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HUMAN RESOURCE PROFESSIONAL SERIES
SESSION #4: END OF YEAR TASKS–
END OF SCHOOL YEAR HUMAN RESOURCE ISSUES
Friday, March 14, 2025/9:30 AM–11:30 AM
(ALL REGISTRANTS WILL RECEIVE A ZOOM INVITATION)

TO REGISTER FOR THIS PROGRAM CLICK HERE: <https://www.njasa.net/Domain/231>

AGENDA

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| 9:15 am–9:30 am | The Meeting will open, and all Registrants will be admitted into the Waiting Room |
| 9:30 am–9:35 am | Program Overview–Introductions– Frank Borelli , NJASA Director of Professional Development |
| 9:35 am–9:45 am | NJASA Legislative Update– Melanie Schultz , NJASA Director of Government Relations |
| 9:45 am–10:45 am | Overview of Timely Topics for School Leadership, including: <ul style="list-style-type: none">● Non-Renewal of Staff–Making the Tough Decisions<ul style="list-style-type: none">○ Understanding Tenure, Critical Dates, Timelines and Procedures○ Importance of Documentation○ Writing References for Non-Renewed staff○ Donaldson Appearance–What is it?○ Why all Non-Renewal Decisions need to have Data and● Anticipating Staffing Needs for the Subsequent Year<ul style="list-style-type: none">○ Retirements, Transfer Requests, Changes in Enrollment and/or Funding● Contractual Entitlements upon Exiting the District <p>Charity Comella, Dr. Jennifer Sharp, Patrick Duncan Esq.,
Jesse Place, Gary Hall</p> |
| 10:45 am–10:50 am | Break |

10:50 am–11:20 am Withholding Increments and Managing Employment Decisions
for Non-Certificated Staff within the framework of Chapter 66

**Dr. Kenneth King, Charity Comella, Dr. Jennifer Sharp
Patrick Duncan, Esq., Jesse Place, Gary Hall**

11:20 am–11:25 am Closing Comments/Q&A–**Frank Borelli**

11:25 am–11:30 am The program will continue, and the presenters will remain
available to the attendees for questions, discussions of different
challenges/issues they are facing.

PRESENTERS:

Charity Comella, Assistant Superintendent for Personnel
West Windsor-Plainsboro Regional School District,
President, NJSTRIDE

Patrick Duncan, Special Assistant for Labor Relations
West Windsor-Plainsboro Regional School District

Dr. Kenneth King, Assistant Superintendent (Retired)
East Orange Public Schools

Dr. Jennifer Sharp, Assistant Superintendent for Human
Resources
Freehold Regional School District
Vice President, NJSTRIDE

Jesse Place, Assistant Superintendent
Manasquan School District

Gary Hall, Director of Human Resources, Bergen County. Technical
Schools

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