



# Newark Board of Education

Where Passion Meets Progress

## Personnel Committee Report

Location	Date	Time
Virtual	May 13, 2025	5:30 pm
Board Members		
Louis Maisonave, Jr. - Committee Chairperson	Josephine Garcia - Committee Member	
Helena Vinhas - Committee Vice-Chair		
District Liaison & Superintendent Representative		
Dr. Yolanda Méndez	Havier Nazario	
Other District Staff		
Claire S. Emmanuel	Scott Carbone	
Adalis Alvarez-Craft	Ivette Toledo	
Eboni Woolridge	Randall Schrader	
Guests		
Meeting Summary		
Committee Vice-Chair Helena Vinhas officially opened the meeting at 5:34 PM		

<b>Item: Welcome and Introductions</b>	
Lead(s): Dr. Yolanda Méndez	<b>Priority 1, Unified and Aligned Systems / Strategy 4:</b> Attract and recruit highly effective and qualified staff who are excellent matches for the district, develop a pipeline of candidates for hard-to-fill areas, and provide support to all employees that enables and empowers them to fulfill their role in our mission.

### Comments:

Assistant Superintendent Dr. Yolanda Méndez welcomed everyone in attendance and shared the district's goals and action plans for the 2024-2025 school year. She also introduced and welcomed Louis Maisonave, Jr. as the new Chairperson of the Personnel Committee.

Dr. Méndez provided a Committee overview to the Board Members. She outlined the Directors that lead each group and key voting items these groups present to the committee for voting consideration.

Questions were asked, reviewed and answered, and HRS Directors were dismissed.

The committee moved to discuss Staffing Updates:

Item: <b>Staffing Updates</b>	
Lead(s): Justine Carter, Eboni Woolridge	<b>Priority 1, Unified and Aligned Systems / Strategy 4:</b> Attract and recruit highly effective and qualified staff who are excellent matches for the district, develop a pipeline of candidates for hard-to-fill areas, and provide support to all employees that enables and empowers them to fulfill their role in our mission.
Updates shared by Dr. Yolanda Méndez	

**Comments:**

Dr. Méndez provided an overview of the Staffing Updates, highlighting **81** instructional vacancies across the district. She shared that this figure should be considered in light of additional positions budgeted for the increase in student enrollment for the 2024-2025 school year. Currently, **23** vacancies are covered by certified professionals, reducing the active vacancies to **58**.

Dr. Méndez reviewed non-instructional vacancies, active job postings, Civil Service Commission (CSC) hires, and reassignments for May 2025 and the upcoming school year.

**Questions were asked, reviewed and answered.**

**The meeting then moved to reviewing the Voting Items.** Personnel Voting Actions encompassed appointments, co-curricular activities, renewals, transfers, personal leaves, resignations, and retirements.

Item: <b>Appointments, Co-Curricular, Renewals, and Transfers</b>	
Lead(s): Justine Carter, Eboni Woolridge	<b>Priority 1, Unified and Aligned Systems / Strategy 4:</b> Attract and recruit highly effective and qualified staff who are excellent matches for the district, develop a pipeline of candidates for hard-to-fill areas, and provide support to all employees that enables and empowers them to fulfill their role in our mission.
Updates shared by Dr. Yolanda Méndez	

**Comments:**

Dr. Mendez reviewed Appointments, Co,-Curricular appointments, and Transfers. Dr. Méndez highlighted that out of the **148** appointments made in April and May 2025, an impressive **136** are classified as hard-to-staff positions. This accounts for approximately **92%** of the total appointments, showcasing our commitment to addressing the needs of our schools.

Additionally, **78** instructional appointments were announced for the 2025-2026 school year, **with 25** of those also being hard-to-staff roles and **11** designated for our new school. Dr. Méndez pointed to the increasing number of Student Teachers choosing to start their careers in our District as we continue to attract top talent reinforcing our dedication to excellence in education.

A quick review of the non-renewal and renewal process occurred, although all board members had already been provided with time to review renewals and non-renewal lists as well as the process.

Questions were addressed before moving to the next voting item.

Item: <b>Personal Leaves, Resignations, Retirements, and Separations</b>	
Lead(s): Randall Schrader, Scott Carbone	<b>Priority 1, Unified and Aligned Systems / Strategy 4:</b> Attract and recruit highly effective and qualified staff who are excellent matches for the district, develop a pipeline of candidates for hard-to-fill areas, and provide support to all employees that enables and empowers them to fulfill their role in our mission.
Updates shared by Dr. Yolanda Méndez and Dr. Claire S. Emmanuel	

**Comments:**

Dr. Mendez reviewed Personal Leaves, Resignations, Retirements, and Separations.

Dr. Méndez provided an update on personal leaves and emphasized that there were **77** fewer resignations and **12** fewer retirements during the twelve-month period from May 1, 2024, to April 30, 2025, compared to the previous year. Notably, the increase in the number of teachers this year, as opposed to last year, makes this statistic even more significant

The meeting moved to discuss separations.

Questions were asked, reviewed, and answered.

We then moved to discuss the remaining voting items, consisting of Worker's Compensation Settlements:

Item: <b>Worker's Compensation Settlement</b>	
Lead(s): Keith Barton	<b>Priority 1, Unified and Aligned Systems / Strategy 4:</b> Attract and recruit highly effective and qualified staff who are excellent matches for the district, develop a pipeline of candidates for hard-to-fill areas, and provide support to all employees that enables and empowers them to fulfill their role in our mission.
Updates shared by Dr. Yolanda Méndez	

**Comments:**

Dr. Méndez provided the committee with a summary of this month's settlements.

Questions were asked, reviewed and answered.

We then moved to review the Adoption of the 2025 – 2026 Evaluation Frameworks for the district.

Item: <b>Adoption of 2025-2026 Evaluation Framework</b>	
Lead(s): Adalis Alvarez-Craft  Updates shared by Dr. Yolanda Méndez	<b>Priority 1, Unified and Aligned Systems / Strategy 4:</b> Attract and recruit highly effective and qualified staff who are excellent matches for the district, develop a pipeline of candidates for hard-to-fill areas, and provide support to all employees that enables and empowers them to fulfill their role in our mission.

**Comments:**

Dr. Méndez provided an update on the current status of the evaluation frameworks, confirming that no changes are proposed at this time.

We then moved to review two MOUs one for Rutgers and the other with Montclair University:

Item: <b>Rutgers Clinical Intern (Student Teacher) MOU</b>	
Lead(s): Dr. Claire S. Emmanuel  Updates shared by Dr. Yolanda Méndez	<b>Priority 1, Unified and Aligned Systems / Strategy 4:</b> Attract and recruit highly effective and qualified staff who are excellent matches for the district, develop a pipeline of candidates for hard-to-fill areas, and provide support to all employees that enables and empowers them to fulfill their role in our mission.  <b>Priority 2, Strong and Reciprocal partnerships / Strategy 6.2:</b> Implement a partnership framework that communicates a vision for mutually beneficial and accountable partnerships, strengthens relational ties, and integrates partnership evaluation.

**Comments:**

The Memorandum of Understanding (MOU) between the Newark Board of Education and Rutgers University–Newark Department of Urban Education as well as the Memorandum of Understanding (MOU) with Montclair University were discussed and reviewed.

Questions were asked, reviewed, and answered.

**The committee then agreed to move all voting items forward to the full Board for approval.**

The meeting then moved to non-voting items which included a review of:

- **Donaldson Hearing Process**
- **Withholding of Increment**
- **Inefficiency/Tenure Charges**
- **Labor Negotiations Updates**
- **Benefits updates**

- **Wellness Fair and**
- **Broker RFP**

**Questions were asked, reviewed and answered.**

Committee Chair Louis Maisonave, Jr. adjourned the meeting at 6:33 pm