

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY
Public Meeting, February 27, 2025
Personnel Fiscal Resolutions

FINAL RESOLUTION No. 4722

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

4722 A. RETIREMENT

NAME	ASSIGNMENT	EFFECTIVE DATE	YEARS IN DISTRICT
<i>Kaplus Deborah</i>	<i>T KDG MAR – 1.0 FTE</i>	<i>7/1/25</i>	<i>30</i>

Background

The above retiree faithfully served in the public schools of South Orange and Maplewood. In appreciation of her contributions to the educational welfare of this community, she will be given recognition at one of the June 2025 meetings

4722 B. RESIGNATION

NAME	ASSIGNMENT	EFFECTIVE DATE	YEARS IN DISTRICT
<i>Simpson, Marjhani</i>	<i>T SPED/INC GR 5 CLIN – 1.0 FTE</i>	<i>4/24/25</i>	<i>.6</i>

4722 C. APPOINTMENTS

(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>Juarez, Noellia</i>	<i>S4/12 Secretary (SPED) DIST – 1.0 FTE</i>	<i>4/29/25 or sooner 6/30/25</i>	<i>\$64,320*</i>	<i>Replacing Nosimot Nicholls who was promoted</i>
Kraft, Todd	T Math CHS – 1.0 FTE	3/3/25 6/30/25	\$68,985*	Replacing Abiodun Banner
White, Nicholas	School Counselor MM – 1.0 FTE	3/3/25 or sooner 6/30/25	\$68,985*	Replacing Kelli Goldstein who retired

* Salary based on the SOMEA 2023-24 salary guide

4722 D. 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
<i>Vago, Michael</i>	<i>LT T English CHS – 1.0 FTE</i>	<i>3/6/25 or sooner 6/13/25</i>	<i>\$57,985*</i>	<i>Filling in while Dorothy Lam is out on leave</i>

* Salary based on the SOMEA 2023-24 salary guide

4722 E. RESCIND 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
Bensky, Joseph	School Counselor MM – 1.0 FTE	3/24/25 or sooner 6/30/25	\$76,185*	Replacing Kelli Goldstein who retired

* Salary based on the SOMEA 2023-24 salary guide

4722 F. CHANGE IN START DATE

NAME	ASSIGNMENT	OLD START DATE	NEW START DATE
Banner, Abiodun	Assistant Principal CHS – 1.0 FTE	TBD	3/3/25
Mostillo, Faith	LR T Math MM – 1.0 FTE	TBD	2/10/25
Scheurer, Jessica	T SPED/INC Gr. 3 SB – 1.0 FTE	2/18/25 or sooner	2/19/25

4722 G. LEAVES OF ABSENCE

NAME	ASSIGNMENT	EFFECTIVE DATE
Beatty, Fiona	S4/12, Secretary MM 1.0 FTE	3/3/25-3/13/25 (Unpaid FMLA) 3/14/25-4/11/25 (Unpaid Personal Leave)
Berry, Rashida	T Math CHS – 1.0 FTE	2/25/25-3/17/25 (Unpaid NJ FLA)
Castano, Jennifer	T SPED MM 1.0 FTE	1/27/25-3/20/25 (Paid Maternity Leave) 3/21/25-6/19/25 (Unpaid NJ FLA)
Hochrun, Timothy	Maintenance DIST – 1.0 FTE	2/21/25-3/17/25 (unpaid FMLA)
Knystautas, Raysa	T WL/Spanish CHS 1.0 FTE	2/3/25-2/24/25 (Paid Maternity Leave) 2/25/25-4/7/25 (Unpaid Medical Leave) 4/8/25-4/30/25 (Unpaid NJ FLA)
Maebert, Stacey	S4/10, Secretary MM 1.0 FTE	1/21/25-2/12/25 (Paid Sick Days) 2/13/25-3/28/25 (Unpaid FMLA)

Sinnicke, Catherine	T SPED SM 1.0 FTE	12/9/24-3/4/25 (Paid Maternity Leave) 3/5/25-6/3/25 (Unpaid NJ FLA)
Thomas-Enyeart, Kristie	T SS CHS – 1.0 FTE	3/18/25-5/2/25 (Unpaid Childcare Leave)

4722 H. SALARY ADJUSTMENTS

NAME	ASSIGNMENT	EFFECTIVE DATE	ADJUSTMENT	ACTUAL SALARY
Cahill, Allison	T PE/H CHS - .2 FTE	1/2-1/27/25 (17 days)	\$116.82 (per day)	\$1,985.95
Clesmere, Lindsey	T PE/H CHS - .2 FTE	1/2-1/27/25 (17 days)	\$84.65 (per day)	\$1,439.05
Hamilton, Erik	T PE/H CHS - .2 FTE	1/2-1/27/25 (17 days)	\$68.43 (per day)	\$1,163.31
Hurley, Pat	T PE/H CHS - .2 FTE	1/2-1/27/25 (17 days)	\$116.82 (per day)	\$1,985.94
Mobley, Gary	T PE/H CHS - .2 FTE	1/2-1/27/25 (17 days)	\$116.82 (per day)	\$1,985.94
Pilone, Jr. Joseph	T PE/H CHS - .2 FTE	1/2-1/27/25 (17 days)	\$123.15 (per day)	\$2,093.55
Shannon, Robert	T PE/H CHS - .2 FTE	1/2-1/27/25 (17 days)	\$116.82 (per day)	\$1,985.94
Banner, Abiodun	T Math CHS - .2 FTE	1/13-1/31/25 (14 days)	\$101.76 (per day)	\$1,424.66
Leslie, Joyce	T Math CHS - .2 FTE	1/13-1/31/25 (14 days)	\$123.15 (per day)	\$1,724.10
Marrese, Jaclyn	T Math CHS - .2 FTE	1/13-1/31/25 (14 days)	\$64.43 (per day)	\$901.99
Pociask, Elizabeth	T Math CHS - .2 FTE	1/13-1/31/25 (14 days)	\$87.54 (per day)	\$1,225.54
Weiland, Elaine	T Math CHS - .2 FTE	1/13-1/31/25 (14 days)	\$107.09 (per day)	\$1,499.32
Wilson, David	T Math CHS - .2 FTE	1/13-1/31/25 (14 days)	\$106.42 (per day)	\$1,489.83
Camina, Diane	<i>T TV Arts CHS – 1.2 FTE</i>	<i>9/9/24 2/20/25</i>	<i>+\$22,167</i>	<i>\$136,502</i>
Campiglia, Anthony	<i>T TV Arts CHS – 1.2 FTE</i>	<i>9/9/24 2/20/25</i>	<i>+\$21,027</i>	<i>\$129,162</i>
Benning, Avery	T SPED MM - .2 FTE	1/27-1/31/25 (5 days)	\$81.76 (per day)	\$408.80
Klein, Betsy	T SPED MM - .2 FTE	1/27-1/31/25 (5 days)	\$81.76 (per day)	\$408.80
Reiss, Deborah	T SPED MM - .2 FTE	1/27-1/31/25 (5 days)	\$87.54 (per day)	\$437.70
Soto, Nikki-James	T SPED MM - .2 FTE	1/27-1/31/25 (5 days)	\$74.43 (per day)	\$372.15

Strauss, Brittany	T SPED MM -.2 FTE	1/27-1/31/25 (5 days)	\$78.87 (per day)	\$394.35
Battle, April	Guidance Counselor MM - .2 FTE	1/14-1/31/25 (13 days)	\$132.39 (per day)	\$1,721.07
Dominguez, Leana	Guidance Counselor MM - .2 FTE	1/14-1/31/25 (13 days)	\$78.87 (per day)	\$1,025.31
Blackford, Meghan	T SPED MM - .2 FTE	1/13-1/31/25 (14 days)	\$90.43 (per day)	\$1,266.02
Hesse, Melissa	T SPED MM - .2 FTE	1/13-1/31/25 (14 days)	\$81.76 (per day)	\$1,144.64
Mincer, Ebony	T SPED MM - .2 FTE	1/13-1/31/25 (14 days)	\$103.09 (per day)	\$1,443.26
Silva, Debra	Academic Intervention MM - .2 FTE	1/13-1/31/25 (14 days)	\$116.82 (per day)	\$1,635.48
Vorona, Heather	T SPED MM - .2 FTE	1/13-1/31/25 (14 days)	\$81.76 (per day)	\$1,144.64
Bethea, Sabrina	Clerical Aide TUS – 1.0 FTE	2/5/25 (7 hours)	\$7.81 (per hour)	\$54.67
Cadorette, Catherine	Clerical Aide SB - 1.0 FTE	10/2-1/31/25 (54.25 hours)	\$7.81 (per hour)	\$423.69
Toledo, Maria	Clerical Aide MAR – 1.0 FTE	1/30-1/31/25 (16.50)	\$8.49 (per hour)	\$140.08
McCormick, Philip	Asst. Principal CHS 1.0 FTE	1/21-1/31/25 (6 days)	\$50.00 (per day)	\$300.00
		1/21-1/31/25 (3 days)	\$75.00 (per day)	\$225.00
Obwoye, Lamech	Asst. Principal CHS 1.0 FTE	1/16-1/31/25 (6 days)	\$50.00 (per day)	\$300.00
		1/16-1/31/25 (3 days)	\$75.00 (per day)	\$225.00
Sanchez, Frank	Principal CHS 1.0 FTE	1/16-1/31/25 (6 days)	\$50.00 (per day)	\$300.00
		1/16-1/31/25 (4 days)	\$75.00 (per day)	\$300.00
Bean-Folkes, Dr. Jane	Supervisor ELA CHS – 1.0 FTE	8/12-8/15/24 (15 hours)	\$50.00 (per hour)	\$750.00
Manno, James	Supervisor Fine Arts CHS – 1.0 FTE	7/3-8/19/24 (11 hours)	\$50.00 (per hour)	\$550.00
Monfasani, Nicole	Supervisor H/PE CHS – 1.0 FTE	8/13-8/24 (9 hours)	\$50.00 (per hour)	\$450.00
Preston, Chris	Supervisor SS CHS – 1.0 FTE	7/8-8/16/24 (11 hours)	\$50.00 (per hour)	\$550.00
Robles, Dr. Ramon	Supervisor WL CHS – 1.0 FTE	8/14-8/15/24 (10 hours)	\$50.00 (per hour)	\$500.00

4722 I. STIPENDS

NAME	ASSIGNMENT	EFFECTIVE DATE	ACTUAL SALARY
Giovanniello, Paul	F.L.E.S CHS - .5 FTE	2/5/25 4/9/25	\$2,257 (pro-rated)
Knystautas, Raysa	F.L.E.S CHS - .5 FTE	2/5/25 4/9/25	-\$2,257 (pro-rated)
Muirhead, Ryan	<i>Varsity Coach, Baseball</i> CHS – 1.0 FTE	3/1/25 6/30/25	\$7,891
Nichols, Max (Thomas)	<i>Asst. Coach/Varsity, Baseball</i> CHS – 1.0 FTE	3/1/25 6/30/25	\$5,614
Reyes, Nicolas	<i>Asst. Coach/JV, Baseball</i> CHS – 1.0 FTE	3/1/25 6/30/25	\$5,614
Clesmere, Lindsey	<i>Asst. Coach, Softball</i> CHS – 1.0 FTE	3/1/25 6/30/25	\$5,614
Carluccio, Joanna	<i>Asst. Coach/JV, Girls Indoor Track</i> CHS – 1.0 FTE	12/1/24 2/28/25	\$5,531
	<i>Asst. Coach/JV, Girls Outdoor Track</i> CHS – 1.0 FTE	3/1/25 6/30/25	\$5,531
Reichenstein, Steven	<i>Varsity Coach, Boys Tennis</i> CHS – 1.0 FTE	3/1/25 6/30/25	\$6,566

4722 J. APPROVE JOB DESCRIPTIONS (see attached)

New: Assistant Superintendent of Schools
 Director of Data, Planning, Research and Evaluation

TITLE: Resolution to Change Position Titles and Adopt Job Descriptions

WHEREAS, the South Orange-Maplewood Board of Education is committed to ensuring that job titles and descriptions accurately reflect the roles and responsibilities necessary to support the district’s mission and operational needs; and

WHEREAS, the Board of Education has reviewed the current administrative positions and has determined that certain title modifications will better align with the strategic goals and priorities of the district; and

WHEREAS, the position currently titled **Director of Access & Equity** will be retitled as **Director of Data/Planning/Research and Evaluation**; and

WHEREAS, the position currently titled **Assistant Superintendent of Access & Equity** will be retitled as **Assistant Superintendent of Schools**; and

WHEREAS, the Board of Education has reviewed and approved the job descriptions for these positions to align with their titles and responsibilities;

NOW, THEREFORE, BE IT RESOLVED, that the South Orange-Maplewood Board of Education hereby approves the title changes as follows:

1. **Director of Access & Equity** shall be retitled as **Director of Data/Planning/Research and Evaluation**; and
2. **Assistant Superintendent of Access & Equity** shall be retitled as **Assistant Superintendent of Schools**; and

BE IT FURTHER RESOLVED, that the Board of Education formally adopts the revised job descriptions for these positions, effective February 28, 2025; and

BE IT FURTHER RESOLVED, that the Superintendent and appropriate district personnel are directed to take all necessary steps to implement these changes.

SCHOOL DISTRICT OF SOUTH ORANGE AND MAPLEWOOD, NEW JERSEY

525 Academy Street, Maplewood, NJ 07040

JOB DESCRIPTION

POSITION TITLE

Assistant Superintendent of Schools

**MINIMUM
QUALIFICATIONS**

- Administrator Certificate with School Administrator endorsement
- Belief in the benefits of intentional integration for the children and community we serve
- Successful school experience
- Demonstrated ability to work effectively in the areas of personnel management, school administration, and program implementation
- Strong leadership and communication skills
- Able to perform essential functions with or without reasonable accommodation
- Required criminal history background check and proof of U. S. citizenship or legal resident alien status

REPORTS TO

Superintendent of Schools

JOB GOAL(S)

To assist the Superintendent in the areas listed below to ensure that all students are provided with fair, consistent, and appropriate access to all school offerings, and assists in the training and recruiting of high-quality staff that supports the needs of all learners

**JOB RESPONSIBILITY
AND AUTHORITY**

To support all district PreK-12 initiatives for relevance and excellence.

PRIMARY RESPONSIBILITIES

1. DIRECTS AND OVERSEES THE ACCESS TO PROGRAMMING AND SUPPORT FOR ALL STUDENTS PREK- 12

- Monitors and updates relevant policies relative to classroom practices, staff and student treatment, and facilities access
- Supports the design, approval and public awareness of academic pathways leading to a positive, successful, and effective school district culture and climate
- Identifies weak or non-compliant areas throughout the district impacting fair, consistent, and appropriate access for all students in academics and extra-curricular activities
- Ensures all students have fair, consistent, appropriate, and effective educational opportunities, (higher level courses, gifted and talented) athletics, co-curricular activities and related resources/technology
- Provides opportunities for parent and community member involvement in problems associated with the achievement gap and other gap areas within the district

Job Description

Title: Assistant Superintendent of Schools

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- Identifies needed staff training necessary to ensure that all students are provided quality instruction throughout the district and all students are provided a strong rich curriculum to be successful
- Serves on and works collaboratively with the district Affirmative Action Team in developing the Comprehensive Equity Plan (CEP) and monthly thereafter in overseeing implementation of the Corrective Action Plan correcting identified non-compliant schools and areas
- Works in collaboration with district registration to ensure a fair, consistent, appropriate and effective enrollment process occurs and school enrollment is reflective of district demographics
- Directs, monitors, and supports the planning, implementation, and student assignment of the District Intentional Integration Initiative
- Serves as the district lead in addressing school climate matters including anti-bullying matters and related training.

2. DIRECTS AND MONITORS DISTRICT-WIDE IMPLEMENTATION OF FAIR, CONSISTENT, APPROPRIATE, AND EFFECTIVE PROGRAMMING AND SUPPORT FOR ALL STUDENTS PREK- 12 STUDENTS

- Prepares and conducts ongoing audits of district program and support efforts annually or as needed
- Ensures compliance to all laws such as Title VII and best practices in the area of staff recruitment, hiring, and development annually
- Assesses results/impact of district efforts to provide fair, consistent, appropriate, and effective programs and supports on students and staff
- Monitors suspension, detention, expulsion, arrest, dropout, and special education classification rates under Title IX, Title VI, and all NJ applicable laws
- Collects/monitors data to validate district improvement and increased student opportunities
- Leads the collaborative development of corrective action plans as needed
- Serves as an ombudsman in settling parent-district disputes
- Adjusts corrective action remedies in an effort to continually move the district forward providing the best learning environment for all students
- Serves on and works collaboratively with the District Office of Civil Rights Team addressing litigation complaints, impact of implemented solutions and monitoring of complaint results

3. ASSISTS IN THOSE SECTIONS OF THE BUDGET THAT PERTAIN TO DEPARTMENT GOALS AND DISTRICT-WIDE GOALS

Job Description

Title: Assistant Superintendent of Schools

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- Ensures that academic supports are in place for struggling students supporting fair, consistent, appropriate, and effective higher-level academic opportunities
- Plans for needed staff professional development to support year-over-year staff growth ensuring high-quality instructional practice and impact on student learning
- Recommends staffing as needed to ensure full implementation of fair, consistent, appropriate, and effective programs and supports throughout the district

**WORKING RELATIONSHIPS
OF THE POSITION**

To maintain effective relationships with teachers, parents, students, administrators and appropriate community groups.

TERMS OF EMPLOYMENT

12 Months
Salary to be determined by the Board

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 20, 2020

Revised Approval: February 27, 2025

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

JOB DESCRIPTION

POSITION TITLE

DIRECTOR OF DATA/PLANNING/RESEARCH AND EVALUATION

MINIMUM QUALIFICATIONS

- NJ Principal or School Administrator certification
- Master's Degree required. Degree in education related field preferred.
- Strong leadership and communication skills
- Belief in the benefits of intentional integration for the children and community we serve
- Belief in the transformative importance of educating the whole child and meeting the needs of all students
- Successful school experience
- Demonstrated ability to work effectively in the areas of personnel management, school administration, and program implementation
- Demonstrated ability to access, use, and analyze both quantitative and qualitative data
- Strong leadership and communication skills
- Able to perform essential functions with or without reasonable accommodation
- Required criminal history background check and proof of U.S. citizenship or legal resident immigrant status

REPORTS TO

Assistant Superintendent of Schools

JOB GOAL(S)

To assist the Assistant Superintendent in the areas listed below to ensure that all students are provided with fair, consistent, appropriate, and effective access to all school offerings, and assists in the training and recruiting of high-quality staff that supports the needs of all learners.

JOB RESPONSIBILITY AND AUTHORITY

To support all district PreK-12 initiatives for relevance and excellence

PRIMARY RESPONSIBILITIES

- 1. Assists the Assistant Superintendent in directing and monitoring access to programming and support for all students in PreK- 12**
 - a. Foster and support efforts and commitment to providing supportive educational environments to all students throughout the District
 - b. Assists in the designing, monitoring, and creating public awareness of academic pathways to support student growth, and readiness for 21st century in multiple ways to meet the needs of all learners
 - c. Assists in the identification of weak or non-compliant areas throughout the District which impacts student access and opportunity in academics, and extracurricular activities

Job Description

Title: Director of Data/Planning/Research and Evaluation

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- d. Assists the Assistant Superintendent in ensuring access to educational opportunities (higher level courses, gifted and talented) athletics, co-curricular activities, and related resources/technology for all students
- e. Assists the Assistant Superintendent in providing opportunities for parent and community member involvement to provide students with a supportive learning environment and access to all learning opportunities throughout the school district
- f. Assists in identifying and conducting needed staff training necessary to provide differentiation to support all learners in instruction
- g. Serves on and works collaboratively with the District Affirmative Action Team In developing the Comprehensive Equity Plan (CEP) and assists the Assistant Superintendent in overseeing the implementation of the CEP and correcting identified non-compliant schools and areas
- h. Assists the Assistant Superintendent in collaborating and working with district registration to ensure all families who live in the district feel welcome when enrolling in school
- i. Assists the Assistant Superintendent in supporting planning, implementing, and student assignment of the District Intention Integration Initiative matters including anti-bullying and other related matters.
- j. Conducts related investigations as assigned.
- k. Coordinate/direct activities for site based professional development leaders.

2. Assists the Assistant Superintendent in the directing and monitoring district goals, monitoring plans, and other initiatives

- a. Assists in preparing and conducting system audits, curriculum audits, and other audits as needed
- b. Assists in preparing, analyzing, and presenting district wide data identifying gaps in access, opportunity, performance and other inequities in the District
- c. Assists the Assistant Superintendent in ensuring compliance to all laws such as Title VII and best practices in the area of staff recruitment, hiring, and development annually
- d. Assists in assessing results/impact of district culture and climate initiatives as well as curriculum and instruction initiatives meeting the needs of all students
- e. Assists the Assistant Superintendent in monitoring suspension, detention, expulsion, arrest, dropout, and special education classification rates under Title IX, Title VI, and all NJ applicable laws
- f. Assists in collecting and monitoring data to validate district improvement and increased student opportunities
- g. Assists in the collaborative development of corrective action plans as needed
- h. Supports the Assistant Superintendent in making needed adjustments to corrective action remedies in an effort to continually move the district forward in providing the best learning environment for all students
- i. Supports Assistant Superintendent in working collaboratively with the District Office of Civil Rights Team addressing litigation complaints, impact of implemented solutions and monitoring of complaint results

3. Assists the Assistant Superintendent in the development of the sections of the budget that pertain to the department goals, and district-wide goals

Job Description

Title: Director of Data/Planning/Research and Evaluation

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- a. Collaborates with the Assistant Superintendent in identifying, and developing sections of the budget that specifically pertain to its goals
- b. Assists in planning.

**WORKING RELATIONSHIPS
OF THE POSITION**

To maintain effective relationships with teachers, students, parents, administrators and appropriate community leaders.

TERMS OF EMPLOYMENT

12 months; Salary as per Board

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: June 27, 2022

Revised Approval: February 27, 2025