

Personnel/Policy Committee

Minutes

May 22, 2017

Attendance: Melissa Varley, Alita Thomas (By phone), Yvonne Cali, Charles Shanley

POLICY:

1. **Approve** the minutes of the April 24, 2017 Regular Board Meeting.
2. **Approve** the minutes of the April 24, 2017 Regular Board Meeting Executive Session.
3. **Approve** the following fundraisers for the 2016-2017 school year:

Fundraiser	School	Organization/Staff Member	Dates
Spring Concert with Food Trucks	RMS	Music Department-Leone/Paulson	6/8/17
Field Day Wrecking Ball Contest	RMS	PTA-Zirpoli	6/16/17

4. **Approve** the 2016-2017 School Safety Drill Statement of Assurance.
This is a document that must be approved by the board that discusses all of the drills the district has conducted. Drills are posted for board members at each board meeting.
5. **Approve** the Bilingual/ESL Three-Year Program Plan 2017-2020.
This is an annual program plan for our ESL students. Ms. Cali asked how many ESL students we had. Dr. Varley stated there are 9 students. There were no questions regarding the plan.

PERSONNEL:

1. Appointments:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Alessio, Karen	Appoint	DIST	ESY Bus Aide		Per Contract			7/5/17	8/8/17
B	Burrows, David	Appoint	DIST	ESY Speech/Language		Per Contract	4.0 Hr's/25 Days		7/5/17	8/8/17
B	Canales, Lauren	Appoint	DIST	ESY Teacher		Per Contract	3.0 Hr's/25 Days		7/5/17	8/8/17
C	Caniglia, Francine	Appoint	DIST	ESY Staff Assistant		Per Contract	4.0 Hr's/25 Days		7/5/17	8/8/17
C	Chichelo, Janice	Appoint	DIST	ESY Bus Aide		Per Contract			7/5/17	8/8/17
C	Chludzinski, Gale	Appoint	DIST	ESY Staff Assistant		Per Contract	3.0 Hr's/25 Days		7/5/17	8/8/17
B	Cicarelli, Gina	Appoint	DIST	ESY Physical Therapist		Per Contract	4.0 Hr's/10 Days		7/5/17	8/8/17
B	Delaney, Ashley	Appoint	DIST	ESY Teacher		Per Contract	4.5Hr's/25 Days		7/5/17	8/8/17
E	Esposito, Nicholas	Appoint	RMS	Curriculum Council			\$4,000.00	11-000-221-110	9/1/17	6/30/17
C	Fastiggi, Rebecca	Appoint	DIST	ESY Staff Assistant		Per Contract	4.0 Hr's/25 Days		7/5/17	8/8/17
E	Franklin, Roseann	Appoint	BKL	Curriculum Council			\$4,000.00	11-000-221-110	9/1/17	6/30/17
E	Gatti, Jessica	Appoint	BWD	Curriculum Council			\$4,000.00	11-000-221-110	9/1/17	6/30/17
C	Ginsberg, Audrey	Appoint	DIST	ESY Staff Assistant		Per Contract	3.0 Hr's/25 Days		7/5/17	8/8/17
E	Harris, Michaela	Appoint	RMS	Curriculum Council			\$4,000.00	11-000-221-110	9/1/17	6/30/17
E	Karl, Beth	Appoint	BKL	Curriculum Council			\$4,000.00	11-000-221-110	9/1/17	6/30/17
B	Kentner, Marian	Appoint	DIST	ESY Nurse		Per Contract	4.5 Hr's/25 Days		7/5/17	8/8/17
B	Manger, Danielle	Appoint	DIST	ESY Occupational Therapist		Per Contract	4.0 Hr's/25 Days		7/5/17	8/8/17
C	Montasr, Sarah	Appoint	DIST	ESY Staff Assistant		Per Contract	4.0 Hr's/25 Days		7/5/17	8/8/17
B	Murray, Charles	Appoint	DIST	ESY Teacher		Per Contract	4.5Hr's/25 Days		7/5/17	8/8/17
B	Napolitano, Carmellina	Appoint	DIST	ESY Teacher		Per Contract	3.0 Hr's/25 Days		7/5/17	8/8/17
C	Pasquarosa, Marlana	Appoint	DIST	ESY Staff Assistant		Per Contract	4.5 Hr's/25 Days		7/5/17	8/8/17
C	Pearl, Bruce	Appoint	DIST	ESY Bus Aide		Per Contract			7/5/17	8/8/17
C	Roma, Sharon	Appoint	DIST	ESY Staff Assistant		Per Contract	4.0 Hr's/25 Days		7/5/17	8/8/17
B	Scott, Paige	Appoint	DIST	ESY Teacher		Per Contract	4.5Hr's/25 Days		7/5/17	8/8/17
B	Scorson, Jessica	Appoint	DIST	ESY Teacher		Per Contract	3.0 Hr's/25 Days		7/5/17	8/8/17
C	Sejdija, Mizacete	Appoint	DIST	ESY Staff Assistant		Per Contract	3.0 Hr's/25 Days		7/5/17	8/8/17
E	Stein, Karen	Appoint	RMS	Curriculum Council			\$4,000.00	11-000-221-110	9/1/17	6/30/17
C	Sudit, Leana	Appoint	DIST	ESY Staff Assistant		Per Contract	4.0 Hr's/25 Days		7/5/17	8/8/17
C	Taylor, Janet	Appoint	DIST	ESY Bus Aide		Per Contract			7/5/17	8/8/17
C	Terhune, Maureen	Appoint	DIST	ESY Bus Aide		Per Contract			7/5/17	8/8/17
C	Vasquez-Lugo, Shirley	Appoint	DIST	ESY Staff Assistant		Per Contract	4.5 Hr's/25 Days		7/5/17	8/8/17
E	Viola, Romina	Appoint	BWD	Curriculum Council			\$4,000.00	11-000-221-110	9/1/17	6/30/17
B	Vitiello, Janice	Appoint	DIST	ESY Teacher		Per Contract	4.5Hr's/25 Days		7/5/17	8/8/17
B	Williver, Katie	Appoint	DIST	ESY Teacher		Per Contract	2.0Hr's/25 Days		7/5/17	8/8/17
C	Zipeto, Mona	Appoint	DIST	ESY Staff Assistant		Per Contract	4.0 Hr's/25 Days		7/5/17	8/8/17

2. Additional Compensation:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Bernstein, Cheryl	Additional Compensation (Summer)	RMS	Anti-Bullying Coord./Guidance 10 days		Per Contract		11-000-218-104	7/5/17	8/8/17
B	Dolan, Lori-Jane	Additional Compensation (Summer)	DIST	LDT-C 10 Days		Per Contract			7/5/17	8/8/17
B	Harris, Michaela	Home Instruction	RMS	English	\$40 / hr				5/15/17	6/30/17
B	Kneler, Ashlie	Additional Compensation (Summer)	DIST	Psychologist 8 Days		Per Contract			7/5/17	8/8/17
B	Orlando, Yvonne	Additional Compensation (Summer)	DIST	Social Worker 8 Days		Per Contract			7/5/17	8/8/17
B	Rinaldi, Katherine	Additional Compensation (Summer)	DIST	Psychologist 8 Days		Per Contract			7/5/17	8/8/17
B	Siebert, Michelle	Additional Compensation (Summer)	DIST	Behaviorist 6 Days		Per Contract			7/5/17	8/8/17

3. Leave of Absences:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Alves, Lauren	Dock/Unpaid Leave	BWD	Staff Assistant / SED.999.CLA.36					5/30/17	5/30/17
B	Hauffe, Susan	Dock/Unpaid Leave	BKL	Staff Assistant / SED.999.CLA.13					4/27/17	4/28/17
B	Vasquez-Lugo, Shirley	Dock/Unpaid Leave	BKL	Staff Assistant / SED.999.CLA.27					5/1/17	5/1/17

4. Resignations:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Hauffe, Susan	Resignation	BKL	Staff Assistant / SED.999.CLA.13					5/5/17	5/5/17

5. Substitutes:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Cochario, Brenda	Add to 16/17 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/5/17	8/8/17
D	Cogan, Kathleen	Add to 16/17 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/5/17	8/8/17
D	Cruz, Jessica	Add to 16/17 Sub List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/17
D	Foster, Kerin	Add to 16/17 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/5/17	8/8/17
D	Guerin, Linda	Add to 16/17 ESY Sub List	DIST	ESY Substitute Bus Aide					7/5/17	8/8/17
D	Manno, Donna	Add to 16/17 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/5/17	8/8/17
D	Marchaterre, Jaclyn	Add to 16/17 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/5/17	8/8/17
D	McGovern, Mary	Add to 16/17 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/5/17	8/8/17
D	Munzer, Jennifer	Add to 16/17 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/5/17	8/8/17
D	Zuckerman, Linda	Add to 16/17 ESY Sub List	DIST	ESY Per Diem Substitute Nurse		Per Contract			7/5/17	8/8/17

6. **Approve** authorizing the Superintendent of Schools to hire personnel as needed to fill vacancies and ensure proper staffing for the SY18 during the months of July and August 2017.

Mr. Shanley asked how many teachers the superintendent would possibly need to fill during these two months. Dr. Varley stated two or three however, it wouldn't be prudent to wait until a board meeting to get them hired. Mr. Shanley said that he had no problem with it but would rather not see political hires.

7. **Approve** the posting of school sponsored co-curricular and athletic positions for the 2017-2018 school year. Dr. Varley stated that most of the co-curricular positions were posted. However, there would be revisions for June.

8. **Summer Technology Assistant Posting eff. 7/1/17-8/31/17 hourly rate of employee salary**

- Familiarity of district's technology equipment, wireless and network infrastructure
- Experience with Google environment and Google Admin Console
- Creation/maintenance of student and staff accounts
- Assist in student/staff technology setup and infrastructure upgrades for the 2017-2018 school year

Dr. Varley stated that this is the same position we have each summer, we're just changing it to a position as opposed to a co-curricular.

9. **2017-2018 Teacher in Charge Posting (Voluntary Position)**

This is a voluntary position filled by teachers with an administrative certificate. Teachers apply to be the person in charge if there isn't an administrator in the building.

10. **District Office Secretary stipends**

Dr. Varley brought up the conversation of district secretary salaries and how they compare with building secretary salaries. A district secretary makes more than a teacher with a BA+30 with 9 years experience. A building secretary makes more than a teacher with a BA+30 and 16 years experience. Our building secretaries make more than the district secretaries who are not on the guide. Dr. Varley stated that she had given perks to the District secretaries to make up for the difference, however, there seemed to be an ask for more in their compensation. Dr. Varley stated that she is seeking fair compensation as they are expected to work past their contracted hours at times. After more discussion, it was tabled to be brought back to the June meeting.