

April 21, 2016

**BOARD OF EDUCATION  
SUMMIT, NEW JERSEY**

The Regular Meeting was held on Thursday, April 21, 2016 in Summit High School Library/Media Center beginning at 7:00 PM. Those present: Ms. Kalin, presiding, Ms. Chang, Ms. Colbert, Mr. Dietze, Mr. Freeman, Mr. Hanley and Ms. McCann.

Also present were Mr. Chang, Superintendent, Dr. Glazer, Assistant Superintendent, Mr. Pepe, Assistant Superintendent/Board Secretary, Dr. Kachmar-Desonne, Director of Special Services, and Mr. Block, Director of Human Resources. There were 48 members of the public in the audience.

**NOTICE OF CERTIFICATION**

The following notice was presented:

Let the minutes reflect that adequate notice of this meeting has been provided in accordance with the regulations of the Open Public Meetings Act.

**PRESENTATIONS AND DISCUSSIONS**

1. 30th Anniversary of the Summit Educational Foundation – Christine Murray & Irene Murdock
2. Special Education Presentation - Sandra Gogerty, Union County Supervisor of Child Study, and Jane Kachmar-Desonne, Summit Director of Special Services

**PERSONNEL**

Mr. Freeman moved approval of the following item under Personnel:

- U. Approval to appoint Dr. Patrick J. Scarpello to the position of Director of Athletics, \$123,000, effective July 1, 2016**

Seconded by Ms. Chang. The roll was called, and all present voted “Aye.” The motion was declared adopted.

**SUPERINTENDENT’S REPORT**

Superintendent Chang stated the last day of school for students is scheduled for June 21, 2016.

Dr. Glazer announced her resignation as Assistant Superintendent for Curriculum and Instruction in Summit to take a position as Superintendent of Schools in Nutley as of July 1, 2016.

Both Mr. Chang and President Kalin spoke about the contributions she has made to the students and staff, and thanked Dr. Glazer for her eight years in Summit.

Mr. Dietze moved the following under Superintendent’s Report:

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

3/17/16-15    3/17/16-18  
 3/17/16-16    3/17/16-19  
 3/17/16-17    3/17/16-20

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

4/21/16-21

- C. Suspensions  
March 2016

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
<u>LCJ Summit Middle School</u>		
<u>Summit High School</u>		
3/10/16	8996590439	2.0
3/10/16	5152909907	1.5
3/14/16	9215838738	4.0
3/14/16	6763729243	4.0
3/14/16	1353858417	3.5
3/22/16	1532324296	10.0
3/23/16	9215838738	6.0
3/23/16	2647744596	4.0
3/23/16	7624049485	3.0
3/23/16	8988459200	3.0
3/23/16	8877996892	3.0
3/28/16	1893688907	1.5
3/28/16	1994813246	1.5
3/28/16	#####	1.5
3/29/16	6249503353	1.0
3/29/16	7349458530	1.0

Seconded by Mr. Hanley. The roll was called, and all present voted “Aye.” The motion was declared adopted.

PUBLIC DISCUSSION

A resident living on Beekman Road had a question regarding the proposed renovation of Wilson Park. Mr. Pepe responded.

APPROVAL OF BOARD MINUTES

Ms. Colbert moved approval of the following items under Approval of Board Minutes:

A. Approval of the minutes of the following meetings:

1. Special Meeting March 7, 2016
2. Workshop Meeting March 10, 2016
3. Executive Session March 10, 2016
4. Regular Meeting March 17, 2016
5. Special Meeting March 29, 2016

Seconded by Mr. Hanley. The roll was called and all present voted “Aye.” The motion was declared adopted.

SCHOOL BOARD OPERATION

Mr. Hanley moved approval of the following items under School Board Operation:

- A. Approval of travel for staff members (as per attached)
- B. Approval of Special Education Contract between Summit Board of Education and The Center for Educational Advancement, 11 Minneakoning Road, Flemington, NJ 08822 for student #6505721158 to receive career exploration services for the 2015-2016 school year beginning March 17, 2016 at a cost of \$80/day
- C. Approval for the following transportation arrangements with Union County Educational Services Commission for the 2015-2016 School Year, beginning 02/08/16:

Student ID	School	Route	Contractor
# 5514654651	Middlesex County Vo-Tech (Woodbridge)	645N	Prestige Bus Co.
# 5477652977	Middlesex County Vo-Tech (Woodbridge)	645N	Prestige Bus Co.
# 8260107378	Middlesex County Vo-Tech (Woodbridge)	645N	Prestige Bus Co.

Approval for the renewal of transportation contracts with Union County Educational Services Commission for the 2015-2016 School Year in accordance and subject to the CPI increase of 1.34% as listed below:

Contractor	Route #	Per Diem Rate	Annual Cost
Prestige Bus Co.	645N		\$22,780.16

- D. Approval to accept donations from the Summit Basketball Club to fund the following grant positions:

1. Boys Freshman Basketball Coach \$8,401.00
  2. Girls Varsity Assistant Basketball Coach \$8,401.00
- E. Approval to accept a donation from the Girl Scout troops of Franklin School of a picnic table for the Franklin School recess area valued at \$1,088.00
- F. Approval of Quote for Sign Language Services dated February 29, 2016 from ASL interpreter Referral Service, Inc., 21 Clyde Road, Suite 103, Somerset, NJ 08873 for student #7810546585 beginning March 28, 2016 through June 30, 2016 at a cost of \$11,424
- G. Approval of Tuition Agreement between Summit Board of Education and Cornerstone Day Schools, 1101 Bristol Road, Suite 1, Mountainside, NJ 07092 for student #7810546585 to attend beginning March 28, 2016 and ending June 30, 2016 at an annual cost of \$79,860 (pro-rated)
- H. Approval of Tuition Contract Agreement with Mt. Olive Township Board of Education, 227 US Route 206, Suite 10, Flanders, NJ 07836 for homeless student #1298217675 to attend the 1st Grade General Education Program at Tinc Road Elementary School for the 2015-2016 school year beginning September 28, 2015 and terminating June 24, 2016 at an annual cost of \$16,089
- I. Approval to accept a \$1,000 Helping Hands in the Community grant from The Allstate Foundation to Summit High School to promote safe driving
- J. Approval of the following change orders:
1. Change Order #59 from UniMak LLC (-\$3,782.00) for Franklin School Addition - credit for emergency services to mitigate water damage
  2. Change Order #60 from UniMak LLC (-\$6,591.78) for Franklin School Addition - credit for emergency services to mitigate water damage
  3. Change Order #61 from UniMak LLC +\$3,982.13 for Jefferson School Addition - provide turf at amphitheatre seating
  4. Change Order #62 from UniMak LLC +\$6,368.41 for Jefferson School Addition - provide a concrete pad for equipment shed, to enlarge playground area, and foundation for basketball frame
  5. Change Order #63 from UniMak LLC +\$3,167.97 for Jefferson School Addition - remove and install grease trap provided by district
  6. **Change Order #64 from UniMak LLC (-\$5,000.00) for Jefferson School Addition - credit for insurance company deductible for water damage**
  7. **Change Order #65 from UniMak LLC (-\$2,880.00) or Franklin School Addition - credit to cover Albitron LLC work for emergency services to mitigate water damage**
- K. Approval to accept the following donations:

1. Summit Women's Lacrosse Association - Varsity Women's Lacrosse Assistant Coach grant position for 2016 in the amount of \$7,354.00
2. Summit Men's Lacrosse Alumni Association, Inc. - (2) Varsity Men's Lacrosse Assistant Coach grant positions in the amount of \$15,507.00

L. Approval of the retirement of the following vehicles:

1. 1996 Dodge Mason Dump Truck, VIN #1B6MF3656TJ193505, Plate #MG26810, auctioned by the City of Summit on 10/21/15
2. 1995 GMC Maintenance Van, VIN #1GDHG39K9SF545811, Plate #MG82671, sold as scrap metal to Union Auto Wreckers for \$200.00 on 01/29/16
3. 1998 Chevy Maintenance Van, VIN #1GBHG31R9W1020476, Plate #MG92610, sold as scrap metal to Union Auto Wreckers for \$175.00 on 04/01/16

M. Approval of Food Service Management Company addendum for school year 2016-2017, to contract dated January 16, 2014 between The Pomptonian, Inc., 3 Edison Place, Fairfield, NJ 07004-3511 and the Summit Board of Education, in accordance with the following:

Summit School District  
Food Service 2016-2017  
Management Fee and Guarantee Language

The FSMC shall receive, in addition to the costs of operation, an administrative / management fee of one hundred twenty nine thousand two hundred and eighty dollars (\$129,280.00) to compensate the FSMC for administrative and management costs. This fee shall be billed in 10 monthly installments of (\$12,928.00) per month as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.

A per meal administrative/management fee shall apply to vended meals receipts deposited in the LEA's account. All vended meals receipts deposited into the LEA's account shall be divided by \$1.00 to arrive at a meal equivalent. The administrative/management fee charged for vended meals will be \$.10 per meal equivalent.

The FSMC guarantees the LEA a no cost of operation for the LEA for school year 2016-2017.

- N. **Approval to accept a donation from the Summit Area Public Foundation for the Summit High School Holocaust Education Program in the amount of \$20,000**
- O. **Approval of an out-of-state trip on June 2, 2016 for 31 Heritage Spanish 2 high school students to go to Repertorio Espanol in New York**
- P. **Approval of quote from Ridgewood Press, 809 Franklin Turnpike, Ridgewood, NJ 07450 for Printed Materials 2016-2017 in the amount of \$12,352.80. Other quotes:**

<b>Print Media, Springfield, NJ</b>	<b>\$14,282.00</b>
<b>Centurion Printing, Kenilworth, NJ</b>	<b>\$15,419.05</b>

Motion was seconded by Mr. Freeman. The roll was called and all present voted “Aye.” The motion was declared adopted.

PERSONNEL

Mr. Freeman moved approval of the following items under Personnel:

- A. Approval to appoint the following substitutes:
  - 1. Patricia Horton, substitute lunch aide at The Primary Centers at Jefferson and Wilson, \$38/hr., effective March 21, 2016
  - 2. Richard Matula, substitute teacher, \$100/day, effective April 22, 2016
  - 3. **Megan Cullinane, substitute teacher \$80/day, effective April 22, 2016**
  - 4. **Andrea Baykir, substitute teacher, \$100/day, effective April 22, 2016**
  
- B. Approval to accept the retirement of the following staff:
  - 1. Annemarie Hague, Lincoln-Hubbard School teacher, effective July 1, 2016
  - 2. Karen Harrison, Lincoln-Hubbard School teacher, effective July 1, 2016
  - 3. **Margaret Lorenzo, middle school special education teacher, effective July 1, 2016**
  - 4. **Paul Pear, Brayton School head custodian, effective June 1, 2016**
  - 5. **Susan Podolak, Lincoln-Hubbard School teacher, effective July 1, 2016**
  - 6. **Thomas DeMuro, elementary school counselor, effective July 1, 2016**
  
- C. Approval to appoint Marlene Martini as SITE secretary for the 2015-2016 school year at \$18/hr. via timesheet
  
- D. Approval to appoint Loren MacTaggart as a substitute instructor of the LCJSMS Technology Workshops for New Immigrant Families as needed at the curriculum rate of \$45.34/hr. via timesheet (Funded by Title III Immigrant Grant)
  
- E. Approval of a sixth assignment for the following staff, effective March 2 through June 21, 2016:
  - Emily Dura:  $\$61,120 / 6 = \$10,187 / 184 = \$55.36 \times 73 \text{ days} = \$4,041$
  - Elizabeth Barto:  $\$57,559 / 6 = \$9,593 / 184 = \$52.14 \times 73 \text{ days} = \$3,806$
  - John Procopio:  $\$55,330 / 6 = \$9,222 / 184 = \$50.12 \times 73 \text{ days} = \$3,659$
  - Gary Pascal:  $\$75,973 / 6 = \$12,662 / 184 = \$68.82 \times 73 \text{ days} = \$5,024$
  - Colleen Cregg:  $\$62,542 / 6 = \$10,424 / 184 = \$56.65 \times 73 \text{ days} = \$4,135$
  
- F. Approval of a maternity/family leave for Tiffany Bennett, LCJSMS math teacher, effective September 1, 2016 through March 8, 2017

- G. Approval of the revised list of Family Nights staff recommendations (list attached)
- H. Approval to appoint DeAnna Nelson to work as a volunteer middle school softball Coach from April 7 to June 1, 2016
- I. Approval to accept the resignation of the following staff:
  - 1. Michael Lapotasky, Summit High School Assistant Principal, effective June 30, 2016
  - 2. **Leslie Hernandez, Franklin School Learning Workshop teacher, effective June 30, 2016**
  - 3. **Jenna Buccelli, Wilson Primary Center inclusion aide, effective March 24, 2016**
- J. Approval to pay Lorelei Stochaj for the PTO Enrichment Program for six weeks from January through March 2016 for 8.5 hours at the curriculum rate of \$45.34/hr. totaling \$385.39 (PTO funded)
- K. Approval to appoint staff to run the Franklin School Crazy 8's Math After-School Program, effective March 17 through May 20, 2016 for 2.25 hours each at the curriculum rate of \$45.34/hr. as follows (PTO funded):
  - 1. Lorelei Stochaj
  - 2. Celine Benet
  - 3. Jessica Breznak
  - 4. Janet Langborgh
  - 5. Elizabeth Rego
- L. **Approval to appoint the following long-term substitutes for the remainder of the school year:**
  - 1. **William Axt, elementary art teacher, effective May 25, 2016, \$225/day**
  - 2. **Beverly Cashen, middle school special education teacher, effective April 15, 2016, \$225/day**
  - 3.
- M. **Approval to pay the athletic trainers, Karen Manista and Allison Flockhart, each a stipend of \$4,286 for the 2015-2016 school year**
- N. **Approval to appoint Olga Efstratiou to provide substitute lunch phone coverage at the Primary Centers at Jefferson and Wilson, effective March 21, 2016, at \$16.58 per hour**
- O. **Approval to pay the following aides for 1 hour of PARCC Training on March 21, 2016, at their current rate of pay (list attached)**
- P. **Approval to appoint the following staff to fill 2016 Spring Athletic Coaching Recommendations (list attached)**
- Q. **Approval to appoint David Howarth to work as a volunteer boy's lacrosse coach from April 22 through June 11, 2016**

- R. Approval to pay the following staff for unused vacation days:**
  - 1. Paul Sears for 25 days at \$742.85/day or \$18,571.25**
  - 2. The estate of Carol Hassert for 3.5 days at \$181.85 or \$636.48**
- S. Approval to appoint the following FLASH teachers for 2016 (list attached)**
- T. Approval to appoint Abigail Ayers as a middle school leave replacement teacher (maternity), MA Level, Step 1 - \$59,707 (prorated), effective September 1, 2016 through March 5, 2017 (WITHDRAWN)**
- V. Approval of the following job descriptions:**
  - a. Director of Secondary Education**
  - b. Director of Elementary Education**

Item “T” was withdrawn. Motion was seconded by Ms. Chang. The roll was called, Mr. Hanley abstained from item “V” and all others present voted “Aye.” The motion was declared adopted.

#### POLICIES

Mr. Hanley moved approval of the following items under Policies:

<u>First Reading</u>	<u>Option Two Policy</u>
<b>P5460.2</b>	<b>Public Participation in Board Meetings</b>
<b>P0167</b>	<b>Recording Board Meetings</b>
<b>P0168</b>	<b>Health and Physical Education</b>
<b>P2422</b>	<b>Physical Education</b>
<b>P2425</b>	<b>Athletic Competition</b>
<b>P2431</b>	<b>Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad</b>
<b>P2431.2</b>	<b>Eligibility of Resident/Nonresident Students</b>
<b>P&amp;R5111</b>	<b>Health Services</b>
<b>P&amp;R5310</b>	<b>Administration of Medical Marijuana</b>
<b>P&amp;R5330.01</b>	<b>Reporting Potentially Missing or Abused Children</b>
<b>P&amp;R8462</b>	<b>Outstanding Food Services Charges</b>
<b>P8550</b>	

Motion was seconded by Mr. Dietze. The roll was called and all present voted “Aye.” The motion was declared adopted.

#### FINANCE

Mr. Hanley moved approval of the following items under Finance:

**Upon the recommendation of the Business Administrator to the Superintendent:**



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

1.	Regular Bills	Fund 10	\$ 872,261.57
2.	Special Revenue	Fund 20	\$ 135,295.56
3.	Capital Projects	Fund 30	\$ 22,286.00
4.	Enterprise Fund	Fund 60	\$ 141.05
	Sub Total All Funds		\$1,029,984.18
5.	Food Service	Fund 61	\$ 189,771.11
	Total All Bills		\$1,219,755.29

B. Approval of monthly payroll for March 2016 - \$4,545,552.59

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

D. Approval of Secretary and Treasurer's report for February 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 February 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).

Motion was seconded by Mr. Freeman. The roll was called and all present voted "Aye." The motion was declared adopted.

CLOSED SESSION

At this time, Ms. Kalin stated that the Board would now go into executive session and asked that the appropriate resolution be presented. The following resolution was then presented:

A. That it does hereby determine that it is necessary to meet in Executive Session on Thursday, April 21, 2016 to discuss:

1. Special Education Cases Update
2. Negotiations – Health benefits offering

B. That the matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting

Motion by Mr. Dietze, seconded by Mr. Freeman, and carried to Executive Session at 8:40 PM.

The Board returned to Public Session at 10:45 PM.

BOARD DISCUSSION

Members of the Board discussed upcoming Mayoral appointment with respect to timeline in order to adequately prepare committee assignments for the organization. Mr. Pepe and Mr. Chang said they would follow up in short order.

ADJOURNMENT

Motion by Mr. Hanley, seconded by Mr. Dietze, and carried to adjourn the meeting at 10:48 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. J. Pepe", written in a cursive style.

Secretary