

SUMMIT BOARD OF EDUCATION

MISSION STATEMENT

The Summit Board of Education operates with the commitment to excellence and the expectation that each student will strive to excel beyond the NJ Core Curriculum Standards, which set forth a minimum level of achievement for all students at all grade levels. The Summit Public Schools, in partnership with the community, will support and sustain an excellent system of learning that engages all students in compelling work; educates them to their highest intellectual, creative, and individual potential; promotes pride in diversity; and results in responsible and productive citizens of the highest integrity and quality.

**WORKSHOP MEETING AGENDA
Thursday, March 10, 2016 – 7:15 PM
Summit High School Library/Media Center**

- I. Call to Order and Flag Salute**

- II. Open Public Meetings Act, Chapter 231, P.L. 1975 Announcement
Board Secretary**

In accordance with the requirements of the Open Public Meetings Act, I wish to announce that:

“The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meeting of bodies at which any business affecting their interests is discussed or acted upon. Notices announcing the date, time and place for this Workshop Meeting were sent to all concerned individuals, associations and sent to Union County Local Source in accordance with Chapter 231, P.L. 1975.”

III. Roll Call

Board Members	Present	Absent
Ms. Katherine Kalin, President		
Ms. Debbie Chang		
Ms. Celia Colbert		
Mr. David Dietze		
Mr. James Freeman		
Mr. Richard Hanley		
Ms. Debra McCann		

Others Present:

Mr. June Chang, Superintendent
Mr. Louis J. Pepe, Assistant Superintendent
for Business/Board Secretary

Dr. Julie Glazer, Assistant Superintendent
Dr. Jane Kachmar-Desonne, Director of Special Services
Mr. Matthew Block, Director of Human Resources

March Meetings

**Regular Meeting - March 17 - 7:00 PM
Summit High School Library/Media Center
BOE Special Budget Meeting - March 29 - 6:30 PM
Summit City Hall Council Chambers**

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March Meetings (cont.)

BOSE Special Budget Meeting - March 29 - 7:00 PM
Summit City Hall Council Chambers

IV. Presentations and Discussions (7:10 - 7:30)

1. HIB Presentation - June Chang, Superintendent
2. H.S. Rankings Video Presentation - June Chang, Superintendent (3/17/16)
3. District Website Presentation - June Chang, Doug Orr, Karen Greco (3/17/16)
4. Paul Sears Retirement Commendation (3/17/16)

V. President's Announcements (7:30 – 7:40)

VI. Superintendent's Report (7:40 – 7:50)

- A. Approval to affirm the Superintendent's decision following receipt of reports of Harassment, Intimidation and Bullying:

2/18/16-13
2/18/16-14

- B. Approval to review the following reports of Harassment, Intimidation and Bullying:

3/17/16-15 3/17/16-17
3/17/16/16 3/17/16-18

- C. Suspensions

February 2016

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
<u>LCJ Summit Middle School</u>		
2/26/16	9677974979	0.5
2/26/16	8088539792	0.5
2/29/16	8347812457	4
<u>Summit High School</u>		
2/1/16	3438752177	4
2/1/16	3482180225	4
2/1/16	3034790873	4
2/12/16	1532324296	4
2/18/16	5239287522	1
2/23/16	5239287522	4
2/23/16	1353858427	3.5
2/23/16	9772069738	0.5
2/23/16	3129731745	2.5
2/25/16	4841433198	1

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VII. Committee Reports (7:50 – 8:50)

- A. Education Committee
- B. Operations Committee
- C. Policy Committee
- D. Communications Committee
- E. Negotiations Committee
- F. Liaison Reports

VIII. Public Discussion (8:50 – 9:20)

- A. Questions/Comments on Items on the Agenda
- B. Questions/Comments on Items not on the Agenda

REMAINDER OF MEETING (9:20 – 9:50)

IX. Approval of Board Minutes

- A. Approval of the minutes of the following meetings:
 - 1. Workshop Meeting February 11, 2016
 - 2. Executive Session February 11, 2016
 - 3. Regular Meeting February 18, 2016

X. School Board Operation

- A. Approval of travel for staff members (as per attached)
- B. Approval of the following Gottesman Family Foundation Parenting Institute expenditures:
 - 1. Zappia's Brick Oven meal reimbursements for Parent ESL class meetings in November totaling \$76.98
 - 2. Blair Mondino payment totaling \$100.00 for food service during the Latino Literacy Celebration at Brayton Elementary School on 12/18/15
 - 3. The Latino Family Literacy Project supplies reimbursement for Susan Harden in the amount of \$51.36
- C. Approval of the Comprehensive Equity Plan for 2016-2019
- D. Approval of the following out-of-state field trips:

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1. March 24, 2016 for 13 middle school seventh grade students to go to the Museum of Chinese in America in New York
2. April 7, 2016 for 40 high school Sculpture/Ceramics students to go to Storm King in New Windsor, New York
3. April 14, 2016 for 4 Hilltop String Quartet high school students to go to Lincoln Center in New York to perform in concert at Alice Tully Hall, with two prior trips to New York for coaching and rehearsals
4. April 26, 2016 for 40 high school Spanish 3 students to go to The Hispanic Society of America in New York
5. May 16, 2016 for 19 high school Art 3 and Art 4 students to go to Chelsea Galleries in New York

- E. **WHEREAS**, pursuant to NJAC 6A:23A-3.1 and its contract with the Superintendent of Schools, the Summit Board of Education established quantitative and qualitative criteria and associated merit bonuses for the Superintendent for the 2015-2016 school year, and

WHEREAS, the Board of Education has now reviewed indicators of the achievement of those goals; now, therefore,

IT IS HEREBY RESOLVED this 17th day of March, 2016 that the Summit Board of Education makes the determination that the merit goals have been completed and are submitted to the Executive County Superintendent of Schools for approval before payment as required by law per NJAC 6A:23A-3.1.

- F. Approval of district staff volunteers at PTO-sponsored district events

XI. Personnel

- A. Approval to appoint the following substitutes, effective March 18, 2016:

1. Katharine Lee, substitute teacher, \$100/day
2. John Chideau, substitute teacher, \$100/day
3. Aimee Norberg, substitute teacher, \$100/day
4. Robyn O'Hern, substitute teacher, \$80/day
5. Anthony Vitale, substitute teacher, \$100/day
6. John Wilson, substitute teacher, \$100/day
7. Michelle Floyd, substitute teacher, \$100/day
8. Grace Klebaur, substitute teacher, \$100/day

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- B. Approval to accept the retirement of the following staff, effective July 1, 2016:
1. Deborah Schwarzmann, middle school language arts teacher
 2. Leslie Gueci, Wilson Primary Center kindergarten teacher
 3. Judith Fisher, Jefferson Primary Center kindergarten teacher
- C. Approval of a family leave for the following staff:
1. Drew Solowy, Brayton School teacher, effective September 1 through December 5, 2016
 2. Lorie Mason, middle school physical education teacher, effective May 24 through June 22, 2016
- D. Approval of a maternity/family leave for the following staff:
1. Ashley Yospin, elementary art teacher, from approximately May 2 through December 5, 2016
 2. Emily Cooper, Lincoln-Hubbard resource room teacher, from approximately September 1, 2016 through December 14, 2016
- E. Approval of a change in assignment for the following staff:
1. Danielle Heilmann, from Jefferson School to LCJ Summit Middle School as an ABA aide, effective February 17, 2016
 2. Femke van Beek, from Jefferson School to Summit High School as an aide, effective February 17, 2016
 3. Ashley Aaron, from long-term substitute to leave replacement teacher at Franklin School, BA Level, Step 2, \$55,330 (prorated), effective February 19 through June 30, 2016
- F. Approval to appoint Matthew Block as the Affirmative Action Officer for the 2016-2017 school year
- G. Approval to appoint JoAnn Mendl and Christopher Miller to run the chess program at Brayton School from March 24 through June 30, 2016 up to 40 hours each at curriculum rate of \$45.34/hr. via timesheet (paid by Brayton PTO)
- H. Approval to appoint Margaret McCullough, Mary Ellen Cuneo, Richard O'Neill, Sarah Wagner and Paula Rozan as AP Proctors from May 1 through May 31, 2016 at \$19/hr.
- I. Approval to appoint Daniel Campos to work as a student videographer at \$10/hr. for the 2015-2016 school year

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- J. Approval of the Revised Family Nights recommendations (list attached)
- K. Approval to extend the previously approved child care leave for Danielle Mack, Washington School resource room teacher, to June 22, 2016, returning September 1, 2016
- L. Approval to extend the previously approved leave replacement teaching assignment for Jessica Sanson, Washington School resource room teacher, to June 22, 2016, BA Step 2, \$55,330
- M. Approval to appoint Valerie Smith as a Lincoln-Hubbard School long-term substitute (maternity), \$225/day, effective May 25, 2016 through June 30, 2016
- N. Approval to appoint Jessica Sanson as a Washington School basic skills teacher, BA Level, Step 3, \$55,819, effective September 1, 2016
- O. Approval to appoint staff to the Brayton School After School Enrichment Program, effective February 2 through March 16, 2016 at curriculum rate of \$45.34/hr. as follows (PTO funded):
 - 1 class, 5 days for a total of 7.5 hours each:
 - Matthew Ferry
 - Christopher Miller
 - Dennis McLaughlin
 - Erin Corea
 - 2 classes, 10 days for a total of 15 hours each:
 - John Murphy
 - Matthew Stanbro
- P. Approval to appoint staff to the Lincoln-Hubbard School After-School Activity Program, effective February 2 through March 22, 2016 as follows (PTO funded):
 - Thomas Simmons – Floor Hockey, \$1,050
 - Ashley Yospin – Dance, \$525
 - Samantha Fano – Scrapbooking, \$1,050
- Q. Approval to appoint Kory Kelly, out of district Assistant Boys' Lacrosse Coach, Coach Step 3 split stipend, \$4,016.50, effective March 18, 2016

XII. Policies

Second Reading

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Policy 5460 High School Graduation
Policy 5460.2 High School Graduation: Option Two

XIII. Finance

Upon the recommendation of the Business Administrator to the Superintendent:

A. Approval of the March Bills List as listed below:

1. Regular Bills	Fund 10	\$
2. Special Revenue	Fund 20	\$
3. Capital Projects	Fund 30	\$
4. Enterprise Fund	Fund 60	\$
Sub Total All Funds		\$
5. Food Service	Fund 61	\$
Total All Bills		\$

B. Approval of monthly payroll for February 2016 - \$

C. Approval of budget adjustments and line item transfers for January 2016

D. Approval of Secretary and Treasurer's report for January 2016

E. Monthly Budgetary Line Item Status Certification:

Resolved, that the Board Secretary for the Summit Board of Education certifies that pursuant to NJAC 6A:23A-16.10 (c) 3, as of January 2016 that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23A-16.10(a); and

Further Be It Resolved, that the Summit Board of Education certifies that pursuant to NJAC 6A:23A-16.10(c) 4 that after review of the board secretary's and treasurer's monthly financial reports and the advice of district officials, we have no reason to doubt that no major account or fund has been over-expended in violation of NJAC 6A:23A-16.10 (b).

XIV. Closed Session

The Summit Board of Education may hold an Executive Session to discuss appropriate matters. Closed session minutes will be reviewed periodically to determine the appropriateness of their release. There may or may not be action as a result of this session.

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Motion by _____, seconded by _____, and carried to move to Executive Session at _____ PM.

Roll Call

CC DC DD JF RH DM KK

Motion by _____, seconded by _____, and carried to reconvene to public session at _____ PM.

Roll Call

CC DC DD JF RH DM KK

XV. Adjourn

Motion by _____, seconded by _____, and carried to adjourn the meeting at _____ PM.

Roll Call

CC DC DD JF RH DM KK