



**If you have questions or concerns about COVID-19 and resources,
Call 2-1-1 or text “NJCOVID” to 898-211 or go to our or click the link provided [HERE](#).**

May 1, 2020

Dear Faculty & Staff,

Today, we conclude six weeks of school in our virtual setting. Together, we have rallied around our students and have supported one another. We have persevered. We have been resilient. We have been compassionate, flexible and understanding. We have worked long days, late nights and entire weekends learning new technology tools, calling parents and engaging students. We have delivered Chromebooks to student homes, fed countless families, decontaminated our facilities and have even conducted our first virtual Board of Education meeting. As I reflect on these past six weeks I am left with a strong sense of pride in our organization, for all we have accomplished in a short period, and equally proud to work with so many wonderful, dedicated and caring individuals.

This coming week we celebrate ***Faculty & Staff Appreciation Week***. And, while we are not together to deliver treats, issue dress down days or even shake hands, our administrative team has worked hard to present our teachers, paraprofessionals, secretaries, custodians, maintenance and grounds personnel, technology and food service staff, and district personnel, with a few creative ways to say ‘thank you’ for the critical role each of you fill. Aside from this, we have put together a *Virtual Wellness Week* which will provide daily self-care activities to help you relax and have fun. You can view the upcoming schedule below and I hope each of you take some time to care for yourselves, enjoy the weekend and relish in our appreciation for all that you do.

[Virtual Wellness Week, May 4 – 8](#)

Please take a moment to review a number of updates below as well as the [April Board Brief](#) and [2020-21 School Budget Narrative](#).

Summative Evaluations & Schedule B Stipends

We have had several conversations regarding faculty and staff evaluations as well as payment of schedule B stipends and I am providing guidance on these topics below.

- **Summative/End-of-Year Evaluations.**
 - **Support Staff.** We will not conduct typical end-of-year evaluations this year and, in lieu of this process, all support staff will receive a district letter indicating that they were ‘Not Evaluated’ (NE).
 - **Schedule B Staff.** We will issue standard letters indicating that you were ‘Not Evaluated’ (NE).

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- **Tenured Certificated Teaching and Non-Teaching Faculty.** We will issue a NE (Not Evaluated) for all tenured teachers, nurses, CST members, and library/media specialists for state submission in iObservation. A district letter will be issued on/before May 29th and Mrs. Calandro will finalize this process in iObservation.
- **Non-Tenured Certificated Teaching & Non-Teaching Faculty.** Per state guidance, all non-tenured certificated faculty must be rated and we will not issue any ratings below effective. SGOs and/ SGPS will not be factored into summative evaluations. Department supervisors will process these summative evaluations on/before May 29th.
- **Attendance.** This process of documenting staff attendance will remain unchanged from last year and attendance letters will be issued after June 30th.
- **Schedule B Stipends.** We have been unwavering with respect to compensation for our employees and this holds true for those who were approved for Schedule B positions this spring. Therefore, all Schedule B stipend positions will be honored and payment processed at year's end. Thank you all for continuing to engage our students in fun and creative ways through these extracurricular and athletic activities.

Will schools reopen this spring?

Governor Murphy recently extended the [school closing order to May 15th](#). New Jersey is one of a few states that has not closed for the entirety of the year and has made it clear that this decision rests with him alone. In fact, [43 states have extended school closures through the remainder of the year](#).

- **NJ Leadership for Educational Excellence (LEE).** A coalition of the state's major educational organizations dedicated to the education and welfare of our students, urged the Governor this week not to reopen schools this spring. To read the letter, click [here](#).
- **Education Recovery Task Force.** I am honored to have been asked to join the NJ Legislature's Education Recovery Task Force to discuss the many challenges illuminated by this pandemic and to offer recommendations for the legislature's consideration.

Thank you for your prompt attention to this communication. As a reminder, you can continue to monitor updates on our website by clicking the link [HERE](#). Should you have any questions, please do not hesitate to reach out to me.

Very truly yours,



Dr. James J. Lavender
Superintendent of Schools

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