

# NEWTON PUBLIC SCHOOLS

100 Walnut Street, Newtonville, MA 02460

## Memorandum

\*\*\*\*\*

TO: David Fleishman, Superintendent  
FROM: Liam Hurley, Assistant Superintendent/Chief Financial and Administrative Officer  
 Heather Richards, Executive Director of Human Resources  
DATE: October 23, 2017  
RE: October 2017 Personnel Report

\*\*\*\*\*

The attached report details the appointments of teachers, aides, interns, administrators, secretaries, long-term substitutes, ISS, and non-aligned staff members as of September 2017. It also includes information about resignations, retirements, leaves of absence, teachers who received Professional Teacher Status, and teachers who earned Lane Changes.

The table below is a summary of data from the attached report, showing total FTE's for each movement/category by type of position. The table includes employees paid by the General Fund, grants and revolving funds.

Category	2017-2018 School Year - FTE's as of September 1, 2017					
	Unit A	Unit B	Unit C	Unit E	Non-Aligned, NESAs & Custodians	Total
New Hires / Appointments	85.66	1.00	582.00	0.00	8.00	676.66
Retirements	19.10	3.00	7.00	2.00	7.00	38.10
Resignations/Released	69.41	3.00	91.42	0.30	0.80	164.93
Changes of Assignments	168.32	8.70	4.00	0.00	1.00	182.02
Leaves of Absence	17.95	1.75	1.50	0.00	4.00	25.20
Lane Changes	84.60	3.00	N/A	N/A	N/A	87.60
Professional Teacher Status	88.47	N/A	N/A	N/A	N/A	88.47

In addition to the FTE's listed above, all Unit D, Co-Ops, Interns, Substitutes and Part-time retired staff are annual employees and are reappointed/appointed each year and may not be hired as an FTE.

The following table is a summary of total employees for each movement/category by type of positions.

Category	2017-2018 School Year - Number of Employee's as of 9/1/2017							
	Unit A	Unit B	Unit C	Unit E	Non-Aligned, NESAs & Custodians	Unit D	Interns/ Co-Ops/ Subs/ P-T Retired Staff	Total
New Hires / Appointments	95	1	653	0	8	69	51	781
Retirements	20	3	7	2	7	0	0	39
Resignations/Released	79	4	101	1	1	17	0	203
Changes of Assignments	187	9	4	0	1	1	0	202
Leaves of Absence	28	2	2	0	4	2	2	40
Lane Changes	88	3	N/A	N/A	N/A	N/A	N/A	91
Professional Teacher Status	93	N/A	N/A	N/A	N/A	N/A	N/A	93
<b>Totals</b>	<b>590</b>	<b>22</b>	<b>767</b>	<b>3</b>	<b>21</b>	<b>89</b>	<b>53</b>	<b>1,449</b>

The following table is a summary of Unit A Appointments for the current year as well as 2016-2017. The appointments are listed by grade level as well as Regular Education and Student Services. The Ed Center/Citywide category includes teachers assigned to the Ed Center or multiple school buildings including citywide programs.

### Summary of Unit A Appointments

Department	2017-2018 School Year					
	Elem	Middle	High	Pre-K	Ed Center/ Citywide	Total
Regular Education	30.1	10.9	16.5	0	2.5	60.00
Student Services	11.0	7.3	4.4	1.75	1.2	25.65
<b>Total</b>	<b>41.1</b>	<b>18.2</b>	<b>20.9</b>	<b>1.75</b>	<b>3.7</b>	<b>85.65</b>

Department	2016-2017 School Year					
	Elem	Middle	High	Pre-K	Ed Center/ Citywide	Total
Regular Education	17.90	13.98	16.02	0	10.55	58.45
Student Services	13.40	8.50	10.65	2.00	5.40	39.95
<b>Total</b>	<b>31.30</b>	<b>22.48</b>	<b>26.67</b>	<b>2.00</b>	<b>15.95</b>	<b>98.40</b>

If there are additional questions, please feel free to call Heather Richards at (617) 559-6005 or Liam Hurley at (617) 559-9025.