

Perth Amboy Board of Education
Regular Meeting
February 7, 2019 – 5:30 p.m.
Perth Amboy High School
300 Eagle Avenue

MINUTES

1. Call to Order – President Puccio

2. Pledge of Allegiance

3. Notice of Meeting

“The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Perth Amboy Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted at the bulletin board in the Administrative Headquarters Building, mailing notices to The Home News Tribune, The Amboy Guardian, El Diario/La Prensa, City Clerk Kupsch, as well as all other persons requiring notification pursuant to the New Jersey Open Public Meetings Law.”

4. Roll Call – Derek J. Jess, School Business Administrator/Board Secretary

Mr. Convery	<u>A</u>
Mr. Iglesia	<u>P</u>
Ms. Lebron	<u>P</u>
Ms. Marquez-Villafañe	<u>P</u>

Mr. Martinez	<u>A</u>
Mr. Massopust	<u>P</u>
Mr. Puccio	<u>P</u>
Ms. Vazquez	<u>P</u>

Administration:

Dr. Roman	<u>P</u>
Dr. Rodriguez	<u>P</u>
Mr. Chromey	<u>P</u>
Mr. Jess	<u>P</u>
Mr. Rodriguez	<u>P</u>
Ms. Machado	<u>P</u>

5. **WHEREAS**, pursuant to N.J.S.A. 10:4-12 (b), the Board of Education may exclude the public from that portion of a public meeting wherein the board discusses any of the matters set forth at N.J.S.A. 10:4-12 (b) (1)-(9);

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of the Open Public Meeting Act (“Act”), the Board of Education shall conduct a closed session pursuant to the provisions of N.J.S.A. 10:4-12(b) for the purpose of discussing the following matter(s):

<u> </u>	Matters rendered confidential by state or federal law
<u> X </u>	Personnel
<u> X </u>	Student (s) – Harassment, Intimidation & Bullying
<u> </u>	Termination of employee
<u> </u>	Appointment of a public official
<u> X </u>	Matters covered by the attorney-client privilege
<u> </u>	Pending or anticipated litigation
<u> </u>	Pending or anticipated contract negotiations
<u> </u>	Protection of the safety or property of the public
<u> X </u>	Matters involving the purchase, lease or acquisition of real property with public funds
<u> </u>	Matters which would constitute an unwarranted invasion of privacy
<u> </u>	Matters in which the release of information would impair a right to receive funds from the United States Government
<u> X </u>	Matters concerning collective negotiations and/or the negotiations of terms and conditions of employment of employees of the Board of Education
<u> </u>	Possible imposition of a civil penalty or suspension
<u> </u>	Any matter which could adversely affect the public interest if discussion of the matters were disclosed

It is anticipated that the length of time of this executive session will be 90 minutes at 5:33 pm, and that action may be taken in public after the executive session.

Iglesia
Motion

Vazquez
Seconded

CARRIED UNANIMOUSLY

Motion to re-enter public session at 6:59PM.

<u>Iglesia</u>	<u>Lebron</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

6. Student Representatives – Kevin Chavez and Jadelyn Cardenales

7. Presentation – District Student Council

8. Amendments/deletions/revisions to the agenda.

Revisions:

- Curriculum items #5 & 6 - change the account # to 15-190-100-500-0-0000-03.
- Personnel item #15 - add \$35.00 an hour for training.
- Personnel item #18 - change account # to 11-000-221-500-0-0000-34.
- Personnel item #26 - change account # to 15-141-100-101-1-0000-03.

Additions:

- Correspondence – adding a letter from T Mobile.
- Buildings & Grounds - approval for the NJSDA to utilize the Flynn School for a community meeting to discuss the new Perth Amboy High School on Tuesday, March 19, 2019, from 4:30 pm – 8:00 pm.
- Buildings & Grounds - approval for the Perth Amboy Girls Scouts to utilize the Perth Amboy High School auditorium, cafeteria, band room and art room for their annual show. Rehearsal dates are April 10 & 12, 2019 from 6:00 pm to 9:00 pm and the show date is April 13, 2019 from 12:00 pm to 8:00 pm.

9. Meeting open to the public for discussion of agenda items only.

<u>Iglesia</u>	<u>Vazquez</u>	CARRIED UNANIMOUSLY
Motion	Seconded	(To close following discussion)

10. Approval of Minutes of Reorganization Meeting held on January 3, 2019.

<u>Iglesia</u>	<u>Lebron</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

11. Approval of Minutes of Executive Session held on January 3, 2019.

<u>Vazquez</u>	<u>Marquez-Villafañe</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

12. Approval of Minutes of Special Meeting held on January 17, 2019.

<u>Marquez-Villafañe</u>	<u>Lebron</u>	(Dr. Brown – Abstained)
Motion	Seconded	CARRIED UNANIMOUSLY

13. Approval of Minutes of Special Meeting Executive Session held on January 17, 2019.

<u>Vazquez</u>	<u>Iglesia</u>	(Dr. Brown – Abstained)
Motion	Seconded	CARRIED UNANIMOUSLY

14. Approval of the Bill List for the period of October 1, 2018 through October 31, 2018 and November 1, 2018 through November 30, 2018.

<u>Lebron</u>	<u>Iglesia</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

15. Correspondence

A. State Department of Education (Copies distributed to Members of the Board)

- 1). Letter received from the Public Employees Retirement System approving the application for Service Retirement for the following individual with the following effective date:

Joann Wandling February 1, 2019

16. Reports

A. Board Secretary – Mr. Jess

- 1). Secretary’s Monthly Financial Report for the month of October 2018.
- 2). Treasurer’s Monthly Financial Report for the month of October 2018.

Acceptance of the Report of the Secretary’s and Treasurer’s as submitted and as being in agreement for the month of October 2018.

<u>Marquez-Villafañe</u>	<u>Vazquez</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

Acceptance of certification from the Board Secretary that no major line item has been over-expended for the month of October 2018.

<u>Marquez-Villafañe</u>	<u>Vazquez</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

B. Board President’s Report – Mr. Kenneth Puccio

- Mr. Puccio offered condolences to those staff members who have lost a member of their family over the past month.
- Mr. Puccio than recognized board members stating that board members are volunteers. We campaign to get elected because we all want to be here and in our hearts, we care. Sometimes we are targeted as if we don’t care. Some of us are graduates from Perth Amboy High School and this is our adopted home. We’re here for the citizens, students, staff and the people who live in the homes in this town. I’m compelled to read the following statement:

Perth Amboy Board of Education Negotiations Update

February 7, 2019

This evening the Board would like to provide the community with a detailed update regarding negotiations between the Perth Amboy Board of Education and the Perth Amboy American Federation of Teachers or AFT. The AFT leadership issued a statement last month entitled “Urgent Negotiations Update,” which was immediately brought to the attention of the Board and the administration due to its highly inflammatory nature. It unjustly criticized me, the Board Attorney and our Board of Education Vice-President, Tashi Vazquez. Both Ms. Vazquez and I are highly well-respected members of this community, work for the City of Perth Amboy and volunteer so much of our time to this District.

The statement was inaccurate, unprofessional, personal and mean-spirited. This Board will not respond in kind. But we do want to provide the community with a status of the negotiations with straight-forward facts.

The Board committee and the AFT have met no less than 19 times since November 2017 to attempt to negotiate the terms of a new collective bargaining agreement. The AFT’s refused to sign-off on basic ground rules, but the Board continued to negotiate in good faith for next year and a half.

Despite the number of negotiations sessions, the Board and the AFT have not yet reached a settlement with respect to a successor agreement.

On January 11, 2019, the Board of Education filed for “Impasse.” Impasse is not a negative process, but a positive one provided to the Board and the AFT at no cost. It is a request to the Public Employees Relations

Committee, known as PERC, to assign an experienced neutral individual to assist the parties in reaching a settlement.

It is UNFAIR to our hardworking staff to have a contract open for so long. For reasons we will discuss here, we do not believe a settlement can be reached in the absence of mediation. The Board committee and the AFT are scheduled to meet with the mediator on February 21, 2019. The Board is hoping for a swift resolution that evening.

The parties have reached tentative agreements on many items, benefiting teaching staff members, custodians, secretaries, technology support staff, security personnel and paraprofessionals. Tentative agreements include:

- Over 50 agreed upon language changes.
- Expansion of bereavement leave
- Dual Language stipends to our staff totaling over \$200,000 per each year of the contract
- Additional hourly increase for our food service workers, above and beyond an agreed upon settlement.
- New and increased stipends for extracurricular activities

HEALTH BENEFITS. Note that where many school districts and teachers' unions across the state are at impasse over health benefits, this is not the case here in Perth Amboy. The Board agreed to significantly reduce employee's health contributions to the equivalent of Tier II contribution rates three years ago beginning with the 2015-2018 contract. This is virtually unheard of now, much less 3 years ago. Even in 2015, the Board wanted to ensure that our staff had access to excellent health care plans at the lowest possible cost. Although most districts are fighting to keep employee health care contributions at the highest possible level, this Board reduced them 3 years ago and didn't even put a proposal on the table to increase those contributions in this round of negotiations.

The lower contributions from the staff means less money that the District now has to offset the costs of rising health insurance. So, while it is favorable to staff, it lessens the budgeted revenue and means that money is taken away from education and put towards the payment of health benefits.

But let me be clear, THE BOARD IS SEEKING NO CHANGES TO HEALTH BENEFITS. This is in line with this Board's mission to retain and reward its hardworking staff.

In addition to school holidays, 10-12 sick days per year, and 3 personal days, the current contract provides each staff member with an additional three (3) non-cumulative days that can be used for any reason. The days were IN FACT added to the last contract in good faith with the agreement of both parties. Unfortunately, such days have been extremely detrimental to the school district, its staff and students.

The number of teachers absent daily is extraordinarily high and unprecedented. This has compromised our student's education and in some instances the safety and welfare of the students and staff in the buildings. We will absolutely become a high performing school district, but this requires the dedication and consistency of OUR teachers in the classroom, not substitutes. This Board wants to ensure that OUR teachers, who we value tremendously, are in the classroom with OUR students. We need to minimize the use of substitutes and are willing to compensate our teachers with significantly above average salary increases in exchange for the elimination of these days.

For example,

- on December 20, 2018, we had 259 staff members out of approximately 1860 employees, or 14% of our staff.
- On January 18, 2019, we had 234 staff members absent or 13% of our staff.
- Last spring, the number of staff members out approached nearly the 400 mark, 395 to be exact, which accounted for an absence rate by our staff of approximately 21.50%.

This is extremely alarming. How are we as a District to have the students learn and achieve with these many teachers absent? How are we as a District to ensure the safety of the students and other staff with these many teachers absent? How are we to achieve the goal of a high performing school district with these many teachers absent? The non-cumulative days, although well intended, compromise absolutely everything this District, this community, this Board and this administration strive for.

According to the data maintained by the New Jersey School Board's Association, the Middlesex County average salary increases are 3.16%, 3.12% and 3.14%. The average salary increase in the State of New Jersey for teaching staff members is approximately 3.00%. These rates include significant health care givebacks and the highest employee contribution rates for health benefits.

Again, this Board has not proposed any health care benefit changes and AFT members are paying one of the lowest contributions toward health care in the entire State of New Jersey.

Despite no health care giveback, the Board's current offer is significantly higher than the county and state averages and includes hundreds of thousands of dollars in additional stipends above and beyond any proposed salary increase. Yes, I did say significantly higher than state and county averages which are teetering around 3%!

The Board's current offer increases salaries in the amounts of 3.25%, 3.33%, and 3.33% for the three years of the agreement, which equates to an increase of 9.91%. In addition to a 9.91% over three years, the Board agreed to hundred-thousands of dollars in stipends for dual language staff and in addition offered stipends to our

counselors, Child Study Team and Nurses totaling over \$186,000 year - which brings this settlement to near 4% per year!

We are at a complete loss as to why this contract remains unsettled. The deal currently on the table for the AFT’s consideration is tremendous, extremely generous and unequivocally demonstrates this Board’s commitment to its staff.

I cannot stress enough that this Board of Education and its administration believe in this District and its staff. We just detailed how much we want to work with the AFT. Community members, parents and staff members should be confident that this Board of Education remains committed to all Board employees, staff and the students, not only in the short-term, but in the long-term.

This contract needs to be settled now! The Board’s Negotiations Team is looking forward to February 21st.
Thank you.

C. Superintendent’s Report – Dr. David A. Roman

Presentation

- | | |
|--------------------------------------|--|
| • Dr. David A. Roman | Overview |
| • Ms. Carmen Southward | Security |
| • Student Council | |
| • Mr. Richard Chromey | Heating Issues |
| • Mr. Delvis Rodriguez | Attendance & Resignations |
| • Mr. Derek J. Jess | Capital Improvements |
| • Dr. Vivian Rodriguez | Communication Academy/Health Science Academy |
| • Mr. Jose Santos/Mr. Rogelio Suarez | Dual Language/Bilingual Program |

CUR-17). Recommendations of the Superintendent of Schools

Curriculum Committee – Mr. Anton Massopust, Chairperson

- 1). Adoption of the current written curriculum guides, textbooks, and e-textbooks for grades PreK-12 until such time as revisions, additions and/or deletions presented to the Board of Education for adoption.
- 2). Adoption and governance in all actions and business to come before the Board by the written Bylaws Policies, Regulations and Job Descriptions previously duly adopted.
- 3). Approval of Field Trips. **(Specified in Attachment)**
- 4). Approval for the following Professional Development Services:

	Name of Program / Consultant	Date(s)	Audience	Total Cost Not to Exceed	Account #	Under the Supervision of:
a.	Liberty Science Center	4/3/2019	Perth Amboy Catholic Staff	\$1,000.00	20-272-200-300-0-0000-80	Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Ms. Pamela Spindel, Director of Special Funded Programs.
b.	Liberty Science Center	5/1/2019	Perth Amboy Catholic Staff	\$1,000.00	20-272-200-300-0-0000-80	Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Ms. Pamela Spindel, Director of Special Funded Programs.
c.	Houghton Mifflin Harcourt – CoGat Testing - requirement	February – March 2019 (3 days)	District Data Team; Elem. Counselor; Elem. ILs	\$ 675.00	11-000-218-390-0-0000-20	Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Dr. Courtney Pepe, Supervisor of Educational Technology, Ms. Mary Jo McAdam, Director of School Counseling.
d.	Control Alt V – Virtual Reality Consultants	February 28, 2019	District Technology Classes – for students & teachers in McGinnis School	\$1,300.00	11-000-223-800-0-0000-33	Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Dr. Courtney Pepe, Supervisor of Educational Technology.
e.	US Games (Open Online Physical Education Network)	February 21, 2019	Phys. Ed Teachers (K-12) training on physical literacy	\$1,950.00	11-000-221-320-0-0000-29	Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Christopher Ott, Supervisor of Health & PE, Nephtaly Cardona, Director of Athletics, Health & PE.
f.	Apple Professional Learning Two Day Final Cut Pro Training (Conducted by Apple Consultants)	February 20-21, 2019 (2 days)	Tech. Educators, Media Specialists, TV Production Teachers	\$4,500.00	11-000-223-320-0-0000-25	Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Dr. Courtney Pepe, Supervisor of Educational Technology

Massopust
Motion

Marquez-Villafañe
Seconded

CARRIED UNANIMOUSLY

CUR-17). Recommendations of the Superintendent of Schools

Curriculum Committee – Mr. Anton Massopust, Chairperson

- 5). Approval for the Perth Amboy High School Teen Pep Class of 2019 to attend an overnight trip to YMCA Camp in Newton, NJ on February 21 - 22, 2019, a total of 40 students and 5 staff members, at a total cost not to exceed \$5,610.00, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Mr. Nephtaly Cardona, Director of Athletics, Health and Physical Education. Funded through account number: 15-190-100-500-0-0000-03.
- 6). Approval for the Perth Amboy High School Teen Pep Class of 2020 to attend an overnight trip to YMCA Camp in Newton, NJ on May 3 – 5, 2019, a total of 40 students and 5 staff members, at a total cost not to exceed \$8,460.00, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Mr. Nephtaly Cardona, Director of Athletics, Health and Physical Education. Funded through account number: 15-190-100-500-0-0000-03.
- 7). Approval for the W.C. McGinnis School Grade 8 students to attend an overnight trip to Pocono Valley Leadership Camp from May 23-24, 2019 trip will assist students to be well-rounded individuals and improve their leadership skills during their camping experience, at a total cost not to exceed \$5,192.00 (transportation cost only), under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Ms. Melissa España, Principal of W.C. McGinnis School. Funded through account number: 15-000-270-512-0-0000-04.
- 8). Approval for the Volunteer Income Tax Assistance (VITA) program with United Way of Central Jersey to offer free tax help to the students in the Adult School at no cost to the district from February through April 2019, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Dr. Myrna E. Garcia, Principal of the Adult & Continuing Education.
 - Mr. Iglesia thanked everybody for allowing this program to happen and for providing this to our families.
- 9). Approval to enter into a Memorandum of Understanding with the New Jersey Institute of Technology – Options of Advanced Academic Achievement Secondary School Partnership Program for NJIT College Credit Courses at the Perth Amboy High School for the 2019-2020 school year, at a total cost not to exceed \$19,000, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Ms. Daisy Rodriguez, Principal of Perth Amboy High School. Funded through account number: 15-190-100-500-0-0000-03.
- 10). Approval for Dr. Michael Searson, Executive Director, School for Global & Innovation at Kean University, to provide expert consulting services; curriculum development support and professional development for the Communications Academy at the Perth Amboy High School, at a total cost not to exceed \$20,000, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Ms. Daisy Rodriguez, Principal of Perth Amboy High School. Funded through account number: 15-190-100-500-0-0000-03.
- 11). Approval for the Perth Amboy High School – 9th Grade Program to have a Challenge Day Program on January 16 and January 17, 2019, at a total cost not to exceed \$7,150.00, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Dr. Ashanti Holley, 9th Grade Program Principal. Funded through account number: 15-000-218-320-0-0000-03.

<u>Massopust</u>	<u>Marquez-Villafañe</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

CUR-17). Recommendations of the Superintendent of Schools

Curriculum Committee – Mr. Anton Massopust, Chairperson

- 12). Approval for the Perth Amboy High School to host the Central Jersey Math League Competition on March 20, 2019 from 3:30 pm – 6:30 pm, at no cost to the district, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Ms. Daisy Rodriguez, Principal of the Perth Amboy High School.
- 13). Approval for the Health and Physical Education Teachers to attend the NJAHPERD annual convention at the Ocean Place Resort & Spa, Long Branch, NJ, from February 25 through February 27, 2019, at a total cost not to exceed \$1,528.00, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Mr. Nephtaly Cardona, Director of Athletics, Health and Physical Education. Funded through account number: 11-000-221-320-0-0000-29. **(Specified in attachment)**
- 14). Approval for district staff members to attend the Writer’s Workshop Saturday Institute at Teacher’s College – Columbia University on Saturday, March 16, 2019, on a volunteer basis with district transportation at a total cost not to exceed \$700, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services. Funded through account number: 20-272-200-500-0-0000-40. **(Specified in attachment)**
- 15). Approval to apply for the Snapdragon Book Foundation Grant Application to obtain funding of up \$10,000 for library books for the Rose M. Lopez Elementary School, at no cost to the district, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Ms. Pamela Spindel, Director of Special Funded Programs.
- 16). Approval to participate in the City of Perth Amboy Recreational Department Student Art Show at the Perth Amboy Gallery Center for the Arts, on Thursday, April 4, 2019 from 5pm-7pm, at no cost to the district, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Mr. Brian Wilson, Supervisor of Fine, Visual and Performing Arts.
- 17). Approval for Siyan Bradley, founder of the “Renee Bradley Foundation” for Domestic Violence, to hold two assemblies at the Perth Amboy High School – Main Campus for the 12th grade students on February 13, 2019, at a total cost not to exceed \$500, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Ms. Daisy Rodriguez, Principal of the Perth Amboy High School. Funded through account number: 15-000-218-390-0-0000-03.
- 18). Approval for the New Jersey Institute of Technology (NJIT) to provide an “Early College Preparatory Program in Science, Technology and Mathematics” at NJIT for approximately sixty (60) students (including alumni) to participate in the summer scholars program from July 8, 2019 through August 2, 2019 (Monday through Friday) at an approximated cost not to exceed \$90,000 – tuition includes academic materials; transportation; lunch and field trips, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Ms. Marie Bermudez, Mr. Lonn Vreeland, Supervisors of Mathematics; Ms. Carol Wenk, Supervisor of Science. Funded through account number: Title I – pending the approval of the Title I 2019-2020 ESEA application.
- 19). Approval for guest speaker, Ms. Anesha Santhanam, of Likeable STEM, to present at Digital Learning Day (February 28, 2019), for the Robotics, Digital Literacy and Computer Science classes at the 9th Grade Program and the Perth Amboy High School, at a total cost not to exceed \$650.00, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Dr. Courtney Pepe, Supervisor of Educational Technology. Funded through account number: 11-000-221-320-0-0000-25.

<u>Massopust</u>	<u>Marquez-Villafañe</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

CUR-17). Recommendations of the Superintendent of Schools

Curriculum Committee – Mr. Anton Massopust, Chairperson

- 20). Approval for the Adult ESL/Civics students in the Pilot Integrated Education and Training program to participate in CPR/AED Training in March and April 2019 (date TBD), offered by the Raritan Bay Medical Center, at a total cost not to exceed \$1,000.00, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Dr. Myrna Garcia, Principal of Adult & Continuing Education and Ms. Eva Kucaba, Supervisor of Nursing and Health Related Services. Funded through account number: 13-601-200-800-0-0000-15.
- 21). Approval for 18 staff members to attend the 2019 NJTESOL/NJBE Spring Conference to learn best practices, be up-to-date on state department policy and law regarding English Language Learners, and turnkey through PLCs and Ed. Camps to the rest of our faculty. This will be under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Mr. Rogelio Suarez Jr., Director of Bilingual/ESL and World Languages, at a cost not to exceed \$2,517.00 funded through Title III, account number 20-245-200-500-0-0000-40. **(Specified in attachment)**
- 22). Approval to continue the partnership with the Raritan Bay Area YMCA to administer the 21st Century Community Learning Grant through the New Jersey Department of Education, to provide afterschool and summer programming services to eligible students at the William C. McGinnis Middle School, Samuel E. Shull School and Perth Amboy High School 9th Grade South and East Campus during the 2019-2020 school year, at no cost to the district, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Ms. Pam Spindel, Director of Special Funded Programs.
- 23). Approval for the Robert N. Wilentz School to host the Young Audiences of New Jersey Chinese Acrobats for students in grades K-4th, on February 15, 2019, at a total cost not to exceed \$2,200.00, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Mr. Ronald L. Anderson, Principal of Robert N. Wilentz School. Funded through account number: 15-190-100-320-0-0000-18.
- 24). Approval for Dr. Jessica Adams, Executive Director, School of Health and Human Performance, Kean University, to provide expert consulting services, curriculum development support and professional development for the Health Sciences Academy at the Perth Amboy High School, at a cost not to exceed \$20,000, under the supervision of Dr. Vivian Rodriguez, Assistant Superintendent of Learning Educational Services and Ms. Daisy Rodriguez, Principal of Perth Amboy High School-Main Campus. Funded through account number 15-190-100-500-0-0000-03.

<u>Massopust</u>	<u>Marquez-Villafañe</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

FIN-18). Recommendations of the Superintendent of Schools

Finance Committee – Mr. Junior Iglesia, Chairperson

- 1). Approval of travel expenses, under the supervision of Mr. Derek J. Jess, School Business Administrator. **(Specified in attachment)**
- 2). Approval to award a contract to Preferred Mechanical, Inc. for HVAC upgrades at the James J. Flynn School in an amount not to exceed \$4,186,000 under the supervision of Mr. Nicholas Crupi, Director of Buildings & Grounds and Mr. Derek J. Jess, School Business Administrator.
- 3). Approval to purchase HVAC equipment, as specified on attachment, for the HVAC upgrades at the James J. Flynn School in an amount not to exceed \$1,463,725 under the US Communities Cooperative Purchasing Program, proposal #B6-170847-1 under the supervision of Mr. Nicholas Crupi, Director of Buildings & Grounds and Mr. Derek J. Jess, School Business Administrator.
- 4). Approval of the following personnel and salary percentages paid through grants other than school wide distribution for the 2018-2019 school year. **(Specified in Attachment)**
- 5). Approval for Assumption Catholic School to install WiseNet III Network Dome Cameras and an LED Monitor through their state-funded/mandated Nonpublic Security entitlement. Costs not to exceed \$7,292.21 of the total allocated \$8,775.00 for the 2018-2019 school year, under the supervision of Ms. Pamela Spindel, Director of Special Funded Programs.
- 6). Approval of the placement of the following special education and general education students in out-of-district facilities for the 2018–2019 school year, under the supervision of Mr. Abdel Gutierrez, Director of Special Education Services:

ID#	Class	Facility	Tuition	Date
296502	SLD	Montgomery Academy	\$36,565.56	01/03/19
300854	MD	Rutgers UBHC	\$51,771.36	11/20/18
293935	GenEd	South Brunswick Public Schools	\$12,335.15	09/06/18
292618	GenEd	South Brunswick Public Schools	\$19,750.00	12/07/18
177830	OHI	NuView Academy	\$32,832.00	01/02/18

- 7). Approval to utilize the Essex Regional Educational Services Commission Transportation to offer transportation for special education, regular education, field and athletic trips for the 2018-2019 school year, under the supervision of Mr. Derek J. Jess, School Business Administrator.
- 8). Approval to accept a donation of packaged undergarments to Ignacio Cruz Early Childhood Center from Handcraft Manufacturing Company of Dayton, NJ. Under the supervision of Ms. Susan Roque, Principal.
- 9). Approval of a Relocation Assistance Agreement between the Perth Amboy Board of Education and Jessica Flores, under the supervision of Mr. Derek J. Jess, School Business Administrator.
- 10). Approval for the Perth Amboy Board of Education to participate with the Middlesex County Food Organization & Outreach Distribution Services for the collection and donation of food between March 25, 2019 – April 5, 2019, under the supervision of Ms. Carmen Southward, District Director of Operations and each school Principal.

Iglesia
Motion

Marquez-Villafañe
Seconded

(Ms. Vazquez – Abstained on item #9)
CARRIED UNANIMOUSLY

B&G-19). Recommendations of the Superintendent of Schools

Buildings & Grounds Committee – Ms. Tashi Vazquez

- 1). Approval of the following use of facilities requests, under the supervision of Mr. Derek J. Jess, School Business Administrator.

	Organization	Building	Dates/Time	Event	Certificate of Insurance
a.	City of Perth Amboy Department of Human Services	Dr. Herbert N. Richardson School	Saturday, March 23, 2019 8:00 am – 1:00 pm	Second Annual Housing Expo	X
b.	Perth Amboy Elite Sports Club	Dr. Herbert N. Richardson School	Various dates between January – June 2019	Basketball	X
c.	Raritan Bay Area YMCA	William C. McGinnis School & South Campus	Monday – Friday 8:00 am – 1:00 pm July 8 – August 2, 2019	Summer Program	X
d.	Raritan Bay Area YMCA	Samuel E. Shull School William C. McGinnis School South Campus East Campus	Monday – Friday 2:45 pm – 6:00 pm Sept. 3, 2019 – June 19, 2020	Middle School After School Program	X
e.	European School of Dance	Perth Amboy High School	Sunday, June 2, 2019	Dance Recital	X
f.	NJSDA	James J. Flynn School	Tuesday, March 19, 2019	Community Meeting	X
g.	Perth Amboy Girls Scout	Perth Amboy High School	April 10 & 12, 2019 6:00 pm – 9:00 pm April 13, 2019 12:00 pm – 8:00 pm	Annual Show	X

Vazquez
Motion

Marquez-Villafañe
Seconded

CARRIED UNANIMOUSLY

- Ms. Vazquez – abstained on items # 1a,f,g
- Ms. Lebron – abstained on item #1a

PER-20). Recommendations of the Superintendent of Schools

Personnel Committee – Ms. Lisett Lebron, Chairperson

Note: All appointments of district staff are contingent upon satisfying the requirements of the New Jersey Criminal History Background Check Status.

1). Acceptance of the following resignations for the purpose of retirement:

	Name (Last, First)	Position	Location	Effective Date
a.	Berio, Tatiana	Bilingual Elementary Teacher	Richardson School	05/01/2019
b.	Chromey, Richard	Assistant Superintendent of Administration	District	07/01/2019
c.	Garcia, Myrna Dr.	Principal	Adult & Continuing Education	07/01/2019
d.	Rogers-Baker, Althea	Vice Principal	High School	07/01/2019
e.	Fox, Donna	Elementary Intervention Teacher	Wilentz School	07/01/2019
f.	Carr, Sandra	Elementary Teacher	Wilentz School	07/01/2019
g.	Sakel, Jamie	Reading Specialist	Wilentz School	07/01/2019
h.	Gonzalez, Grace	Level I Secretary	Administration Building	07/01/2019
i.	Hernandez, Nancy	Confidential Secretary	Administration Building	07/01/2019
j.	Del Villar, Jose A.	Paraprofessional	Hmieleski E.C.C.	07/01/2019

- Mr. Iglesia thanked everybody who’s retiring for all their years of service and wished them well.
- Mr. Puccio thanked Dr. Garcia who’s a dedicated teacher and supervisor; she’ll be greatly missed and he also thanked Ms. Rogers-Baker for all the time that she was here as she will be missed.

2). Acceptance of the following resignations:

	Name (Last, First)	Position	Location	Effective Date
a.	Turab, Nusrat	P/T ESL/Civics Teacher	Adult & Continuing Education	12/12/2018
b.	Lopez, Dionne	P/T Biology Teacher	Adult & Continuing Education	12/21/2018
c.	Jerez, Ysidra	Lunch Aide	J. J. Flynn School	01/14/2019
d.	Jones, Marcus	Paraprofessional	Dr. H. N. Richardson School	01/15/2019
e.	Meza, Gisselle D.	Level II Secretary	W. C. McGinnis School	02/01/2019
f.	Gonzalez, Myrna	Paraprofessional	P. A. High School	02/01/2019
g.	Martinez, Yudit	Lunch Aide	E. J. Patten School	02/08/2019
h.	Piotrowicz, Klaudia	Elementary Teacher	E. J. Patten School	03/15/2019
i.	Hussey, Nora	Special Education Teacher	W. C. McGinnis School	03/25/2019
j.	Dworkowitz, Victoria	Dual Language Pre-School Teacher	Hmieleski E.C.C.	03/27/2019
k.	Gutierrez, Abdel A.	Director of Special Services	Administration Building	04/01/2019
l.	Milton, Tiffany	Elementary Teacher	E. J. Patten School	04/01/2019
m.	Rodriguez, Daisy	Principal	P. A. High School	07/01/2019

3). Approval of the following requests for a Leave of Absences:

	Name (Last, First)	Reason	Position	Location	Date Effective	End Date	Notes
a.	Chapman, Luann	Extension of Medical Leave	Teacher	Shull School	1/2/19	1/18/19	Extension of Medical Leave without pay
b.	Hernandez, Marlene	Medical Leave	Paraprofessional	Cruz E.C.C.	1/2/19	1/18/19	Utilizing sick days
c.	Sperlazza, MaryJo	Extension of Medical Leave	Supervisor	School #7	1/7/19	1/18/19	Extension of Medical Leave utilizing sick days
d.	Hernandez, Heather	Medical Leave	Paraprofessional	Cruz E.C.C.	12/14/18	2/4/19	Utilizing sick days
e.	Martinez, Milagros	Medical Leave	Paraprofessional	Cruz E.C.C.	2/4/19	3/1/19	Utilizing sick days

Lebron
Motion

Marquez-Villafañe
Seconded

CARRIED UNANIMOUSLY

PER-20). Recommendations of the Superintendent of Schools
Personnel Committee – Ms. Lisett Lebron, Chairperson

3). Approval of the following requests for a Leave of Absences: **Continued**

	Name (Last, First)	Reason	Position	Location	Date Effective	End Date	Notes
f.	Pirilli, Doreen	Revision of Medical Leave	Kindergarten Teacher	Richardson School	11/1/18	1/11/19	Revision of Medical Leave From: 11/1/18 – 12/11/18 Utilizing sick days 12/12/18 – 12/21/18 without pay To: 11/1/18 – 12/11/18 sick days 12/12/18 – 1/11/19 with pay from sick bank donation.
g.	Agustin, Veronica	Medical Leave	4 th Grade Teacher	Dual Language School	2/12/19	2/26/19	Utilizing sick days
h.	Vega, Luz	Extension of Medical Leave	Math Teacher	McGinnis School	12/17/19	2/28/19	Extension of Medical Leave utilizing sick days
i.	Delgado, Juan	Medical Leave	Science Teacher	High School	1/2/19	2/8/19	Utilizing sick days
j.	Pabon, Daniel	Medical Leave	Paraprofessional	Hmieleski E.C.C.	1/14/19	3/31/19	Medical Leave without pay
k.	Weyrick, Kristin	Intermittent Medical Leave	Teacher	McGinnis School	12/12/18	6/30/19	Intermittent Medical Leave utilizing sick days
l.	Wenk, Carol	Medical Leave	Supervisor of Science	Administration Building	1/29/19	3/18/19	Utilizing sick days
m.	Luna, Miledys	Medical Leave	Bus Driver	Transportation Department	12/3/18	2/1/19	Utilizing sick days
n.	Sher, Rachel	Intermittent Medical Leave	Language Arts Teacher	McGinnis School	1/3/19	6/30/19	Intermittent Medical Leave utilizing sick days
o.	Entzminger, Yolanda	Extension of Medical Leave	Paraprofessional	Cruz E.C.C.	1/31/19	6/30/19	Extension of Medical Leave without pay
p.	Olavarria, Angelita	Revision of Medical Leave	School Social Worker	Shull School	11/13/18	3/20/19	Revision of Medical Leave From: 11/13/18 - 1/4/19 utilizing sick days 1/7/19 – 3/20/19 without pay To: 11/13/18 – 1/4/19 utilizing sick days 1/7/19 – 3/20/19 with pay from Sick bank donation
q.	Oleck, Maria	Maternity Leave	Special Education Teacher	Cruz E.C.C.	5/20/19	6/30/19	Utilizing sick days
r.	Troiano, Amanda	Maternity Leave	Reading Specialist	Flynn School	5/20/19	6/30/19	Utilizing sick days

Lebron
Motion

Marquez-Villafañe
Seconded

CARRIED UNANIMOUSLY

PER-20). Recommendations of the Superintendent of Schools

Personnel Committee – Ms. Lisett Lebron, Chairperson

3). Approval of the following requests for a Leave of Absences: **Continued**

	Name (Last, First)	Reason	Position	Location	Date Effective	End Date	Notes
s.	Fajardo, Elizabeth	Maternity Leave	Special Education Teacher	Patten School	4/3/19	6/30/19	4/3/19 – 5/8/19 Utilizing sick days 5/9/19 – 6/25/19 without pay
t.	Fiteni, Carrie	Maternity Leave	Special Education Teacher	McGinnis School	4/10/19	6/30/19	4/10/19 – 6/6/19 utilizing sick days 6/7/19 – 6/30/19 without pay
u.	Caccavale, Candace	Maternity Leave	2 nd Grade Teacher	Richardson School	4/1/19	6/30/19	4/1/19 – 5/13/19 Utilizing sick days 5/14/19 – 6/30/19 without pay
v.	Wamba, Patricia	Extension of Maternity Leave	Intervention Teacher	Richardson School	3/11/19	4/12/19	Extension of Maternity Leave without pay
w.	Velez, Vanessa	Revision of Maternity Leave	2 nd Grade Teacher	Dual Language School	9/4/18	12/31/18	Revision of Maternity Leave From: 9/4/18 – 10/25/18 Utilizing sick days 10/26/18 – 2/22/19 without pay To: 9/4/18 – 10/25/18 utilizing sick days 10/26/18 – 12/31/18 without pay
x.	Diaz, Altagracia	Maternity Leave	Custodian	Wilentz School	3/22/19	8/23/19	3/22/19 – 5/14/19 Utilizing sick days 5/15/19 – 8/23/19 without pay
y.	Tavarez, Janiri	Intermittent Family Leave	Health & Phys.Ed Teacher	Richardson School	12/1/18	6/30/19	Intermittent Family Medical Leave without pay
z.	Tirado, Noemi	Family Leave	Spanish Teacher	High School	01/07/19	01/31/19	Family Leave without pay
aa.	Engroff, Brian	Family Leave	Social Studies Teacher	McGinnis School	03/04/19	04/12/19	Family Leave without pay
bb.	Kricks, Eric	Family Leave	Science Teacher	McGinnis School	03/01/19	04/12/19	Family Leave without pay

Lebron
Motion

Marquez-Villafañe
Seconded

CARRIED UNANIMOUSLY

4). Approval to appoint Mrs. Janet Warbeck, District Supervisor of Bilingual/ESL & World Languages PreK-4, effective on or before April 7, 2019, for the 2018-2019 school year at a pro-rated 12-month salary of \$105,225.00. (Replacing – R. Acevedo)

Lebron
Motion

Marquez-Villafañe
Seconded

CARRIED UNANIMOUSLY

PER-20). Recommendations of the Superintendent of Schools

Personnel Committee – Ms. Lisett Lebron, Chairperson

5). Appointments of the following certificated staff:

	Name (Last, First)	Position	Step	Salary Pending Negotiations (Pro-rated)	Location	Date Effective	End Date	Notes
a.	Thomas, Shannon	Elementary Teacher Extension of Temporary Contract	1-BA	\$50,000	Richardson School	03/11/19	04/12/19	Replacing P. Wamba
b.	Romano, Angelina	Elementary Intervention Teacher Temporary Replacement Contract	1-BA	\$50,000	Flynn School	02/25/19	04/26/19	Replacing D. Albarran
c.	Senopole, Aimee	Art Teacher	8-BA	\$56,000	PAHS	On or before 4/8/19	06/30/19	Replacing B. Napoli
d.	Kaur, Dalbir	Mathematics Teacher	12-MA	\$75,150	McGinnis School	On or before 4/8/19	06/30/19	Replacing S. Sadowski
e.	Tineo-Duarte, Migdaly	Spanish Teacher	2-BA	\$50,250	PAHS	On or before 3/1/19	06/30/19	Replacing A. Arevalo
f.	Drugos, Heather	Teacher of Students w/disabilities	1-BA	\$50,000	Shull School	02/11/19	06/30/19	Replacing M. Felt

6). Appointment of the following non-certificated staff:

	Name (Last, First)	Position	Salary Pending Negotiations (Pro-rated)	Location	Date Effective	End Date	Notes
a.	Pabon Jr., Joel	School Security Personnel	\$39,870	High School	02/11/19	06/30/19	Replacing L. Almanzar
b.	Hernandez, Jamieson	School Security Personnel	\$39,870	McGinnis School	02/11/19	06/30/19	Replacing M. Lampley
c.	Peralta-Raju, Amarilis	Home School Liaison	\$46,805	District	02/11/19	06/30/19	New Position
d.	Santana, Renan	Technology Support Specialist	\$67,085	Patten School	02/25/19	06/30/19	Replacing E. Palacios
e.	Rosario, Sylvia	Paraprofessional	\$43,000	Richardson School	02/11/19	06/30/19	Replacing S. Mitchell
f.	Noel, Saskeia	Paraprofessional	\$35,555	Richardson School	02/25/19	06/30/19	Replacing M. Jones
g.	Roman, Joanna	Paraprofessional	\$38,525	High School (Main Campus)	On or before 02/25/19	06/30/19	New position
h.	Martinez, Yudit	Custodian (B) Night Shift	\$25,625	Flynn School	02/11/19	06/30/19	Replacing M. Tapia

Lebron
Motion

Marquez-Villafañe
Seconded

CARRIED UNANIMOUSLY

PER-20). Recommendations of the Superintendent of Schools
Personnel Committee – Ms. Lisett Lebron, Chairperson

6). Appointment of the following non-certificated staff: **Continued**

	Name (Last, First)	Position	Salary Pending Negotiations (Pro-rated)	Location	Date Effective	End Date	Notes
i.	Rivera, Elisha	Lunch Aide	\$14.25/hr.	Ceres School	02/11/19	06/30/19	New Position
j.	Gonzalez, Maniellys	Lunch Aide	\$14.25/hr.	Wilentz School	02/11/19	06/30/19	New Position

7). Approval to rescind the appointment of Ana Tueros, Lunch Aide, E. J. Patten School effective January 8, 2019.

8). Approval for the following staff to serve as mentors for first-year certificated staff for the 2018-2019 school year.

	Name (Last, First)	Position	Location	Mentor	Start Date	End Date	Stipend
a.	Alicea, Luis	Teacher	S. E. Shull	Leslie Velez	02/08/19	06/30/19	\$807.50
b.	Freire, Karen	Teacher	S. E. Shull	Frances Cafferty	02/08/19	06/30/19	\$807.50

9). Approval to accept the following Student Teachers/Student Observations/Internships for the 2018-2019 school year:

	Name (Last, First)	Subject	Location	Cooperating Teacher/ Administrator	Supervisor	Start Date	End Date	School
a.	Cruz, Arely	Elementary	Flynn	Kirsten Nota	Dr. Regina Postogna	02/08/19	05/31/19	Kean
b.	Garcia, Ana	Elementary	Flynn	Melanie Galarza	Dr. Regina Postogna	02/08/19	05/31/19	Kean
c.	Gonzalez, Jasmin	Bilingual Elementary	Richardson	Jackelyn Jimenez	Mr. Edwin Nieves	02/08/19	05/31/19	Kean
d.	Wolstenholme Alicia	Elementary	Wilentz	Jannette Lee	Mr. Ronald Anderson	02/08/19	05/31/19	Kean
e.	Kelly, Brooke	LDTC	Shull	Kevin Lynn	Dr. Rosario Casiano	02/08/19	05/31/19	Rutgers
f.	Kelly, Brooke	LDTC	Shull	Kathryn Warlick	Dr. Rosario Casiano	02/08/19	05/31/19	Rutgers
g.	Kennedy, Liam	Social Studies	McGinnis	Robin Brumbaugh	Ms. Melissa Espana-Rodriguez	02/08/19	05/31/19	Rutgers
h.	Diggs, Kimberly	Literacy	Patten	Dr. Damian Medina	Dr. Damian Medina	02/08/19	05/31/19	Georgian Court
i.	Mosenthine Jacqueline	Literacy	Ceres	Mr. Derrick Kyriacou	Mr. Derrick Kyriacou	02/08/19	05/31/19	Georgian Court
j.	Papa, Danielle	Literacy	McGinnis	Ms. Melissa Espana-Rodriguez	Ms. Melissa Espana-Rodriguez	02/08/19	05/31/19	Georgian Court
k.	Figuroa, Kayla	Elementary	Patten	Dr. Damian Medina	Dr. Damian Medina	02/08/19	06/28/19	GCU

Lebron
Motion

Marquez-Villafañe
Seconded

CARRIED UNANIMOUSLY

PER-20). Recommendations of the Superintendent of Schools

Personnel Committee – Ms. Lisett Lebron, Chairperson

- 10). Approval for the following additional staff to work the Before/After School/Evening and Saturday Programs for the 2018-2019 school year, under the supervision of each school Principal. **(Specified in attachment)**
- 11). Approval for the following nurses to work after school, on an as-needed basis, at the contractual rate of \$40.00 under the supervision of Ms. Eva Kucaba, Supervisor of Nursing & Related Services and Ms. Daisy Rodriguez, School Principal. **(Specified in attachment)**
- 12). Approval for the following staff to serve as a Bus Aide (Monitor) for the 2018-2019 school year and be compensated at an hourly rate of \$40.00, under the supervision of Dr. Rosario Casiano, Principal.

	Name (Last, First)	School	Account Number	Dates
a.	Davison, Joe	Shull School	15-130-100-101.0—0000-06	2/8/2019 – 6/30/2019

- 13). Approval for the following staff to assist parents and students at the 3rd Annual Family Maker Day workshop at the R. N. Wilentz School on March 23, 2019 and be compensated at the contractual rate, not to exceed \$6,664.00, under the supervision of Dr. Courtney Pepe, District Supervisor of Educational Technology. **(Specified in attachment)**
- 14). Approval for the following staff to work the Extra-Curricular Activities at Perth Amboy High School for the 2018-2019 school year and be compensated at the contractual rate, under the supervision of Ms. Daisy Rodriguez, Principal.

	Name (Last, First)	Position	Account Number	Stipend Amount	Dates
a.	Arroyo, Jose M.	Choreographer - PAHS Play	15-401-100-100-0-000003	\$1,795.00	2/8/2019
b.	Marte, Israel	Sound Technician	15-401-100-100-0-0000-03	\$ 900.00	2/8/2019
c.	Martini, Tom	Technical Stage Director	15-401-100-100-0-0000-03	\$1,795.00	2/8/2019

- 15). Approval for the following staff to work as Intake Examiners of English Learners for the Early Childhood Program from February 19, 2019 through March 8, 2019, and be compensated at an hourly rate of \$35.00, under the supervision of Mr. Rogelio Suarez, Jr., Director of Bilingual/ESL and World Languages. **(Specified in attachment)**
- 16). Approval for the following musicians to play in the orchestra for the High School Spring Musical, “9 to 5” on March 11, 2019; March 13, 2019; March 14, 2019; March 15, 2019 through March 17, 2019, at a per service rate of \$70.00 per service, not to exceed 6 services; at a total cost not to exceed \$5,040, under the supervision of Mr. Brian Wilson, Supervisor of Fine, Visual and Performing Arts and Ms. Daisy Rodriguez, Principal. Funded though Account Number: 15-401-100-800-0-0000-03.

	Name (Last, First)		Name (Last, First)		Name (Last, First)
a.	Kernizan, Teddy	e.	Mendoza, Juan	i.	Cruz, Peter
b.	Sammond, Robert	f.	Zimmerman, John	j.	Gould, Jean
c.	Lampmann, Eric	g.	Roque, Victor	k.	Weise, Benjamin
d.	Nichols, Richard	h.	Lopez, Starlyn	l.	Neville, Laura

Lebron
Motion

Marquez-Villafañe
Seconded

CARRIED UNANIMOUSLY

PER-20). Recommendations of the Superintendent of Schools

Personnel Committee – Ms. Lisett Lebron, Chairperson

- 17). Approval for the following staff members to participate in curriculum writing for Visual Art Grades 3 & 4 (2 teachers per grade level), at the contractual rate, not to exceed \$4,480.00, under the supervision of Mr. Brian Wilson, District Supervisor of Fine, Visual, and Performing Arts, and Dr. Damian Medina and Mr. Michael Heidelberg, Directors of Curriculum and Instruction.

	Name (Last, First)	Account Number	Rate of Pay	Dates
a.	Rizkallah, Lynda	11-000-221-102.2-0-0000-25	\$35.00/hr.	2/8/19 – 4/8/19
b.	Borghetti, Cynthia	11-000-221-102.2-0-0000-25	\$35.00/hr.	2/8/19 – 4/8/19

- 18). Approval for the following staff members to prepare professional development for K-2 teachers and be compensated at the contractual rate of \$40.00 per hour not to exceed 2 hours per teacher, under the supervision of Dr. Clyde Griffith, Science Instructional Leader. Funded through account number 11-000-221-500-0-0000-34.

	Name (Last, First)		Name (Last, First)
a.	Caceres, David	d.	McAlary, Alisha
b.	Waheed, Afshan	e.	Bailey, Christopher
c.	Ostrobrod, Sarah	f.	Glass, Dayna

- 19). Approval for the following to serve as Substitute Custodians at an hourly rate of \$11.40 for the 2018-2019 school year, under the supervision of Mr. Luis Carrillo, Interim Operations Manager and Mr. Nicholas Crupi, Director of Buildings & Grounds.

	Name (Last, First)		Name (Last, First)
a.	Quezada, Emmanuel	d.	Riol Pruna, Norberto
b.	Tavarez-Gerez, Diana	e.	Church, Gregory, Jr.
c.	Batista, Nereida	f.	Diaz, Lisa

- 20). Approval for the following to serve as Substitute Cafeteria Workers at an hourly rate of pay of \$10.00 and Substitute Lunch Aides at an hourly rate of \$12.25 for the 2018-2019 school year, under the supervision of Ms. Jasmin Minaya, Manager of Food Services and Ms. Carmen Southward, District Director of Operations.

	Name (Last, First)
a.	Tavarez-Gerez, Diana (Lunch Aide only)
b.	Gomez De Guiroz, Josefina (Cafeteria Worker Only)
c.	Martinez, Maria (Cafeteria Worker Only)

- 21). Approval for the following to serve as Substitute School Bus Driver at an hourly rate of \$21.30, for the 2018-2019 school year, under the supervision of Mr. Benjamin Selby, Transportation Manager and Ms. Carmen Southward, District Director of Operations.

	Name (Last, First)
a.	Cruz, Iris J.

Lebron
Motion

Marquez-Villafañe
Seconded

CARRIED UNANIMOUSLY

PER-20). Recommendations of the Superintendent of Schools

Personnel Committee – Ms. Lisett Lebron, Chairperson

- 22). Approval for the following to serve as Substitute School Security Personnel at an hourly rate of \$12.35, for the 2018-2019 school year, under the supervision of Mr. Tibor Kacso, Manager of School Security Personnel and Ms. Carmen Southward, District Director of Operations.

	Name (Last, First)
a.	Castillo, Jr. Victor
b.	Morrillo, Yaisa
c.	Thanos, Andreas

- 23). Approval to appoint the following staff to the Spring Coaches stipend positions for the 2018-2019 school year, under the supervision of Mr. Nephtaly Cardona, Director of Athletics, Health & Physical Education. **(Specified in Attachment)**

- 24). Approval for the following change of assignment and/or transfer for the following staff for the 2018-2019 school year.

	Name (Last, First)	From	To	Effective Date
a.	Guerrero, Mary	Custodian A (Night Shift) – E. J. Patten School	Custodian A (Night Shift) – Perth Amboy High School	1/16/2019
b.	Lopez de Villarreal, Lorena	Custodian A (Night Shift) – Perth Amboy High School	Custodian A. (Night Shift) – E. J. Patten School	1/16/2019
c.	Vigueras, Anthony	Custodian A (Night Shift) – Perth Amboy High School	Assistant Head Custodian (Night Shift) A.V. Ceres School	2/11/2019
d.	Falsone, Maribel	Level I Secretary – School #7	Level I Secretary – Administration Building (Central Registration)	2/06/2019

- 25). Approval of the following salary adjustments. **(Specified in attachment)**
- 26). Approval for the following Perth Amboy High School staff to receive a temporary Extra Period Teaching Assignment (EPTA) and be compensated at an hourly rate of \$47.50 under the supervision of Ms. Daisy Rodriguez, Principal.

	Name (Last, First)	Position	Account Number	Dates
a.	Micak, George	Drivers Education	15-141-100-101-0-0000-03	2/5/19 – 4/17/19 (as needed)

Lebron
Motion

Marquez-Villafañe
Seconded

CARRIED UNANIMOUSLY

21. Old Business

Approval of the following revised Job Descriptions: **(Specified in attachment)**

- District Supervisor of Educational Technology, Media, & Advanced Placement Honors K-12
- High School Resource Coach
- Audio-Visual Production Specialist
- District Chief of Security Personnel

<u>Vazquez</u>	<u>Brown</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- Mr. Iglesia spoke about the Lopez School and said the SDA did a great job with the school knowing the great need that we have. What is the timeline when we'll get it?
- It was stated that we have a great partnership with the SDA. They are behind schedule, we were supposed to get the keys in February, but we may not get them until May, which has implications on our programs and staff. We hope to begin working in the building in May. We hope to get the staff there in June and over the summer. We hope to open in September however program planning is predicated on when we get the keys to the building.

<u>Iglesia</u>	<u>Massopust</u>	(To close old business)
Motion	Seconded	CARRIED UNANIMOUSLY

22. New Business

First Reading of the following revised policies: **(Specified in attachment)**

- 3212 Attendance
- 4212 Attendance

<u>Marquez-Villafañe</u>	<u>Massopust</u>	
Motion	Seconded	CARRIED UNANIMOUSLY

- Ms. Lebron stated that a former Perth Amboy alumnus is up for his first Grammy Award for his engineering work working with rapper Post Malone. We would love to have him talk to our students about his journey.
- Ms. Lebron spoke about the city wide Theater Seeder Program.
- Ms. Lebron spoke about "A Year for Success" where we're doing paid internships and college application assistance. Interested people should go to the Middlesex County Center in Perth Amboy. The program is open to 40 students where as last year it was only opened to 12.

<u>Iglesia</u>	<u>Marquez-Villafañe</u>	(To close new business)
Motion	Seconded	CARRIED UNANIMOUSLY

23. Open to the Public

- Public member #1 – has asked for staff attendance data for three years, but we have not received it. We would like to have it disaggregated to see professional development days. One staff member complained of having nine absences, however some of those are for professional development and Weeda Testing. With regards to negotiations, it's not all about the money. We're grateful for the information on the heat issues in the class. Emails from staff to the principals, than from the principals to the staff takes a long time; it's only good if the principal is on top of it. There are complaints at the Cruz School that it was too hot and nothing was done. Custodian complaints and written reprimands for filters not being changed and windows being left open. There is a level of student aggression in the buildings and teachers are getting kicked, punched and bitten. There have been 36 incidents of students on staff injuries. CPI training is good for some, but not for all. When parents complain about aggressive kids, it's their kids that get the help. We have gangs in the high school and we want training and information on them. There are still discipline problems that no one is talking about.
- Public member #2 - stated that she's a parent of an out of district student and she was asking about being eligible for the aid in lieu payments.

<u>Iglesia</u>	<u>Lebron</u>	(To close public business)
Motion	Seconded	CARRIED UNANIMOUSLY

- 22 -

24. Motion was made to go into executive session for the purpose of discussing student harassment, intimidation and bullying and matters covered by attorney client privilege at 9:44 pm.

Iglesia
Motion

Vazquez
Seconded

CARRIED UNANIMOUSLY

25. Motion to go back into public session at 10:54 pm.

Iglesia
Motion

Massopust
Seconded

CARRIED UNANIMOUSLY

26. Motion to adjourn at 10:55 pm.

Vazquez
Motion

Iglesia
Seconded

CARRIED UNANIMOUSLY

Respectfully submitted,



Derek J. Jess
School Business Administrator/
Board Secretary

DJJ/eh



PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PENSIONS AND BENEFITS
(609) 292-7524 TRS 711 (609) 292-6683
www.nj.gov/treasury/pensions

January 16, 2019

Correspondence

15 - A - 1

Mailing Address:
PO Box 295
Trenton, NJ 08625-0295
Location:
50 West State Street
Trenton, New Jersey

ELIZABETH MAHER MUOIO
State Treasurer

JOHN D. MEGARIOTIS
Acting Director

RECEIVED
JAN 26 2019
DIVISION OF PENSIONS AND BENEFITS

JOANN WANDLING

RE: **PERS**, 1441652

To: Retiree
From: Bureau of Retirements
Subject: Notice of Retirement Approval

Congratulations on your retirement. The Board of Trustees, at their regular meeting on January 16, 2019, approved your application for **Service Retirement effective February 1, 2019**. (In accordance with your selection of the maximum retirement option which provides no survivor's benefit).

In accordance with law, you have until thirty days after (A) the effective date of your retirement, or (B) the date your retirement was approved by the Board of Trustees, whichever is the later date, to make any changes to your retirement. Also, your first check cannot be mailed until after this thirty day period. However, the benefit will be retroactive to the original effective date of your retirement. Please allow an additional period for the disbursement and delivery of the check by the federal postal authorities.

If you are considering working after retirement, you should be aware of the restrictions imposed by law and regulations governing post-retirement employments. It is your responsibility to inform your prospective employer that you are receiving retirement benefits from a New Jersey public retirement system, and to understand the impact employment will have on those retirement benefits. In some instances, your retirement benefits may be suspended or even cancelled entirely, and if this occurs, you will be responsible for the repayment of any benefits you were not entitled to receive. You may also be required to re-enroll in your former retirement system or a different retirement system, and make pension contributions to that system. Please read Fact Sheet #86 regarding Post-Retirement Employment Restrictions located on the Division of Pensions and Benefits' website:

<http://www.nj.gov/treasury/pensions/documents/factsheets/fact86.pdf>

Upon reading Fact Sheet #86, if you have any additional questions regarding return to public employment, please contact the Office of Client Services at (609) 292-7524.

CC: Employer
PERTH AMBOY BD OF ED
178 BARRACKS ST
PERTH AMBOY NJ 08861



FIELD TRIPS FOR BOARD APPROVAL ON FEBRUARY 7, 2019

Date of Trip	Destination Name	School Name	Teacher Responsible	Walking Trip	Admission Cost	Admissions/Additional Costs Account Number	Additional Cost	Transportation Cost	Transportation Account Number	Grand Total Cost	# of Buses	Departure Time	Return Time
2/8/2019	Berkeley College	HS-South	M. Jasper	No					Buses will be provided by Berkeley College			8:30 AM	3:00 PM
2/12/2019	NJ State House	HS-East	D. Thompson	No				\$ 600	15-190-100-800-0-0000-03	\$ 600	2	9:00 AM	2:00 PM
2/13/2019	Counte Basie Theater	McGinnis	K. Weyrick	No				\$ 780	15-000-270-512-0-0000-04	\$ 780	4	9:00 AM	12:30 PM
2/14/2019	Bowlero Bowling Alley	McGinnis	K. Singh	No	\$ 1,200	to be paid by students		\$ 600	15-000-270-512-0-0000-04	\$ 1,800	2	10:00 AM	2:00 PM
2/15/2019	Berkeley College	PAHS	M. Jasper	No					Buses will be provided by Berkeley College			8:30 AM	3:00 PM
2/20/2019	Rutgers University, School of Engineering	Shull	L. Malave	No				\$ 300	15-000-270-512-0-0000-06	\$ 300	1	8:30 AM	2:00 PM
2/22/2019	East Brunswick Hilton	Shull	J. Gronert	No				\$ 240	15-000-270-512-0-0000-06	\$ 240	1	9:00 AM	5:30 PM
2/26/2019	New York University Jeffrey S. Gould Welcome Center	McGinnis	C. Criscera	No				\$ 270	15-000-270-512-0-0000-04	\$ 270	1	10:00 AM	1:35 PM
3/1/2019	Woodbridge Mall	PAHS	D. Torres	No				\$ 360	15-000-270-512-0-0000-03	\$ 360	1	4:30 PM	10:00 PM
3/1/2019	Berkeley College	PAHS	M. Jasper	No					Buses will be provided by Berkeley College			8:30 AM	3:00 PM
3/2/2019	Berkeley College-Leadership Conference	PAHS	M. Diaz	No	\$ 400	15-190-100-800-0-0000-03		\$ 480	15-000-270-512-0-0000-03	\$ 880	1	8:00 AM	4:00 PM
3/4 & 3/5	St. Peter's University HS Model UN	PAHS	P. Bouchard	No	\$ 2,425	11-000-221-800-0-0000-03	\$ 90	\$ 360	15-000-270-512-0-0000-03	\$ 2,875	1	6:30 AM	4:00 PM
3/5/2019	Lafayette College	HS-South	D. Gindi	No		15-190-100-800-0-0000-03	\$ 572	\$ 600	15-000-270-512-0-0000-03	\$ 1,172	2	8:40 AM	2:00 PM
3/6/2019	Lafayette College	HS-South	D. Gindi	No		15-190-100-800-0-0000-03	\$ 520	\$ 600	15-000-270-512-0-0000-03	\$ 1,120	2	8:40 AM	2:00 PM
3/7/2019	Lafayette College	HS-South	D. Gindi	No		15-190-100-800-0-0000-03	\$ 520	\$ 600	15-000-270-512-0-0000-03	\$ 1,120	2	8:40 AM	2:00 PM
3/7/2019	Rutgers Busch Campus-Great Hall	PAHS	A. Roncin	No				\$ 600	15-000-270-512-0-0000-03	\$ 600	2	8:15 AM	1:00 PM
3/8/2019	Berkeley College	PAHS	M. Jasper	No					Buses will be provided by Berkeley College			8:30 AM	3:00 PM

Date of Trip	Destination Name	School Name	Teacher Responsible	Walking Trip	Admission Cost	Admissions/Additional Costs Account Number	Additional Cost	Transportation Cost	Transportation Account Number	Grand Total Cost	# of Buses	Departure Time	Return Time
3/8/2019	Colgate Palmolive	Shull	J. DeFilippis	No				\$ 360	15-000-270-512-0-0000-06	\$ 360	1	8:10 AM	1:45 PM
3/9/2019	John Adams Middle School	PAHS	N. Bedir	No		15-190-100-800-0-0000-03	\$ 75	\$ 780	15-000-270-512-0-0000-03	\$ 855	1	8:00 AM	9:00 PM
3/11/2019	New Jersey State House	District	D. Medina	No				\$ 420	15-000-270-512-0-0000-03 15-000-270-512-0-0000-04 15-000-270-512-0-0000-06	\$ 420	1	10:00 AM	4:00 PM
3/13/2019	Middlesex County College	Shull	K. Granato	No	\$ 800	15-000-270-512-0-0000-06		\$ 180	15-000-270-512-0-0000-06	\$ 980	1	10:30 AM	1:30 PM
3/13/2019	New York University	PAHS	A. McMorrow	No				\$ 360	15-000-270-512-0-0000-03	\$ 360	1	10:00 AM	3:00 PM
3/16/2019	Teachers College	District	J. Urban	No				\$ 600	20-272-200-500-0-0000-40	\$ 600	1	7:30 AM	5:00 PM
3/18/2019	Adventure Aquarium	Richardson	B. Struhala	No	\$ 1,749	15-190-100-800-0-0000-10	\$ 40	\$ 1,200	15-000-270-512-0-0000-10	\$ 2,989	4	9:00 AM	2:00 PM
3/21/2018	Counte Basie Theater	HS-South	J. Greve	No				\$ 840	15-000-270-512-0-0000-03	\$ 840	3	9:15 AM	1:00 PM
3/22/2019	Montclair State University	PAHS	A. McMorrow	No				\$ 300	15-000-270-512-0-0000-03	\$ 300	1	7:45 AM	12:30 PM
3/23/2019	Montclair State University	PAHS	J. Pando	No				\$ 450	15-000-270-512-0-0000-03	\$ 450	1	10:45 AM	10:30 PM
3/29/2019	Mason Gross School of the Arts- Rutgers University	PAHS	O. Bautista	No				\$ 300	15-000-270-512-0-0000-03	\$ 300	1	9:00 AM	2:00 PM
3/29/2019	St. Peter's University	HS-South	A. Nunez	No				\$ 300	15-000-270-512-0-0000-03	\$ 300	1	9:00 AM	2:00 PM
3/30/2019	Repertorio Espanol-La Casa de Bernarda Alba	PAHS	M. Diaz	No	\$ 1,320	15-190-100-800-0-0000-03		\$ 480	15-000-270-512-0-0000-03	\$ 1,800	1	1:00 PM	8:00 PM
4/1/2019	Jenkinson's Aquarium	Flynn	L. Mazur	No	\$ 1,400	15-190-100-800-0-0000-09		\$ 1,800	15-000-270-512-0-0000-09	\$ 3,200	5	9:00 AM	2:00 PM
4/2/2019	Vonage Corporate Center	PAHS	R. Rothstein	No				\$ 700	15-000-270-512-0-0000-03	\$ 700	1	7:45 AM	2:15 PM
4/2/2019	Jenkinsons Aquarium	Patten	M. Karnick	No	\$ 1,372	15-190-100-800-0-0000-05		\$ 1,500	15-000-270-512-0-0000-05	\$ 2,872	5	9:00 AM	2:00 PM
4/3/2019	Community Food Bank of NJ	HS-South	B. Hubbs	No				\$ 360	15-000-270-512-0-0000-03	\$ 360	1	9:00 AM	2:00 PM
4/5/2019	Whitney Museum	PAHS	O. Bautista	No				\$ 360	15-000-270-512-0-0000-03	\$ 360	1	9:00 AM	2:00 PM

[illegible]

Curriculum
17 - Item #13

John Riley	McGinnis
Yamil Rullas	MCGinnis
Melissa Paltjon	McGinnis
Vicki Zakrewzski	McGinnis
Anthony Medina	Patten
Luis Acosta	Patten
Colleen Webster	Patten
Jimmy Dabrowski	Patten
Dan Verdia	PLP
Leezenia Rodriguez	PLP
Joanne Spicuzzo	Richardson
Janiri Tavarez	Richardson
Kevin Byelick	Richardson
Mike Adler	Richardson
Erin Jensen	Shull
Cecily Perez	Shull
Elyssa Vega	Shull
Tom Babyak	Shull
Matt Velez	Shull
Peyton Jamedar	Shull
Jamon Dunn	Shull
Anthony Burdier	South
Mike Stankovitz	South
Jasco Rodriguez	South
Rhonda Dakelman	South
Lauren Meltzer	Wilentz
Edwin Santana	Wilentz
Mike Pomponio	Wilentz
Jill Bachonski	Wilentz

Christine Fazio	Ceres
Fred Wenzel	Ceres
Ross Santana	Ceres
Patty Janelli	Ceres
Donna Tartza	DLS
Dennys Gomez	DLS
Brian Smith	DLS
Kitora Jones	East
Melissa Renye	Flynn
Susan Kerner	Flynn
Jenny Babyak	Flynn
David Spayder	Flynn
John Way	Flynn
Jackie Adler	Main
Susan Anderson	Main
Kristen DiTommaso	Main
Mike Manfre	Main
Steve Rubin	Main
Ron Mavus	Main
George Micak	Main
Erin Bishop	Main
Ronni Rothstein	Main
Roberto Morales	Main
Bryan Williams	Main
Mike Tita	Main
Jen Kichula	McGinnis
Renee Quero	McGinnis

Saturday Reunion – Teacher's College

March 16, 2019

List of district staff members:

1. Monalizza Suarez	2. Kristin Weyrick	3. Sasha Ney	4. Kaywana Dickson
5. Loris Welch	6. Sandra Kusulas	7. Ingrid Vasquez	8. Elia Graenert
9. Suzanne Carey	10. Lynda Alfano	11. Gabriela Pugliese	12. Fiona Kelly
13. Crystal Collado	14. Brenda Fernandez	15. Marilyn Vazquez	16. Laura Hall
17. Yeny Torres Magyar	18. Nayda Alvarez	19. Nelly Orosco	20. Rachel Lipstein
21. Ailin Cruz	22. William Grant	23. Jonathan Ramirez	24. Nicole Skeete
25. Rhondi Sabo	26. Lauren Tonzola	27. Carolina Caraballo	28. Diane Oliveira
29. Lauren Laudino	30. Marianne Runco	31. Angela Di Petta	32. Carol Smith
33. Stephanie Greene	34. Nelly Orosco	35. Jessica Cagno	36. Karen Koslowsky
37. Vilma Deliz Diaz	38. Erica Valente	39. Nelly Lips	40. Ebony Facenda
41. Janea Cunningham	42. Carrie Sherman	43. Giannina Gamino	44. Darian Llopis
45. Mariela Freay			

Revised 1-28-19			Perth Amboy Public Schools					
			Bilingual/ESL & World Languages					
			NJTESOL/NJBE 2019 SPRING CONFERENCE					
			May 29, May 30, May 31, 2019					
			Hyatt Regency, New Brunswick, NJ					
Account #							PO #	
Name	School	Wednesday	Thursday	Friday	Registration	NJTESOL	Non	Actual Cost
		5/29/2019	5/30/2019	5/31/2019	Fee	Member	Member	to Bilingual Dept.
Dr. Vivian Rodriguez	Adm. Bldg.	X			\$199.00	X		
Dr. Damian Medina	EJP	X			\$65.00	X		
Mr. Rogelio Suarez	Adm. Bldg.	X	X		\$264.00	X		
Mrs. Bonnie Molina	Adm. Bldg.	X	X		\$130.00	X		
Cassandra Lawrence	Flynn			X	\$0.00	X		
Larry Bello	PAHS-Main		X		\$0.00	X		
Elia Graenert	McGinnis			X	\$199.00	X		
Christopher Zappola	Flynn		X		\$234.00			
Jackelyn Jimenez	HNR	X			\$234.00			
Stephanie Sardina	DLS		X		\$234.00			
Robert Ruggiero	PAHS-Main		X		\$234.00			
Agustina Hernandez-Nunez	School 7	X			\$234.00			
Negla Bedir	PLP	X			\$100.00		X	
Gabriela Puglisese	McGinnis	X	X		\$130.00	X		
Yonavel Cullari	Flynn			X	\$65.00	X		
Stephanie Ocampo	Flynn			X	\$65.00	X		
Emma Redondo-Chicharro	DLS			X	\$65.00	X		
Ivelis Sanfilippo	HNR	X			\$65.00	X		
				Total:	\$2,517.00			

Perth Amboy Public Schools
Approval for Travel Expenses – February 2019, March 2019 and April 2019
Board Meeting February 7, 2019

[illegible]

**Perth Amboy Board of Education
Office of Special Funded Programs
Administrative Headquarters**

178 Barracks Street
Perth Amboy, New Jersey 08861
732-376-6207

**Finance
18 - Item #4**

Asdc
2/7

To: Mr. Derek Jess
Business Administrator

From: Pamela Spindel *ps 12/14/18*
Director of Special Funded Programs

Re: EDGAR Budget Requirements

Date: December 14, 2018

Notification to the Board of Education regarding personnel and salary percentages paid through grants other than school wide distribution for the 2018-2019 School Year.

Personnel	Title	Salary	Fund/ Account	% Charged Each Account	Amount Charged to the Grant	Amount Charge to Local	Account Number
Pamela Spindel	Director of Special Funded Programs	\$ 118,166	Title I	50%	\$ 59,083	-	20-231- 200-103-0- 0000-40
			Local	50%	-	\$ 59,083	11-000- 221-102-1- 0000-00
Maribel Fernandez	Level 1 Secretary	\$ 43,645	Title I	60%	\$ 26,187	-	20-231- 200-105-0- 0000-40
			Local	40%	-	\$ 17,458	11-000- 221-105-0- 0000-00
Lindsey Tisch	Data Coach	\$ 68,300	Title I	100%	\$ 68,300	\$ -	20-231- 200-110-1- 0000-03
							20-231- 200-110-0- 0000-40
Yohanny Leonard	Attendance Office PAHS	\$ 45,230	Title I	100%	\$ 45,230		20-231- 200-110-0- 0000-03
Brian Peters	McGinnis School Behavior Coordinator	\$ 75,084	Title I	100%	\$ 75,084	\$ -	20-231- 200-110-1- 0000-40
Margaret Shipman	McGinnis Math Intervention Teacher	\$ 50,250	Title I	100%	\$ 50,250	\$ -	20-231- 100-101-1- 0000-40
Yuderka Tejada	McGinnis Intervention Teacher	\$ 56,000	Title I	100%	\$ 56,000	\$ -	20-231- 100-101-1-

							0000-40
Julia Fluck	McGinnis School Reading Specialist	\$ 57,100	Title I	100%	\$ 57,100	\$ -	20-231-100-101-1-0000-40
Alison Press	McGinnis School Reading Specialist	\$ 61,000	Title I	100%	\$ 61,000	\$ -	20-231-100-101-1-0000-40
Edgardo Vazquez	McGinnis School Communication/Innovation Manager	\$ 9,500	Title I	100%	\$ 9,500	\$ -	20-231-200-110-1-0000-04
Jenny Boggs	McGinnis School Student Activities Coordinator	\$ 9,500	Title I	100%	\$ 9,500	\$ -	20-231-200-110-1-0000-04
Erin Johansen	Shull School District Instructional Leader	\$ 97,900	Title I	100%	\$ 97,900	\$ -	20-231-200-102-0-0000-40
Mary Guba	Shull School District Instructional Leader	\$ 105,390	Title I	100%	\$ 105,390	\$ -	20-231-200-102-0-0000-40
Carolyn Alfaro	Shull School Communication Manager	\$ 9,500	Title I	100%	\$ 9,500	\$ -	20-231-200-110-1-0000-06
Margarita Suero	Shull Student Activities Coordinator	\$ 9,500	Title I	100%	\$ 9,500	\$ -	20-231-200-110-1-0000-06
Judith Souza	Shull School Innovation Coordinator	\$ 9,500	Title I	100%	\$ 9,500	\$ -	20-231-200-110-1-0000-06
TBD	Intervention Teacher (Shull)		Title I	100%		\$ -	20-231-100-101-1-0000-06
Diane Lemberakis	Intervention Teacher (Wilentz)	\$ 89,585	Title I	100%	\$ 89,585	\$ -	20-231-100-101-0-0000-18
Laura Bartram	Intervention Teacher (Patten)	\$ 92,150	Title I	100%	\$ 92,150	\$ -	20-231-100-101-0-0000-05
Deborah Stocklas	Intervention Teacher (Ceres)	\$ 58,600	Title I	100%	\$ 58,600	\$ -	20-231-100-101-0-0000-02
Kristin Bannon	Intervention Teacher (Richardson)	\$ 84,075	Title I	100%	\$ 84,075	\$ -	20-231-100-101-0-0000-10
			Title I	81%	\$ 42,000		20-231-100-101-1-0000-40
Kelly Trester	Math Specialist Ceres	\$ 52,100	Title II	19%	\$ 10,100		20-272-200-110-1-0000-40
Kelly Cosme	Math Specialist Flynn	\$ 63,200	Title I	89%	\$ 56,275		20-231-100-101-0-0000-09

			Title II	11%	\$ 6,925		20-272- 200-110-1- 0000-40
Janet El- Maraghy	Math Specialist HNR	\$ 93,150	Title I	45%	\$ 42,000		20-231- 100-101-1- 0000-40
			Title II	16%	\$ 14,850		20-272- 200-110-1- 0000-40
			Local	39%	\$ 36,300		15-000- 240-105-0- 0000-10
Valerie Agosto	Math Specialist Wilentz	\$ 93,150	Title I	45%	\$ 42,000		20-231- 100-101-1- 0000-40
			Title II	16%	\$ 14,850		20-272- 200-110-1- 0000-40
			Local	39%	\$ 36,300		15-000- 240-105-0- 0000-18
Alexandria Riley	Math Specialist Patten	\$ 56,000	Title I	77%	\$ 43,000		20-231- 100-101-1- 0000-40
			Title II	23%	\$ 13,000		20-272- 200-110-1- 0000-40
Douglas Grimm	Math Specialist DLS	\$ 60,000	Title I	100%	\$ 60,000		20-231- 100-101-1- 0000-13
PENDING	Title III Supervisor	TBD	Title III	10%			20-243- 200-103-0- 0000-40
			Local	90%			11-000- 221-102-0- 0000-17
Marangeli Martinez	Title III Paraprofessional	\$ 35,555	Title III	100%	\$ 35,555		20-243- 200-110-1- 0000-40
Marisa De La Fuente	ELL Intervention Teacher	\$ 93,540	Title III	100%	\$ 93,540		20-243- 100-101-2- 0000-40
PENDING	ELL Intervention Teacher		Title III	100%			20-243- 100-101-2- 0000-40
PENDING	ELL Intervention Teacher		Title III	100%			20-243- 100-101-2- 0000-40

BEFORE/AFTER-SCHOOL/EVENING and SATURDAY PROGRAMS

Employee name	School	Position	Program Name	Account Number	Rate of Pay	Dates (From-To)	Hours
Cynthia Rossi	Patten	Guidance Counselor	Parent Meetings/Parent Workshops	15-120-100-101.1-0000-05	\$40.00	2/11/19 - 6/30/19	Evenings only as needed 5:45 P.M. - 8:15 P.M
Jessica Woods	Patten	Guidance Counselor	Parent Meetings/Parent Workshops	15-120-100-101.1-0000-05	\$40.00	2/11/19 - 6/30/19	Evenings only as needed 5:45 P.M. - 8:15 P.M
Anthony Burdier	9th Grade Program	After School Detention Monitors	After School Detention	15-140-100-101-1-0000-03	\$35.00	2/8/19 - 6/25/19	42 mins. Daily
Kimberly Laffey	9th Grade Program	After School Detention Monitors	After School Detention	15-140-100-101-1-0000-03	\$35.00	2/8/19 - 6/25/19	42 mins. Daily
Josiah Santamaria	9th Grade Program	After School Detention Monitors	After School Detention	15-140-100-101-1-0000-03	\$35.00	2/8/19 - 6/25/19	42 mins. Daily
Kabita Choudhury	Adult School	Chemistry/ Environmental Science	Adult High School	13-602-100-101-0-0000-15	\$40.00	2/11/19 - 6/25/19	5:00 PM. - 9:00 P.M. (4 days) 1 extra hour per week for prep, 1 extra hour per month for staff meeting
Jared Isaacson	Wilentz School	Teacher	AM/PM Programs	15-120-100-101-1-0000-18	\$40/hr.	2/8/19 - 6/7/19	AM/PM
Vilma Deliz-Díaz	Wilentz School	Teacher	AM/PM Programs	15-120-100-101-1-0000-18	\$40/hr.	2/8/19 - 6/7/19	AM/PM
Robert Iezzy	McGinnis School	Teacher	Before/After School	15-120-100-101-1-0000-04 15-130-100-101-1-0000-04	\$40/hr.	2/8/19 - 6/25/19	AM/PM
Jonathan Ramirez	McGinnis School	Teacher	Before/After School	15-120-100-101-1-0000-04 15-130-100-101-1-0000-04	\$40/hr.	2/8/19 - 6/25/19	AM/PM
Leonory Rodriguez	McGinnis School	Psychologist	Before/After School	15-120-100-101-1-0000-04 15-130-100-101-1-0000-04	\$40/hr.	2/8/19 - 6/25/19	AM/PM
Carly Snyder	McGinnis School	Teacher	Before/After School	15-120-100-101-1-0000-04 15-130-100-101-1-0000-04	\$40/hr.	2/8/19 - 6/25/19	AM/PM
Maranda Wolff	McGinnis School	Teacher	Before/After School	15-120-100-101-1-0000-04 15-130-100-101-1-0000-04	\$40/hr.	2/8/19 - 6/25/19	AM/PM
Rae Beck	McGinnis School	Teacher	Before/After School	15-120-100-101-1-0000-04 15-130-100-101-1-0000-04	\$40/hr.	2/8/19 - 6/25/19	AM/PM

PERTH AMBOY HIGH SCHOOL
AFTER SCHOOL / NURSE 2018-2019

Employee Name	School	Position	Program Name	Account Number	Rate of Pay	Dates (From-To)	Hours
Abatangelo, Lisa	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Adameczyk, Kathryn	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Amaroso, Judy	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Campazano, Shirley	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Cott, Celeste	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Cruz, Mary	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Deacon, Barbara	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Gillespie, Maryellen	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Gomez, Diane	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Guerriero, Bernandett	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Hernandez, Myriam	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Jack, Shellon	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Katakuskaite, Jurgita	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Montanez, Angelica	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Morgan , Lynn	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed

PERTH AMBOY HIGH SCHOOL
AFTER SCHOOL / NURSE 2018-2019

Mormando, Lauren	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Nemorofsky, Ashley	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
O'Hara, Maria	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Oroczo, Frances	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Pabon, Miriam	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Padalac, Amelia	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Racioppi, Evon	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Ramos, Rosa	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Ruiz, Joann	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Welch, Janine	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed
Ziomak Margarita	PAHS	NURSE	AFTER SCHOOL Nurse	15-000-213-100-1-0000-03	\$40.00	1/23/2019 - end of 18.19 SY	3:00 - 5:30pm as needed

Employee name	School	Position	Program Name	Account Number	Rate of Pay	Dates (From-To)	Hours
Joel Polidura	Wilentz	Co-coordinator	Family Maker Day Workshop	20-234-200-110-3-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Kimberly Macomber	Wilentz	Co-coordinator	Family Maker Day Workshop	20-234-200-110-3-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Rachael Sedeyn	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Jill Nice	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Jennifer Binney	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Rebecca Paco	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Jordan Manley	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Terri Evans	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Katherine Lin	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Claribel Abreu	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Luke Weisenbach	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Trish Astarita	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Maria Diaz	Wilentz	Paraprofessional	Family Maker Day Workshop	20-234-200-110-3-0000-40	\$29.00	3/23/19 to 3/23/19	6 Hours
Rachel Wintemberg	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Tamara McAllister	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.
Jamie Fazzina	Wilentz	Teacher	Family Maker Day Workshop	20-231-100-101-0-0000-40	\$35.00 \$40.00	3/23/19 to 3/23/19	2 Hrs/Prep 4 Hrs/Inst.

[illegible]

Intake Examiners of ELs for Early Childhood Education Program

[illegible]

2019 Spring Coaches

Employee name	School	Position	Program Name	Account Number	Rate of Pay	Dates (From-To)
Denny Gomez (Head)	PAHS	Tennis	PAHS Athletics	15-402-100-100-0-0000-03	\$4,550	3/8/19 - 6/1/19
Michael Manfre	PAHS	Golf	PAHS Athletics	15-402-100-100-0-0000-03	\$4,660	3/8/19 - 6/1/19
Gary Signor	PAHS	Sailing	PAHS Athletics	15-402-100-100-0-0000-03	\$4,295	3/8/19 - 6/1/19
VACANT	PAHS	Asst Sailing	PAHS Athletics	15-402-100-100-0-0000-03	\$2,500	3/8/19 - 6/1/19
Henry Romero (Head)	PAHS	Volleyball	PAHS Athletics	15-402-100-100-0-0000-03	\$4,390	3/8/19 - 6/1/19
Bryan Smith	PAHS	Volleyball	PAHS Athletics	15-402-100-100-0-0000-03	\$2,796	3/8/19 - 6/1/19
Alex Perez (Head)	PAHS	Baseball	PAHS Athletics	15-402-100-100-0-0000-03	\$7,425	3/8/19 - 6/1/19
Michael Jasper	PAHS	Baseball	PAHS Athletics	15-402-100-100-0-0000-03	\$5,175	3/8/19 - 6/1/19
Steven Rubin	PAHS	Baseball	PAHS Athletics	15-402-100-100-0-0000-03	\$5,175	3/8/19 - 6/1/19
Damon Clark	PAHS	Baseball	PAHS Athletics	15-402-100-100-0-0000-03	\$5,175	3/8/19 - 6/1/19
Leezenia Rodriguez (Head)	PAHS	Softball	PAHS Athletics	15-402-100-100-0-0000-03	\$7,425	3/8/19 - 6/1/19
Christine Porochniak	PAHS	Softball	PAHS Athletics	15-402-100-100-0-0000-03	\$5,175	3/8/19 - 6/1/19
Nichole Figueroa	PAHS	Softball	PAHS Athletics	15-402-100-100-0-0000-03	\$5,175	3/8/19 - 6/1/19
Patricia Janelli	PAHS	Softball	PAHS Athletics	15-402-100-100-0-0000-03	\$5,175	3/8/19 - 6/1/19
Bryan Williams (Head)	PAHS	Boys Track	PAHS Athletics	15-402-100-100-0-0000-03	\$7,365	3/8/19 - 6/1/19
Sean Atkins	PAHS	Boys Track	PAHS Athletics	15-402-100-100-0-0000-03	\$4,695	3/8/19 - 6/1/19
Channon Johnson	PAHS	Boys Track	PAHS Athletics	15-402-100-100-0-0000-03	\$4,695	3/8/19 - 6/1/19
Rhonda Dakelman (Head)	PAHS	Girls Track	PAHS Athletics	15-402-100-100-0-0000-03	\$7,365	3/8/19 - 6/1/19
Ron Mavus	PAHS	Girls Track	PAHS Athletics	15-402-100-100-0-0000-03	\$4,695	3/8/19 - 6/1/19
Jamon Dunn	PAHS	Girls Track	PAHS Athletics	15-402-100-100-0-0000-03	\$4,695	3/8/19 - 6/1/19
Vanessa Buron (Head)	PAHS	Cheer	PAHS Athletics	15-402-100-100-0-0000-03	\$4,500	3/8/19 - 6/1/19
Cindy Cardona	PAHS	Cheer	PAHS Athletics	15-402-100-100-0-0000-03	\$3,300	3/8/19 - 6/1/19
Jacklyn Schwietzer	PAHS	Cheer	PAHS Athletics	15-402-100-100-0-0000-03	\$3,300	3/8/19 - 6/1/19
Abbey O'Connor	PAHS	Cheer	PAHS Athletics	15-402-100-100-0-0000-03	\$3,300	3/8/19 - 6/1/19
Jorge Noguiera	MS	Tennis	MS Athletics	15-402-100-100-0-0000-04/06	\$4,550	3/8/19 - 6/1/19
Adrian Sardina	MS	Baseball	MS Athletics	15-402-100-100-0-0000-04/06	\$5,175	3/8/19 - 6/1/19
Timothy Sheaffer	MS	Baseball	MS Athletics	15-402-100-100-0-0000-04/06	\$5,175	3/8/19 - 6/1/19
Victoria Zakrzewski	MS	Softball	MS Athletics	15-402-100-100-0-0000-04/06	\$5,175	3/8/19 - 6/1/19
Kitora Jones	MS	Softball	MS Athletics	15-402-100-100-0-0000-04/06	\$5,175	3/8/19 - 6/1/19
Kristen Ditommaso	MS	Track	MS Athletics	15-402-100-100-0-0000-04/06	\$4,695	3/8/19 - 6/1/19
Peymen Jamedar	MS	Track	MS Athletics	15-402-100-100-0-0000-04/06	\$4,695	3/8/19 - 6/1/19
Sofia Neves	MS	Track	MS Athletics	15-402-100-100-0-0000-04/06	\$4,695	3/8/19 - 6/1/19
Daniel Verdia	MS	Track	MS Athletics	15-402-100-100-0-0000-04/06	\$4,695	3/8/19 - 6/1/19
Alexia Rivera	MS	Cheer	MS Athletics	15-402-100-100-0-0000-04/06	\$3,300	3/8/19 - 6/1/19
Rene Quero	MS	Cheer	MS Athletics	15-402-100-100-0-0000-04/06	\$3,300	3/8/19 - 6/1/19
Jeremiah Kleckner	PAHS	Site Coordinator	PAHS Athletics	15-140-100-101-1-0000-03	\$2,838	3/8/19 - 6/1/19



Perth Amboy Public Schools

Administrative Headquarters Building

178 Barracks Street
Perth Amboy, NJ 08861
(732) 376-6200

Personnel
20 - Item #25

Mr. Delvis Rodriguez
Director of Personnel & Evaluation

Ext. 30-151/30-152
30-153/30-154
Fax: (732) 638-1007

January 18, 2019

AGENDA: February 7, 2019

To: The Honorable Members of the Board of Education
From: Mr. Delvis Rodriguez 
Director of Personnel & Evaluation

Please be advised that the annual salary of the following employee(s) salaries and previously approved by the Board are recommended to be adjusted as follows:

Name	Location	Salary-From	Salary-To	Reason for Change	Effective Date
Maria Alvarado	Admin. Building	\$62,899.00	\$64,899.00	15 yrs. Conf. Sec. Long.	1/1/2019
Maria Santos	W.C. McGinnis	\$38,280.00	\$39,235.00	20 yrs. SRP yrs. Long.	1/1/2019
Ana Santos	S.E. Shull	\$53,875.00	\$57,175.00	15 yrs. Para Long.	1/1/2019
Ramona Taylor	H.N. Richardson	\$47,835.00	\$51,135.00	15 yrs. Para Long.	1/1/2019
Wanda Reinoso	PLP	\$34,595.00	\$35,435.00	10 yrs. SRP Long.	1/1/2019
Maria Reyes	W.C. McGinnis	\$34,575.00	\$35,415.00	10 yrs. SRP Long.	1/1/2019
Bryan Smith	DLS	\$50,250.00	\$55,750.00	MA Degree	2/1/2019
Frederiki Thanos	Ignacio Cruz	\$35,555.00	\$37,515.00	Para +90	2/1/2019
Laina Magnani	South Campus	\$65,000.00	\$55,500.00	Removal of EPTA	1/10/2019
Erica Abreu	East Campus	\$61,500.00	\$71,000.00	Full EPTA	1/10/2019
Tara Bloom	South Campus	\$61,000.00	\$70,500.00	Full EPTA	1/10/2019
Gary Signor	PAHS	\$86,650.00	\$96,150.00	Full EPTA	1/7/2019
Aminda Ramos	PAHS	\$88,612.00	\$79,112.00	Removal of EPTA	2/5/2019
Nayna Vyas	PAHS	\$80,500.00	\$71,000.00	Removal of EPTA	2/5/2019
David Johnson	PAHS	\$96,150.00	\$86,650.00	Removal of EPTA	2/5/2019
Raymond Konopka	PAHS	\$96,150.00	\$86,650.00	Removal of EPTA	2/5/2019
Suzanne Salazar	PAHS	\$61,100.00	\$51,600.00	Removal of EPTA	2/5/2019
Joe Davison	S.E. Shull	\$93,150.00	\$102,650.00	Full EDPA	2/8/2019
Shatema Johnson	S.E. Shull	\$78,575.00	\$88,075.00	Full EDPA	2/8/2019
Dolores McAndrew	DLS	\$63,200.00	\$64,200.00	MA Content	2/1/2019
Samantha Montalvo	E.J. Patten	\$35,555.00	\$37,515.00	Para +90	2/1/2019
Rachael Sedeyn	PAHS	\$57,600.00	\$63,200.00	Salary Correction (Military Service)	1/16/2019
Anthony Viguera	A.V. Ceres	\$27,600.00	\$29,110.00	Asst. Head Elem. Stipend	2/11/2019
Janea Cunninham	PAHS	\$57,100.00	\$66,600.00	Full EPTA	1/30/2019
Michael Manson	PAHS	\$86,650.00	\$96,150.00	Full EPTA	1/30/2019
Robert Ruggiero	PAHS	\$56,200.00	\$65,700.00	Full EPTA	1/30/2019



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Mr. Delvis Rodriguez

Director of Personnel & Evaluation

Ext. 30-151/30-152

30-153/30-154

Fax: (732) 376-1007

Name	Location	Salary-From	Salary-To	Reason for Change	Effective Date
Lisa Espinal	H.N. Richardson	\$92,150.00	\$93,540.00	20 yrs. Teacher Long.	2/1/2019
Suzan Lopez	J.J. Flynn	\$43,000.00	\$44,925.00	7 yrs. Para Long.	2/1/2019

JOB DESCRIPTION***PERTH AMBOY
BOARD OF EDUCATION*****DISTRICT SUPERVISOR OF EDUCATIONAL TECHNOLOGY, MEDIA, & ADVANCED
PLACEMENT HONORS K - 12****QUALIFICATIONS:**

1. Valid New Jersey Supervisor Certification and experienced Technology background.
2. Successful classroom teaching experience in Technology.
3. Familiarity with various educational applications of microcomputer technology.
4. Familiarity with microcomputer system administration.
5. Formal training or relevant experience with computer technology and networked information systems.
6. Broad knowledge of instructional technology equipment and applications; on-line services; technology resources and integration of technology across the curriculum.
7. Demonstrated ability to develop long-range plans for technology application in the schools and conduct related budget analysis.
8. Exhibits a personality that demonstrates enthusiasm and interpersonal skills that relates well with students, staff, administration, parents and the community.
9. Have excellent integrity; demonstrate good moral character and initiative.
10. Demonstrate the ability to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary.
11. Required Criminal History Check.
12. Provide Proof of US citizenship or legal Resident Alien status by completing Federal Form I-9.
13. Pass required State Mantoux/Tuberculin test and physical exam as required

REPORTS TO: Assistant Superintendent for Learning/Educational Services

NATURE OF SCOPE OF JOB:

1. Provide training and support for instructional staff in the use of District technology initiatives for their professional and classroom use.
2. Works with Principals to have technology oriented open houses for parents, with students and teachers to demonstrating current programs used for instruction in the classroom.
3. Meets with school level technology leaders and the technology committee at the district and board level in order to assist in implementation of the district technology plan.
4. Disseminate technology related information throughout the district using the intranet and working with the district web developer.
5. Help in the evaluation and purchase of software and hardware that is used in the classrooms while adhering to district standards currently in place.
6. Coordinate the use of technology by teachers, administrators, support staff and students to enhance the efficiency and effectiveness of programs and services.

JOB DESCRIPTION

PERTH AMBOY BOARD OF EDUCATION

DISTRICT SUPERVISOR OF EDUCATIONAL TECHNOLOGY, MEDIA, & ADVANCED PLACEMENT HONORS K – 12 (Cont'd.)

7. Help Develop a long-range district technology plan for the use of present and emerging technology designed to improve the teaching/learning process.
8. Assists faculty and staff in dealing with minor technical issues in order to maintain a positive attitude among educators about use of technologies and avoid frustration by those teachers unfamiliar with them.
9. Work with the director of Information Technology to ensure that the current devices deployed in the district are compatible with the software initiatives available to teaching staff and student body. (i.e. Browser compatibility, Flash enabled, Java version requirements)
10. When evaluating a new program to help support curriculum enrichment you will work with the Director of Information Technology to make sure the program will integrate into our current environment and will be sustainable by the infrastructure in place.
11. Explores new sources of educational technology and recommends strategic technology changes to the Administration.
12. Assists in the planning and implementation of the district's technology in-service education program for the instructional staff.
13. Provides leadership in the development of district policies related to the use of instructional technology, computer software and online services.
14. Assist the Assistant Superintendent for Learning/Educational Services in compiling and disseminating district data to administrators.
15. Assist in the evaluation of the district media specialists, make budgetary recommendations that pertain to the district media centers. Oversee the Destiny Quest program as it pertains to the district libraries.
16. Assist in the vertical and horizontal articulation of the gifted and talented/advanced honors program Grades 5-8.
17. Assists the Secondary Director of Curriculum and Instruction Grades 7-12 in the coordination, evaluation, and implementation of the honors and advanced placement classes at the Secondary Level.

VERIFICATION OF COMPETENCY:

1. District application and resume.
2. Required documentation outlined in the qualifications above.
3. A minimum of three letters of reference from former employers, teachers, professors or other professional sources, or copies of recent evaluations and observations of teaching/administrative performance.
4. Official college transcripts.
5. Employment interview.

JOB DESCRIPTION

PERTH AMBOY BOARD OF EDUCATION

DISTRICT SUPERVISOR OF EDUCATIONAL TECHNOLOGY, MEDIA, & ADVANCED PLACEMENT HONORS K – 12 (Cont'd.)

PHYSICAL DEMANDS, VISUAL ACUITY AND WORKING CONDITIONS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job. Unless reasonable accommodations can be made while performing this job, the staff member shall:

1. Use strength to lift items needed to perform the functions of the job.
2. Sit, stand, and walk for required periods of time.
3. Speak and hear.
4. Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.
5. Communicate effectively in English, using proper grammar and vocabulary.
6. American Sign Language or Braille may also be considered as acceptable forms of communication.
7. Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls.

ENVIRONMENTAL DEMANDS:

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive.

1. Exposure to a variety of childhood and adult diseases and illnesses.
2. Occasional exposure to a variety of weather conditions.
3. Exposure to heated/air conditioned and ventilated facilities.
4. Exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.

TERMS OF EMPLOYMENT:

12-month salaried position with agreement between the Perth Amboy School Administrators Assoc. and the Perth Amboy Board of Education. The District Supervisor of Educational Technology, Media, & Advanced Placement Honors K-12 will be evaluated by Assistant Superintendent for Learning/Educational Services.

Date Adopted: 3/5/2009

Revised: 4/10/2014; 10/16/14; 2/7/19

JOB DESCRIPTION

***PERTH AMBOY
BOARD OF EDUCATION***

HIGH SCHOOL RESOURCE COACH

Qualifications:

- Valid New Jersey Teaching Certificate
- Functional knowledge and interest in area of expertise.
- Must have expertise in one or more of the following: Teaming, SPE, AP/Honors, Alternative Program, Mathematics, Science, Social Studies, use of data analysis and facilitates student achievement within the areas of expertise.
- Exhibit a personality that demonstrates enthusiasm and the interpersonal skills to relate well with students, staff, administration, parents, and the community.
- Demonstrate the ability to communicate effectively in English, orally and in writing, using proper grammar and vocabulary.
- Provide proof of U. S. citizenship or legal resident alien status by completing Federal Form I-9 in compliance with the Immigration Reform and Control Act of 1986.
- Provide evidence that a criminal record history check has been conducted and clearance has been given.
- Pass the State required Mantoux Intradermal Tuberculin Test as required by N.J.A.C. 6:3-4A.4.
- Provide evidence that health is adequate to fulfill the job functions and responsibilities with reasonable accommodation.

Reports to:

The Principal and Assistant Superintendent. This position is a full-time assignment that can be performed in addition to the usual teaching assignment.

Responsibilities:

The role that the High School Resource Coach plays is to match the needs of individuals, teams, departments and/or the whole staff with the following responsibilities:

- A. Promote and participate in the in-service training of the staff to improve student achievement.
- B. Make recommendations for the improvement of the instructional program to the building Principal and Assistant Superintendent.
- C. Assume leadership in effecting changes in classroom instruction by being aware of current trends and curriculum changes.
- D. Assist teachers in the improvement of instruction and be informed of the latest technological advances.
- E. Prepare and submit timely reports as required by the Principal and Assistant Superintendent.
- F. Work with and assist substitute and student teachers.

JOB DESCRIPTION

PERTH AMBOY BOARD OF EDUCATION

HIGH SCHOOL RESOURCE COACH (Cont'd.)

- G. Promote integration of subject matter of departments into other departments of school.
- H. Assist in planning, overseeing, and interpreting standardized testing programs and assist in this data for improved instruction and improved student achievement.

Verification of Competency:

- 1. District application and resume.
- 2. Required documentation outlined in the qualifications above.
- 3. A minimum of three letters of reference from former employers, teachers, professors or other professional sources.
- 4. Employment interview.
- 5. Official college transcript.

Physical Demands, Visual Acuity and Working Conditions:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job. Unless reasonable accommodations can be made while performing this job, the staff member shall:

- 1. Use strength to lift items needed to perform the functions of the job.
- 2. Sit, stand and walk for required periods of time.
- 3. Speak and hear.
- 4. Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.
- 5. Communicate effectively in English, using proper grammar and vocabulary.
- 6. American Sign Language or Braille may also be considered as acceptable forms of communication.
- 7. Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls.

Environmental Demands:

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive.

- 1. Exposure to a variety of childhood and adult diseases and illnesses.
- 2. Occasional exposure to a variety of weather conditions.
- 3. Exposure to heated/air conditioned and ventilated facilities.

JOB DESCRIPTION

***PERTH AMBOY
BOARD OF EDUCATION***

HIGH SCHOOL RESOURCE COACH (Cont'd.)

4. Exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.

Terms of Employment:

10-month exempt, salaried position with agreement between the Perth Amboy Federation and the Perth Amboy Board of Education. Salaries, benefits, and leave time as negotiated.

Date Adopted: 3/5/2009

Date Revised: 2/7/2019

JOB DESCRIPTION

PERTH AMBOY BOARD OF EDUCATION

AUDIO-VISUAL PRODUCTION SPECIALIST

QUALIFICATIONS:

1. Bachelor's Degree or appropriate work experience.
2. Experience working with a range of audio and visual equipment.
3. Understanding of telecommunications, media and the dissemination of information.
4. Exhibits a personality that demonstrates enthusiasm and interpersonal skills that relates well with students, staff, administration, parents and the community.
5. Demonstrate the ability to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary.
6. Have excellent integrity; demonstrate good moral character and initiative.
7. Provide proof of U. S. citizenship or legal resident alien status by completing Federal Form I-9.
8. Provide evidence that a criminal record history check has been conducted and clearance has been given by the Department of Education.
9. Pass the State required Mantoux-Intradermal Tuberculin Test and Physical Exam.

STATEMENT OF JOB:

The Audio-Visual Production Specialist will be responsible for working with audio, video and lighting equipment, with the ultimate goal of producing professional video presentations. These tasks include the arranging, connecting, tuning and operation of audio, video and lighting equipment. The function of these components and their interconnectivity to computers is important to correctly running wires and cables, and creating a harmoniously functioning audio-visual program.

Other responsibilities include preparing teleprompters with scripts, monitoring live feeds to ensure quality, diagnosing and resolving problems, and digitizing the data. The Audio-Visual Production Specialist will also store and maintain the equipment and the facilities in which the equipment is housed.

REPORTS TO: Supervisor of Fine, Visual, and Performing Arts, K-12.

DUTIES AND RESPONSIBILITIES:

1. Operate the complete array of camera equipment necessary to videotape a variety of productions, including lighting and sound.
2. To operate the equipment to maintain PATV (Perth Amboy Television), including the bulletin board and various video transmissions.
3. To in-service staff in utilizing audio/visual equipment to enable staff to develop their own productions and to assist in those productions.
4. To maintain and troubleshoot the equipment of PATV, and other audio/visual equipment in the district, in order to keep a high level of efficiency in its operation.
5. Support Communications Academy Students and Teachers at the high school with their use of the PATV Studio and field production equipment.

JOB DESCRIPTION

PERTH AMBOY BOARD OF EDUCATION

AUDIO-VISUAL PRODUCTION SPECIALIST (Cont'd.)

6. To be knowledgeable of safety procedures and techniques in the operations of a cable channel and the necessary equipment.
7. Perform other duties as deemed necessary by the Supervisor of Fine, Visual and Performing Arts, K-12, and the Superintendent of Schools.

VERIFICATION OF COMPETENCY:

1. District Application and resume.
2. Required documentation outlined in the qualifications above.
3. A minimum of three letters of reference from former employers.
4. Official College Transcripts.
5. Employment Interview.

PHYSICAL DEMANDS, VISUAL ACUITY and WORKING CONDITIONS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job. Unless reasonable accommodations can be made while performing this job, the staff member shall:

1. Use strength to lift items needed to perform the functions of the job.
2. Sit, stand, and walk for required periods of time.
3. Speak and hear.
4. Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.
5. Communicate effectively in English, using proper grammar and vocabulary.
6. American Sign Language or Braille may also be considered as acceptable forms of communication.
7. Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls.

ENVIRONMENTAL DEMANDS:

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive.

1. Exposure to a variety of childhood and adult diseases and illnesses.
2. Occasional exposure to a variety of weather conditions.
3. Exposure to heated/air conditioned and ventilated facilities.
4. Exposure to a building in which a variety of chemical substances are used for cleaning instruction, and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.

JOB DESCRIPTION

***PERTH AMBOY
BOARD OF EDUCATION***

AUDIO-VISUAL PRODUCTION SPECIALIST (Cont'd.)

WORK SCHEDULE:

The work schedule will include flexible hours to encompass a 40-hour workweek.

Terms of Employment:

12-month exempt, salaried position with agreement between the Perth Amboy Federation and the Perth Amboy Board of Education. Salaries, benefits, and leave time as negotiated. The Audio-Visual Production Specialist will be evaluated by the Supervisor of Fine, Visual, and Performing Arts K-12, and/or designee.

Date Adopted: June 28, 2001

Date Revised: February 7, 2019

JOB DESCRIPTION

PERTH AMBOY BOARD OF EDUCATION

District Chief of Security Personnel

Qualifications:

1. Minimum ten (10) years experience in a security supervisory role.
2. Law enforcement experience preferred.
3. Background in the field of safety and security.
4. Demonstrated aptitude or competence for assigned responsibilities.
5. Knowledge of Homeland Security; NJ school security practices; lockdown procedures.
6. College degree preferred.
7. Be able to work with police and safety personnel, as well as, school district staff.
8. Demonstrate the ability to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary.
9. Exhibits a personality that demonstrates enthusiasm and interpersonal skills that relates well with students, staff, administration, parents and the community.
10. Strong leadership and communication skills.
11. Have excellent supervisory experience.
12. Required Criminal History Check.
13. Provide Proof of U.S Citizenship or legal resident alien status by completing Federal Form I-9.
14. Pass required State Mantoux/Tuberculin test and Physical Exam as required.

Reports To: District Director of Operations/Superintendent of Schools

Nature and Scope of Job:

The District Chief of Security Personnel will serve the educational process by protecting students and staff members from harm. The District Chief will also protect school-owned property from loss or damage caused by anti-social acts. He/She will coordinate building safety, and law enforcement throughout the school district. The District Chief works in collaboration with building principals to establish appropriate regulations, procedures, and plans to ensure safe and secure school facilities.

Duties and Responsibilities:

The District Chief of Security Personnel shall:

1. Advise the District Director of Operations on all security matters.
2. Establish clear lines of accountability and command within the school safety forces.
3. Supervise security personnel throughout district.
4. Make unscheduled inspections/lockdown drills during school hours of various areas and buildings in the district to ensure adequate security procedures and maintain all records as required.

JOB DESCRIPTION

PERTH AMBOY BOARD OF EDUCATION

District Chief of Security Personnel (Cont'd.)

5. Conducts investigations of such major security infractions as theft, vandalism and arson.
6. Acts as liaison with public safety authorities on all matters affecting school security.
7. Ensures that all training and professional development is updated and implement, in collaboration with school principals, the school's Crisis Management Plan.
8. Establish and maintain a district Safety program, including:
 - Appropriate lighting and signage;
 - Building safety systems;
 - Building surveillance systems;
 - Equipment identification procedures;
 - Student and personnel identification procedures;
 - Visitor registration and identification procedures;
 - Emergency plans for evacuations, lock downs, and other crisis;
 - Safety staff orientation and training programs;
 - Effective and efficient deployment of safety personnel; and
 - Coordination of services with local, State and Federal Law Enforcement and emergency agencies.
9. Work in collaboration with school principals in the development and implementation of school evacuation plans.
10. Display the highest ethical and professional behavior in working with students, parents, school personnel, and outside agencies associated with the school.
11. Participate in appropriate in-service and workshop programs and attend any required.
12. Serve as a role model for students and staff in demonstrating positive attitudes, appropriate attire and grooming, and an effective work ethic.
13. Coordinate district collaborative efforts with municipal agencies for accident investigations, crossing guard deployment, law enforcement, traffic management, protection of property, health and fire inspections, and the development of emergency plans.
14. Direct the deployment of safety and law enforcement personnel to manage routine operations and emergency situations.

JOB DESCRIPTION

PERTH AMBOY BOARD OF EDUCATION

District Chief of Security Personnel (Cont'd.)

15. Provide ongoing training for security personnel through the use of law enforcement, and legal resources.
16. Evaluate performance of personnel assigned to the security department and recommend continued employment on an annual basis.
17. Performs any other such duties as assigned by the District Director of Operations/ Superintendent of Schools or designee.

Verification of Competency:

1. District Application and resume.
2. Required documentation outlined in the qualifications above.
3. A minimum of three letters of reference from former employers, teachers, professors or other professional sources, or copies of recent evaluations and observations of teaching performance.
4. Official College Transcripts.
5. Employment Interview.

Physical Demands, Visual Acuity and Working Conditions:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job. Unless reasonable accommodations can be made, while performing this job the staff member shall:

1. Use strength to lift items needed to perform the functions of the job.
2. Sit, stand, and walk for required periods of time.
3. Speak and hear.
4. Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.
5. Communicate effectively in English, using proper grammar and vocabulary.
6. American Sign Language or Braille may also be considered as acceptable forms of communication.
7. Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls.

JOB DESCRIPTION

***PERTH AMBOY
BOARD OF EDUCATION***

District Chief of Security Personnel (Cont'd.)

Environmental Demands:

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive.

1. Exposure to a variety of childhood and adult diseases and illnesses.
2. Occasional exposure to a variety of weather conditions.
3. Exposure to heated/air conditioned and ventilated facilities.
4. Exposure to a building in which a variety of chemical substances are used for cleaning instruction, and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.

Terms of Employment:

The District Chief of Security Personnel is a 12-month exempt, salaried position with agreement between the Perth Amboy School Administrators Association and the Perth Amboy Board of Education. Salaries, benefits, and leave time as negotiated. The District Chief of Security Personnel will be evaluated by the District Director of Operations and/or Superintendent of Schools.

Date Adopted: June 8, 2000

Date Revised: September 21, 2010, January 24, 2013, February 7, 2019

3212 ATTENDANCE

The regular and prompt attendance of staff members is an essential element in the efficient operation of the school district and the effective conduct of the educational program. Staff members' absenteeism (excluding staff development,) disrupts the educational program and the Board of Education considers attendance an important component of a staff member's job performance.

In accordance with N.J.S.A. 18A:30-1, sick leave is defined as the absence from work because of a personal disability due to injury or illness, or because the staff member has been excluded from school by the school medical authorities on account of contagious disease, or of being quarantined for such a disease in the staff member's immediate household. No staff member will be discouraged from the prudent, necessary use of sick leave or any other leave provided for and taken in accordance with the collective bargaining agreement negotiated with the member's majority representative, in an individual employment contract, or provided in the policies of the Board. In accordance with N.J.S.A. 18A:30-4, the Board of Education "may require a physician's certificate to be filed with the secretary of the board of education in order to obtain sick leave."

The Superintendent or his/her designee, in consultation with administrative staff members, will review the rate of absence among the staff members. The review will include the collection and analysis of attendance. (Lawyers version).

The privilege of district employment imposes on each teaching staff member the responsibility to be on time every scheduled working day. This responsibility requires that the employee maintain good health standards, take intelligent precautions against accidents, both on and off the job, and manage his/her personal affairs to avoid conflict with district policy.

The Board of Education adopts the following guidelines regarding tardiness of employees;

1. In the event of the first and second occurrences of tardiness in any school year the staff member will receive a verbal warning.
2. In the event of 3 occurrences of tardiness in any school year, a written reprimand will be issued to the staff member and a copy placed in the employee's personnel file. For every occurrence thereafter a written reprimand shall be issued for these tardy instances during a work year.
3. In the event of seven occurrences of tardiness during the same school year the staff member will be subject to a Professional Improvement Plan (PIP) to improve tardiness. A PIP meeting shall be held with the employee, his/her supervisor or building administrator, or the Superintendent or his/her designee. The PIP meeting will include the presentation of the collection and analysis of attendance data, the suggested training of said staff member in his/her attendance responsibilities, and the counseling of said staff member for whom attendance/tardiness is a problem.

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TEACHING STAFF MEMBERS

3212 ATTENDANCE

4. In the event the staff member's tardiness or attendance does not improve after the PIP, the staff member shall be subject to an increment withholding.
5. If an employee believes an extenuating circumstance exists which provides an acceptable reason for their tardiness, such employee may appeal, in writing, to the Superintendent or designee the reason for the tardiness and request to be excused. The decision of the Superintendent or designee is final and binding.

A staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with Board policy, falsifies the reason for an absence, takes a leave without authorization, is repeatedly tardy or accumulates an excessive number of absences, may be subject to appropriate consequences. The consequences will include an administrative meeting prior to the possibility of a withholding of salary increment, dismissal, and/or certification of tenure charges.

N.J.S.A. 18A:27-4; 18A:28-5; 18A:30-1 et seq.

Adopted: 12 January 2006

Revised: 2 April 2015

Revised: 15 June 2017

Revised: 14 June 2018

Revised:

R 3212 PROFESSIONAL STAFF ATTENDANCE**A. Review of Attendance Data**

1. A record shall be kept of the attendance of each teaching staff member, including teachers, educational services personnel, and administrators. Any absence, for part or all of a school day, shall be recorded along with the reason for the absence. The record will distinguish sick leave, professional days, unpaid leaves of absence, personal leave, and other days as defined by the collection bargaining agreement. The employee's attendance record will include notation of verification of an absence where such verification is required by Policy No. 3432. The employee's rate of absence shall be calculated every school year and entered on his/her attendance record. An employee's attendance record shall be part of the employee's personnel file.
2. At the end of each school year, a cumulative attendance record shall be assembled for each school and for the district.
3. An attendance summary shall be prepared from the cumulative attendance record. The attendance summary shall show the rate of absence for each school and for the district. The attendance summary shall be posted in each school of the district.
4. A record shall be made of the appointment of substitutes for absent employees and the wages paid to substitutes.

B. Attendance Improvement Plan**1. Planning**

The Superintendent will meet with building principals and appropriate administrators to discuss the attendance summary. The attendance summary shall be analyzed for patterns of absence, such as excessive absenteeism in a given school or work place, among certain groups of employees, for certain specific causes, or on certain days of the week, month, or year. Specific strategies for reducing the rate of absence shall be developed.

2. Implementation

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TEACHING STAFF MEMBERS

R 3212 PROFESSIONAL STAFF ATTENDANCE

- a. The building principal shall be responsible for implementing the district's plan for the improvement of professional staff member attendance in his/her school building.
- b. The Principal shall encourage the regular attendance of the teaching staff members in his/her building. He/She shall maintain contact with absent employees and confer personally with each employee who returns from an absence of any duration, impressing upon employees the district's concern for their health and well-being. The Principal shall, by appropriate means, recognize teaching staff members whose attendance is exemplary.
- c. The Principal shall incorporate, and shall direct other supervisors to incorporate, a teaching staff member's attendance record in his/her evaluation.
- d. The Principal may require teachers to evaluate the work done by substitutes in their absence.
- e. The Principal shall report to the Superintendent any teaching staff member whom he/she suspects of misusing sick leave or falsifying the reasons for absence.

3. In-service Training

The Principal shall meet with the teaching staff members assigned to his/her building at the beginning of each school year to inform employees of Board policy and district regulations on attendance, to familiarize employees with the forms to be used in reporting and verifying absences, to review with employees the cost of absenteeism to the district and the value of accumulated sick leave to the employee, and to acquaint employees with the degree to which attendance will affect evaluation reports.

4. Counseling

- a. The building principal may, in his/her discretion, call a conference with a teaching staff member where the number and/or pattern of the members' absences or the reasons offered for the member's absences indicate a misunderstanding of the teaching staff member's responsibility to the school district or the possible misuse of the privilege of paid leave.

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TEACHING STAFF MEMBERS

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- b. Prior to the giving of any admonition or reprimand or imposition of discipline of any kind, the Principal shall determine the nature of the absences and consider any extenuating circumstances.
- c. A written report of any attendance conference shall be prepared and retained with the teaching staff member's evaluations. The member shall, in accordance with Board policy on teaching staff member evaluation, be permitted to examine the report and affix his/her comments, if any, to the report.

Issued: 12 January 2006

Revised: 15 June 2017

Revised:

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SUPPORT STAFF

R 4212 SUPPORT STAFF ATTENDANCE

R 4212 SUPPORT STAFF ATTENDANCE**[See POLICY ALERT Nos. 96 and 205]****A. Reporting Intended Absence**

1. A support staff member who anticipates absence from work will contact ESS (Source 4 Teachers) at least two (2) hours before the intended absence, whenever possible. (Lunch Aides will call their building principal) and/or his/her designee.
2. The following information will be given by the caller:
 - a. The employee's name, job title, assigned school, and shift (if applicable);
 - b. The day and date of the intended absence; and
 - c. The reason for the absence.
3. Employees must call in daily each intended absence unless absence for more than one day has been approved in advance by the Superintendent of Schools or his/her designee.

B. Analysis of Absence

1. Each intended absence of a support staff member shall be reported to his/her immediate supervisor, who shall determine whether or not a replacement is required for the period of absence.
2. The immediate supervisor shall determine whether the absence is acceptable or requires further verification. Reasons for verification include, but are not limited to the following:
 - a. A pattern of absences on the same day(s) of the week;
 - b. A pattern of absences before or after nonworking days;
 - c. The exhaustion or near exhaustion of accumulated sick leave; and
 - d. The habitual exhaustion of personal leave.

C. Review of Absence

1. If the immediate supervisor deems any reason for absence to be unacceptable or if a staff member has been absent on sick leave more than 3 consecutive school days or absent an aggregate of more than 5 working days in any one month for any reason, the immediate supervisor shall conduct an informal discussion with the employee to help the employee improve his/her performance. The supervisor shall keep no record of this conference.
2. If the abuse of absence continues the immediate supervisor shall:
 - a. Notify the employee in writing of the date and time for a formal conference and the reason for the conference,
 - b. Confer with the employee and, if the employee so chooses, his/her representative as well,
 - c. Document the reasons for the absences and offer the employee the opportunity to verify or rebut the documentation, and
 - d. Prepare a report of the conference to be placed in the employee's file and provide the employee with the opportunity to attach written comments and documents thereto.

D. Record of Attendance

1. A record shall be kept of the attendance of each support staff member, including administrators. Any absence, for part or all of a school day, shall be recorded along with the reason for the absence. An employee's attendance record shall be part of the employee's personnel file.
2. The record will distinguish paid leave, such as sick leave, personal days, family illness, jury duty, and non-cum days, from unpaid leave, such as excessive sick or personal leave. The employee's attendance record will include notation of verification of an absence where such verification is required by Policy No. 4432.
3. The record will include each employee's rate of absence as calculated monthly.

4. At the end of each school year, a cumulative attendance record shall be assembled for each school and for the district. An attendance summary shall be prepared from the cumulative attendance record. The attendance summary shall show:
 - a. The rate of absence for the district and each school in the district,
 - b. The rate of absence for each employee in rate order showing highest rate first and average rate for the district,
 - c. Reasons for absence in the case of employees whose rate is more than 95 percent above the average for the district, and
 - d. The appointment of substitutes for absent employees and the wages paid to substitutes.

E. Attendance Improvement Plan

1. The attendance summary shall be analyzed for patterns of absence, such as excessive absenteeism in a given school or work place, among certain groups of employees, for certain specific causes, or on certain days of the week, month, or year.
2. Specific strategies for reducing the rate of absence shall be developed and submitted to the Superintendent of Schools or his/her designee.
3. The Principal shall be responsible for implementing the approved plan for the improvement of staff member attendance in his/her school building.

F. In-service Training

The Principal or immediate supervisor shall meet with the support staff members assigned to his/her building at the beginning of each school year to:

1. Inform employees of Board policy and district regulations on attendance;
2. Familiarize employees with the procedures to be used in reporting and verifying absences;
3. Review with employees the cost of absenteeism to the district and the value of accumulated sick leave to the employee; and

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SUPPORT STAFF

R 4212 SUPPORT STAFF ATTENDANCE

4. Acquaint employees with the degree to which attendance will affect evaluation reports.

G. Discipline

1. The record of a conference(s) dealing with excessive absenteeism may serve as an element in the evaluation of any employee's performance and may contribute to a salary recommendation.
2. Employees absent more than 5 times in a period of 1 month shall be disciplined by layoff for a period of 1 days without pay.
3. Employees disciplined under G2 who do not improve their record of attendance shall be recommended to the Superintendent for discharge.

Issued: 15 June 2017

Revised: