

**REPORT OF THE SUPERINTENDENT**

**OCTOBER 16, 2023**

**PART I – PERSONNEL**

**A. RESIGNATION**

I recommend acceptance of the following resignation, effective October 24, 2023:

Jerry Diorio – Maintenance / Utility Plumber

**B. APPOINTMENTS**

**I. Professional Staff**

I recommend the appointment of the following new teaching staff for the 2023/2024 school year, pending criminal history review, background checks as required by law, and ability to obtain appropriate New Jersey certification:

NAME	POSITION	LOCATION	STEP	CERT	SALARY	REPLACE/ NEW	EFF. DATE
Torres, Auria	Mathematics	KHS	17	MA+32	\$107,105	New	11/20/23

**2. Long-Term Substitute Assignments**

I recommend the following Long-Term Substitute assignments for the 2023/2024 school year, pending criminal history review, background checks as required by law, and ability to obtain appropriate New Jersey certification:

NAME	POSITION/SCHOOL	REPLACE	EFF. DATE	SALARY
Aziz, Asfiya	Spanish / LMS	TBD	9/7/23	\$150/diem for 20 days \$275.78/diem for duration of assignment
Francis, Marianne	Resource / LMS	Sousa, Raquel	10/25/23	\$150/diem for 20 days \$275.78/diem for duration of assignment
Penaherrera, Herbert	English / KHS	Hansen, Jennifer	10/18/23	\$150/diem for 20 days \$275.78/diem for duration of assignment

**3. Fourth Prep Assignment**

I recommend approval of the following Kearny High School staff member to be compensated for fourth prep assignment during the 2023/2024 school year, at the annual remuneration of \$7,560.00:

Hatfield, Ruthann

4. **Detention Proctor - Kearny High School**

I recommend the following staff member to be approved as a Detention Proctor at Kearny High School for the 2023/2024 school year; remuneration in accordance with the KEA Agreement at \$42 per hour:

Grimm, Victoria

5. **Lunchroom Supervisors - Garfield School**

I recommend approval of the following staff members as Lunchroom Supervisors at Garfield School for the 2023/2024 school year; remuneration in accordance with the KEA Agreement at \$34 per hour:

Castaneda, Stephanie

McShane, Daniel

Seeley, Kimberly

6. **Lunchroom Supervisors - Roosevelt School**

I recommend approval of the following staff members as Lunchroom Supervisors at Roosevelt School for the 2023/2024 school year; remuneration in accordance with the KEA Agreement at \$34 per hour:

Hornung, Jonathan

Macri, Emmanuela

Muy, Katherine

Valente, Melanie

7. **Lunchroom Supervisor - Washington School**

I recommend approval of the following staff member as a Lunchroom Supervisor at Washington School for the 2023/2024 school year; remuneration in accordance with the KEA Agreement at \$34 per hour:

Burzynski, Scott

8. **Coordinators of the Preschool Family Involvement Program**

I recommend approval of the following members as Coordinators of the Preschool Family Involvement Program. Remuneration in the amount of \$42.00 per hour in accordance with 2022/2023 KEA Agreement. This program is funded through preschool grant funding.

Jensen, Jeanine

Serodio, Jacqueline

9. **Teachers for the Preschool Family Involvement Program**

I recommend approval of the following members as Teachers for the Preschool Family involvement Program. Remuneration in the amount of \$42.00 per hour in accordance with 2022/2023 KEA Agreement. This program is funded through preschool grant funding.

Acevedo-Cowley, Marjorie

Clarke, Emma

Cunha, Nancy

Ip-Mejia, Joanna

**10. After School Intervention Program Coordinator**

I recommend the appointment of the following staff member for the After School Intervention Program Coordinator for the 2023/2024 school year, at the remuneration of \$6,616. The program is funded through Title IA and ARP.

Esparra, Ashley

**11. After School Intervention Program (ELA)**

I recommend the approval of the following staff members for the After School Intervention Program (ELA). Remuneration in the amount of \$42.00 per hour in accordance with 2022/2023 KEA Agreement. The program will begin the week of December 4, 2023 and conclude the week of March 25, 2024. This program is funded through ARP.

Chaves, Jessica	Mazurkiewicz, Kristin
Cherry, Madison	O'Malley, Joanne
Curry, Danielle	Palase, Victoria
Czeizinger, Barbara	Postel, Daniel
Doffont, Jeanine	Rocha, Carmen
Hoch, Caroline	Santiago, Melissa
Lavelle-Mazol, Mandy	Shauger, Marisa
Lowry, Caitlin	Somma-Bauer, Shawna
Matusz, Ana	Tallarida, Nicole

**12. After School Intervention Program (Math)**

I recommend the approval of the following staff members for the After School Intervention Program (Math). Remuneration in the amount of \$42.00 per hour in accordance with 2022/2023 KEA Agreement. The program will begin the week of December 4, 2023 and conclude the week of March 25, 2024. This program is funded through ARP.

Bellenger, Denise	Mantes, Jacqueline
Buggle, Karen	Matusz, Ana
Canaley-Fearon, Kerrith	O'Malley, Joanne
Carsillo, Michele	O'Malley, Margaret
Franchino, Danah	Pabst, Catherine
Gryckiewicz, Lynn	Palase, Victoria
Harris, Jennifer	Rodrigues, Tracy
Komurek-DeMatos, Mariola	Schalago, Mark
Mantes, Ben	Sofield, Melissa

**13. After School Intervention Program (Substitutes)**

I recommend the approval of the following staff members for the After School Intervention Program (Substitutes). Remuneration in the amount of \$42.00 per hour in accordance with 2022/2023 KEA Agreement. The program will begin the week of December 4, 2023 and conclude the week of March 25, 2024. Teachers will be called upon as needed to cover. This program is funded through ARP.

Bellenger, Denise  
Lavelle-Mazol, Mandy  
Lombardi, Michele

**14. District High Impact Tutoring Program Coordinator**

I recommend the appointment of the following staff member for the District High Impact Tutoring Program Coordinator for the 2023/2024 school year, at the remuneration of \$6,616. The program is funded through the High Impact Tutoring Grant. This position may not be funded if the district does not receive the grant or if only a portion of the grant is awarded.

Torre, Jose

**15. Elementary Family Engagement Program Coordinators**

I recommend the approval of the following staff members as Coordinators of the Elementary Family Engagement Program. Remuneration for teachers will be \$42 per hour in accordance with the 2022/2023 KEA Agreement. The program is funded by ARP funds.

**Franklin:**

Shauger, Marisa (50 hours)

**Garfield:**

Mazurkiewicz, Kristin (25 hours)

Seeley, Kim (25 hours)

**Roosevelt:**

Tchalabi, Jayme (50 hours)

**Schuyler:**

Esparra, Ashley (25 hours)

O'Malley, Margaret (25 hours)

**Washington:**

Lourenco, Melanie (50 hours)



**16. Elementary Family Engagement Program Facilitators**

I recommend the approval of 10 hours of compensation for the following staff members as Facilitators of the Elementary Family Engagement Program. Remuneration for teachers will be \$42 per hour in accordance with the 2022/2023 KEA Agreement. The program is funded by ARP funds.

**Franklin:**

Clarke, Emma  
Janz, Ashley  
Jimenez, Barbara  
Lowry, Caitlin  
Shanks, Kristen

**Garfield:**

D'Elia, Katherine  
Harris, Jennifer

**Roosevelt:**

Figueroa, Gabrielle  
Lombardi, Michele  
Pabst, Catherine

**Schuyler:**

Czeizinger, Barbara  
Marino, Nicole  
Walsh, Marina

**Washington:**

Dyl, Melissa  
Franchino, Danah  
Gryckiewicz, Lynn

**17. ESL Extended Hours Tutoring Program**

I recommend the approval of (50) hours compensation for the following staff member for the ESL Extended Hours Tutoring Program. Remuneration for teachers will be \$42 per hour in accordance with the 2022/2023 KEA Agreement. The program is funded by Title III funds.

Neno, Juliana

**18. Lunch Lab Teachers**

I recommend the approval of the following staff members for the Lunch Lab Program. Remuneration in the amount of the lunch duty rate of \$34 per hour in accordance with 2022/2023 KEA Agreement. This program is funded through Title IV.

**LMS:**

Avila, Connie  
Fisher, Cristina  
Rodriguez, Betty  
Sickinger, Kathleen  
Sousa, Raquel  
Vargas, Edwin  
Sobka, Lisa (Substitute)

**KHS:**

Avecillas, Hillary  
DeLuca, Stacey  
Infante, Antonio  
Kryshak-Baptista, Amy-Beth  
Vigorita, Vincent

**19. SAT Prep Course Teachers**

I recommend the approval of the following staff members for the SAT Prep Course Program teachers. Remuneration in the amount of \$42.00 per hour in accordance with 2022/2023 KEA Agreement. This program is funded through ARP.

Cassidy, Patrick  
Miragliotta, Linda  
Serino, Kim  
Vicente, Maria (Substitute)

**20. Title I Schoolwide Enrichment Program**

I recommend the following appointment to the Title I Schoolwide Enrichment Program located at Lincoln Middle School for the 2023/2024 school year; remuneration in accordance with the 2022/2023 KEA Agreement at \$42 per hour at the hours noted, effective 9-11-23. This program is funded by Title I Schoolwide funds:

Planning Coordinator	Galalla, Jacqueline	3 hours/max month
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**21. Head Custodian**

I recommend the change of title for Roosevelt School Assistant Head Custodian, Edward Abendschoen to Head Custodian, effective October 17, 2023. Salary will be revised as follows: Base salary Step 7 of the 2023/2024 KSEA Agreement at \$74,543. plus \$800 Longevity, plus \$775 boiler license stipend for a total annual salary of \$76,118.

**22. Assistant Head Custodian**

I recommend approval to restore the title of Assistant Head Custodian to Nicholas Martello effective September 19, 2023. Mr. Martello was temporarily assigned as Acting Head Custodian. Base salary Step 7 of the 2023/2024 KSEA Agreement at \$69,622, plus \$200 Assistant Head Custodian stipend, plus \$800 Longevity, plus \$775 boiler license stipend for a total annual salary of \$71,397.

**23. Security Guard - SORA License**

I recommend approval to add an additional \$2 per hour to the regular hourly rate of \$30 per hour to Ryan Mullins, who holds a temporary SORA license, for a total rate of \$32 per hour effective September 25, 2023. If the permanent SORA license is not received by November 2, 2023, his hourly rate will be changed to \$30 per hour.

**24. School Bus Driver**

I recommend approval to hire Lamont Murphy as a school bus driver at the rate of \$30 per hour, pending receipt of required paperwork, effective October 17, 2023.

**C. DISTRICT LONGEVITY**

I recommend approval to add District Longevity in the amount of \$6,150 to each of the following staff members:

1. Pichinin, Karen (Director of Curriculum & Instruction) - effective September 19, 2023 (prorated) per the KSAA Agreement
2. Adamski, John (District Instructional Supervisor Middle School) - effective September 19, 2023 (prorated) per the KSA Agreement

**D. REVISED START DATE**

I recommend approval to revise the start date for new teacher Lorraine McGuire to October 2, 2023. Ms. McGuire was released early from her previous district.

**E. LEAVE OF ABSENCE**

I recommend approval of the following leave of absence requests and/or revisions:

NAME	LOCATION	FAMILY LEAVE	LEAVE OF ABSENCE	RETURN TO WORK
Tucker, Kelly	Schuyler	9-5-23 to 12-1-23		12-4-23
Weber, Joanne	KHS	10-10-23 to 10-10-24 (intermittent leave)		10-11-24

\*Date revision - Family Leave extended by one week

**F. SUBSTITUTES**

**1. Appointments**

The individuals listed below will be substituting in the Kearny Public Schools this year, pending criminal history review. These are in addition to those listed in previous Board reports:

Bisht, Narendra	Lauria, Noelle
Crespo, Caitlyn	Lopez, Neslie
Escobar, Mariana	Rafeski, Madison
Hajjaj, Zirah	Watson, Casey

**2. Reappointment**

The individual listed below will be reappointed as substitute in the Kearny Public Schools this year, pending criminal history review. This is in addition to those listed in previous Board reports:

Policano, Nicholas

**G. PARAPROFESSIONALS**

**1. Appointments**

The following to be appointed as a Paraprofessional pending criminal history review:

Andrzejewski, Colleen	Matute, Marite
Castro, Pilar	McGee, Rachael
Elassa, Makhtaria	Rutzler, Elijah
Goskowski, Joy	Sassaman, Jennifer
Laureano, Francis	Soto, Yahaira
Lopez, Miranda	Villacreses, Grace

**H. COACHES/ADVISORS**

**1. 2023/2024 Extracurricular Activities Appointments:**

I recommend approval of the following Coaches/Advisors appointments:

	<b><u>COACH/ADVISOR</u></b>	<b><u>STIPEND</u></b>
<b><u>Garfield School:</u></b>		
Art Club	McShane, Daniel	\$538
Safety Patrols	Gerbasio, Stephanie	\$326
Peers	Lonnay, Rebecca	\$538 (split)
	Vicente, Maria	}
Spelling Bee	Policano, Anthony	\$280
<b><u>Kearny High School:</u></b>		
Spanish Club	Gomez, Lissette	\$540
<b><u>Washington School:</u></b>		
PEERS	Lourenco, Melanie	\$538



**2. 2023/2024 Appointments - Winter Sports**

I recommend approval of the following Coach/Advisor appointment for the Winter sports season:

	<b><u>COACH/ADVISOR</u></b>	<b><u>STIPEND</u></b>
Track Indoor Assistant *non-staff member	*Weaver, Scot	\$6,280

**3. Coaching Volunteers**

I recommend approval of the following individuals who have requested to volunteer coaching services, pending completion of all necessary paperwork:

Girls Basketball.....	Sanchez, Ana
Wrestling.....	*Digravina, Rob
Wrestling.....	*Ramadan, Noah
Wrestling.....	*Silva, Steven

\*non-staff members

**I. EQUIVALENCY**

The Equivalency Board of Review has recommended granting the following equivalencies as of September 1, 2023:

<b><u>Name</u></b>	<b><u>Equivalency</u></b>	<b><u>Amount</u></b>	<b><u>Salary</u></b>
Calle, Stephanie	MA+32	\$8,000	\$69,755
Kearns, Cassandra	MA	\$4,300	\$63,255
Mendes, Sonia	MA+32	\$8,000	\$89,355
Molina, Ashley	MA+32	\$8,000	\$73,855
O'Neil, Michael	MA+32	\$8,000	\$73,855
Pace, Sydney	BA+16	\$1,800	\$57,455
Peso, Susana	MA+32	\$8,000	\$99,855
Sansone, Ashley	BA+64	\$4,700	\$70,355
Stanley, Rana	MA+32	\$8,000	\$72,255
Torre, Jose	MA+32	\$8,000	\$72,255
Varela, Cindy	MA+32	\$8,000	\$99,855

**J. DISSERTATION**

I recommend approval for Amy Futterman, School Psychologist at Roosevelt School, who is currently enrolled at Fairleigh Dickinson University in the School Psychology Advanced PsyD. program, to conduct a research study on emotional regulation and interventions of children. Parental permission will be required and personal information will remain confidential. The data will be collected in the Fall of 2024.

**K. INTERNSHIPS**

1. Schantal Herrera, a student at Kean University, will be doing a 300 hour internship in School Counseling, split between Lincoln Middle School and Kearny High School, under the guidance of Paul Measso during the 2024/2025 school year.
2. Khyla Cardona, a student at Montclair State University, will be performing a 40 hour field experience in Art at Kearny High School under the guidance of Diogo Neto during the 2023/2024 school year.
3. Julian Adinolfi, a student at Montclair State University, will be performing a 40 hour field experience in Instrumental Music at Kearny High School under the guidance of Danny Conde during the 2023/2024 school year.
4. Allison Volltrauer, a student at Montclair State University, will be performing a 40 hour field experience in Theatre/Chorus at Kearny High School under the guidance of Milagros Gonzalez during the 2023/2024 school year.
5. Julia Brubaker, a student at Montclair State University, will be performing a 40 hour field experience in Art at Kearny High School under the guidance of Erin Donnelly during the 2023/2024 school year.
6. Saron Smith-Hardin, a student at William Paterson University, will be completing her 300 hour internship in Educational Leadership at Washington School during the 2023/2024 school year; under the guidance of Jon Zimmerman.

**L. FIELD EXPERIENCE**

I recommend approval for Grace Romanowski, student at Fairleigh Dickinson University, to perform a 60 hour field experience in Biology under the direction of Kearny High School Science teacher Maria Sanchez, from January 2, 2024 through May 3, 2024.

**M. COMPLETION OF 90-DAY PROBATIONARY PERIOD**

I recommend Board acknowledgement of the successful completion of the 90-day probationary period for the following personnel:

- ❖ Coma, Kristine - Full-Time Secretary, Garfield School
- ❖ Colorado, Luisa - Part-Time Secretary, Garfield School
- ❖ Popovic, Kelly - Payroll Clerk, Central Office

## **PART II – NON-PERSONNEL**

### **A. OUTSIDE PLACEMENT**

I recommend approval of the following outside placement as requested by the Director of Special Services:

Student “LCB” to be placed at Little Friends, effective October 5, 2023. Weekly tuition for this placement is \$110.00. The student will be transported on an existing bus route.

### **B. BOARD POLICY**

I recommend the **first reading** of the following Board policies:

<b><u>Policy</u></b>	<b><u>Title</u></b>
P 2270	Religion in the Schools (Revised)
P 2431	Athletic Competition (Revised)
P 3161	Examination for Cause (Revised)
P & R 3212	Attendance (M) (Revised)
P 3324	Right of Privacy (Revised)
P & R 3432	Sick Leave (Abolished)
P 4161	Examination for Cause (Revised)
P & R 4212	Attendance (M) (Revised)
P 4324	Right of Privacy (Revised)
P & R 4432	Sick Leave (Abolished)
P & R 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P & R 5116	Education of Homeless Children and Youths (Revised)
P & R 5460.02	Bridge Year Pilot Program (M) (Abolished)
P 8500	Food Services (M) (Revised)
P 8540	School Nutrition Programs (M) (Abolished)
P 8550	Meal Charges/Outstanding Food Service Bill (M) (Abolished)

### **C. RUTGERS UNIVERSITY, NEWARK / KEARNY HIGH SCHOOL PLANET EARTH HONORS PROGRAM**

I recommend approval of the Memorandum of Agreement between Rutgers University, Newark / and Kearny High School for the KHS Planet Earth Honors Program which will permit students at Kearny High School to earn credits from Rutgers University, for the Newark College of Arts and Sciences (NCAS) course "Planet Earth," being offered by the Department of Earth and Environmental Sciences within the School of Arts and Sciences Newark (SASN) for the 2023-2024 school year.

### **D. SETON HALL UNIVERSITY AFFILIATION AGREEMENT**

I recommend approval of the Affiliation Agreement between the Kearny School District and Seton Hall University for a term of three (3) years commencing on August 28, 2023 and expiring on August 27, 2026.



**E. NEW JERSEY CHILD ASSAULT PREVENTION**

I recommend approval to participate in the New Jersey Child Assault Prevention program. The CAP program is a state primary prevention education program which helps strengthen families by empowering children to be "Safe, Strong, and Free".

**F. TEEN MENTAL HEALTH FIRST AID PROGRAM**

I recommend approval to participate in the Teen Mental Health First Aid Program for the 2023/2024 school year. The program is fully funded through State and Federal funding, and will be administered to 10th grade students at Kearny High School.

**G. ARTS IN EDUCATION GRANT - SEGUNDA QUIMBAMBA FOLKLORIC CENTER INC.**

I recommend approval to participate in the Segunda Quimbamba Folkloric Center Inc. program for the 2023/2024 school year. The program is fully funded and granted through the Hudson County Office of Cultural & Heritage Affairs/Tourism Development. The group will be working with the Dance Academy students at Kearny High School for 8 weeks.

**H. ARTS IN EDUCATION GRANT - MILE SQUARE THEATRE**

I recommend approval to participate in the Mile Square Theatre program for the 2023/2024 school year. The program is fully funded and granted through the Hudson County Office of Cultural & Heritage Affairs/Tourism Development. The group will send teaching artists to Kearny High School to teach students playwriting. After the in-class program is complete, students will meet teaching artists at Mile Square Theatre to see a professional production of "Rabbit Summer," a play about identity, community, and politics.

**I. KHS GIRLS VARSITY SOFTBALL TEAM - TRIP TO MYRTLE BEACH, SOUTH CAROLINA**

I recommend approval of the Spring training trip to the Ripken Experience in Myrtle Beach, South Carolina for the members of the KHS Girls Varsity Softball team, March 22-26, 2024. Transportation is requested to be provided by the District. All expenses will be covered through fundraising.

**J. LINCOLN MIDDLE SCHOOL SOFTBALL TEAM**

I recommend approval to implement a Softball team at Lincoln Middle School.

**K. KEARNY HIGH SCHOOL STUDENT BOARD REPRESENTATIVES**

I recommend approval of the following students as the Kearny High School Student Board Representatives for the 2023/2024 school year. These Kearny High School students will represent the student body at monthly Board of Education meetings:

Isabella Held Gonzalez (Junior)

Ravyn Mejias (Senior)

Duniel Perez (Junior)

Edgar Siguenza Zambrano (Sophomore)



**L. PROFESSIONAL DAYS**

I recommend approval of the enclosed list of Professional Days, as well as reimbursement for travel and related expenses, where such travel and related expenses have been previously reviewed by the building principal/supervisor and the Chief School Administrator.

**M. FIELD TRIPS**

I recommend approval of the enclosed list of field trips for students and appropriate staff that are aligned to the New Jersey Student Learning Standards and promote the delivery of instruction.

**N. ACCEPTANCE OF MONTHLY HARASSMENT, INTIMIDATION, BULLYING REPORT**

I recommend acceptance of the enclosed HIB Report as prepared by the Student Assistance Coordinator for the month of September, 2023, in accordance with NJSA 18A:37-15 and Board Policy 5512.

### **PART III – INFORMATION**

#### **A. PAYROLLS FOR SUBSTITUTES AND PARAPROFESSIONALS**

The Substitute and Paraprofessional payrolls for the month of September, 2023 are the following:

Substitutes	\$75,016.38
Paraprofessionals	\$170,992.18

#### **B. OUT-OF-SCHOOL SUSPENSIONS**

The out-of-school suspension list for the month of September, 2023 is attached for your review.

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### **PART IV – EXECUTIVE SESSION**

I recommend that the Board enter into Closed Session for executive discussion.

Respectfully submitted,



Flora Encarnacao, Superintendent

I RECOMMEND THAT THE ASPECTS OF THE SUPERINTENDENT'S REPORT PRESENTED TO THE BOARD IN WRITING NOT DISCUSSED AT THE PUBLIC MEETING BE MADE AN OFFICIAL PART OF THE MINUTES WITH THE EXCEPTION OF THE REGISTRATION REPORT AND TRUANCY REPORT.