



**Department of  
Education**

Chancellor David C. Banks

April 20, 2023

New York City Conflicts of Interest Board  
2 Lafayette Street, Suite 1010  
New York, NY 10007

Re: Post-Employment Retention of Lauren Rehm as a DOE Consultant Pursuant to COIB Rule Section 1- 07(d)(1)

Dear Conflicts of Interest Board Members:

This letter serves to notify the Conflicts of Interest Board ("COIB") that in accordance with COIB Rule § 1- 07(d) (1), the New York City Department of Education ("DOE") has retained former employee Lauren Rehm as an Education Consultant. Lauren's last day of employment with the DOE was January 17, 2023, and she is being retained as an Education Consultant for COVID timekeeping issues.

Lauren Rehm is being retained for up to 1250 hours (if necessary). She started work in March. For the past three years, the Office of Employee Relations has been managing the COVID TIMEKEEPING mailbox and providing work on various COVID matters, including COVID accommodations and vaccine litigation. Lauren Rehm has been the primary person behind our COVID Timekeeping while also maintaining her job as an OPI investigator. Ms. Rehm moved and resigned from her investigator position. We will be able to replace her role as an investigator, but we will not be able to find someone with both COVID experience and the ability to provide immediate continuity. We do not expect that COVID Timekeeping and our other various supports will be going on forever, but we expect that we will need it for the next calendar year. As such, it is essential to keep Lauren on as a consultant to focus only on COVID issues. By having Lauren in this temporary role, it allows us to return the rest of the team members to their regular work as well as ease out of COVID support as needed without having to find other work for an employee.

Under the consulting agreement, Ms. Rehm is being compensated at a rate of \$40 per hour, which is comparably equal to her annual salaried rate \$ \$72,666 when she was employed at DOE.

Sincerely,

*David C. Banks /by SMB*

David C. Banks  
Chancellor

April 27, 2023

New York City Conflicts of Interest Board  
2 Lafayette Street, Suite 1010  
New York, NY 10007

Re: Post-Employment Retention of Raymond Johnson as a DOE Consultant Pursuant to COIB Rule Section 1-07(d)(1)

Dear Conflicts of Interest Board Members:

This letter serves to notify the Conflicts of Interest Board ("COIB") that in accordance with COIB Rule 1-07(d) (1), the New York City Department of Education ("DOE") retained former employee Raymond Johnson in March 2023 as an Education Consultant. Raymond's last day of employment with the DOE was December 22, 2022. He is being retained as an Education Consultant for the purpose of completing critical projects that he was working on during his employment, as well as training new team members to perform this work as part of their onboarding.

As an employee in the Office of Student Pathways on the College and Career Planning team, Raymond Johnson led and managed development and implementation of citywide professional learning sessions in support of our core metrics for student success. Raymond's work was central to our ability to support school staff, school leaders and district leaders to access meaningful data and adopt best practices for assessing progress towards the Chancellor's North Star for every student to graduate with a strong plan and a head start on the pathway to a career and long-term economic security.

The College and Career Planning team's staff has declined well over 50% in the last three years, and our team does not have currently have the staff capacity to assign a new staff person to this critical piece of work. Additionally, Raymond's knowledge and expertise in development and maintenance of existing synchronous and asynchronous learning platforms is not replaceable without training and onboarding of a new staff member to manage this critical work as part of their portfolio. Our office anticipates that we will onboard a new staff member who can assume this work in the summer of 2023.

Under the consulting agreement, Raymond is being retained through June 30, 2023, at 10-25 hours per week, \$51.00/hour, for a total amount of 400 hours or \$21,000. This rate is comparable to his annual salaried rate of \$107,006 when he was employed at the DOE. Raymond will continue to work during this time to fulfill his core responsibilities: managing development and maintenance of professional learning content, coordination with scores of community-based partner presenters in trainings related to College and Career Advising. In addition, we anticipate that a new team member will be hired within this timeframe, and Raymond will train this new member to take on management of this work portfolio during the time he is retained as a consultant.

Sincerely,

  
David C. Banks  
Chancellor

September 19, 2023

City Conflicts of Interest Board  
2 Lafayette Street, Suite 1010  
New York, NY 10007

Re: Post Employment Retention of Sharon Dhillon as a DOE Consultant Pursuant to COIB Rule Section 1-07(d)(1)

Dear Conflicts of Interest Board Members:

This letter serves to notify the Conflicts of Interest Board (“COIB”) that in accordance with COIB Rule 1-07(d)(1), the New York City Public Schools (“NYCPS”) seeks to retain former employee Sharon Dhillon as a consultant. Ms. Dhillon’ last day of employment with the DOE was 8/7/2023, with plans to retain her as a consultant for the sole purpose of continued management of the three American Rescue Plan Homeless Children and Youth (ARPHCY) federal stimulus grants; this was part of the same job she was doing before she left. Ms. Dhillon left her position with NYCPS to relocate outside of New York City and is not currently employed with any entity that has any business with NYCPS.

As part of this retention plan, Ms. Dhillon will be retained for a period of up to 10 months to support the Office of Community Supports and Wellness to continue management of the ARPHCY grants through the final year; the ARPHCY grants end on June 30th, 2024. There are three ARPHCY grants totaling \$37 million dollars and involve approximately 20 projects being implemented by the STH team, schools, districts and inter/intra agency partners. Ms. Dhillon has been overseeing ARPHCY planning and implementation since late 2021 and will provide a continuity of support to ensure the ARPHCY projects are completed successfully. There is a risk of not completing grant projects or underutilizing resources if continuous support is not available, particularly at the start of the school year.

Ms. Dhillon has served as the Director of Regional Support for Students in Temporary housing since 2019 and been the main project manager for the ARPHCY grants. She is uniquely qualified to manage this grant as she has spent the past two years being the project manager for all of the proposed projects through ARPHCY. More specifically, Ms. Dhillon has the knowledge and expertise to support the office, central teams, districts, schools and community-based organizations that are involved in the projects proposed in the grants. Ms. Dhillon has the specific content knowledge to inform stakeholders on best practices to support this population of students, and has navigated procurement, operational and programmatic escalations. Her support of ARPHCY projects will enhance NYCPS’s ability to successfully utilize these funds to support students in temporary housing and recently arrived families during a state of emergency.

The consulting agreement will begin immediately. The hours/days she will be working will vary based on the needs of the office to execute this grant; work will involve more time intensive support in September and October to support project points with initial implementation logistics, and ongoing monthly or bi-monthly support for escalations and progress monitoring, averaging 5-10hrs per week. Ms. Dhillon’s final salary was

\$120,000 plus benefits. Ms. Dhillon is compensated at a rate of \$70.98/hour which is commiserate with her final compensation.

Sincerely,

*David C. Banks / JSMB*

David C. Banks  
Chancellor



April 20, 2023

New York City Conflicts of Interest Board  
2 Lafayette Street, Suite 1010  
New York, NY 10007

Re: Post Employment Retention of Jade Stanfield as a DOE Consultant Pursuant to COIB Rule Section 1-07(d)(1)

Dear Conflicts of Interest Board Members:

This letter serves to notify the Conflicts of Interest Board (“COIB”) that in accordance with COIB Rule 1-07(d)(1), the New York City Department of Education (“DOE”) has retained former employee Jade Stanfield as a part-time consultant. Ms. Stanfield’s last day of employment with the DOE was 9/30/2022. She has been retained as a consultant for the purpose of filling a temporary vacancy (resulting from obligatory military deployment of a full-time staff member) to support the Office of School Wellness Programs’ communications team until the deployed staff member returns.

Ms. Stanfield will work for a period of up to four months to temporarily support editing, accessibility, and dissemination of digital content necessary to communicate requirements and recommendations of the [DOE Citywide Wellness Policy](#) to DOE educators, families, and external stakeholders as well as DOE Central staff.

She works 10 hours per week. Ms. Stanfield is uniquely qualified to perform such duties. She has training and expertise in the digital applications that our office’s communications team uses to manage our internal and external newsletters (c. 14,000 subscribers), biweekly educator newsletter (c. 5,000 DOE teacher and school administrator subscribers), and updates to instructional documents on DOE applications such as TeachHub and WeTeachNYC. Ms. Stanfield also provides the skills required to remediate documents and web pages to ensure that our office’s communications meet the [DOE’s digital accessibility requirements](#).

The consulting agreement will begin in late March, 2023. Ms. Stanfield is being compensated at a rate of \$46.00/hour. This is a rate comparable to the breakdown of the annual salary of \$83,752, which is what she was earning as a staff member under the civil service title of Community Coordinator, office title Talent & Sustainability Outreach Coordinator.

Sincerely,

*David C. Banks /by SMB*

Samantha M. Biletsky  
DOE Ethics Officer