

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, June 9, 2016 – 7:00 PM Summit H.S. 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
Mr. David Dietze, President		
Mr. Chris Bonner		
Ms. Debbie Chang		
Mr. Emile George		
Mr. Richard Hanley		
Ms. Debra McCann		
Ms. Vanessa Primack		

Others Present:

Mr. June Chang, Superintendent
Dr. Jane Kachmar-Desonne, Director of
Special Services

Dr. Julie Glazer, Assistant Superintendent
Mr. Matthew Block, Director of Human Resources

June Meeting

Regular Meeting - WEDNESDAY, June 15 - 7:00 PM
Summit High School Library/Media Center

www.summit.k12.nj.us

**AGENDA FOR WORKSHOP MEETING
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IV. Presentations and Discussions

1. Recognition of Retirees (6/15/16)
2. Recognition of Union County Teachers of the Year (6/15/16)
3. Guidance Presentation, Ms. Alison Grill (6/15/16)
4. Performance Report Presentation, Dr. Julie Glazer (6/15/16)

V. President's Announcements (7:10 – 7:20)

VI. Superintendent's Report (7:20 – 7:30)

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

04/08/16-22
04/22/16-23
04/25/16-24
05/02/16-25

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

05/03/16-26

- C. Suspensions - May 2016

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
<u>Washington</u>		
5/3/16	9269134824	1.0
<u>LCJ Summit Middle School</u>		
5/26/16	3910932951	1.0
5/26/16	7856849337	1.0
<u>Summit High School</u>		
5/2/16	4688758845	1.0
5/2/16	2647744596	1.0
5/2/16	1750532438	1.0
5/6/16	1610465357	0.5
5/9/16	6904189412	4.0
5/9/16	5400976007	4.0
5/23/16	4741301590	4.0

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5/23/16	6925990691	4.0
5/27/16	4841433198	0.5
5/31/16	9597468463	0.5

VII. Committee Reports (7:30 – 8:00)

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

VIII. Public Discussion (8:00 – 8:15)

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

REMAINDER OF MEETING (8:15 – 8:45)

IX. Approval of Board Minutes

- A. Approval of the minutes of the following meetings:
 - 1. Workshop Meeting May 5, 2016
 - 2. Executive Session May 5, 2016
 - 3. Regular Meeting May 12, 2016
 - 4. Executive Session May 12, 2016

X. School Board Operation

- A. Approval of travel for staff members (information forthcoming)
- B. Approval of transfer of \$90,507 from capital reserve to fund the LCJSMS Auditorium project which is part of the district's long-range facility plan
- C. Approval of Settlement Agreement between Summit Board of Education and Employee #8199 (**Action 6/9/16**)
- D. Approval of 2015-2016 Contract for Itinerant Services for Students with Hearing Loss between Summit Board of Education and Mountain Lakes Board of Education, 400

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Boulevard, Mountain Lakes, NJ 07046 for student #7810546585 to receive services for 3 hours/month in April, and 4 hours/month in May & June at a cost of \$1,650

- E. Approval to accept Donors Choose grants totalling \$17,405 to Jefferson School (as per attached)
- F. Approval of Tuition Contract between Summit Board of Education and P.G. Chambers School, 15 Halko Drive, Cedar Knolls, NJ 07927 for student #6686989504 to attend for the 2016-2017 school year beginning July 11, 2016 at a cost of \$72,857
- G. Approval to reallocate Middle School wrestling funds to the High School wrestling program
- H. Approval to transfer up to \$500,000.00 into the capital reserve account on June 30, 2016 in accordance with N.J.S.A. Title 18A-7F-41(a) through a transfer by Board resolution at year end of any unanticipated revenue or unexpended line-item appropriation amounts, or both, for withdrawal in subsequent school years
- I. Approval to transfer up to \$250,000.00 into the Maintenance Reserve account on June 30, 2016 in accordance with N.J.S.A. Title 18A-7F-41(a) through a transfer by Board resolution at year end of any unanticipated revenue or unexpended line-item appropriation amounts, or both, for withdrawal in subsequent school years
- J. Approval of submission if IDEA SFY2017 Grant Application
- K. Approval of acceptance of NCLB SFY2017 funds in the amount of \$428,546 as follows:

Title I	\$ 319,828
Title II	44,969
Title III	47,131
Title III-Immigrant	16,618
- L. Approval of submission of NCLB SFY2017 Grant Applications
- M. Pursuant to PL 2015, Chapter 47 the Summit Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. Et. Seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200 (as per attached)

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Construction, 4 Coppola Street, Nutley, NJ 07110 for concrete sidewalk and depressed concrete curb removal and replacement, including regrading of slope at Jefferson Primary Center in the amount of \$18,600 as per the Middlesex Regional ESC Co-op Bid

- W. Approval of contract between Summit Board of Education and Developmental Center for Children and Families, 30 Righter Avenue, Denville, NJ 07834 for student #9118375979 to attend from July 6 through August 5, 2016 at a cost of \$5,350
- X. Approval of the following Gottesman Family Foundation Parenting Institute expenditure:
1. The Latino Family Literacy Project 6/2/16 webinar registration for Megan Calkins and Melissa Jaramillo in the amount of \$400.00
- Y. Approval of the Tuition Contract between Summit Board of Education and Terranova Group Inc. t/a Chapel Hill Academy, 31 Chapel Hill Road, Lincoln Park, NJ 07035 for student #2878002926 to attend for the 2016-2017 school year beginning July 5, 2016 at a cost of \$69,300
- Z. Approval of the Tuition Contract between Summit Board of Education and Newmark High School, 1000 Cellar Avenue, Scotch Plains, NJ 07076 for student #4357010625 to attend for the 2016-2017 school year beginning July 5, 2016 at a cost of \$59,676.12
- AA. Approval of the Tuition Contracts between Summit Board of Education and Newmark High School, 1000 Cellar Avenue, Scotch Plains, NJ 07076 for students #7882454407 and #1460695926 to attend for the 2016-2017 school year beginning July 5, 2016 at a cost of \$56,531.92 each
- BB. Approval of the Tuition Contract between Summit Board of Education and Holmstead School for student #6404755996 to attend for the 2016-2017 school year at a cost of \$51,219
- CC. Approval for Summit Board of Education to assume financial responsibility for the change in placement for student #9926978487 beginning June 3, 2016 through the remainder of the 2015-2016 school year at a cost of \$6,100/month (pro-rated)
- DD. Approval of the following School Bus Emergency Evacuation Drill Reports conducted as follows:
- May 5, 2016 - 2:40 PM - In front of Wilson Primary Center - Bus Route 14, as supervised by Susan Clamser
 - May 5, 2016 - 8:15 AM - Jefferson Primary Center parking lot - Bus Route 12, as supervised by Janice Tierney

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- May 10, 2016 - 12:00 PM - In front of Summit High School - Bus Route 16, as supervised by Stacy Grimaldi
- May 10, 2016 - 8:15 AM and 3:00 PM - In back of Washington School - Bus Route 14, as supervised by Lauren Banker
- May 12, 2016 - 7:55 AM and 8:44 AM - In front parking lot of LCJSMS - Bus Route 16, as supervised by Christine Lijoi
- June 8, 2016 - 8:58 AM - Jefferson Elementary School main drive drop-off area - Bus Route 13, as supervised by Ron Poles

EE. Approval of the overnight field trip on September 16-17, 2016 for 200 students and 30 chaperones to STOKES Fairview Lake YMCA Camp in Newton, NJ

FF. Approval of the overnight field trip on September 17-18, 2016 for 200 students and 30 chaperones to STOKES Fairview Lake YMCA Camp in Newton, NJ

Motion by _____, seconded by _____
CB DC EG RH DM VP DD

XI. Personnel

A. Approval of the following job descriptions: **(Action 6/9/16)**

1. Virtual Learning Coach
2. English Language Learners Teacher

B. Approval to appoint Jennifer Ambrose, Director of Elementary Education, \$138,600, effective July 1, 2016 **(Action 6/9/16)**

Motion by _____, seconded by _____
CB DC EG RH DM VP DD

C. Approval to appoint Danielle DeGraw, Health and Physical Education Teacher, LCJSMS, \$54,951, effective 09/01/16

D. Approval to appoint Vincent Guarnieri, Head Custodian, Brayton Elementary School, \$47,459, effective July 1, 2016

E. Approval to appoint Valerie Coronel and Justin Toomey for 20 hours each at the curriculum rate of \$45.34/hr to create STEAM strand and for the FLASH Summer Program

F. Approval to appoint Jeffrey Fluharty (up to 80 hours), Tom DeMuro (up to 50 hours) and Ashley Yospin (up to 10 hours) at the curriculum rate of \$45.34/hr as Jefferson

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Actor's Guild (JAG) advisors for the 2015-2016 school year

G. Approval for Change of Assignment for the following:

1. Brianna Palumbo from Substitute Teacher to Long-Term Substitute Aide, Franklin, Lincoln-Hubbard and Washington, \$170/day, effective May 17, 2016
2. Tanya Lopez from Kindergarten Teacher, Wilson Primary Center, to Literacy Coach, Jefferson and Wilson Primary Centers, Franklin and Jefferson Elementary Schools, no change in salary, effective July 1, 2016
3. Kara Driscoll from Instructional Aide at Brayton to Long-Term Substitute Teacher at Brayton Elementary School, \$225/day, effective September 1, 2016 to December 17, 2016
4. Arthur Rodgers from Kindergarten Teacher, HDK at Jefferson Primary Center to Kindergarten Teacher, FDK at Wilson Primary Center, no salary change, effective September 1, 2016
5. Suzanne Shire from Preschool Teacher at Wilson Primary Center to Kindergarten Teacher, FDK at Jefferson Primary Center, no salary change, effective September 1, 2016
6. Carrie Nugent from Full-Time Basic Skills Teacher at Brayton Elementary School to Part-Time Basic Skills/Part-Time Resource Room Teacher at Brayton Elementary School, no salary change, effective September 1, 2016
7. Diane Kwitnicki from First Grade Teacher at Brayton Elementary School to Part-Time Basic Skills Teacher at Brayton Elementary School, \$54,577, effective September 1, 2016
8. Joy Giamalva from Special Education Teacher at Jefferson Primary Center to LLI/Resource Center at Jefferson and Wilson Primary Centers, no salary change, effective September 1, 2016
9. Holly Nemeth from Aide position at Jefferson Primary Center to Kindergarten Teacher at Wilson Primary Center, \$54,951, effective September 1, 2016
10. Jennifer Fout from Grade 5 Teacher at Franklin Elementary School to Grade 6 Language Arts Teacher at LCJSMS, no change in salary, effective September 1, 2016
11. Andrea Manzo-Rivera from Aide, FDK at Wilson Primary Center to Kindergarten Teacher, HDK at Jefferson Primary Center, \$62,370, effective September 1, 2016
12. Anne Paris from .5 PSD/.5 HDK Teacher at Wilson Primary Center to Preschool Inclusion Teacher at Wilson Primary Center, no change in salary, effective September 1, 2016
13. Jennifer Mitterko from Grade 6 Social Studies Teacher at LCJSMS to Middle School Cycle Teacher at LCJSMS, no salary change, effective September 1, 2016
14. Brian Weinfeld, addition of a 6th class, Computer Programming, MA Step 4 \$61,175/6 = \$10,196, effective September 1, 2016
15. Melissa Malmstrom from .6 English Teacher at Summit High School to Full-Time

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- English Teacher at Summit High School, \$55,385, effective September 1, 2016
16. Staci Kaplan from Washington Elementary School teacher to Literacy Coach at Brayton, Lincoln-Hubbard, Washington Elementary Schools, no salary change, effective September 1, 2016
 17. Nicole Gutierrez from Instructional Facilitator at LCJSMS to Technology Coach at LCJSMS, MA Step 14 \$76,028, effective September 1, 2016
 18. Loren MacTaggart from Technology Coach at LCJSMS to Virtual Learning Coach at Summit High School, no salary change, effective September 1, 2016
 19. Stefanie DeCarlo from FDK Teacher at Jefferson Primary Center to .5 Pre-School Art and Music Teacher at Jefferson and Wilson Primary Centers, .5 of BA Step 5 \$28,540, effective September 1, 2016
- H. Approval of the 2016-2017 salaries for the non-representative staff (list attached)
- I. Approval of Employment Contract between Summit Board of Education and Louis J. Pepe, RSBA, Assistant Superintendent for Business/Board Secretary, for the 2016-2017 school year as properly reviewed and approved by the Union County Executive Superintendent of Schools in accordance with P.L.2007 C-53 at a compensation rate of \$193,962
- J. Approval of Employment Contract between Summit Board of Education and Jane Kachmar-Desonne, Director of Special Education Services, for the 2016-2017 school year at a compensation rate of \$186,820
- K. Approval of Employment Contract between Summit Board of Education and Donna Schneider, Assistant Business Administrator, for the 2016-2017 school year at a compensation rate of \$109,792
- L. Approval of Employment Contract between Summit Board of Education and Matthew Block, Director of Human Resources, for the 2016-2017 school year at a compensation rate of \$161,950
- M. Approval of Employment Contract between Summit Board of Education and Angelo Palumbo, Director of Facilities, for the 2016-2017 school year at a compensation rate of \$111,895
- N. Approval to appoint the following substitute teachers: **(Action 6/9/16)**
1. Wipha Risser, \$100/day, effective June 16, 2016
 2. Hannah Farrell, \$100/day, effective June 10, 2016
 3. Melanie Carvalho, \$100/day, effective June 10, 2016
 4. Jacqueline Fusco, \$100/day, effective June 10, 2016

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- O. Approval to accept the resignation of the following:
 - 1. Ignacio C. Villegas, Part-Time Custodian/Bus Driver, Wilson Primary Center, effective May 20, 2016
 - 2. Rachel Blomstrand, Full-Time Preschool ABA Teacher at Wilson Primary Center, effective June 30, 2016
 - 3. Tara Esposito, P.E. Aide, Franklin, Lincoln-Hubbard, Washington Elementary Schools, effective May 13, 2016
 - 4. Carly Berwick, .6 English Teacher, Summit High School, effective June 30, 2016

- P. Approval of the retirement of Lawrence Cohen, Computer Literacy Teacher, LCJSMS, effective June 30, 2016

- Q. Approval to appoint Victoria Egner, Aide Support for a student to participate on the Track Team from April 20, 2016 to June 22, 2016, LCJSMS, \$23.97/hr up to 10 hours

- R. Approval to appoint the following staff for SNAP Summer Program at Washington Elementary School from June 27 through July 15, 2016:
 - 1. FJ DeRobertis, Teacher, \$45.34/hr for 96 hours - Title 1
 - 2. Jennifer Lowe, Teacher, \$45.34/hr for 96 hours - Title 1
 - 3. Meredith Warmington, Teacher/Coordinator, \$45.34/hr for 102 hours - Title 1

- S. Approval to appoint Michele Rainaldi, SAC Position, Brayton, Franklin, Jefferson, Lincoln-Hubbard, Washington Elementary Schools, LCJSMS, \$59,707, effective September 1, 2016

- T. Approval to appoint Ashley Aaron, Grade 1 Teacher, Brayton Elementary School, \$55,385, effective September 1, 2016

- U. Approval to appoint Brigid Le Minez, French Teacher, LCJSMS, \$61,903, effective September 1, 2016

- V. Approval of Employment Contract between Summit Board of Education and Damen Cooper, Principal of Lawton C. Johnson Summit Middle School, for the 2016-2017 school year at a compensation rate of \$142,709

- W. Approval of Employment Contract between Summit Board of Education and Dalia Mirrione, Principal of Franklin Elementary School, for the 2016-2017 school year at a

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compensation rate of \$137,709

- X. Approval to appoint Mia Bivaletz, Confidential Secretary, BOE, \$64,000, effective June 13, 2016 **(Action 6/9/16)**
- Y. Approval to appoint Megan Kaczka, Special Education Teacher, LCJSMS, \$59,707, effective September 1, 2016
- Z. Approval to appoint Nicole Macias, Language Arts Teacher, LCJSMS, \$54,951, effective September 1, 2016
- AA. Approval to appoint Valerie Smith, Grade 4 Teacher, Lincoln-Hubbard Elementary School, \$59,707, effective September 1, 2016
- BB. Approval to pay Paul Pear for 3.5 unused vacation days at \$192.22/day, total of \$672.77
- CC. Approval to increase the daily sub rate for Brianna Palumbo to \$100/day effective June 10, 2016
- DD. Approval of the following maternity/family leave for the following:
 - 1. Suzanne Zadik, .6 Speech Teacher at Franklin, effective September 1, 2016 through January 11, 2017
 - 2. Christine Meierdierck, Grade 5 Teacher at Jefferson, effective September 27, 2016 through June 24, 2017
 - 3. Steffany Baptiste-Bosco, Resource Room Teacher at LCJSMS, effective June 7, 2016 through September 6, 2016
 - 4. Cristina Colineri, Special Education Teacher at Franklin, effective September 1, 2016 through September 1, 2017
 - 5. Rachel Scanlon, Full-Time Behaviorist, District-Wide, effective October 13, 2016 through March 2, 2017
 - 6. Jennifer Curcio Della Penna, Full-Time Speech Teacher at Brayton and Lincoln-Hubbard, effective September 19, 2016 through September 1, 2017
- EE. Approval to appoint Alex Lewis, Long-Term Substitute, Lincoln-Hubbard Elementary School, \$225/day, effective September 1, 2016 through December 5, 2016
- FF. Approval to appoint the following seasonal custodians: **(Action 6/9/16)**

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1. James Goldman, \$9.00/hour, effective June 10, 2016
2. Matthew Hobson, \$9.00/hour, effective June 10, 2016
3. Frank Evans, \$11.00/hour, effective June 10, 2016
4. Alexander Crane, \$9.00/hour, effective June 10, 2016
5. William Delaney, \$9.00/hour, effective June 10, 2016
6. Matteo diMayorca, \$9.00/hour, effective June 10, 2016
7. Brandon Johnston, \$9.00/hour, effective June 10, 2016

GG. Approval for salary rates for the following seasonal custodians: **(Action 6/9/16)**

1. Matthew Oristanio, \$11.00/hour, effective July 1, 2016
2. Thomas Kane, \$10.00/hour, effective July 1, 2016
3. William Huck, \$11.00/hour, effective July 1, 2016
4. Michael Wills, \$11.00/hour, effective July 1, 2016
5. Ian Bell, \$11.00/hour, effective July 1, 2016
6. Matt D'Angelo, \$11.00/hour, effective July 1, 2016

HH. Approval of curriculum writing/staffing recommendations (as per attached)

II. Approval to appoint Caitlin Gunyan, Grade 3 Teacher at Lincoln-Hubbard Elementary School, MA Step 3 \$60,575, effective September 1, 2016

JJ. Approval to appoint Nicholas Santangelo, Elementary School Counselor at Brayton and Jefferson Elementary Schools, MA Step 2 \$60,141, effective September 1, 2016

Motion by _____, seconded by _____
CB DC EG RH DM VP DD

XII. Policies

Second Reading

Policy 0142 Board Member Qualifications, Prohibited Acts and Code of Ethics

XIII. Finance

Upon the recommendation of the Business Administrator to the Superintendent:

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

1. Regular Bills Fund 10 \$

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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 May 2016 - \$4,655,180.08
- C. Approval of budget adjustments and line item transfers for April 2016
- D. Approval of Secretary and Treasurer's report for April 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 April 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).

- F. Approval of continued payment of bills and line item transfers by the Business Office up to and including June 30, 2016 and the Board further directs the Assistant Superintendent for Business/Board Secretary to ensure all such bills and transfers have been reviewed by the Superintendent

Note: All bills and transfers resulting from Fiscal Year End Close Out will appear on the July 21, 2016 agenda for approval by the Board

- G. Approval of clearing of outstanding checks in the payroll account
- H. Approval of clearing of outstanding checks in the treasurer's account

XIV. Closed Session

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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.

Personnel - Director of Secondary Education

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

Roll Call

CB DC EG RH DM VP DD

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

Roll Call

CB DC EG RH DM VP DD

XV. Adjourn

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

Roll Call

CB DC EG RH DM VP DD