



# Newark Board of Education

Where Passion Meets Progress

## Committee Report

Committee Name: Personnel Committee

Location	Date	Time
Virtual	Tuesday, June 11, 2024	5:37 PM
<b>Board Members</b>		
Helena Vinhas– Committee Chairperson		
Dawn Haynes - Board Committee Member		
Josephine C. Garcia - Board Committee Member		
<b>District Liaison &amp; Superintendent Representative</b>		
Dr. Yolanda Mendez		
<b>Other District Staff</b>		
Justine Carter		Ivette Toledo
Claire Emmanuel		
Scott Carbone		
Keith Barton		
<b>Meeting Summary</b>		



Assistant Superintendent Dr. Yolanda Mendez began the meeting by welcoming Committee Chair Helena Vinhas and Board Member Josephine Garcia.

Committee Chairwoman Vinhas officially opened the meeting at 5:37 PM.

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

It was reported that the district currently has **75** instructional vacancies. Dr. Mendez reminded the Board Members that the last time we met, we had **78** instructional vacancies. She proceeded to highlight that this is the lowest number of vacancies recorded at this time of year in the last couple of years. Typically, the number during this period exceeds 100. Although our aim is to have all vacancies filled, **75** is an unusually low number for this time of year, which reflects the outstanding work of the district. Ms. Vinhas congratulated the team and the district for their efforts.

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, which brings the actual number of vacancies at the moment to **62**.

Committee members were reminded that the HRS team continues to work diligently with Principals to fill hard-to-staff areas and all vacancies.

Board members were reminded that when reviewing our number of vacancies and comparing them from one year to the other, the additional number of teachers budgeted due to student enrollment increases must be compared. Not doing so does not provide an accurate picture of the work done.

The meeting moved to a comprehensive review of non-instructional vacancies, active job postings, Civil Service Commission (CSC) hires, and reassignments for June 2024 and SY 2024-2025. Committee member Garcia raised concerns about food service and custodial vacancies.

Director Carter highlighted the challenges of finding qualified personnel in these areas due to our status as the largest district in the state. Director Carbone emphasized the upcoming end of a 5-year contract and the need to make our pay rates even more competitive. Dr. Mendez underscored the appeal of our benefits package, which sets us apart from neighboring districts. In addition, she noted that we also continue to aggressively interview candidates for open leadership positions.

Committee members applauded the district's ongoing efforts in hiring and retaining qualified staff, making special note of 15 Civil Service hires in 3 weeks, and the number of Student/Teachers that are choosing our district to start their careers.

No personal leaves were reported.



Questions were asked, reviewed and answered.

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

- **Appointments**
- **Co-Curricular Activities**
- **Renewals**
- **Transfers**
- **Withholding of Increments**
- **Non -Union Cost of Living (COLA) Salary Increases Recommendation**
- **Abolishment of Titles**

Dr. Mendez reviewed **Resignations & Retirements** and pointed out that from September 1, 2023 to June 30, 2024, there have been **73 fewer** resignations reported to date, compared to the same period in the previous school year. The consistent trend of fewer resignations from one year to the next was discussed.

We then moved to

- **Separations**, which Director Carbone provided details for.

The committee then proceeded to discuss other voting items which included:

1. **Memorandum of Understanding between NBOE and Drew University - For Clinical Interns**
2. **Worker's Compensation Settlement Authorization Requests** and
3. **24-25 Insurance Policy Renewals** which include:
  - Commercial Property
  - Commercial Automobile
  - General Liability/Umbrella Liability
  - Excess Workers Compensation
  - Cyber Insurance
  - K-12 Basic and Catastrophic Student Accident Insurance



We then went over the highlights of the **NTU Contract Ratification**

Director Carbone provided an overview of the contract. Board members Garcia and Haynes praised our Labor Relations team for their outstanding work during the negotiations that led to this contract. Chairwoman Vinhas also expressed her enthusiasm, emphasizing that this contract benefits all parties involved, particularly the children of Newark.

Questions were asked, reviewed and answered.

**As a result, Committee Board members recommended moving all voting resolutions to the entire Board for approval.**

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

Dr. Mendez reported on:

- A. Donaldson Hearing Process: and**
- B. Inefficiency/Tenure Charges**

We then moved to discuss

**C. Benefits**

- Dr. Mendez reported to the committee that the Spring Health and Wellness Fair was held Saturday, May 18, 2024, at First Ave. Elementary School. We were excited to see over 300 NBOE employees in attendance taking advantage of the free health screenings, healthy snacks, raffle prizes and entertainment. It was without a doubt a great success.
- Board members applauded all of the work that continues to be accomplished.

We then proceeded to:

**D. Labor Negotiations**

Director Carbone shared that:

- a. **NTU** We signed a Memorandum of Agreement with NTU, which was ratified by their members on 06/06/2024
- b. **NTA (School Nurses)** Going forward, we will meet weekly with NTA.
- c. **Local 68 (Custodians)** We are still awaiting dates from the union for an initial meeting.



Roger León  
Superintendent

Finally, we moved to reviewing

## **E. Recruitment Efforts**

Dr. Mendez provided an update and shared that:

- This month we continue to work diligently to fill all school principal vacancies and Executive titles such as Executive Director of Facilities Management, Director of Food and Nutrition, Director of Visual & Performing Arts, and Director of Communication.
- Mr. Reyes was invited to attend Seton Hall University's 2024 Get Hired! Boot Camp on June 12th, where he will be presenting on various topics such as job search and helpful tips for writing resumes and landing your first teaching job.
- We continue to share certified candidates with all school principals to help meet their vacancy needs

To close the meeting, Dr. Mendez shared the latest recruitment video clip, which we should start seeing on social media platforms very soon.

Board members Garcia and Haynes reiterated their thanks to the HRS team for all the great work they continue to do on behalf of the staff and children we serve.

Madame Chair Vinhas adjourned the meeting at 7:06 PM