore, it was reviewed that **13** vacancies were reported by schools as being covered by certified individuals at the schools, which makes the true vacancies at the moment **69**.

Committee members were reminded that the HRS team continues to work diligently to fill hard-to-staff areas.

It was also reviewed with committee members that based on the number of teachers budgeted this year and current vacancies, our current teacher fill rate in the district is 97.4%. It was reviewed once again that when reviewing our number of vacancies and comparing them from one year to the other, there is a need to also compare the increase in the additional number of teachers budgeted as a result of student enrollment increases. Not doing so does not provide a true picture of the work that has been done. Mr. Council further stated that when contextualized in this way, comparing one year to another is actually not useful and further demonstrates the enormity of the task and success of our hiring practices.

Board member Garcia further stated her satisfaction in observing while at the Council of Great City School's National Conference, how other school districts around the country are inquiring about the work we are doing in order to maintain our high fill rate as well as other initiatives.

The meeting progressed to review the non-instructional vacancies, active non-instructional job postings, Civil Service Commission (CSC) hires, and reassignments.

The meeting moved on to the review of Personnel Voting Actions, which included:

- **Appointments –**
- **Co-Curricular Activities –**
- **Transfers –**
- **Personal Leaves**

and



- Resignations/Retirements .

- Director Schrader pointed out that during the 6-month period of:
-July to December 2023 vs. July to December 2022: there were:
72 fewer resignations.
Board member Garcia shared that 72 fewer was a significant number and that she was content to see that our Retention efforts are demonstrating impacts.

The committee then moved to discuss and review an MOU with TCNJ for clinical Interns.

- **TCNJ MOU** – The committee discussed the MOU and the purpose of the partnership. Director Reyes explained that the purpose behind these partnerships is to increase the number of future teachers in our district.

Director Reyes – also shared that the recruitment team has been meeting with the student teachers monthly to go over opportunities in the district. The strategy is to get them in the door, to become familiar with the portfolio of schools in the district. Principals are encouraged to have the same level of engagement with student teachers as well.

- Board member Garcia shared an article on teacher shortages with the committee and stated that she was pleased that we continue to engage with partnerships with all Universities to increase the number of interns in our schools. She shared that the article discusses the Nationwide issue with less students entering teacher preparation programs. Thus increasing these types of partnerships and pipelines is essential in order to increase our potential for recruiting these individuals.
- Board member Garcia recommended that time be set aside for this topic to be discussed at an upcoming board retreat.

Committee Board members recommended moving all voting resolutions to the entire board for approval.

The meeting then moved to review the following non-voting items:

Labor & Negotiations:

- Director Carbone discussed the upcoming labor negotiations that will begin soon.
- Director Carbone explained that the NTU contract expires in June and that we have begun the process to initiate discussions with NTU in order to start negotiations as soon as possible.
- It was reviewed that NTA and Local 68 contracts will also expire in June 2024 and negotiations are expected to start soon as well.

The meeting then moved on to remind the Committee about the upcoming Budget preparation that will begin shortly.



It was shared with the committee that during the upcoming months HRS would be working diligently with SLTs and Principals as we plan on Personnel for the coming year.

In:

- **December:** HR will work with the HS SLT and HS principals on guidance on making recommendations via Frontline for anticipated January postings of 2024-2025 positions. Particularly as it relates to the growth of our CTE programs. This is inline with our High School Re-design strategy.
- **January** - High School Principals will post portfolios for their schools for teachers in the district to view and encourage teachers that are a great fit for our HS programs to consider transferring into these roles for the 24-25 school year.
- **End of February:** We will work with all SLTs and their principals on guidance on making recommendations via Frontline for anticipated March posting of 2024-2025 positions (particularly for those schools that are growing/expanding – such as our new schools).
- **March (after budget presentation):** all positions for the 2024-2025 school year will be posted on Frontline.
- **April** – Transfer opportunity to encourage internal teachers that are a great fit for our HS Programs to consider transferring into these roles. (The transfer opportunity Dates are– TBD).

Board member Garcia and Council thanked the committee for proactively mapping out the work to be done in this area in the next couple of months.

We then moved to review our:

Benefits and Payroll updates: Director Schrader shared that:

- Open enrollment for benefits is happening now through 11/20. Great feedback has been shared thus far by employees.
- Resolutions are forthcoming for our upcoming benefit costs to the district.
- The Health Fair was reviewed – we had a great turnout. Hundreds of employees participated. The goal is to host fairs twice per year. Board members applauded and thanked Director Schrader and HRS for a great Fair!
- Director Schrader reviewed the programs we are looking to continue and expand such as Maven Menopause and other programs which may include Free maternity care and expanding our diabetes management program with Vital Check.
- It was shared with the board members that we learned that the NBOE promotional video was used by our partner Vital Check as a demo of a successful program and as a result, the NYC public schools has asked that we review the program with them and wishes to emulate what we have done. The Superintendent, HR and Board members will be invited to the NYC kickoff with the Mayor of NY and the Chancellor of schools in the coming months.



Roger León
Superintendent

Newark Board of Education

Where Passion Meets Progress

- Ms. Garcia and Mr. Council were delighted to hear how once again other districts are reaching out to us to understand our approach to health and wellness as well as other matters.
- Board member Garcia went on to compliment Dr. Mendez, Director Schrader and the HR team for the great presentations at the Council of Greater City Schools Fall Conference. Both Mr. Council and Ms. Garcia shared that they were proud to sit in the presentation and watch the presentation and have other districts applaud our work.
 - Board member Garcia recommended that time be set aside for this topic to be reviewed at an upcoming board retreat. She shared that she had learned a great deal regarding our health benefits journey by sitting and listening to the presentation.

Dr. Mendez thanked Mr. Council and Ms. Garcia and both she and Director Schrader thanked the HRS benefits team and the vision and forethought of the Superintendent who has allowed the work to be occur, and continue to flourish for the benefit of our employees and ultimately our students.

The meeting then moved on to review:

Recruitment and retention efforts.

Director Reyes reviewed that the:

- **Recruitment fair** for Instructional and non-instructional candidates will be held Saturday, December 2, 2023, at Park Elementary School. For all candidates the recruiting team will provide the information needed to apply for jobs on the spot. Laptops will be available with recruitment partners and principals and managers on site to assist. Candidate resumes will be shared with hiring managers as well via Frontline.
- **Gateway U - Round 2 Information Session** - offered to non-instructional staff who are degree seekers/looking to earn a bachelor's degree - with hopes of entering the alternate route program to become teachers will take place at the end of the month. Over 40 non-instructional staff members responded to the first communication effort.
- **Minority Teacher Development Grant** – it was shared that we are currently in discussion/brainstorming stages with Rutgers Newark on this grant opportunity. They have reached out to us as they write the grant. The focus of the grant is to assist and enhance our recruitment and retention efforts as it relates to educators of color with a focus on their development. We are working out details on this Grant and will share shortly on next steps.
- **Leadership Pipeline (Rising/Aspiring Leaders)** – Director Reyes shared that he has been working closely with Mr. Brewster and the team to begin training sessions for current staff interested in leadership opportunities with a goal to support individuals who are interested in moving to administrative positions. It was shared that there would be several information sessions that will take place with the Superintendent as well as Professional Development offerings for these individuals.



Roger León
Superintendent

Newark Board of Education

Where Passion Meets Progress

- **NJCTL** -has reached out to us about a grant opportunity to support staff members in need of certification support around STEM (alternate route program and career path) science, technology, engineering, and math. This grant intends to support teachers who want to shift to get STEM related certification. This opportunity is for current teachers and alternate route teachers. We are currently in discussion with NJCTL and will report out as soon as a decision is made on this. If we move along with this, it will enhance our Career Pathways program.

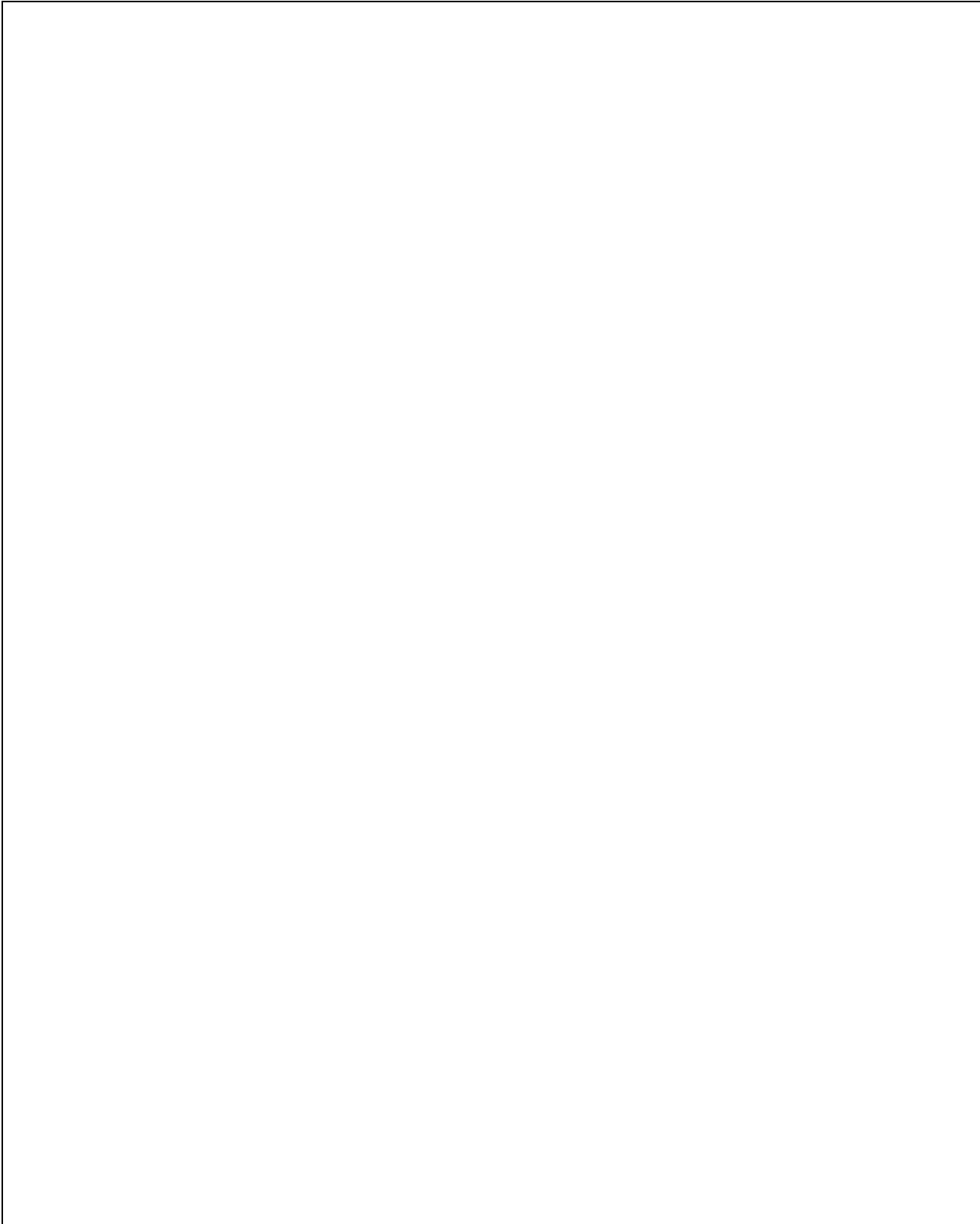
Chair Council took time out and thanked the entire team for the diligent work that continues to occur in the Office of Human Resource Services and adjourned the meeting at 6:24 pm.



Roger León
Superintendent

Newark Board of Education

Where Passion Meets Progress





Roger León
Superintendent

Newark Board of Education

Where Passion Meets Progress
