

## **REPORT OF THE SUPERINTENDENT**

**FEBRUARY 20, 2024**

### **PART I – PERSONNEL**

#### **A. RETIREMENTS**

I recommend acceptance of the following retirement notices, with regret:

Mary McManemin, Teacher at Garfield School, after 25 years of service to Kearny Public Schools, effective July 1, 2024

Alyson Walters, Teacher at Franklin School, after 35 years of service to Kearny Public Schools, effective July 1, 2024

Glenn White, Head Custodian at Schuyler School, after 30 years of service to Kearny Public Schools, effective June 1, 2024

#### **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
Sluka, Gabriella	School Nurse	Franklin	4	BA	\$57,899 + \$2,959 stipend = \$60,858	Doran, Veronica	3-18-24

##### **2. Long-Term Substitute Assignment**

I recommend the following Long-Term Substitute assignment 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	SCHOOL / POSITION	REPLACE	EFF. DATE	SALARY
Elmore, Shannon	Schuyler / ASI	Bird, Tara	1-3-24	\$150/diem for the first 20 days, then \$275.78/diem. Effective 2-1-24 rate change \$277.50/diem for duration of assignment
Fernandez, Miguel	KHS / Social Studies	O'Neil, Michael	2-20-24	\$150/diem for 20 days \$277.50/diem for duration of assignment

NAME	SCHOOL / POSITION	REPLACE	EFF. DATE	SALARY
McBride, Charles	KHS / PE	Mullins, William	2-1-24	\$150/diem for 20 days \$277.50/diem for duration of assignment
Mendez-Calle, Nelly	Franklin / Autistic Primary 2	Marques, John	1-23-24	\$150/diem for 20 days \$277.50/diem for duration of assignment

**3. ESL Extended Hours Tutoring Program**

I recommend approval of (20) additional hours compensation for the following staff members for the ESL Extended Hours Tutoring Program. Remuneration for teachers will be in accordance with the 2023/2024 KEA Agreement at \$42 per hour. The program is funded by Title III funds.

Goncalves, Vera  
Jerolimic, Cristina

Kryshak-Baptista, Amy-Beth  
Pereira-Oliveira, Claudia

**4. KHS Sixth Class Assignment**

I recommend approval of the following Kearny High School staff members to be compensated for a Sixth Classroom Assignment during the 2023/2024 school year at the annual remuneration of \$3,780:

Advocat, Erica (prorated, effective September 7, 2023 - January 5, 2024)  
Millan-Fernandez, Josie  
Monaco, Jason (prorated, effective September 7, 2023 - November 22, 2023)  
Pontoriero, Pat

**5. Detention Proctor – KHS**

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:

McGee, Krystina

**6. Lunchroom Supervisor - Lincoln Middle School**

I recommend the following staff member to be approved as a Lunchroom Supervisor at Lincoln Middle School for the 2023/2024 school year; remuneration in accordance with the KEA Agreement at \$35 per lunch duty session:

Cabrera, Joan

**7. Lunchroom Supervisor - Franklin School**

I recommend the following staff member to be approved as a Lunchroom Supervisor at Franklin School for the 2023/2024 school year; remuneration in accordance with the KEA Agreement at \$35 per lunch duty session:

Zavala Guaman, Alejandra

## 8. Curriculum Writing

I recommend approval of the following staff to perform curriculum writing in the subject areas noted. Remuneration in accordance with the 2023/2024 KEA Agreement at \$42 per hour:

Curriculum Writing/Revision Assignment	Staff Member Name(s)	# of Hours
9-12 Mathematics	Erika Advocat	30 hours
9-12 Mathematics	Diane Mazurek	30 hours
9-12 Novel & Cinema	Samantha Sansone	30 hours
9-12 Humanities & Supernatural	Mari Arriola	30 hours
9-12 AP Lit & AP Lang	Stacy DeLuca	30 hours
9-12 English Grades 9 & 10	Stephanie Fortuna	30 hours
9-12 Grade 11/Journalism	Liana Macedo	30 hours
9-12 Success,Careers, ALI	Danielle Polk	45 hours
Grade 6 ELA	Rebecca Lonnay	30 hours
Grade 7 ELA	Nicholas Bush	30 hours
Grade 8 ELA	Erika Kliszus	30 hours
Grades 6-8 Mathematics	Catherine Pabst	30 hours
Grade K ELA	Lynn Grykiewicz	30 hours
Grade 1 ELA	Katherine Alfaro	30 hours
Grade 2 ELA	Kimberly Seeley	30 hours
Grade 3 ELA	Jaclyn Mirigliani	30 hours
Grade 4 ELA	Lauren Berberian	30 hours
Grade 5 ELA	Tracy Signa	30 hours
Grades K-2 Mathematics	Jayne Tchalabi	30 hours
Grades 3-5 Mathematics	Kimberley McSorley	30 hours
ESL Advanced KHS	Susana Barbagallo	30 hours
ESL Intermediate KHS	Diana Ferreira	30 hours
ESL High Beginner KHS	Susan Rebelo	30 hours
ESL Low Beginner KHS	Amy-Beth Kryshak-Baptista	30 hours
ESL Advanced LMS	Marlene Hinostroza	30 hours
ESL Intermediate LMS	Stephani Estrella-Tran	30 hours
ESL High Beginner LMS	Adriana Soares	30 hours
ESL Low Beginner LMS	Lan Liu	30 hours



**9. Part-time Secretary - Schuyler School**

I recommend the appointment of Joette Landy to the position of part-time secretary at Schuyler School, Step 1 of the 2023/2024 KEOP Agreement which is an annual salary of \$28,018 effective March 4, 2024 (prorated).

**C. 2023/2024 TRANSFERS OF ASSIGNMENT**

I recommend approval of the following staff transfer effective February 21, 2024:

STAFF MEMBER	FROM	TO
Salvat Vives, Yamina	Roosevelt/Schuyler - World Language Spanish	LMS - World Language Spanish

**D. BOILER OPERATOR'S LICENSE**

I recommend approval to add the KSEA annual stipend of \$775 for attainment of a Fireman (Boiler) License for the following custodial staff member, effective November 28, 2023:

Rozalski, Teresa

**E. INCREMENT RESTORATION**

I recommend the restoration of the withheld salary increment for the employee, whose name is on file in the Central Office, due to the completion of the employee's Corrective Action Plan. \$67,321 (includes longevity), effective February 16, 2024.

**F. EMPLOYMENT STATUS CHANGE**

I recommend approval to change the employment status of bus driver James Geddes from part-time to full-time employment effective February 16, 2024.

**G. LEAVE OF ABSENCE**

I recommend approval of the following leave of absence requests:

NAME	LOCATION	FAMILY AND MEDICAL LEAVE ACT	LEAVE OF ABSENCE	RETURN TO WORK
Carratura, Anthony	LMS	3-4-24 to 5-31-24		6-3-24
Mandelman, Miryam	KHS	1-12-24 to 3-1-24		TBD
Wortman, Diane	Washington	9-3-24 to 11-27-24		12-2-24

## **H     SUBSTITUTES**

### **I.     Appointments**

The individuals listed below will be substituting in the Kearny Public Schools this year, pending criminal history review, background checks as required by law, and ability to obtain appropriate New Jersey certification. These are in addition to those listed in previous Board reports:

Barrieros, Maria	Kurlandski, Sophia
Diaz-Montes, Johan	Shah, Vasvi
Fisher, Bailey	

### **2.     Rescind Appointment:**

The following substitute appointment has been rescinded:

Bisht, Narendra - effective February 6, 2024

## **I.     PARAPROFESSIONALS**

### **1.     Appointments**

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

De Los Santos, Laura	Nunez, Rosymar
Hassen, Meagan	Pechnikova, Irina
Martinez, Maria	Velasquez, Karen
Nunez, Krystal	

### **2.     Reappointments**

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

Szymanski, Nicole

### **3.     Retirement**

The following Paraprofessional has retired:

Elmquist, Jennie - effective March 1, 2024

### **4.     Resignation**

The following Paraprofessional has resigned:

Taliento, Alexandra - effective January 31, 2024

### **5.     Rescind Resignation**

The following Paraprofessional has rescinded their resignation:

Bittle, Alexis - effective January 19, 2024

**J. COACHES/ADVISORS**

**I. 2023/2024 Extracurricular Activities Appointment:**

I recommend approval of the following Coaches/Advisor:

<b>COACH/ADVISOR</b>	<b>SCHOOL</b>	<b>ADVISOR</b>	<b>STIPEND</b>	<b>LONGEVITY</b>
<i>Senior Play, Sound Engineer</i>	KHS	Caravella, David	\$2,710	
<i>HS Musical, Sound Engineer</i>	KHS	Caravella, David	\$3,523	
<i>Band Director, Jazz Band</i>	KHS	Conde, Danny	\$954	
<i>Esports</i>	KHS	Lockard, Maria	\$2,461	
<i>Chess Club</i>	KHS	Vega, Steven	\$654	
<i>Cheerleader, Middle School, Winter</i>	LMS	Taylor, Jillian	\$3,115	
<i>Intramurals Spring</i>	LMS	Millar, Scott	\$2,014	
<i>Student Council (Elementary)</i>	Franklin	Fiore, Andrea	\$904	
<i>Student Council (Elementary)</i>	Garfield	Balogh, Valerie	\$904	
<i>Student Council (Elementary)</i>	Schuyler	Prill, Mary Jo	\$904	
<i>Book Club (Elementary)</i>	Franklin	McGuire, Lorraine	\$692	
<i>Book Club (Elementary)</i>	Garfield	Curry, Danielle	\$692	
<i>Book Club (Elementary)</i>	Schuyler	Humphrey, Jennifer - 5th grade Prill, Mary Jo - 4th grade Rush, Laura - 3rd grade	\$692 each	
<i>Newspaper (Elementary)</i>	Garfield	Lonnay, Rebecca	\$692	
<i>Chorus (Elementary)</i>	Franklin	Connolly, Amy	\$692	
<i>Chorus (Elementary)</i>	Garfield	Burzynski, Scott	\$692	
<i>Chorus (Elementary)</i>	Schuyler	Bernal, Yulema	\$692	
<i>Theater (Elementary)</i>	Schuyler	Gorin, Jeremy	\$804	

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

I recommend approval of the following Coaches/Advisors appointments for the Winter sports season:

<b>COACH/ADVISOR</b>	<b>ADVISOR</b>	<b>STIPEND</b>	<b>LONGEVITY</b>
<i>Bowling - Assistant</i>	Stankus, Nicole	\$4,565	

3. **2023/2024 Appointments - Spring Sports**

I recommend approval of the following Coaches/Advisors appointments for the Spring sports season:

COACH/ADVISOR	ADVISOR	STIPEND	LONGEVITY
<i>Crew - Assistant - Boys &amp; Girls</i>	*Rodriguez, Jonathan	\$6,440	
<i>Crew - Assistant - Boys &amp; Girls</i>	Tonner, Sean	\$6,440	
<i>Softball - Frosh</i>	*Ricciardi, Genna	\$6,440	
<i>Softball - Middle School</i>	Policano, Anthony	\$5,325	
<i>Volleyball - Head - Boys</i>	*Mantilla, Aaron	\$10,401	
<i>Volleyball - JV - Boys</i>	*Latusko, Ashley	\$6,440	

\* Non-staff member

4. **Resignation**

Michael Capelao has resigned his position as Head Coach, Freshman Softball.

5. **Coaching Volunteers**

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

Baseball.....\*Gogal, Douglas

Baseball.....\*Diaz, Armando

Softball.....Capelao, Michael

\*non staff member

K. **EQUIVALENCY**

The Equivalency Board of Review has recommended granting the following equivalency:

<b><u>Name</u></b>	<b><u>Equivalency</u></b>	<b><u>Amount</u></b>	<b><u>Salary</u></b>	<b><u>Effective Date</u></b>
Gerbasio, Stephanie	MA+32	\$8,000	\$98,105	February 1, 2024

L. **CLINICAL**

Zoe Ameen, a student at Montclair State University, will be performing 40 pre-clinical hours in Art at Kearny High School under the supervision of Diego Neto beginning in February.

Loren Garcia, a student at Saint Peter's University, will be performing her 75 hour clinical II experience at Franklin School under the supervision of Tara Bretal.



## **PART II – NON-PERSONNEL**

### **A. OUTSIDE PLACEMENTS**

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

Student “JC” to be placed at Little Friends, effective January 19, 2024. Weekly tuition for this placement is \$110.00. The student will be transported on an existing bus route.

Student “SP” to be placed at Essex Valley School, Essex County, effective February 5, 2024. Tuition for this placement is \$81,900.00 per year prorated. The student will be transported on an existing bus route.

Student “JF” is being transferred from Westbridge Academy to Essex Valley School, Essex County, as of January 23, 2024. Tuition for this placement is \$81,900.00 per year prorated. The student will be transported on an existing bus route.

### **B. 2024-2025 SCHOOL CALENDAR**

I recommend approval of the proposed 2024-2025 school calendar.

### **C. BOARD POLICY**

I recommend adoption of the following Board policies/regulations upon second reading:

<b><u>Policy/Reg</u></b>	<b><u>Title</u></b>
P 2415.04	Title I - District Wide Parent and Family Engagement
P 2415.50	Title I - School Parent and Family Engagement
P 5460	High School Graduation
R 5600	Student Discipline/Code of Conduct

### **D. COURSE PROPOSAL - STOCK MARKET INVESTING**

I recommend approval of the Stock Market Investing course proposal for Kearny High School students. The proposed Stock Market Investing course is designed to introduce students to personal investment options. Students will have the opportunity to prepare investment strategies for their short-term and long-term goals. This course would be housed in the business department and will fulfill the requirements for personal finance education. The cost to the board includes, curriculum writing \$1,260 and a Wall Street Journal subscription of \$540 to be renewed annually. The total cost to the board is \$1,800.

### **E. COURSE PROPOSAL - AMERICAN SIGN LANGUAGE**

I recommend approval of the American Sign Language (ASL) course proposal for Kearny High School students. ASL serves as a valuable skill that goes beyond the school setting. Proficiency in sign language prepares students for various careers including interpretation, education, and community services. This course nurtures empathy, cultural awareness, and a broader understanding of the diversity within our society. The cost to the board includes, curriculum writing \$1,260, textbooks estimated at \$5,000 for a



set of 25 books, miscellaneous expenses and supplies, \$1,000 for a total of \$7,260. An ASL certified teacher is required.

**F. COURSE PROPOSAL - AP PSYCHOLOGY**

I recommend approval of the AP Psychology course proposal for Kearny High School students. This course introduces students to the study of systematic scientific study of human behavior and mental processes. Students will employ psychological research methods including ethical considerations, as they use the scientific method, evaluate claims and evidence and they effectively communicate ideas. The course is designed to be equivalent to an introductory Psychology course taken during the first year of college. The cost to the board includes, curriculum writing \$1,260, textbooks estimated at \$5,000 for a set of 25 books, miscellaneous expenses and supplies \$1,000. The total cost to the board is \$8,260.

**G. COURSE PROPOSAL - SENIOR ENGLISH: COMPOSITION AND LITERATURE**

I recommend approval of the Senior English: Composition and Literature course proposal for Kearny High School seniors. Composition and Literature is an intellectually stimulating course designed to provide students with a deep and comprehensive understanding of literature and advanced writing skills. Students will read, analyze, and discuss fictional works of prose, poetry, and drama from authors including: Milton, Coleridge, Swift, Johnson, Herbert, Herrick, Shelley, Shakespeare, Gardner, Woolf, Atwood, Keats, Wordsworth, Browning, Suckling, Lovelace, Wilde, Conrad, Hardy, Joyce, Lawrence, Orwell, Kafka, Malory, Yeats, Eliot, and Blake. The cost to the board includes curriculum writing \$1,260. The total cost to the board is \$1,260.

**H. COURSE PROPOSAL - JUNIOR ENGLISH: WOMEN IN LITERATURE**

I recommend approval of the Junior English: Women in Literature course proposal for Kearny High School juniors. This course explores the rich tapestry of literature through the lens of women's experiences, perspectives, and contributions. Through the exploration of these works, students will gain insights into the evolving roles and representations of women in literature, develop critical thinking skills and a nuanced understanding of the cultural and historical contexts that shape these narratives. The cost to the board includes curriculum writing \$1,260, and the paperback class sets of *Persepolis* and *The Joy Luck Club* approximately \$1,000. The total cost to the board is \$2,260.

**I. COURSE PROPOSAL - JUNIOR ENGLISH: SPORTS WRITING AND LITERATURE**

I recommend approval of the Junior English: Sports Writing and Literature course proposal for Kearny High School juniors. This course integrates the thrill of sports with the art of storytelling and analysis. Students will explore the intersection of literature and athletics, examining how the world of sports provides a unique backdrop for narrative expression, cultural reflection, and social commentary. Sports Writing and Literature aims to foster a deeper appreciation for the role of sports in literature, encouraging students to view athletic events not only as competitions but as powerful platforms for storytelling and cultural exploration. The cost to the board includes curriculum writing \$1,260, and the paperback class sets of *The Red Smith Reader*, *The Best American Sports Writing* approximately \$1,000. The total cost to the board is \$2,260.

**J. COURSE PROPOSAL - JUNIOR ENGLISH: THE SHORT STORY**

I recommend approval of the Junior English: The Short Story course proposal for Kearny High School juniors. In this course, students will embark on an immersive journey into the world of concise and

powerful storytelling. Students will delve into the art and craft of short stories, exploring the unique ways authors captivate readers within the constraints of brevity. Through this course, students will not only deepen their appreciation for the art of short storytelling but also enhance their analytical and creative writing skills, preparing them to engage thoughtfully with literature across various genres. The cost to the board includes curriculum writing \$1,260, and a class set of *Short Story Anthology* approximately \$1,500. The total cost to the board is \$2,760.

**K. STUDENT SAFETY DATA SYSTEM REPORT**

I recommend acceptance of the enclosed Student Safety Data System report for the first half of the 2023/2024 school year (September 1, 2023 - December 31, 2023), which has been submitted to the State of New Jersey as required.

**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. HARASSMENT, INTIMIDATION, BULLYING REPORT (HIB)**

I recommend acceptance of the enclosed HIB Report as prepared by the Student Assistance Coordinator for the month of February, 2024 in accordance with NJSA 18A:37-15 and Board Policy 5512.

### **PART III – INFORMATION**

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

The Substitute and Paraprofessional payrolls for the month of January, 2024 are the following:

Substitutes.....	\$138,668.97
Paraprofessionals.....	\$221,239.16

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

The out-of-school suspension list for the month of February, 2024 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.