

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for September 23, 2019, Regular School Board Meeting

V. Items for Discussion and Reports

D. Request to Hire Additional Non-Licensed Special Education EA/PCA

Director of Special Services Cheryl Hall will propose an increase for a non-licensed special education assistant PCA at Longfellow and Greenvale Park Elementary required to provide services to support individual student needs as determined by the IEP until the end of the school year. These additions are requested due to the increase in new students or newly identified students beyond or projected in Spring. The total projected cost of salary and benefits is \$70,640 with approximately 55% of the salary reimbursed through special education revenue for a net cost of \$50,707. This will be an item for individual action at the next School Board meeting.

VII. Consent Agenda

D. Personnel Items

a) Appointments

9. Daniel Foley, 1.0 Long Term Substitute 4th Grade Teacher at Sibley, beginning 10/21/2019-11/22/2019; MA+30, Step 15
10. Sandra Reiman, Office Generalist Class II-Due Process Clerical for 4 hours/day at Bridgewater, effective 9/23/2019-06/05/2020; Step 1-\$18.47/hr.
11. Victoria Rivera, Program Supervisor with Community Services, beginning 09/29/2019-05/31/2020; \$11.50/hr.
12. Chala Tafesa, Community School Site Assistant for up to 10 hours/week at Greenvale Park, beginning 09/26/2019-6/5/2020; Step 1-\$13.21/hr.

b) Increase/Decrease/Change in Assignment

25. Sohair Abboud, EA at Longfellow, add Community School Site Assistant for up to 9 hours/week at Greenvale Park, effective 09/17/2019-06/05/2020; Step 3-\$13.91/hr.
26. Stephanie Balma, BA, step 2, change to BA, Step 4, additional work history was provided, effective 08/26/2019.
27. Andria Cornell, BA, Step 7, change to BA, Step 9, additional work history was provided, effective 08/26/2019.
28. Jackie Groth (Tuma), Spec Ed EA PCA for 6.75 hours/day and Supervisory EA .50 hours/day at Bridgewater, change to Spec Ed EA PCA for 6.5 hours/day and Supervisory EA .50 hours/day at Bridgewater, effective 08/26/2019.
29. Katie Malecha, Spec Ed EA PCA for 5.75 hours/day and Supervisory EA .50 hours/day at Bridgewater, change to Spec Ed EA PCA for 6 hours/day and Supervisory EA .50 hours/day at Bridgewater, effective 09/17/2019.

c) Leave of Absence

2. Sarah Swan McDonald, Teacher at the High School, Family/Medical Leave of Absence, beginning approximately 10/3/2019 and continue for up to 60 days on an intermittent basis as needed.

d) Retirements/Resignations/Terminations

** Conditional offers of employment are subject to successful completion of a criminal background check and Prewrite screening (if applicable).*

TO: School Board Members
Dr. Hillmann, Superintendent

FROM: Cheryl Hall

DATE: September 23, 2019

RE: Request to hire additional non-licensed Special Education EA/PCA

Consider approval of the following increase for a non-licensed special education assistant PCA at Longfellow and Greenvale Park Elementary required to provide services to support individual student needs as determined by the Individual Education Program Plan (IEP) until the end of the school year. These additions are requested at this time due to the increase in new students or newly identified students beyond or projected numbers in the spring.

The total projected cost of salary and benefits is a total of \$70,640 with approximately 55% of the salary reimbursed through special education revenue for a net cost of \$50,707.

Building	Position	FTE	Cost	Rationale
Longfellow	EA/PCA	7.5 hrs/week	\$5,041	Increase in new students
	EA/PCA.	4.0 hrs/week	\$3,002	Change in student schedule
Greenvale Park	EA/PCA	6.75 hrs/day	\$37,182.	New/ newly identified students
	EA/PCA.	5.00 hrs/day	\$25,416	New /newly identified students
Total Salary and Benefit			\$70,640	
55% of reimbursed Salary			\$19,993	
Total Unreimbursed Cost:			\$50,707	