



# Human Resources & Professional Development Budget Presentation

March 5, 2024





# Agenda

- 2023-2024 Goals
- 2024-2025 Goals
- Highlights
- Staffing Needs/Staff Requests
- Finishing The Year Strong with Professional Learning & Summer Learning Opportunities
- Reflection & Looking Ahead

# Human Resources Goals 2023-2024

The district will continue working to become part of a collective partnership working together to attract, promote and retain diverse talent at every level across the district. (Continue to meet)

Identify and help eliminate overt or implied discrimination and/or bias in the district through open communication, inclusive collaboration, and transparent commitment to evolving the way we work together.

(Continue to meet)

Develop and implement recruitment and retention practices designed to build a diverse, inclusive, and engaged faculty and staff that reflect the values and core principles shared by the district and greater community. (Continue to meet)



# Human Resources Goals 2024-2025

Create a diverse coalition of teachers to collaboratively develop an action plan that will increase diverse hiring.

To better address the diverse learning, social and emotional needs in grades 4-5 through the implementation of a diversity, equity, and inclusion youth advisory council.

Expand leadership capacity within the next five years through the creation of a district and building leadership succession plan.







# Human Resources Highlights

2023-2024

# Human Resources Highlights

## **Restructured the Human Resources Office for efficiency**

- Person dedicated to certifications, placement into alternative route programs (if necessary). LOAs (medical, maternity/paternity, disabilities and FML/NJFLI).
- Person dedicated to scheduling appointments, collecting and processing all hiring paperwork for rapid turn around between hiring and start date. Maintains accurate substitute list for both teacher substitutes and non-certificated subs.
- Person dedicated to district position control including creation of new employee profiles and accounts across multiple platforms. Maintenance of profiles and accounts for existing staff. Liaison to payroll regarding the maintenance of salary step movement including longevity, and degree status upgrades.
- Person dedicated to recruitment of staff, development of partnerships between universities and the district, placement of interns and student teachers throughout the district. Affirmative Action Officer, DEI Officer, professional development targeting district initiatives.

**Partnered with EdConnective to provide teachers in district personalized coaching and mentoring for the improvement of best practices utilized in the classrooms.**

**Successfully run 2 Career Fairs which yielded over 150 applicants. A third Career Fair is planned for May 4.**

# Staff Needing To Be Replaced

- 3 positions still needing to be filled at the high school in hard to fill areas
- Currently known - 1 retirement at the elementary school
- Currently known - 4 Leaves of Absence throughout the district

# New Staff Requests

- **Increase in certificated staff**
- Social Studies Teacher (New Financial Literacy Class)
- PE Teacher at SWMHS
- **Increased non-certificated staff**
- 5 Bus Drivers
- 1 Bus Aide
- 1 Mechanic
- 1 Transportation Part-Time Secretary



# Professional Development Goals 23-24

- To provide meaningful, customized, and innovative professional development to support staff members in their growth journey. (Goal met)
- To empower our talented professional staff to lead and present professional learning sessions. (Goal met)
- To collaborate with administration, district staff, and external consultants to offer ongoing professional learning opportunities. (Goal met)
- To encourage genuine reflection and feedback to provide quality learning experiences for all stakeholders. (Goal met)





# Professional Development Highlights

2023-2024

# Professional Development

- \*Preparation to welcome new staff members
- \*New Staff Orientation
- \*Submission of the 23-24 District Professional Development Plan to the New Jersey Department of Education
- \*Mentor Induction Coordinator Support
- \*District Instructional Coach Support K-12
- \*Sayreville University [Wakelet](#)

July & August 2023

- \*Opening Days of School-Staff Development
- \*New Teacher Workshops
- \*October 9<sup>th</sup> PLCs
- \*Professional Learning Consultant support:  
NJ Teacher To Teacher, Dr. Kenneth Kunz, Dr. Eric Milou & EdConnective
- \*District Instructional Coach Support K-12
- \*Mentor Induction Coordinator Support
- \*Sayreville University [Wakelet](#)

September & October 2023

- \*November 7<sup>th</sup> Staff Dev. Day!
- \*New Teacher Workshops
- \*December 4<sup>th</sup>-PLCs
- \*Professional Learning Consultant support:  
NJ Teacher To Teacher, Dr. Kenneth Kunz, Dr. Eric Milou & EdConnective continues
- \*District Instructional Coach Support K-12
- \*Mentor Induction Coordinator Support
- \*Sayreville University [Wakelet](#)

November & December 2023

- \*January 8<sup>th</sup> PLCs
- \*New Teacher Workshops
- \*Professional Learning Consultant support:  
NJ Teacher To Teacher, Dr. Kenneth Kunz, Dr. Eric Milou & EdConnective continues
- \*District Instructional Coach Support K-12
- \*Mentor Induction Coordinator Support
- \*Sayreville University [Wakelet](#)

January 2024

- \*February 5<sup>th</sup> PLCs
- \*CPI Training
- \*Professional Learning Consultant support:  
NJ Teacher To Teacher, Dr. Kenneth Kunz, Dr. Eric Milou & EdConnective continues
- \*District Instructional Coach Support K-12
- \*Mentor Induction Coordinator Support
- \*Sayreville University [Wakelet](#)

February 2024





***STAFF DEVELOPMENT DAY***

NOVEMBER 7, 2023

**PROFESSIONAL DEVELOPMENT CATALOG**

# Summary

- 110 in person and/or virtual professional learning sessions
- Individualized professional learning presented by district staff and external consultants (3 session choices)

# ESS & Pilot Programs

## EFFECTIVE SCHOOL SOLUTIONS:

### Parent Workshops

Supporting Students with Stress and Excessive Worry for  
Parents & Caregivers

Social Media: Strengthening Caregiver Connectivity

### New Teacher Workshops

The Language of Behaviors

Strategies for Crisis Prevention & De-Escalation

The Value of Culture in the Classroom

The Power of Play

## PILOT PROGRAMS:

### Belouga

Department Meetings

Content Area Trainings

Administrator Training

### Intervention Manager Trainings

Pilot-January through June

5 of 6 Professional Development Sessions complete



*Finishing the year strong!*



# Professional Learning Feedback

## STAFF DEVELOPMENT DAY

11/7/23

- All of my sessions were very informative. I learned a lot that I can bring into my classroom immediately. Thank you for a great day!
- I thought all three sessions were fantastic and I left with some great ideas and tips.
- Great opportunity to get all the staff in one place to go over safety, general requirements, updates, and Q&A.
- I enjoyed all of my sessions. In particular, the Role of the Paraprofessional and the Mouth of Babes. They both had very useful information. The presenters were wonderful!! They both kept me engaged in what was being said.
- They were all relevant to me and my position in the district. The presenters were knowledgeable about the information they shared and presented it in an engaging way. I will use the things I learned in day to day.
- The classes I attended presented useful information and interesting aspects to bring into the classroom. My favorite was Math Magic, I learned many useful center ideas and so many different ways to innovate my math lessons. I was able to use some techniques the very next day and it turned my lesson into a more engaging one. Thank you!
- All three of my sessions were outstanding. Each session provided me with useful resources, tools and/or ideas to implement in my LAL classroom. The presenters were knowledgeable, professional and clearly experts in their topic.

## NEW STAFF ORIENTATION

8/28/23-8/31/23

- The kindness and willingness of the staff to help, the humor in the presentations, and the visual explanations we were given
- Felt very inclusive and welcoming. Listening to numerous staff speak about their experience in the district was extremely comforting
- The classroom management and behavior class was my favorite one, I also liked meeting Sayreville district teachers and talking to them.
- I enjoyed learning different activities I can implement during morning meeting sessions to engage all students. I was able to connect with my fellow new colleagues through actually participating in the various exercises. It provided me with new ideas to take with me as I begin my teaching journey.
- The experience I had at NTO and the staff members I met throughout the process confirmed that I made the best decision starting my teacher career at Sayreville.
- The best part of orientation was being able to bounce ideas, thoughts, questions, and concerns with other new hires.

## NEW TEACHER WORKSHOPS

YEAR 1,2 & 3 TEACHERS

- I really enjoyed today's session - not only interacting with the presenter and my coworkers, but I enjoyed the activities and the room we had for discussion. I also enjoyed the refresher on fishbowls and am now looking to try one towards the end of our current unit. Thank you!
- The presenter made this session very collaborative, engaging, and informative. I enjoyed it very much!
- I, being an immigrant myself, have really associated with this topic. I appreciate and am a strong believer of the importance of diversity and being culturally aware in the classroom. I enjoy learning about different cultures and the traditions. This session was informative and surely relatable. Thank you!
- I absolutely loved it and the presentation was fabulous. I reflected and going to bring more of my elementary teaching styles back into the classroom.
- I loved the smaller group. I learned a ton of different strategies for collecting data.
- I really enjoyed this workshop. They did a great job showing us how to locate different types of data within Linkit and gave great ideas for how to use that data to guide our instruction. Thank you!

# June 4<sup>th</sup> Staff Development & Sayreville Summer Learning Series

## June 4<sup>th</sup>

2 Professional Development Sessions – presented by in-district staff  
and/or external consultants

PLC Showcase

## Summer Learning Series

July 29th-August 1st (Tentative Dates)

August 5th-August 8th (Tentative Dates)

90- minute sessions

Google Form Registration



# Reflection & Looking Ahead 24-25



## Goals for 2024-2025

- Continue to encourage staff input via surveys, meetings, and discussions
- Continue to focus on providing innovative and meaningful professional development with local and grant funds
- Continue to build a Virtual Professional Learning Library
- Redesign of the PLC Framework-Summer 2024 professional development focus

## Budget items include:

- Out of District presenters, in district staff presenters, funding for staff to attend out of district workshops, reimbursement for staff travel, professional development supplies, and reimbursement of professional dues/fees.