



Roger León
Superintendent

Newark Board of Education

Where Passion Meets Progress

Committee Report

Committee Name: Personnel Committee

Location	Date	Time
Virtual	Tuesday, December 12, 2023	5:30 PM
Board Members		
Hasani Council – Committee Chairperson		
District Liaison & Superintendent Representative		
Dr. Yolanda Mendez		
Other District Staff		
Keith Barton		Carlos Reyes
Claire Emmanuel		Randy Schrader
Scott Carbone		Justine Carter
Meeting Summary		

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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 **86** instructional vacancies.

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 **15** vacancies were reported by schools as being covered by certified individuals, which makes the true number of vacancies at the moment to **71**.

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 also to compare the increase in the additional number of teachers budgeted due to student enrollment increases. Not doing so does not provide an accurate picture of the work done. Mr. Council further stated that when contextualized in this way, comparing one year to another is not helpful and further demonstrates the enormity of the task and success of our hiring practices.

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

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

- **Appointments** –
 - **Co-Curricular Activities** –
 - **Transfers** –
 - **Separations**
- And**
- **Resignations/Retirements**



- Director Schrader pointed out that during the six months of:
 - August to January 2023 vs. August to January 2024, there have been:
63 fewer resignations were reported.

The committee then moved to discuss and review the Worker's Compensation Settlement Authorization Requests.

Questions were asked, reviewed, and answered.

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.

- **NTU** - There will be an initial meeting with the NTU and Board teams on December 13, 2023 with formal bargaining sessions anticipated to begin during the first or second week of January 2024. - More information can be provided next month.
- **NTA (School Nurses)** - Because the salaries of School Nurses are tied by statute to the NTU salary guides that will be negotiated this school year, NTA negotiations will be held in abeyance until we have reached an agreement with NTU.
- **Local 68 (Custodians)** - We recently received correspondence from Local 68 indicating their intent to negotiate a successor labor agreement beginning for the 2024-2025 school year. We anticipate an initial meeting with the union in January 2024.

The meeting then moved to a review of Benefits and Payroll updates. Director Schrader reviewed that in the finance committee there would be resolutions that would be reviewed to renew the district's:

- o Medical



- Prescription Drugs
- Dental
- Vision and
- Noom contracts

The committee was reminded about the upcoming Budget preparation which will begin shortly.

It was shared that HRS will be working diligently with SLTs and principals for the coming year.

Currently for:

- **December:** HR is working on the new and expanding school planning and 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 in line 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 who are an excellent 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 the 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 who are an excellent fit for our HS Programs to consider transferring into these roles. (The transfer opportunity Dates are– April 8-19th).

The meeting then moved on to review:

Recruitment and retention efforts.



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Director Reyes reviewed that the:

- Anticipated job listings for the 2024-2025 school year are now live and open for applicants to apply. Applicants who have not been hired yet have been invited to apply for SY 24-25.
- The recruitment department attended the Newark Summit and is beginning to establish some partnerships with local investors/developers to help provide staff members with affordable housing options as part of their hiring package.
- Minority Teacher Grant has been submitted with Rutgers-Newark and Montclair State. This grant opportunity will help us improve our recruitment and retention efforts as it relates to educators of color.
- Mr. Reyes will be presenting at Montclair State University on December 13, 2023, for future potential candidates interested in joining an urban district - MSU Getting Hired Day Process Discussion.
- In the future, we are looking to create public service announcement videos highlighting all of the great services an employee receives once they join our district (more information forthcoming)
- Rising and Aspiring Leaders participation with MSU for mobility and progress

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, wished the team a happy holiday and adjourned the meeting at 6:04 pm.



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