

**DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY**  
**Public Meeting, April 27, 2023**  
**Personnel Fiscal Resolutions**

**FINAL RESOLUTION No. 4443**

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

**4443 A. RETIREMENT**

NAME	ASSIGNMENT	EFFECTIVE DATE	YEARS IN DISTRICT
<i>Gaillard-Johnson, Jean</i>	<i>School Nurse MAR – 1.0 FTE</i>	<i>7/1/23</i>	<i>34</i>

**Background**

The above retiree faithfully served in the public schools of South Orange and Maplewood. In appreciation of her contribution to the educational welfare of this community, she will be given recognition at one of the June 2023 meetings.

**4443 B. RESIGNATION**

NAME	ASSIGNMENT	EFFECTIVE DATE	YEARS IN DISTRICT
<i>Connors, Jennifer</i>	<i>Principal CLIN – 1.0 FTE</i>	<i>7/1/23</i>	<i>4</i>
<i>Woolard, Terry</i>	<i>Assistant Principal CHS – 1.0 FTE</i>	<i>6/24/23</i>	<i>15</i>

**4443 C. APPOINTMENT FOR THE 2023-2024 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
<i>Bambilla,* Sarah</i>	<i>T Science MM – 1.0 FTE</i>	<i>9/1/23 6/30/24</i>	<i>\$70,985</i>	<i>Replacing Mark Terenzi who retired</i>
<i>Messina, Jacqueline</i>	<i>T SPED/INC MM – 1.0 FTE</i>	<i>9/1/23 6/30/24</i>	<i>\$59,785</i>	<i>Replacing Veronica Pastore who resigned</i>

\* Pending issuance of NJ Certification

**4443 D. TRANSFER/REASSIGNMENT**

NAME	OLD ASSIGNMENT	NEW ASSIGNMENT	EFFECTIVE DATE	BACKGROUND
<i>Williams, Christine</i>	<i>Clerical Aide CLIN – 1.0 FTE</i>	<i>Clerical Aide SB – 1.0 FTE</i>	<i>4/20/23 6/30/23</i>	<i>Filling in while secretary is on leave</i>

**4443 E. CHANGE IN END DATE**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>OLD END DATE</b>	<b>NEW END DATE</b>
<i>Calleo, Gina</i>	<i>LRT 5 SB – 1.0 FTE</i>	<i>5/29/23</i>	<i>5/23/23</i>

**4443 F. RESCIND LEAVE OF ABSENCE**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>
<b>Celio, Angela</b>	T Math CHS – 1.0 FTE	9/5/23-6/30/24 (Unpaid Childcare Leave)

**4443 G. LEAVES OF ABSENCE**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>
<b>Bermudez, Inelda</b>	School Social Worker DB/MA 1.0 FTE	2/28/23-4/18/23 (Paid Maternity Leave) 4/19/23-5/8/23 (Unpaid FMLA) 5/9/23-10/9/23 (Unpaid NJFLA)
<i>Glander, Shannon</i>	<i>Principal SB – 1.0 FTE</i>	<i>4/11/23-6/30/23 (Unpaid FMLA)</i>
<b>Mok, Edward</b>	Occupational Therapist DB 1.0 FTE	4/28/23-6/30/23 (Unpaid FMLA) 9/1/23-9/28/23 (Unpaid FMLA)
<b>Palma, Sandra</b>	T SS CHS – 1.0 FTE	4/3/23-4/6/23 (Unpaid Leave)
<b>Salaam-Goodwin, Fajr</b>	Social Worker SOM 1.0 FTE	3/26/23-4/25/23 (Paid Maternity Leave) 4/26/23-5/3/23 (Unpaid FMLA) 5/4/23-6/26/23 (Unpaid NJFLA)
<b>Terranova, Laura</b>	T 1 TUS 1.0 FTE	3/6/23-5/3/23 (Paid Maternity Leave) 5/4/23-6/30/23 (Unpaid NJ FLA)
<b>Wester, Sheena</b>	T KDG SMA - 1.0 FTE	5/17/23 (1/2 day)–5/31/23 (Unpaid Leave)

**4443 H. SALARY ADJUSTMENTS**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>	<b>ADJUSTMENT</b>	<b>ACTUAL SALARY</b>
<b>McCormick, Philip</b>	Social Worker CHS – .2 FTE	3/1-4/18/23 (30 days)	\$92.20 (per day/20%)	\$2,766.00
<b>Palmieri, Samantha</b>	LDTC CHS - .2 FTE	1/9-4/18/23 (65 days)	\$73.94 (per day/17%)	\$4,806.10
<b>Femenella, Matthew</b>	T SPED/SS CHS – 1.2 FTE	9/9/22 6/30/23	+\$11,982.45 (17%)	\$82,467
<b>Stradford, Lynn</b>	T SPED/INC CHS – 1.2 FTE	9/9/22 6/30/23	+\$18,688.10 (17%)	\$138,062
<b>Silver, Bianca</b>	T SCI/B CHS - .2 FTE	3/1-24/23 (18 days)	\$82.54 (per day/20%)	\$1,485.72
<b>Festerling, Dan</b>	T SCI/Chemistry CHS - .2 FTE	2/27-4/28/23 (39 days)	\$119.92 (per day/20%)	\$4,676.88
<b>Latimer, Jennifer</b>	Media Specialist CL - .02 FTE	1/3/23 6/30/23	+\$1,410 (pro-rated)	\$71,895 (pro-rated)
<b>Cadorete, Catherine</b>	Clerical Aide SB – 1.0 FTE	2/27-3/31/23 (131.22 hours)	\$7.49 (per hour)	\$982.84
<b>Williams, Christine</b>	Clerical Aide CLIN – 1.0 FTE	3/27-3/31/23 (37.5 hours)	\$9.00 (per hour)	\$337.50

**4443 I. STIPENDS**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>	<b>ACTUAL SALARY</b>
<b>Patterson, Danielle</b>	Bus Duty SB - .33 FTE	9/1/22 1/31/23	\$1,128.66 (pro-rated)
<b>Brody, Susan</b>	Bus Duty SB - .4 FTE	2/1/23 6/30/23	\$1,354.40 (pro-rated)
<b>Canzonieri, Dianne</b>	Bus Duty SB - .4 FTE	2/1/23 6/30/23	\$1,354.40 (pro-rated)
<b>Fakhoury, Sarah</b>	Bus Duty SB - .4 FTE	2/1/23 6/30/23	\$1,354.40 (pro-rated)
<b>Hein, Jesse</b>	Bus Duty SB - .4 FTE	2/1/23 6/30/23	\$1,354.40 (pro-rated)
<b>Van Doornik, Leah</b>	Bus Duty SB - .4 FTE	2/1/23 6/30/23	\$1,354.40 (pro-rated)
<b>Heunermund, Samantha</b>	Team Leader, 7A SOM – 1.0 FTE	4/18/23 6/30/23	\$5,944 (pro-rated)

**4443 J. APPROVE JOB DESCRIPTION**

Revised: Assistant Food Service Director

**4443 K. APPROVE BEYOND THE BELL**

(See attached list)

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

**JOB DESCRIPTION**

**POSITION TITLE**

**Assistant Food Services Director**

**MINIMUM QUALIFICATIONS**

- BA in food service management or equivalent preferred.
- Two or more years' experience in school food services.
- Knowledge of Horizon point of sales software.
- Experience in bulk satellite operations.
- Computer literate-Experience with Google and Microsoft Word & Excel

**REPORTS TO**

Food Services Director

**JOB GOAL(S)**

To work closely with the Director of Food Services. The Assistant Director of Food Services will assist the Director of Food Services to oversee the daily operation of the district's food services

**JOB RESPONSIBILITY AND AUTHORITY**

Food service personnel and cafeteria staff

**PRIMARY RESPONSIBILITIES**

1. Examine school sites on a regular basis to determine needed repairs and maintenance.
2. Conform to all state and federal laws and regulations regarding school food service.
3. Maintain safety standards in conformance with state, federal and insurance regulations.
4. Recruit, train and supervise all food service personnel, and make recommendations on their employment, transfer, release, etc.
5. Assist in the development and administration of the contractual food service program to meet all the requirements of the daily program.
6. Maintain all District owned equipment and develop plans for preventive maintenance.
7. Collect all daily receipts and monies to be deposited to the district bank.
8. Produce all daily and monthly reports including but not limited to food production, inventory, state and federal monthly reports, progress reports, bank deposits, menus, financial profit and loss statements, etc.

*Job Description*

*Title: Assistant Food Services Director*

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9. Oversee point of sales system.

10. Other duties as assigned.

**TERMS OF EMPLOYMENT** 11 Months  
Salary to be determined by the Board

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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:** April 19, 2021

**Revised:** April 27, 2023

BEYOND THE BELL  
APPOINTMENTS 4/27/23

<b>Last</b>	<b>First</b>	<b>Assignment</b>	<b>From</b>	<b>To</b>	<b># of Hours</b>	<b>Hourly Pay</b>	<b>SOMSD Staff</b>
Montilla	Laribel	Instructor	4/23	6/23	10	\$45.83	X