

**DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY**  
**Public Meeting, May 16, 2022**  
**Personnel Fiscal Resolutions**

**FINAL RESOLUTION No. 4297**

The Superintendent recommends that the Board of Education approve the following personnel fiscal resolutions.

**4297 A. MEMORIAL**

**BE IT RESOLVED** THAT THE Board of Education approve the following memorials:

**Carolyn Stickle**, retired CHS secretary passed away on March 4, 2022

The Superintendent is asked to convey our condolences to the family and friends of Carolyn Stickle.

**4297 B. RETIREMENT**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>	<b>YEARS IN DISTRICT</b>
<b>Joyce, Renee</b>	School Social Worker (OOD) CHS – 1.0 FTE	7/1/21	18

**Background**

The above retirees faithfully served in the public schools of South Orange and Maplewood. In appreciation of their contribution to the educational welfare of this community; they will be given recognition at the June 2022 meeting.

**4297 C. RESIGNATIONS**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>	<b>YEARS IN DISTRICT</b>
<b>Brako, Samuel</b>	School Bus Driver DIST - .6 FTE	6/15/22	.7
<b>Denize, Eunice</b>	School Bus Aide DIST - .6 FTE	5/13/22	13.6
<b>Fantacone, Samantha</b>	T PreK/INC MONT – 1.0 FTE	7/1/22	1
<i>Han, Esther</i>	<i>T Math CHS – 1.0 FTE</i>	<i>7/1/22</i>	<i>2</i>
<b>Kays, Juliana</b>	T Spanish SOM – 1.0 FTE	7/1/22	2
<b>Levin, Shea</b>	T KDG CLIN – 1.0 FTE	7/1/22	12
<b>Maynard, Kirk</b>	T Art CHS – 1.0 FTE	7/1/22	3
<i>Navas, Vanessa</i>	<i>School Psychologist MM – 1.0 FTE</i>	<i>7/1/22</i>	<i>4</i>

**4297 D. ABANDONMENT OF JOB**

NAME	ASSIGNMENT	EFFECTIVE DATE
<b>Langley, Nicole</b>	School Bus Driver DIST - .6 FTE	4/4/22

**4297 E. APPOINTMENT**

(This employment is conditional and subject to the disclosure requirement; pending compliance with NJ Public Law 2018, Chapter 5)

NAME	ASSIGNMENT	EFFECTIVE DATE	ACTUAL SALARY	BACKGROUND
<b>Padula, Lisa</b>	<i>S4/12, Secretary (SPED) DIST – 1.0 FTE</i>	<i>5/31/22 6/30/22</i>	<i>\$59,721*</i>	<i>Replacing Ingrid Williams who retired</i>

\* SOMEA salary based on 2020-21 agreement

**4297 F. APPOINTMENT OF LEAVE REPLACEMENT STAFF**

(This employment is conditional and subject to the disclosure requirement; pending compliance with NJ Public Law 2018, Chapter 5)

NAME	ASSIGNMENT	EFFECTIVE DATE	ACTUAL SALARY	BACKGROUND
<b>Steckler, Tamara</b>	T 2 SB – 1.0 FTE	4/1/22 6/30/22	\$64,460*	Filling in for Tamar Herman

\* SOMEA salary based on 2020-21 agreement

**4297 G. APPOINTMENT FOR THE 2022-2023 SCHOOL YEAR**

(This employment is conditional and subject to the disclosure requirement; pending compliance with NJ Public Law 2018, Chapter 5)

NAME	ASSIGNMENT	EFFECTIVE DATE	ACTUAL SALARY	BACKGROUND
<b>Cutrona, Jr. Richard</b>	<i>T Art CHS – 1.0 FTE</i>	<i>9/1/22 6/30/23</i>	<i>\$64,460*</i>	<i>Replacing Jonathan Fisher who retired</i>
<b>Garcia, Michelle</b>	<i>T PE/H SOM – 1.0 FTE</i>	<i>9/1/22 6/30/23</i>	<i>\$50,060*</i>	<i>Replacing Sophie Hart- Ruderman who resigned</i>
<b>Johnston, Renee</b>	School Counselor CHS – 1.0 FTE	9/1/22 6/30/23	\$76,260*	Replacing Jade Akinrolabu who resigned
<b>Valles, Stanley</b>	<i>School and Community Safety Director DIST – 1.0 FTE</i>	<i>7/1/22 6/30/23</i>	<i>\$110,000</i>	<i>Replacing Dr. Tom Shea who resigned</i>

\* SOMEA salary based on 2020-21 agreement

**4297 H. APPOINTMENT OF LEAVE REPLACEMENT STAFF FOR THE 2022-2023 SCHOOL YEAR**

(This employment is conditional and subject to the disclosure requirement; pending compliance with NJ Public Law 2018, Chapter 5)

NAME	ASSIGNMENT	EFFECTIVE DATE	ACTUAL SALARY	BACKGROUND
<b>Walsh, Lauren</b>	School Counselor SOM – 1.0 FTE	7/1/22 6/30/23	\$62,845*	Filling in for Stephanie Prall while out on leave

\* SOMEA salary based on 2020-21 agreement

**4297 I. LEAVES OF ABSENCE**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>
<b>Corino, Ashley</b>	T Math SOM – 1.0 FTE	5/9/22-6/30/22 (Unpaid Childcare Leave)
<b>Maebert, Stacey</b>	S4/10, Secretary SMA 1.0 FTE	5/16/22-5/18/22 (Paid Personal Days) 5/19/22-6/30/22 Unpaid FMLA)
<b>Quinitchett, Amanda</b>	T SPED/EBR JEFF – 1.0 FTE	4/25/22-4/25/22 (Unpaid Intermittent FMLA)
<b>Saraceno, Ashley</b>	T SPED CHS 1.0 FTE	4/19/22-5/13/22 (Paid Maternity Leave) 5/16/22-6/30/22 (unpaid FMLA)

**4297 J. SALARY ADJUSTMENTS**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>	<b>ADJUSTMENT</b>	<b>ACTUAL SALARY</b>
<b>Obasi, Mabel</b>	T SPED/INC CHS - .2 FTE	4/1-4/29/22 (16 days)	\$78.86 (per day)	\$1,261.76
<b>Quinn, Robin</b>	T SPED/INC CHS - .2 FTE	4/1-4/29/22 (16 days)	\$83.86 (per day)	\$1,341.76
<b>Stradford, Lynn</b>	T SPED/INC CHS - .2 FTE	4/1-4/29/22 (16 days)	\$98.95 (per day)	\$1,583.20
<b>Buzar, Marissa</b>	T SPED/INC CHS - .2 FTE	4/1-4/29/22 (16 days)	\$64.46 (per day)	\$1,031.36
<b>Keegan, William</b>	T SPED/INC CHS - .2 FTE	4/1-4/29/22 (16 days)	\$93.25 (per day)	\$1,492.00
<b>Robinson, Nicole</b>	T SPED/INC CHS - .2 FTE	4/1-4/29/22 (16 days)	\$65.46 (per day)	\$1,047.36
<b>Simon, Ken</b>	T SPED/INC CHS - .2 FTE	4/1-4/29/22 (16 days)	\$83.86 (per day)	\$1,341.76
<b>Barber, Kristin</b>	T SCI/B CHS - .2 FTE	4/1-4/29/22 (16 days)	\$98.95 (per day)	\$1,583.20
<b>Biasucci, Amy</b>	T SCI/B CHS - .2 FTE	4/1-4/29/22 (16 days)	\$93.25 (per day)	\$1,492.00
<b>Degioia, Damiana</b>	T SPED/INC CHS - .2 FTE	4/1-4/29/22 (16 days)	\$68.46 (per day)	\$1,095.36
<b>Regler, James</b>	T SPED/INC CHS - .2 FTE	4/1-4/29/22 (16 days)	\$63.16 (per day)	\$1,010.56
<b>Steiner, Michael</b>	T SCI/P CHS - .2 FTE	4/1-4/29/22 (16 days)	\$53.66 (per day)	\$858.56
<b>Gallof, Pamela</b>	T SPED CHS - .2 FTE	4/1-4/29/22 (16 days)	\$83.55 (per day)	\$1,336.80
<b>Grasso, Linda</b>	T SPED CHS - .2 FTE	4/1-4/29/22 (16 days)	\$83.55 (per day)	\$1,336.80

<b>Endlich, Matthew</b>	T SPED CHS - .2 FTE	3/18-4/29/22 (26 days)	\$98.95 (per day)	\$2,572.70
<b>Femenella, Matthew</b>	T SPED CHS - .2 FTE	3/18-4/29/22 (26 days)	\$64.46 (per day)	\$1,675.96
<b>Simon, Ken</b>	T SPED CHS - .2 FTE	3/18-4/29/22 (26 days)	\$83.86 (per day)	\$2,180.36
<b>Robinson, Deborah</b>	T SPED SOM - .2 FTE	4/18-4/29/22 (10 days)	\$73.66 (per day)	\$736.60
<b>Weiland, Elaine</b>	T Math CHS - .2 FTE	4/1-4/8/22 (6 days)	\$86.46 (per day)	\$518.76
<b>Semeraro, Vitamaria</b>	T WL/Italian CHS - .2 FTE	4/4-4/29/22 (15 days)	\$81.36 (per day)	\$1,220.40
<b>Berry, Rashida</b>	T Math CHS - .2 FTE	4/1-4/29/22 (16 days)	\$80.66 (per day)	\$1,290.56
<b>Massoud, Nicole</b>	T Math CHS - .2 FTE	4/1-4/29/22 (16 days)	\$60.46 (per day)	\$967.36
<b>Noonan, Pamela</b>	T Math CHS - .2 FTE	4/1-4/29/22 (16 days)	\$83.55 (per day)	\$1,336.80
<b>Pociask, John</b>	T Math CHS - .2 FTE	4/1-4/29/22 (16 days)	\$93.25 (per day)	\$1,492.00
<b>Clem, Dallas</b>	T PE/H CHS - .2 FTE	4/1-4/8/22 (6 days)	\$51.86 (per day)	\$311.16
<b>Hurley, Pat</b>	T PE/H CHS - .2 FTE	4/1-4/8/22 (6 days)	\$93.25 (per day)	\$559.50
<b>Maggiore, Molly</b>	T PE/H CHS - .2 FTE	4/1-4/8/22 (6 days)	\$67.76 (per day)	\$406.56
<b>Mobley, Gary</b>	T PE/H CHS - .2 FTE	4/1-4/8/22 (6 days)	\$93.25 (per day)	\$559.50
<b>Pilone, Jr. Joseph</b>	T PE/H CHS - .2 FTE	4/1-4/8/22 (6 days)	\$98.95 (per day)	\$593.70
<b>Shannon, Robert</b>	T PE/H CHS - .2 FTE	4/1-4/8/22 (6 days)	\$93.25 (per day)	\$559.50
<b>Cayo, Danielle</b>	T WL/Spanish CHS - .2 FTE	4/1-4/29/22 (16 days)	\$93.25 (per day)	\$1,492.00
<b>Hernandez, Luis</b>	T WL/Spanish CHS - .2 FTE	4/1-4/29/22 (16 days)	\$71.06 (per day)	\$1,136.96
<b>Lemos, Gonzalo</b>	T WL/Spanish CHS - .2 FTE	4/1-4/29/22 (16 days)	\$93.25 (per day)	\$1,492.00
<b>Lopez, Pamela</b>	T WL/Spanish CHS - .2 FTE	4/1-4/29/22 (16 days)	\$51.86 (per day)	\$829.76
<b>Lopez, Rocio</b>	T WL/Spanish CHS - .2 FTE	4/1-4/29/22 (16 days)	\$93.25 (per day)	\$1,492.00
<b>Pena Pascual, Raysa</b>	T WL/Spanish CHS - .2 FTE	4/1-4/29/22 (16 days)	\$60.46 (per day)	\$967.36
<b>Cadorette, Catherine</b>	Clerical Aide SB – 1.0 FTE	1/14-4/5/22 (97 hours)	\$8.60 (per hour)	\$834.00
<b>Williams, Christine</b>	Clerical Aide CLIN – 1.0 FTE	4/18-4/22/22 (37.5 hours)	\$9.52 (per hour)	\$357.00
<b>Araujo, Viviana</b>	Bus Driver DIST - .6 FTE	1/11-4/28/22 (10 trips)	\$500.00	\$500.00

<b>Louis, Cans</b>	Bus Driver DIST - .6 FTE	10/31-1/5/22 (10 trips)	\$500.00	\$500.00
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**4297 K. APPROVE JOB DESCRIPTIONS**

New: Beyond the Bell Administrative Liaison  
Teacher K-8 Language Arts Support  
Supervisor of Athletics

Revised: Maintenance Worker  
Supervisor of PE/Health and Nursing, K-12

**4297 L. SUMMER EMPLOYMENT**

(See attached list)

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD**  
525 Academy Street. Maplewood, NJ 07040

**JOB DESCRIPTION**

<b>POSITION TITLE</b>	<b>BEYOND THE BELL ADMINISTRATIVE LIAISON</b>
<b>MINIMUM QUALIFICATIONS</b>	<ol style="list-style-type: none"><li>1. Masters of Science</li><li>2. Principal certification</li><li>3. Experience in overseeing District-wide programs</li><li>4. Strong interpersonal &amp; communication skills.</li></ol>
<b>REPORTS TO</b>	Superintendent
<b>JOB GOAL</b>	To oversee the Director of Beyond the Bell and the overall success of the K-5 after-school program

**PRIMARY RESPONSIBILITIES**

Collaborate with the Director to ensure the success of the Beyond the Bell program. This includes collaborating on:

- Business operations
- Marketing
- Developing plans & procedures
- Program operations
- Approving class offerings

**TERMS OF EMPLOYMENT**                      12 Months / \$12,000 Stipend

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It is not the intent of this description to cover every one of the duties and responsibilities of this position. It lists most of the significant areas and is intended to convey a general understanding of the assignment. However, evaluation of performance will be based on the duties and responsibilities listed in the job description.

**Initial Approval:** May 16, 2022

# SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD

525 Academy Street. Maplewood, NJ 07040

## JOB DESCRIPTION

### POSITION TITLE

**K-8 LANGUAGE ARTS SUPPORT TEACHER**

### MINIMUM QUALIFICATIONS

- New Jersey Instructional Certificate or eligibility.
- Teaching experience required.
- Demonstrated knowledge in subject area.
- Familiarity with use of technology as instructional tool.
- Strong interpersonal and communication skills.
- Required criminal history background check
- Proof of U.S. citizenship or legal resident alien status.
- Certification as a Reading Specialist or credits towards.

### REPORTS TO

K-12 ELA Supervisor

### JOB GOAL(S)

To provide equitable literacy instructional leadership in the classroom using the specific skills, strategies, and a knowledge base following the course of study approved by the Board of Education approved curriculum.

## PRIMARY RESPONSIBILITIES

1. Provide ongoing support to all teachers in grades K-8.
2. Provided in class support and coaching to teachers in reading and writing workshop, language instruction, guided reading and small group instruction.
3. Provide resources, data, knowledge and support to teachers and administrators.
4. Participate in ordering of materials and resources.
5. Participate in the selection of curricular programs.
6. Participate in the review and revision of the ELA Curriculum.
7. Participate in the organization of all professional development days.
8. Participate in the organization of test preparation curriculum, teacher preparation for testing.
9. Participate in the organization and implementation of K-8 Curriculum Nights
10. Support and coordinate the K-2 Academic Intervention Program.
11. Oversee implementation of PAR– Predictive Assessment of Reading - Dyslexia Screening\_- at all schools to meet state and district mandate requirements.

**WORKING RELATIONSHIPS OF THE POSITION** To maintain effective relationships with teachers, students, parents, administrators and appropriate community groups.

**TERMS OF EMPLOYMENT** 10 Months  
Salary as per SOMEA Agreement

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It is not the intent of this description to cover every one of the duties and responsibilities of this position. It lists most of the significant areas and is intended to convey a general understanding of the assignment. However, evaluation of performance will be based on the duties and responsibilities listed in the job description.

**Initial Approval:** May 16, 2022



**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD**

525 Academy Street. Maplewood, NJ 07040

**JOB DESCRIPTION**

**POSITION TITLE**

Supervisor of Athletics

**MINIMUM  
QUALIFICATIONS**

New Jersey Supervisors or Principal Certificate; New Jersey Teaching Certificate; Master's Degree required; Minimum of 5 years teaching experience, 3 years of successful high school coaching and experience implementing and facilitating extracurricular activities; demonstrated ability to work effectively in program assessment and implementation as well as staff development; strong leadership and communication skills; required criminal history background check and proof of citizenship or legal alien status.

**REPORTS TO**

Assistant Superintendent for Curriculum and Instruction and High School Principal

**JOB GOAL(S)**

To effectively lead the athletics program and oversee extracurricular activities; to implement a comprehensive and diversified program of athletics; to motivate coaches and advisors; to ensure development of effective co-curricular activities for students; to promote appropriate professional development of coaches and advisors.

**JOB RESPONSIBILITY AND  
AUTHORITY**

The primary responsibilities of the Supervisor are to lead coaches and advisors in the development and implementation of athletic and extracurricular programs. As an administrative leader of coaches and advisors, the supervisor will challenge the staff to improve co-curricular opportunities and desired outcomes for students.

**PRIMARY RESPONSIBILITIES**

- Acts as the primary evaluator for all athletic coaches and extra-curricular advisors.
- Recommends for employment and assigns athletic coaches and extra-curricular advisors; supervises and evaluates same (stipend positions).
- Develops and directs the department's sports and extracurricular programs.
- Manages the operation of the sports and extracurricular office.

*Job Description*

*Title: Supervisor of Athletics*

*Page 2 of 2*

- Provides linkage between the program and building staffs and the program and outside groups, e.g. parents, recreation departments, conference and other county athletic officials.
- Represents the high school in all athletic, professional and community activities.
- Coordinates building use and use of Underhill, Ritzer and any other designated District owned athletic fields.
- Oversees the maintenance staff in regard to Underhill, Ritzer and any other designated District owned athletic fields.
- Develops budgets to support the sports and extracurricular programs.
- Serves as administrative liaison to the student council and assists with planned extra-curricular programs.
- Organizes a yearly calendar for sports, clubs, special event and annual activities.
- Assists the office of Human Resources in recruiting high school coaches and advisors.
- Performs all other duties as assigned by the Assistant Superintendent of Curriculum and Instruction in collaboration with the high school principal.

**WORKING RELATIONSHIPS  
OF THE POSITION**

To maintain effective relationships with teachers, coaches, advisors, parents, students, administrators, community leaders, athletic directors and district administrators

**TERMS OF EMPLOYMENT**

12 Months  
Salary as per ASCA Agreement

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It is not the intent of this description to cover every one of the duties and responsibilities of this position. It lists most of the significant areas and is intended to convey a general understanding of the assignment. However, evaluation of performance will be based on the duties and responsibilities listed in the job description.

**Initial Approval:** May 16, 2022

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD**

525 Academy Street. Maplewood, NJ 07040

**JOB DESCRIPTION**

**POSITION TITLE**

**MAINTENANCE WORKER**

**MINIMUM QUALIFICATIONS**

- ❑ Education, training, skills, and experience necessary to carry out the assignment, with three (3) years experience in plumbing, electrical, carpentry and/or HVAC.
- ❑ Possesses a New Jersey Black Seal Low Pressure License or the ability to obtain said license within one year of employment. Failure to obtain the license shall be cause for removal.
- ❑ Possess good communication skills and the ability to establish and maintain effective working relationships with students, staff and the public.
- ❑ Maintain appearance (wearing district-supplied uniforms) and conduct suitable for working with students, district staff and the public.
- ❑ Required criminal history background check and proof of U.S. citizenship or legal resident alien status.
- ❑ Passage of the pre-employment physical/testing (the district will assume the cost.)
- ❑ Valid New Jersey driver's license and good driving record.
- ❑ The ability to work with frequent interruptions; required to deal with a wide range of student, staff and public behaviors; required to shift focus to respond to student, staff and public needs; may experience daily shifts in work schedule according to building usage; may occasionally deal with distraught or difficult individuals. Requires concentration and attention to detail.
- ❑ Has physical stamina for prolonged standing, sitting, bending, stooping, crawling and other physical exertion; required to work on ladders and roofs; requires safety awareness on construction, repair and emergency sites; may be required to work during off-hours for emergencies and snow removal; required to work outdoors in inclement weather; required to lift and carry heavy supplies, materials and equipment up to one hundred (80) pounds; required to drive between buildings in the district.

**REPORTS TO**

Director of Facilities and Supervisor of Building and Grounds

**JOB GOAL(S)**

To provide skilled and semi-skilled repairs and preventative maintenance services to buildings, equipment and grounds on district school sites.

**PRIMARY RESPONSIBILITIES**

Depending upon the individual assignment, the maintenance worker may perform all or a combination of several of the following duties:

1. Provide maintenance and repair of district facilities, including repairing woodwork, roofs, fixtures, and motors; painting, repairing, and replacing of plumbing fixtures and drainage systems; replacing ballasts, bulbs, switches and receptacles, and replacing broken

*Job Description*

*Title: Maintenance Worker*

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- glass.
2. Maintains effective and respectful communication with students, parents, staff and the public.
  3. Inspect building's exterior and interior, including heating and cooling system; perform maintenance and repairs.
  4. Install door and window assemblies and hardware, including window glass and screens.
  5. Install ceiling and floor material, including ceramic and VAT tile, acoustical and fixed ceiling tile/panels.
  6. Remodel facilities as required, including painting, drywall installation, door installation etc.
  7. Assist with relocation of furnishings, such as desks, tables, chairs, file cabinets etc. as required.
  8. Move, install, assemble, and repair all school furniture and playground equipment as needed.
  9. Operates light truck/van/trailer to transport furniture, equipment, and supplies throughout the district.
  10. Perform grounds work, including mowing, weeding, cutting, trimming, pruning etc. within the district.
  11. Operate equipment and use tools following safety procedures.
  12. Follow safety procedures and techniques to perform job duties, including lifting, climbing, etc.
  13. Correct unsafe conditions in the district and report any conditions that are not correctable to the facilities manager
  14. Maintain tools and equipment and perform preventative maintenance as required.
  15. Report all problems regarding building maintenance to the facilities manager within a reasonable time frame.
  16. Perform any other duties as may be assigned by the facilities manager.
  17. Follow written and oral instructions.
  18. Work cooperatively and collaboratively with others as assigned.
  19. Maintain cleanliness of work areas, including general shop area, vehicle, and work area upon completion of work order.
  20. Maintain the tool cage in an orderly, efficient and accurate manner, including but not limited to, being accountable for tools, equipment and supplies.
  21. Removal of snow and ice from district sidewalks and parking lots.
  22. Models appropriate and cooperative behavior, including protecting confidential information, consistent with district ethical guidelines.
  23. Performs related duties consistent with the scope and intent of the position.

**TERMS OF EMPLOYMENT**

12 Months

Salary as per SOMEA Agreement

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It is not the intent of this description to cover every one of the duties and responsibilities of this position. It lists most of the significant areas and is intended to convey a general understanding of the assignment. However, evaluation of performance will be based on the duties and responsibilities listed in the job description.

**Initial Approval:** 1981 & 1996

**Revised:** 4/18/22

**SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD**

525 Academy Street. Maplewood, NJ 07040

**JOB DESCRIPTION**

<b>POSITION TITLE</b>	Supervisor of Health and Physical Education and Nursing, K-12
<b>MINIMUM QUALIFICATIONS</b>	New Jersey Supervisors Certificate; New Jersey Certificate as a teacher of Physical Education and/or Health; Master's Degree required; Minimum of 5 years teaching experience of health and/or physical education; Curriculum development, program assessment, and staff development; Demonstrated ability to work effectively in the areas of program implementation; Strong leadership and communication skills; Required criminal history background check and proof of US citizenship or legal resident alien status.
<b>REPORTS TO</b>	Assistant Superintendent for Curriculum and Instruction and Principals
<b>JOB GOAL(S)</b>	To effectively lead the Departments of Health and Physical Education and Nursing, K-12 in ensuring the development of appropriate student skills; To motivate department staff members; To ensure the development of core curriculum content standards within the student body; To promote the effective professional development of department staff members.
<b>JOB RESPONSIBILITY AND AUTHORITY</b>	The primary responsibilities of the Supervisor of Health, Physical Education and Nursing, K-12 are to lead staff in the development and implementation of instructional programs. As a teacher of teachers, the Supervisor of Health, Physical Education and Nursing, K-12 will assist staff in the continuing effort to improve instructional opportunities and outcomes for students. Primary responsibilities include the following:

**PRIMARY RESPONSIBILITIES**

1. Implements the district's model for curriculum development and assessment of student growth as they apply to the K-12 Health and Physical Education programs;
2. Directs the periodic monitoring of the K-12 Health and Physical Education programs according to the District's Program Assessment Model;
3. Develops, administers, and monitors, a budget to support the K-12 Health, Physical Education, and nursing programs in conjunction with building principals.
4. Oversees the selection, purchase, and inventory of all textbooks, teaching supplies, and equipment as well as repairs as appropriate for K-12 Health and Physical Education

*Job Description*

*Title: Supervisor of Health, Physical Education and Nursing, K-12*

*Page 2 of 2*

programs;

5. Plans professional development programs necessary for teachers to develop and implement the K-12 Nursing, Health, and Physical Education programs;
6. Provides the professional development for building leaders necessary for them to become partners in supervising the K-12 Nursing, Health, and Physical Education programs;
7. Acts as the primary evaluator for all nurses and teachers of Health and Physical Education in grades K-12;
8. Maintains linkage between the Health and Physical Education programs and other program areas, and with other professional and community groups;
9. Participates in recommending for employment and assignment all teachers of K-12 Health and Physical education in; collaboration with the building principals;
10. Conducts all nursing, health, and physical education department meetings to affect the articulation of these programs;
11. Joins other district curriculum supervisors in providing instructional program leadership in the district;
12. Demonstrates a record of remaining current in developments in health and physical education instruction and learning, and reflects the ability to define the educational conditions under which these developments may improve district instructional practices;
13. Assists the Office of Human Resources in recruiting nurses and teachers of Health and Physical Education;
14. Responsible for integrating technology into teaching and learning in the content area;
15. Responsible for maintaining current related content on the district website; and
16. Perform all other duties as assigned by the Assistant Superintendent for Curriculum and Instruction.

**WORKING RELATIONSHIPS  
OF THE POSITION**

To maintain effective relationships with teachers, parents, students, administrators, and other directors and supervisors.

**TERMS OF EMPLOYMENT**

11 Months - Salary as per ASCA Agreement

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It is not the intent of this description to cover every one of the duties and responsibilities of this position. It lists most of the significant areas and is intended to convey a general understanding of the assignment. However, evaluation of performance will be based on the duties and responsibilities listed in the job description.

**Initial Approval:** May 16, 1996

**Revised:** December 20, 2002; July 19, 2004; May 16, 2022

# 2022 SUMMER SCHOOL EMPLOYMENT LIST

(All positions are pending enrollment numbers)

<b>Columbia High School Credit Recovery Program</b>		July 5th - August 5th 8:15am - 1:30pm
Last Name	First Name	Position
Iraggi	Taylor	PE Teacher
Picillo	Nicholas	PE Teacher
Hamilton	Erik	Health Teacher
Clesmere	Lindsey	Drivers Ed Teacher
Boni	Jefferey	Social Studies Teacher
Soliman	Monica	Social Studies Teacher
Faison	Kendra	Social Studies Teacher
Tuttle	Gregory	Social Studies Teacher
Luzzi	Christine	Social Studies Teacher
Anderson-Ellis	Shawna	Special Education Teacher
Obasi	Mabel	Special Education Teacher
Degioia	Mia	Special Education Teacher
Stradford	Lynn	Special Education Teacher
Spina	Kathleen	Special Education Teacher
Buzar	Marissa	Special Education Teacher
Regler	James	Special Education Teacher
Hatchell	Lucinda	Special Education Teacher
Fleming	April	Special Education Teacher
Simpson	Katie	ESL Teacher
Pena Pascual	Raysa	Spanish Teacher

Lopez	Pamela	Spanish Teacher
Hernandez	Luis	Spanish Enrichment Teacher
Lemos	Gonzalo	Spanish Enrichment Teacher
Semeraro	Vitamaria	Italian Teacher
Meng	Liping	Chinese Teacher
Lezzi	Jennifer	Chinese Enrichment Teacher
Grayson	Burnett	Art
Marigliano	Paul	Art
Campiglia	Anthony	TV Production Teacher
Hampton	Talaya	English 9 Teacher
Karis	Katerina	English 10 Teacher
Fradkin	Stephen	English 11/12 Teacher
Krantz-Savoia	Elizabeth	Math Teacher
Pociask	John	Math Teacher
Berry	Rashida	Math Teacher
Banner	Abiodun	Math Teacher
Barber	Kristin	Science Teacher
Bucher	Carole	Science Teacher
Post	Randall	Science Teacher
Ciemniecki	Richard	Science Teacher
Post	Maryann	CHS Attendance Secretary
Fleming	Yolande	Guidance Counselor
Williams	Adrian	Guidance Counselor
<b><u>Columbia High School MAC Scholars College Support Program</u></b>		July 5th - July 29th 8:00am - 12:00pm
Last Name	First Name	Position



Hicks	Marcia	Director
Williams	Adrian	Guidance Counselor
<b><u>Columbia High School Cougar Prep</u></b>		July 5 - July 26 8:45am - 2:00pm
Last Name	First Name	Position
Stradford	Karen	ELA Teacher
Reichenstein	Steve	ELA Teacher
Celio	Angela	Math Teacher
Handler	Karissa	Director
<b><u>Columbia High School Math Advancement</u></b>		June 27th - July 29th 8:00 - 1:30
Last Name	First Name	Position
Banner	Abioudun	Algebra 2 Teacher
Skrivanic	Julie	Algebra 1 Teacher
Spina	Kathleen	SE Teacher
Pociask	John	Geometry Teacher
Krantz-Savoia	Elizabeth	Geometry Teacher
<b><u>Columbia High School 10th grade Physics &amp; AP Chemistry Office Hours/Support Teacher</u></b>		Teacher Sets Date and Times with Admin. 8:00am - 7pm
Last Name	First Name	Position
Silvestri	Anthony	Physics Teacher
Festerling	Daniel	Chemistry Teacher
Steiner	Michael	Physics Teacher
Cho	Veronica	Chemistry Teacher
Post	Randall	Physics Teacher

Stine	Robert	Chemistry Teacher
Bucher	Carole	Chemistry Teacher
<b><u>Columbia High School ELA, Algebra I, Algebra II, &amp; Geometry Summer Classes &amp; Assignment Support Office Hours/Teacher Support</u></b>		July 7 - September 2 Teacher Sets Date and Times with Admin. 8:00am - 7pm
Last Name	First Name	Position
Weiland	Elaine	Math Teacher
Steiner	Michael	Math Teacher
Sehwail	Ahmad	Math Teacher
Buzar	Marissa	Math Teacher
Pociask	John	Math Teacher
Skrivanic	Julie	Math Teacher
Wilson	David	Math Teacher
Michels	Ray	Math Teacher
Seiferheld	Karen	Math Teacher
Berry	Rashida	Math Teacher
Bale Dyer	James	English Teacher
Rowe	Amy	English Teacher
Stradford	Karen	English Teacher
Stradford	Lynn	English Teacher
Quinn	Robin	English Teacher
Degioia	Mia	English Teacher
<b><u>Columbia High School Pre-Calculus &amp; AP Calculus Prep Courses</u></b>		July - August (2 sessions) 9:00am - 2pm
Last Name	First Name	Position

Steiner	Michael	Pre-Calculus & AP Calculus Teacher
Weiland	Elaine	Pre-Calculus & AP Calculus Teacher
Michels	Ray	Pre-Calculus & AP Calculus Teacher
Skrivanic	Julie	Pre-Calculus & AP Calculus Teacher
Perez	Jorge	Pre-Calculus & AP Calculus Teacher
Seiferheld	Karen	Pre-Calculus & AP Calculus Teacher
<b><u>Columbia High School AP English Prep Courses</u></b>		July - August 9:00am - 2pm
Last Name	First Name	Position
Buckholtz	Carly	AP Lang & Comp
Martling	Lori	AP Lit.
<b><u>Maplewood Middle School Summer Experience</u></b>		July 5th - July 29th 8:30am-12:30pm
Last Name	First Name	Position
Rodriguez	Richard	MMS Summer Intervention Teacher
Pitucco	Amy	MMS Summer Intervention Social Worker
Fein	Suzanne	MMS Summer Intervention Teacher
Schlatmann	Alyssa	MMS Summer Intervention Teacher
Gibbons-Williams	Avis	MMS Summer Intervention Teacher
Connors	Michael	MMS Summer Intervention Teacher
Mitola	Megan	MMS Summer Intervention Teacher
Bradshaw	Regina	MMS Summer Music Program
Mantes	Raymund	MMS Summer Intervention Teacher
Laing-Rogers	Dominique	MMS Summer Intervention Teacher
Quinn	Loren	MMS Summer Intervention Teacher
Benevenia	Angela	MMS Summer Intervention Teacher

Gibson	Madison	MMS Summer Intervention Teacher
Wilson	Claire	MMS Summer Music Program
<b><u>MMS Summer Bridge Programs</u></b>		August 22nd - 26th 8:30am-12:30pm
Kleinwaks	Christine	MMS Summer Bridge Teacher
Benevenia	Angela	MMS Summer Bridge Teacher
Mantes	Raymund	MMS Summer Bridge Teacher
Hansen	Meredith	MMS Summer Bridge Teacher
Reiss	Deborah	MMS Summer Bridge Teacher
Strauss	Britanny	MMS Summer Bridge Teacher
Mitola	Megan	MMS Summer Bridge Teacher
Sudol-Sciacca	Lorriane	MMS Summer Bridge Teacher
Silva	Debra	MMS Summer Bridge Teacher
Kaplan	Brian	MMS Summer Bridge Teacher
Laing-Rogers	Dominique	MMS Summer Bridge Teacher
<b><u>SOMS Summer Experience</u></b>		July 5th - July 29th 8:30am-12:30pm
Last Name	First Name	Position
McGlotten	Lynn	SOMS Summer Experience Lead Teacher
McArdle	Shauna	SOMS Summer Experience Teacher
Aburomi	Daniah	SOMS Summer Experience Teacher
Chayt	Melissa	SOMS Summer Experience Teacher
Meade	Meghan	SOMS Summer Experience Teacher

Picirillo	Lynn	SOMS Summer Experience Teacher
Ezzo	Jacob	SOMS Summer Experience Teacher
Ruocco	Deborah	SOMS Summer Experience Teacher
Robinson	Deborah	SOMS Summer Experience Teacher
Salaam-Goodwin	Fajr	SOMS Summer Experience Teacher
Walsh	Lauren	SOMS Summer Experience Teacher
LiPuma	Elizabeth	SOMS Summer Experience Teacher
Murphy	Kylie	SOMS Summer Experience Teacher
<b><u>SOMS Summer Bridge Programs</u></b>		August 22nd - 26th 8:30am-12:30pm
Last Name	First Name	Position
Harris	Elizabeth	SOMS Lead
Hillman	Brandon	SOMS Summer Bridge Teacher
LiPuma	Elizabeth	SOMS Summer Bridge Teacher
Maser	Julia	SOMS Summer Bridge Teacher
Walsh	Lauren	SOMS Summer Bridge Teacher
Salaam-Goodwin	Fajr	SOMS Summer Bridge Teacher
<b><u>LeapSTART Ready4K Summer Camp</u></b>		July 5th - July 29 9:00am - 12:30pm
Last Name	First Name	Position
DeSarno	Mary	LeapSTART Teacher
Imperato	Samantha	LeapSTART Teacher

DeMartino	Marissa	LeapSTART Teacher
Icker	Agnes	LeapSTART Teacher
Rosenburgh	Elissa	LeapSTART Teacher
Donovan	Kelly	LeapSTART Teacher
<b><u>Seth Boyden Rising Stars</u></b>		July 5th - July 29 9:00am - 12:30pm
Last Name	First Name	Position
Blackwell	Christian	Social Worker Rising Stars
Gergel	Jillian	Lead-Rising Stars/Leap Start
Maciorowski	Krista	Rising Stars Teacher-5
Bathmann	Nancy	Rising Stars Teacher-5
Lawson	Rahmiece	Rising Stars Teacher-3
Kellermeyer	Hannah	Rising Stars Teacher-4
Pei	Kristin	Rising Stars Teacher-4
McCarl	Danielle	Rising Stars Teacher-AI
Fakhoury	Sarah	Rising Stars Teacher-2
Scarsella-Connell	Rosemary	Rising Stars Teacher-2
Massung	Patrice	Rising Stars Teacher-1
Ward	Amanda	Rising Stars Teacher-3
Wyche	Rhonda	Rising Stars Teacher-1
Friedrich	Donna	Rising Starts Teacher-AI
Johnson	Samantha	Rising Stars Teacher-K
<b><u>Clinton Learning Jubilee Program</u></b>		July 5th - July 29th 8:30am - 12:30pm
Last Name	First Name	Position
Miloscia	Magda	Lead Teacher

Dreschel	Michael	Teacher
Henry	Amy	Teacher
Ross	Robin	Teacher (last two weeks)
Robinson	Jody-Ann	Teacher (first two weeks)
Wasserman	Jan	Teacher
<b><u>Jefferson Learning Jubilee Program</u></b>		July 5th - July 29th 8:30am - 12:30pm
Last Name	First Name	Position
Stoessel	Marisa	Lead Teacher
Carlsen-Gaffney	Kathleen	Teacher
Benenati	Sarah	Teacher
Scasso	Kate	Teacher
<b><u>South Mountain Learning Jubilee Program</u></b>		July 5th - July 29th 8:30am - 12:30pm
Last Name	First Name	Position
DeVormecourt	Courtney	Lead Teacher
Sabato	Nancy	Teacher - Grade 3
Dorton	Jayne	Teacher - Grade 4
<b><u>Tuscan Learning Jubilee Program</u></b>		July 5th - July 29th 8:30am - 12:30pm
Last Name	First Name	Position
Koltenuk	Marci	Teacher
Thomas	Jennifer	Lead
Sackett	Maura	Teacher
DePaolo	Francine	Teacher
Silvestri	Colleen	Teacher

Wheeler	Laura	Teacher
<b><u>Learning Jubilee Program</u></b>		July 5th - July 29th 8:30am - 12:30pm
Last Name	First Name	Position
Pierre	Jesse	Social Worker
<b><u>Elementary Finch and/or Humming Bird Robotics Teacher</u></b>		July 5th - July 29th 8:30am - 12:30pm
Last Name	First Name	Position
Quick	Teresa	Humming Bird Teacher
Barr	Tanya	Humming Bird Teacher
<b><u>Summer Music Enrichment</u></b>		July 6th - July 29th, 2022 9am - 12:00pm and 12:30pm - 3:30pm
Last Name	First Name	Position
Bauer	Peter	Band 6-12 Teacher
Bradshaw	Regina	Vocal 6-12 Teacher
Van Beveren	Todd	Strings 9-12 (Lead Teacher)
Wilson	Claire	Strings 6-8 Teacher
Croce	Domenic	Contingent based on numbers
<b><u>Summer Book Club</u></b>		Tuesday - Thursday (Teacher will decide the day/s) 3:30 - 4:30 or 6:30 - 7:30
Last Name	First Name	Position
Benenati	Sarah	3rd Grade Teacher
Stoessel	Marisa	3rd Grade Teacher
De Martinis	Raffaella	3rd Grade Teacher
Popp	Amy	3rd Grade Teacher



Baldino	Alyssa	3rd Grade Teacher
Sackett	Maura	3rd Grade Teacher
Romano	Jessica	3rd Grade Teacher
Williams	Whitney	3rd Grade Teacher
DeVomecourt	Courtney	3rd Grade Teacher
Ward	Amanda	3rd Grade Teacher
Latimer	Jennifer	3rd Grade Teacher
Hughes	Jessica	4th Grade Teacher
McCarl	Danielle	4th Grade Teacher
Anderson	Jacqueline	4th Grade Teacher
Froelich	Susan	4th Grade Teacher
McMahon	Bridget	4th Grade Teacher
Maciorowski	Krista	5th Grade Teacher
Bathmann	Nancy	5th Grade Teacher
Pei	Kristin	5th Grade Teacher
Hein	Jesse	5th Grade Teacher
Lanzafame	Susan	5th Grade Teacher
Laing-Rogers	Dominique	6th Grade Teacher
Rodriguez	Richard	6th Grade Teacher
Goglia	Francesca	6th Grade Teacher
Benevenia	Angela	6th Grade Teacher
Pierce	Kyndell	6th Grade Teacher
Silva	Debra	7th Grade Teacher
Faley	Christopher	7th Grade Teacher
Rowe	Amy	8th Grade Teacher
Kays	Juliana	8th Grade Teacher

Spina	Kathleen	9th Grade Teacher
Karis	Katerina	9th Grade Teacher
Spina	Kathleen	10th Grade Teacher
Karis	Katerina	10th Grade Teacher
<b><u>3rd - 5th Grades STEM Design Thinking Project</u></b>		Tuesday - Thursday (Teacher will decide the day/s) 3:30 - 4:30 or 6:30 - 7:30
Last Name	First Name	Position
Latimer	Jennifer	Design Thinking Teacher
De Martinis	Raffaella	Design Thinking Teacher
Hein	Jesse	Design Thinking Teacher
Baldino	Alyssa	Design Thinking Teacher
McMahon	Bridget	Design Thinking Teacher
Maciorowski	Krista	Design Thinking Teacher
Faley	Christopher	Design Thinking Teacher
Hughes	Jessica	Design Thinking Teacher
Thomas	Jennifer	Design Thinking Teacher
Lanzafame	Susan	Design Thinking Teacher
Scasso	Kate	Design Thinking Teacher
Cudmore	Jennifer	Design Thinking Teacher
<b><u>Extended School Year (ESY) Teachers</u></b>		July 6th- August 12th 8:30 - 1:30 (Pre-K) 8:00 - 1:00 (K-12)
Last Name	First Name	Position
Goliszkeski	Christa	Teacher
Pasko	Erika	Teacher

Hughes	Jessica	Teacher
Birardi	Sari	Teacher
Sinnicke	Catherine	Teacher
Donovan	Kelly	Teacher
Hannon	Elizabeth	Teacher
Stewart-Sullivan	Nicole	Teacher
Faley	Christopher	Teacher
Gray	Monica	Teacher
Gordon	Dawn	Teacher
Silvestri	Colleen	Teacher
Ducharme	Michelle	Teacher
Winter	Ben	Teacher
Rosen	Hillary	Teacher
Barr	Tanya	Teacher
Davey-Jones	Trudy-Ann	Teacher
Reiss	Deborah	Teacher
Zullo	Ann	Teacher
Mendoza	Joseline	Teacher
Jordan	Zakiyya	Teacher
Tapia-Vargas	Arelis	Teacher

Henriquez-Francis	Maudjah	Teacher
Tait	Richard	Teacher
Porter	Julie	NURSE
Logan	Takia	Teacher
Quinn	Robin	Teacher
DiPietro	Juliann	Teacher
Quinitchett	Amanda	Teacher
Moran	Colleen	Teacher
Mondacci	Jessica	Teacher
Silva	Debra	Teacher
Fein	Suzanne	Teacher
Reilly	Maureen	Teacher
Nicosia	Nicole	Teacher
Golden	Steffi	NURSE
<b><u>Extended School Year (ESY) Compensatory Services (OT, PT, Speech, Non-CST Social Workers)</u></b>		July 6th- August 12th 8:30 - 1:30 (Pre-K) 8:00 - 1:00 (K-12)
Last Name	First Name	Position

Smith	Lori	ESY Speech
Leick	Diane	Speech (IEP MTGS ONLY)
Mok	Edward	ESY OT
Schwindler	Amy	Evals and Mtgs ONLY
<b><u>Child Study Team Summer Case Management, Evaluations, &amp; IEP Meetings</u></b>		July 6th- August 12th 8:30 - 1:30
Last Name	First Name	Position
Leick	Diane	Speech (IEP MTGS ONLY)
Schwindler	Amy	Evals and Mtgs ONLY
<b><u>General Education and Special Education Teachers (IEP Meetings Only)</u></b>		July 6th- August 12th 8:30 - 1:30
Last Name	First Name	Position
Hunt	Tivoli	Teacher
<b><u>ELL Program K-5 and 6-12</u></b>		July 5th - July 28th 9:00am - 12:00pm
Last Name	First Name	Position
Fearon	Katherine	ELL K-5 Teacher
Gelin	Antoinette	ELL K-5 Teacher and Program Leader K-5
Tubelli	Elizabeth	ELL K-5 Teacher
Parks	Melissa	ELL 6-12 Teacher
Simpson	Katie	ELL 6-12 Teacher and Program Leader 6-12
<b><u>Nurses</u></b>		July 5th - July 28th 8:00 am - 4:00 pm
Last Name	First Name	Position
Harrigan	Joann	District Nurse
Gaillard-Johnson	Jean	District Nurse

Shook	Gretchen	District Nurse
<b><u>Substitute</u></b>		July 6th - August 12th
Last Name	First Name	Position
Icker	Agnes	Teacher
Ross	Robin	Teacher
Pomares	Natasha	Teacher
Maciorowski	Krista	Teacher
Reiss	Deborah	Teacher
Meade	Meghin	Teacher
DeMartino	Marissa	Teacher
Henriquez Francis	Maudjah	Social Worker
Stoessel	Marisa	Teacher
Kellermeyer	Hannah	Teacher
Koltenuk	Marci	Teacher
Napoleon	Shazaan	Social Worker
De Martinis	Raffaella	Teacher
Williams	Janine	Teacher
Robinson	Deborah	Teacher
Wyche	Rhonda	Teacher
Faison	Kendra	Teacher
Soliman	Monica	Teacher
D'Alessio	Tara	Teacher
Baldino	Alyssa	Teacher
Haldeman	Sarah	Teacher
Shoats	SantaMaria	Teacher
Sehwail	Ahmad	Teacher

Karis	Katerina	Teacher
Kwarta	Traci	Teacher
Dorton	Jayne	Teacher
McMahon	Bridget	Teacher
Gaillard-johnson	jean	Nurse
Phillips	Kelly	Teacher
Kavanaugh	Tami	Teacher
D'Alconzo	Kristin	Teacher
Richard	Kathryn	Teacher
Kaesshaefer	Michele	Teacher