BOARD OF EDUCATION  
SUMMIT, NEW JERSEY

May 12, 2016

The Annual Reorganization/Regular Meeting was held on Thursday, May 12, 2016, in the Summit High School Library/Media Center, beginning at 7:00 PM. Those present: Mr. Dietze, Ms. Chang, Mr. Hanley, and Ms. McCann.

Also present were Mr. Chang, Superintendent of Schools, 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 102 people 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.

ADMINISTRATION OF OATH

Assistant Superintendent/Board Secretary Louis J. Pepe administered the oath of office to Chris Bonner, Emile George, and Vanessa Primack, newly appointed Board members.

ELECTION OF PRESIDENT

Mr. Pepe asked for nominations for Board President.

Ms. McCann moved approval of Davie Dietze as Board President. Motion seconded by Mr. Hanley. The roll was called and all present voted “Aye.” The motion was declared adopted.

ELECTION OF VICE PRESIDENT

Mr. Pepe asked for nominations for Board Vice President.

Mr. Dietze moved approval of Richard Hanley as Board Vice President. Motion seconded by Ms. McCann. The roll was called and all present voted “Aye.” The motion was declared adopted.

OUTGOING PRESIDENT’S COMMENTS – KATHERINE KALIN

“Thank you for joining this evening, as we reorganize our Board. As I was driving here tonight, I was thinking about my very first meeting, in 2010, when I joined the Board. As a new member, I was full of ideas, all the things I wanted to do to make a difference to our schools. I thought I was here for me to share how things could be done better, faster, more efficiently, more like the business world...which we all know operates with perfection, like a smoothly-oiled machine, where everyone performs at their best, 100% of the time, just like Donald Trump says. Looking
back at the past 6 years, I’d have to say, whatever I was able to share, pales in comparison with what I’ve gained from serving on the board. Yes, the hours are long (actually much longer than anyone admits before you start), but, I can honestly say, it’s been worth every hour, every minute and every month of my 6 years...and I wouldn’t trade it for anything else. I can’t say there weren’t a few frigid, snowy, nights when I would rather have sat home by the fire than come to a meeting. But, once you’re here, and engaged, it’s addicting ... There are few more important things you can do than help shape policies that impact our children’s education.

Some opportunities come in to our lives and quickly disappear, this is one that came in to mine and will leave a lasting imprint on me. It’s hard to step away from something that’s been so consuming for more than half a decade...But I go with a deep sense of gratitude and good feelings about what I leave behind.

We are fortunate: Summit High School’s graduation rate is 98%, well above the NJ state average of 90%, and far above the US national average of 81%; our neighbors just 20 minutes away, in the Newark public schools, are less fortunate, their graduation rate is just 68%. Our schools are able to focus on academic excellence. We can add innovation to our academic programs, as we’ve done this year, by expanding our 1:1 initiative, our STEAM programs, an inaugural Holocaust study tour, plans for the Greenhouse, more AP courses, and a whole lot more 94% of Summit students go on to higher education, and more than ever before to the best colleges in the country. FDK continues for another year, so our youngest students can add more social and sharing skills that prove so critical to executive learning and long-term success in navigating through school. We continue to have the best performing arts and athletic programs in the state and, even in the country.

We’ve strengthened our faculty with a host of new school leaders: new principals at elementary, Middle School, and at the High School too, where we also have 2 new assistant principals, as well as a new principal. We have a new leader of HR, Athletics, a new supervisor in Special Ed, and we will soon have not one but two new Curriculum Directors. We’ve completed our additions at Jefferson and Franklin, enhanced our Middle School auditorium, and our facilities and infrastructure are in such great shape, that now we can add the “nice to haves” like the greenhouse, not just the “must haves”. With our neighboring districts, we’ve led new programs in parent and student health and wellness, keeping our students safe and well. All, this while delivering another budget below cap.

Perhaps the most exciting thing is that we’re thinking far more ambitiously about what we can achieve – we’ve raised our aspirations, for all our students. It’d be wrong to say we had no setbacks or crises this year, some that we discussed in public and others we couldn’t. And we’ve had some big debates on substantive issues. But through it all, I’m reminded that one of the biggest tests of leadership is “the ability to recognize a problem before it becomes a crisis.” Which leads me to the board’s most important role: the development and support of our school leader, the superintendent.

And I couldn’t be more proud of what we’ve achieved by installing and supporting Mr. Chang this year, as the head of the district. He’s intelligent, thoughtful, decisive, action-oriented, and caring - and most importantly, he’s a leader. A leader who can take us to where we need to go as
a district, because, “if you’re not sure where you’re going, you’re almost certain to end up somewhere else.” June is a leader with a 21st century vision. I’m pleased with what June has been able to achieve already and what he plans to achieve in the years to come. And I look now to district leaders and the new board to continue to support him as we move forward. And I’m especially proud of the team he’s led and continues to build, with his cabinet.

My thanks go to: Mr. Lou Pepe (aka John Elway, as he was recently dubbed), few district leaders have the skills and dexterity with business matters that Lou has. And to Dr. Julie Glazer, Assistant Superintendent and Director of Curriculum who will be leaving us this year, we thank her and wish her well in her new role. To Dr. Jane Kachmar-Desonne, who with her team has inspired the kind of success in students you will meet in our Speakers Bureau, ten days from now, here in the library, please come and see inspiration for yourself. To Mr. Matt Block, whose heart and mind lie with helping others reach their full potential and who now anchors our HR department. To Karen Greco, whose penmanship and intuition, many of us rely on every single day. And to Donna Schneider and Angelo Palumbo whose steady hands ensure the smooth running of the district through the business office. And to all the secretaries in the district office, thank you too, for all the hard work and hours you have spent supporting the Board in so many different ways. We are indebted to you for your commitment to the district.

And how do I thank the principals and supervisors, whose efforts go above and beyond the day-to-day, well in to the evenings and the weekends— it has truly been a privilege to work with each of you and see your dedication up close, you’re commitment is inspiring. And last but not least to our teachers, thank you for all you do with all our students to help them reach their full potential. You constantly remind us:

- That one child is no more important than another
- That we should celebrate our diverse community
- And that it’s all about the students, each and every one, every single day

And to my colleagues on the board, in whose hands we leave the district. To new president David Dietze and Vice President, Rick Hanley: Presidential transitions are never easy, though I have to say, this one’s been lot smoother than the one the country faces in November. For a start, David, you have much better manners and a lot better hair than Donald Trump. And Rick, there can’t be a VP choice with better hair than you. And as far as I know, both of you used district email and not your own private servers; so we’re good so far. But seriously, I’m confident the district will be in good hands with Rick and David at the helm, and I wish you both great success. To Deb and Debbie, thank you both for your hard work and commitment, your instincts are terrific and I know you will support our new leaders with the same kind of passion for our students you have already shown this past year. My thanks also to James for his service to the Board these past three years. And Celia, how to thank you, you’ve been my mentor, sage and friend for the entire six years. Some may see you as quiet and reserved, but behind that stoic exterior is a wickedly smart and ridiculously funny lady. I cherish the laughs we’ve had and the ones yet to come, starting, of course, this evening.

And last but not least, to my family, three of whom are sitting here, my husband Steve, my children Jack and Emily, in the front row, and David, our eldest, who is still at college waiting to
graduate this weekend. Thanks for putting up with my empty seat on Thursday nights, the endless weekend telephone calls, the take-out dinners, microwave dinners and no dinner nights. Actually, I think you like the take-outs far better than my dinners. And you’ve all been so busy, you may barely have noticed my absences.

If anyone’s feeling sentimental, the bad news is this won’t be the last you see of me. I’m only stepping down from the board, not leaving the country or joining a witness protection program. I’ll still be here to cheer you on, from afar. But I will miss the fun and laughter we’ve had, even the long nights of negotiations, board debates, and closed sessions. And I’ll also miss the cheese and fruit - those are the best.

Finally, let me end by welcoming Chris, Emile, and Vanessa. These are tough times in education with lots of change. You will need to be bold, speak your mind, lead with integrity, and always put our students first, as I’m sure you will. And at the end of the day, I’m sure you will all go on to achieve great things in the years to come.

So, in closing, remember good friends never have to say goodbye, they just say...see you soon.”

NEW PRESIDENT’S ADDRESS – DAVID DIETZE

“Good evening. I want to share with you several thoughts. First, I need to express gratitude, second, I want to discuss our focus areas and goals, and third I want to touch on the Board’s role and responsibilities.

First, I must thank Katherine Kalin for serving as president of the Board of Education this past year and for the last six years of service on the Board. It is humbling to be anywhere close to following in her footsteps. Celia Colbert is also departing the Board. We profited greatly from her many years of service including serving as President immediately before Katherine. I am sorry to see James Freeman depart. We all admired his commitment to excellence in education. But, we look forward to working with and welcoming our new Board members Emile George, Chris Bonner and Vanessa Primack.

A big debt of gratitude is owed to my fellow Board of Ed members for entrusting me with this responsibility, and for their own tireless service to the District. I start with Rick Hanley. If I can accomplish anything in this upcoming year, it will be due to his invaluable participation.

The Board is truly lucky to have Deb McCann. Deb immerses herself in all the details of every issue while constantly calculating three steps ahead as to the long-term impact of every decision. Dividends flowed fast from Debbie Chang joining the Board last year. For any new Board member the learning curve is steep; Debbie climbed as fast as anyone.

In sum, I am counting on all my fellow Board members to help us achieve our goals and put our children first.

What are the goals? First, let me say I have no agenda or platform. My views on Board goals are influenced by living in this town for the last 21 years and raising two kids through the
Summit School system. I will continue to leverage off my years of service to the Board, my non-profit and community experiences, and my professional background to provide the best for the students of Summit. For many years I have worked with a number of local non-profits including the YMCA, the Overlook Medical Center, the Summit Area Public Foundation, the Rotary and my college and law school alumni clubs. Professionally, I have spent a decade working as a lawyer both here and abroad and nearly 25 years working as a financial advisor and planner here in Summit.

Our goals, set forth on the District’s website, are a reflection of our focus areas.

The first is to “Raise achievement for all; provide a consistently excellent education at every level in an environment that empowers each child to reach his/her potential.” This District should be proud of what we have accomplished in pursuit of this. Summit consistently ranks very highly in the State of NJ and indeed the Nation. Summit benefits immensely from its rich diversity, which often sets it apart from towns in close geographic proximity to our City. This makes it all the more important to focus on raising the achievement of all of our students.

I am confident that we can continue to raise the bar on student achievement. Our most important recent contribution was our appointment of June Chang as our new Superintendent just over a year ago after a thorough and disciplined search. Mr. Chang has made an impressive start, laying out an ambitious vision focused on competing in the digital age and adopting global perspectives. He has made important appointments in key District jobs, including a new Director of Human Resources, new principals at the High School, Middle School, Elementary School and most recently a new Athletic Director.

The second focus area is to: “ Cultivate a love of learning through outstanding curricula, inspirational instruction and well-supported teachers and staff, who are dedicated to excellence.” This focus is challenging. First, we continue to hear from students and parents that the overall workload may be too demanding. So, the challenge is to develop curricula and activities that imbue this spirit and yet keep demands reasonable. The second challenge here is measurement. How do we know if we are making progress in this direction? One time-honored way is to simply ask the students and stakeholders to express their opinion on progress. Another concrete way to make progress is to increase professional development programs. Expect further initiatives in this area.

Our third focus area is: “Sustain superior educational programs through timely investment, strong financial oversight and operational excellence.” I remain proud of our work in this area. Just recently our Board approved a budget calling for spending of $69 million, a record, yet the increase stayed within the 2% mandated cap. It balanced carefully the need and desire to pay for a superior education for all our children yet implicitly recognizes that spending more does not guarantee better results, and higher taxes do not add value to our community. It allows us to continue to invest in our District’s most important resource, our teachers, principals and other staff. While not technically part of this year’s budget, the District has funded $14 million in capital improvements over the last five years.
This budget recognizes the need for the District to dramatically increase investment in technology. The District plans to spend nearly $1 million on technology in the next fiscal year. Our continued optimism on the fiscal front also stems from the quality of our personnel. Few districts can boast of a Business Administrator with the experience and track record of our own Lou Pepe. We benefit from his vigilant oversight, while his success in obtaining state reimbursement for District capital spending programs is outstanding. I would be remiss in not citing the hard work and acumen of the assistant BA, Donna Schneider. The strength of our Cabinet continues with Matt Block, Human Resources Director. The District has already made major hires under his leadership. Jane Kachmar-Desonne, Director of Special Education Services, has experience in this area rarely seen in this State; we are fortunate to have her.

We are sorry to see Julie Glazer, Assistant Superintendent for Curriculum, depart at the end of this school year but wish her well in her new role as superintendent of the Nutley school system. We look forward to working with two new curriculum heads, with one focused on the elementary grades, and the other focused on the middle school and high school.

Now, my third and final topic is Board roles and responsibilities. Let’s start with the concept that the Board does not run the schools; we have a Superintendent who does that. We are a policy making body. The Board prizes community engagement and input. We want to be transparent and accessible. But, there are several topics that are off limits because of confidentiality requirements. To discuss these as a Board we must go into closed session. Foremost among them are issues involving particular employees and students. That can put us at a disadvantage, because competing interests can speak openly. But, we can’t, and exceptions cannot be made even to City officials, like the Mayor or City Council members, nor to our friends, even when cornered at the supermarket’s frozen food aisle.

We must make decisions based purely on the educational welfare of children, seeking to develop and maintain public schools that meet the individual needs regardless of ability, race, creed, sex, or social standing. We cannot base decisions on special interest agendas or on what is best for your own child or my own child.

In sum, I am humbled by this appointment. I thank you for it. Now, let’s get back to work!”

RESOLUTIONS & COMMENDATIONS TO HONOREES

Board member Debbie Chang presented Resolutions of Merit to the following organizations for their generous support of the schools during the past school year:

- Speak Up Summit
- S4A
- CHAT
- Special Education Parents Advisory Committee
- PTO Presidents Council
- Shaping Summit Together
- Summit Police Department
- Summit Boosters Association
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- SPARC
- SMPA
- SEF
- Summit Area Public Foundation
- Hubbard Fund
- Santiago D. Abut Foundation
- Carole Brospies, PEP

APPROVAL OF REORGANIZATION APPOINTMENTS AND DESIGNATIONS

Mr. Hanley moved approval of the following Reorganization Appointments and Designations:

A. Approval of the following Board of Education committees for 2015-2016:

<table>
<thead>
<tr>
<th>Education</th>
<th>Operations</th>
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<tbody>
<tr>
<td>Debra McCann*</td>
<td>Richard Hanley*</td>
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<td>Debbie Chang</td>
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<td>Vanessa Primack</td>
<td>Chris Bonner</td>
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<td>*Emile George, Alt.</td>
<td>*Vanessa Primack, Alt.</td>
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<tr>
<th>Negotiations</th>
<th>Policy</th>
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<tr>
<td>David Dietze*</td>
<td>Emile George*</td>
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<td>Richard Hanley</td>
<td>David Dietze</td>
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<td>Debra McCann</td>
<td>Vanessa Primack</td>
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<td>*Debbie Chang, Alt.</td>
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<th>Communications</th>
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<td>Debbie Chang*</td>
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<td>Chris Bonner</td>
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<td>Emile George</td>
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<td>*Vanessa Primack, Alt.</td>
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*Committee Chair

B. Approval of Reorganization Appointments and Designations

Board Secretary - Louis J. Pepe, RSBA
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Custodian of Records - Louis J. Pepe, RSBA
Treasurer of School Moneys – Marge Gerba
Medical Inspector - Dr. Amy Gruber, Overlook Family Practice
Attendance Officer – Nicholas Grimshaw
Affirmative Action Officer – Matthew Block
ADA/504 Compliance Officer - Jane Kachmar-Desonne
Homeless Liaison – Jane Kachmar-Desonne
Asbestos Hazard Emergency Response Act - Karl & Associates/Angelo Palumbo
Right To Know/IAQ/IPM - Angelo Palumbo
OSHA/AHERA/Lockout/Tagout - Angelo Palumbo
Substance Abuse Coordinator – Amy Herber
Safety & Health Designee - Monica Cattano
Title IX Coordinator – Matthew Block

C. Board Policies

BE IT RESOLVED that the written By-Laws, Board Policies, Regulations, and Job Descriptions previously and duly adopted contained in the Board of Education Policy Book are hereby adopted by the Board and shall govern all actions and business to come before this Board.

D. District-wide Curriculum, Textbooks & School Programs

BE IT RESOLVED that the Summit Board of Education approves all existing curriculum, textbooks and school programs adopted to this date, which shall remain in effect. The Board may adjust the curriculum as the school year progresses.

E. Approval of appointment of Louis J. Pepe as Qualified Purchasing Agent, and Donna L. Schneider, Alternate, and Establishment of Bidding Threshold resolution (attached)


BE IT RESOLVED that the Business Office Purchasing Manual and Standard Operating Procedures Manual previously and duly adopted by the Board shall govern all purchases and procedures that fall under the responsibility of the School Business Administrator

G. Approval of appointment of Louis J. Pepe as Fund Commissioner to the Diploma Joint Insurance Fund, and Donna L. Schneider, Alternate

H. Approval of reappointment of Brown & Brown Benefit Advisors as “Broker of Record for Health Benefits” for the 2016-2017 school year

I. Approval of reappointment of Willis, LLC, as “Broker of Record for Property Casualty” for the 2016-2017 school year
J. Approval of reappointment of Lerch, Vinci & Higgins, LLP as district auditors for the 2016-2017 school year, and they are hereby authorized to carry out the 2015-2016 Comprehensive Annual Financial Review (CAFR) for the district

K. Approval of Legal Services Agreement with Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC, for the 2016-2017 school year

L. Approval of reappointment of Porzio, Bromberg & Newman, P.C., as district board attorneys for the 2016-2017 school year

M. Approval of reappointment of EI Associates, Inc., as district board “Architects of Record” for the 2016-2017 school year

N. Bank Depositories

BE IT RESOLVED, that the Board of Education of the City of Summit approve the following banks to act as a depository for public funds, and that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below:

<table>
<thead>
<tr>
<th>ACCOUNT</th>
<th>BANK</th>
<th>SIGNATORIES</th>
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<tbody>
<tr>
<td>General Account</td>
<td>Investors Bank</td>
<td>Board Pres./Board Sec./Treas.</td>
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<tr>
<td>Benefits - Main Account</td>
<td>Investors Bank</td>
<td>School Money</td>
</tr>
<tr>
<td>Benefits - FSA Account</td>
<td>Investors Bank</td>
<td>Deposit Only</td>
</tr>
<tr>
<td>Payroll</td>
<td>Investors Bank</td>
<td>Board Secretary/Treas. School</td>
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<tr>
<td>Payroll Agency</td>
<td>Investors Bank</td>
<td>Money</td>
</tr>
<tr>
<td>Critchfield Scholarship</td>
<td>Investors Bank</td>
<td>Board President/Board Secretary</td>
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<tr>
<td>Gottsman Family Foundation</td>
<td>Investors Bank</td>
<td>Scholarship</td>
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<td>Scholarship</td>
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<tr>
<td>Mame Louise Reynolds</td>
<td>Investors Bank</td>
<td>Board President/Board Secretary</td>
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<tr>
<td>McGeorge Scholarship Fund</td>
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O. Establishment of Procedure for Signing of Checks

WHEREAS, the Summit Board of Education desires to establish procedures for authorized signatures to be placed on the various categories of checks issued by the Board;

BE IT RESOLVED, that the signatures of the Board President, the Board Secretary and the Treasurer of School Moneys shall be required on checks issued in payment of bills; and

BE IT FURTHER RESOLVED, that the signature of the Treasurer of School Moneys shall be required on all checks issued with respect to payroll
P. Approval of Petty Cash Fund:

WHEREAS, the Board of Education has established a petty cash fund for the purpose of making immediate payments of comparatively small amounts; and

WHEREAS, the State Board of Education has amended N.J.A.C. 6:20-2.10 to establish requirements, which strengthen the fiscal control and accountability for petty cash funds.

BE IT RESOLVED, upon recommendation of the Business Administrator that the Summit Board of Education approve the following Petty Cash Accounts to be established and replenished by the rules and regulations for Petty Cash Funds:

BUSINESS OFFICE - $100.00 - Signatory: Business Administrator/Secretary and Senior Accounts Clerk. Individual reimbursements are not to exceed $50.00.

OFFICE OF SPECIAL SERVICES - $150.00 - Director of Special Services and Secretary. Individual reimbursements are not to exceed $50.00.

TECHNOLOGY OFFICE - $50.00 - Technology Coordinator and Secretary. Individual reimbursements are not to exceed $50.00.

SUMMIT HIGH SCHOOL - $100.00 - Principal and Secretary. Individual reimbursements are not to exceed $50.00.

LAWTON C. JOHNSON SUMMIT MIDDLE SCHOOL - $100.00 - Principal and Secretary. Individual reimbursements are not to exceed $50.00.

ELEMENTARY SCHOOLS - $100.00 each - Principals and Secretaries. Individual reimbursements are not to exceed $50.00.

SUMMIT HIGH SCHOOL ATHLETICS ACTIVITY ACCOUNT $2,500.00 - Director of Athletics and Secretary. Individual reimbursements are not to exceed $50.00.

SHS GUIDANCE DEPARTMENT - $25.00 - Director of Guidance and Secretary. Individual reimbursements are not to exceed $25.00.

SHS FAMILY CONSUMER SCIENCE - $100 - Supervisor and Teacher. Individual reimbursements are not to exceed $50.00.

SHS SCIENCE - $35.00 - Supervisor of Science and Principal. Individual reimbursements are not to exceed $35.00.

THE SUMMIT PRIMARY CENTER AT WILSON - $100.00 - Principal and Secretary. Individual reimbursements are not to exceed $50.00.
THE SUMMIT PRIMARY CENTER AT JEFFERSON - $100.00 - Principal and Secretary. Individual reimbursements are not to exceed $50.00.

Q. Designation of Official Newspapers for Legal Notices
BE IT RESOLVED, that the newspapers for the Board’s legal ads to be hereby established as the Star Ledger and Union County Local Source

R. Approval of Notice for annual schedule of Workshop and Regular Meetings (attached)

S. Tax Sheltered Annuity Companies
BE IT RESOLVED, that upon the recommendation of the Business Administrator, the current Tax Sheltered Annuity Companies, open for enrollment to any Summit Board of Education employee for the 2016-2017 school year:

<table>
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<tr>
<th>Equitable Life</th>
<th>Lincoln Investment</th>
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T. Approval to re-establish the maximum expenditure amount for the 2016-2017 school year, not to exceed $1,500.00 for regular business travel, pursuant to Policy #6471

U. Approval of maximum travel expenditure for entire district supported by local and state funds for the 2016-2017 school year - $99,000.00 in accordance with N.J.A.C. 18A:11-12(p) and N.J.A.C. 6A:232A-7.3

V. Approval of Agreements with Union County Educational Services Commission for the 2016-2017 school year for the following:

- Chapter 226 - Nonpublic School Nursing Services
- Nonpublic School Individuals with Disabilities Education Act-B (IDEA-B) Funds Basic
- Chapters 192-193 Auxiliary and Handicapped Services to Eligible Nonpublic Students
- Nonpublic Textbooks
- Nonpublic School Technology Program

W. Approval of 2016-2017 Holiday Schedule for 12-month employees (attached)

X. Approval of payroll schedule for 2016-2017 school year (attached)

Y. Approval of Agreement for Participation and Coordinated Transportation Services for the 2016-2017 school year with:

- Union County Educational Services Commission (UCESC)
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- Morris Union Jointure Commission (MUJC)
- Sussex County Regional Transportation Cooperative (SCRTC)
- Monmouth Ocean County Educational Services Commission
- Middlesex Regional Educational Services Commission
- Hunterdon County Education Services Commission
- Educational Services Commission of Morris County

Z. Approval of Cooperative Purchasing with Educational Data Services, Inc. for the 2016-2017 school year; licensing and maintenance fee $9,800

AA. Approval of procurement of goods and services through state agencies (state contracts on file and active with the N.J. Department of Treasury, Division of Purchase & Property)

BB. Approval of continued participation in various state and national cooperative contracts as a method of procurement in accordance with Chapter 139 PL 2011 as referenced in Local Finance Notice 2012-10, May 14, 2012 at no cost for the 2016-2017 school year to include:

- Middlesex Regional Educational Cooperative Pricing System
- TCPN (The Cooperative Purchasing Network), Houston, TX
- GSA.GOV (United States General Services Administration), Washington, DC
- PEPPM Technology Bidding & Purchasing Program, Milton, PA
- US Communities, Gaithersburg, MD
- Hunterdon County Educational Services Commission, Lebanon, NJ

Further be it resolved, that the QPA and/or alternate QPA for the district, be authorized to procure goods and services through state agencies under state contracts that have been properly bid and awarded in accordance with public purchasing laws

CC. Approval to appoint the newly-elected board president, David Dietze, and newly appointed chair of the Operations Committee, Richard Hanley, as Board of School Estimate members to complete the 2016 calendar year, effective May 12, 2016

DD. Approval of re-adoption of Safety & Security Emergency Operating Plans

Motion seconded by Ms. Chang. The roll was called and all voted “Aye.” The motion was declared adopted.

SUPERINTENDENT’S REPORT

Mr. Chang spoke about the following:

Nick Steffner
Tonight, I'm recommending the Board's approval of Mr. Nicholas Steffner for the role of Assistant Principal of Summit High School.

Mr. Steffner has been a guidance counselor at Edison High School since 2012.

While at Edison High School, he was part of an administrative and supervisor internship. He worked to revise curriculum with the K-12 District Supervisor of Science to align new AP courses with the state standards. He created, supervised and facilitated a peer mentoring and tutoring program with the freshmen in the school's STEM Academy.

In his new role as Assistant Principal, Mr. Steffner will oversee student activities and co-curricular programming, student awards such as the Governors School, Boys and Girls State, and peer tutoring. He will be responsible for coordinating standardized testing at the high school, including PARCC, discipline for two grade levels and safety and security initiatives.

**Governors School**
Summit High School Junior Brandon Gomes was chosen to be part of the 2016 Governor's School of Engineering and Technology, held at Rutgers University this summer.

The Governor's School is a tuition-free, summer, residential program for high-achieving high school students, entering their senior year, who have an interest in STEM subjects.

**Rising Star Awards**
The Paper Mill Playhouse announced its nominations for the Rising Star Awards this week. The SHS production of Mary Poppins led the field of 100 schools with 18 final nominations including Best Overall Production for the 11th year in a row. Our actors, actresses, director, cast and crew were recognized with nominations. The Rising Star Awards will be held on June 7th at the PaperMill Playhouse.

**Science Research**
The SHS Science Research Program will hold its second annual Science Research Forum on Saturday, May 27th at 7pm at SHS. They will showcase the yearlong projects the group as well as welcome guest speaker, Dr. David Vallancourt, Senior Lecturer, Department of Electrical Engineering at Columbia University.

**Lacrosse**
For the eighth consecutive year, SHS Girls Lax won the Union County Tournament by beating Oak Knoll, 16-11 this week.

**Boys Volleyball**
The Summit High School Varsity Boys Volleyball celebrated its 100th all-time win on Wednesday, May 11, 2016 defeating Watchung Hills in a three game match.

**Track**
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The Summit High Girls Track and Field team had a strong performance at last week’s Union County Relays held in Westfield. The girls finished in second place with 54 total points behind Union Catholic. The squad walked away with the Union County 4x4 title by winning a tight race with Union High School. The overall time of 3:58.60 established a new school record.

In addition, in the pole vault relay, Junior Alysia Lopez and Senior Karen Arias teamed to take second overall and set a new school record at 16' 6".

Mr. Hanley moved the following under Personnel:

S. Approval to appoint Nicholas Steffner as Assistant Principal at Summit High School, $100,500, effective July 1, 2016

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

Mr. Hanley moved approval of the following items listed under Superintendent’s Report:

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

4/21/16-21

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

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

C. Suspensions - April 2016

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4/26/16 2647744596 4.0
4/26/16 9597468463 3.0
4/26/16 2613871915 3.0
4/29/16 1532324296 1.0

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

PUBLIC DISCUSSION

There was no public discussion.

APPROVAL OF BOARD MINUTES

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

A. Approval of the minutes of the following meetings:

1. Workshop Meeting April 7, 2016
2. Executive Session April 7, 2016
3. Regular Meeting April 21, 2016
4. Executive Session April 21, 2016
5. Special Meeting April 26, 2016
6. Executive Session April 26, 2016

Motion seconded by Ms. Primack. The roll was called, and all voted “Aye.” The motion was declared adopted.

SCHOOL BOARD OPERATION

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

A. Approval of travel for staff members (as per attached)

B. Approval of the 2016-2017 school year lunch price lists (as per attached)

C. Approval of Tuition Contract between Summit Board of Education and Daytop Preparatory School, 80 West Main Street, Mendham, NJ 07945 for student #5239287522 to attend for the remainder of the 2015-2016 school year beginning on April 13, 2016 at a cost of $11,856

D. Approval of Agreement between Summit Board of Education and Morris-Union Jointure Commission for student #6171788315 to attend the Developmental Learning Center - Warren for the Extended School Year at a cost of $14,529.00 and the 2016-2017 school year at a cost of $88,641.00
E. Approval of Tuition Contract between Summit Board of Education and Cornerstone Day School, 1101 Bristol Road, Mountainside, NJ 07092 for student #7810546585 to attend for a 12-month program ending June 30, 2017 at a cost of $81,455.00

F. Approval of Tuition Contract between Summit Board of Education and University Behavioral Health Care, 671 Hoes Lane, Piscataway, NJ 08855 for student #6177015886 to attend for the 2016-2017 school year at a cost of $73,200.00

G. Approval of Agreement between Summit Board of Education and AHS Hospital Corp./Overlook Medical Center, Overlook Family Practice/Chatham Family Practice Associates and Dr. Amy Gruber, 99 Beauvoir Avenue, Summit, NJ to provide physician services from July 1, 2016 through June 30, 2017

H. Approval to set the last day of school for students Pre-K through 12th grade – single session on June 21, 2016, and last day for staff on June 22, 2016

I. Approval of recognition of Project Graduation as an approved event sponsored by the Board of Education

J. Approval of the Vehicle Maintenance Agreement between Summit Board of Education and Morris-Union Jointure Commission for the term July 1, 2016 through June 30, 2017 at a cost of $73.50/hour

K. Approval of Special Education Tuition Contract between Summit Board of Education and Union County Education Services Commission covering any and all students attending one or more schools operated by UCESC during the 2016-2017 school year

L. Approval of Agreement for Itinerant Services for the 2016-2017 school year between Summit Board of Education and Lake Drive Program for Deaf & Hard of Hearing Children, 10 Lake Drive, Mountain Lakes, NJ 07046 at a cost of $140/hour

M. Approval of Agreement for home instruction services for the 2016-2017 school year between Summit Board of Education and Actual Solutions, P.O. Box 446, Berkeley Heights, NJ 07922 at a cost of $55/hour

N. Approval of Agreement for home instruction services for the 2016-2017 school year between Summit Board of Education and Education, Inc., 15 Main Street, Suite 1, Plymouth, MA 02360 at a cost of $44/hour

O. Approval of Agreement for home instruction services for the 2016-2017 school year between Summit Board of Education and High Focus, 16 Commerce Drive, Cranford, NJ 07016 at a cost of $40/hour
P. Approval of Agreement for home instruction services for the 2016-2017 school year between Summit Board of Education and PESI (Professional Education Services, Inc.) 34 South Delsea Drive, Glassboro, NJ 08028 at a cost of $40/hour

Q. Approval of Agreement for home instruction services for the 2016-2017 school year between Summit Board of Education and Stepping Forward, 26 Main Street, Chatham, NJ 07928 at a cost of $40/hour

R. Approval of Agreement for psychiatric consultations for the 2016-2017 school year between Summit Board of Education and Platt Psychiatric Associates, LLC, 904 B2-908 A2 Pompton Avenue, Cedar Grove, NJ 07009 at a cost of $600 per consultation

S. Approval of Agreement for psychiatric evaluation referrals for the 2016-2017 school year between Summit Board of Education and Mark P. Faber, MD, 594 Valley Road, Upper Montclair, NJ 07043 at a cost of $550 per evaluation

T. Approval of Agreement for evaluations for the 2016-2017 school year between Summit Board of Education and ADHD, Mood & Behavior Center, 210 Malapardis Road, Cedar Knolls, NJ 07927 at a cost of $875 per evaluation

U. Approval of Agreement for evaluations for the 2016-2017 school year between Summit Board of Education and Advancing Opportunities, 1005 Whitehead Road Extension, Suite 1, Ewing, NJ 08638 at a cost of $880 per evaluation

V. Approval of Agreement for evaluations for the 2016-2017 school year between Summit Board of Education and J.G. Moreno, MD, 205 Ridgedale Avenue, Florham Park, NJ 07932 at a cost of $525 per evaluation

W. Approval of Agreement for child study team evaluations for the 2016-2017 school year between Summit Board of Education and Elliot A. Grossman, MD, 220 Ridgedale Avenue, Florham Park, NJ 07932 at a cost of $300 per evaluation

X. Approval of Agreement for home instruction services for the 2016-2017 school year between Summit Board of Education and Silvergate Prep/Obanta/GenPsych, 10 Findervne Avenue, Building 10, Bridgewater, NJ 08807 at a cost of $50/hour on an as-needed basis

Y. Approval of annual contract with Trinitas Healthcare Corporation Therapy Services to provide professional services to special education students for the 2016-2017 school year at the rate of $85.75/hour

Z. Approval of Contract for In-School Nursing Services between Summit Board of Education and Bayada Home Health Care, Inc., 6 Commerce Drive, Cranford, NJ 07081 for the 2016-2017 school year, as needed

AA. Approval to accept a donation in the amount of $500 from Stillwell Hansen to LCJSMS for the Washington DC trip scholarship fund
BB. Approval of Tuition Contract between Summit Board of Education and Cerebral Palsy of North Jersey-Horizon High School, 220 South Orange Avenue, Suite 300, Livingston, NJ 07039 for student #3390168697 to attend for ESY and the 2016-2017 school year beginning July 1, 2016 at a cost of $76,673.10

CC. Approval of Tuition Agreement between Summit Board of Education and Union County Vocational-Technical Schools, 1776 Raritan Road, Scotch Plains, NJ 07076 for students attending UCVTS for the 2016-2017 school year

DD. Approval to accept a donation in the amount of $18,337 from the Summit Wrestling Club, Inc. for the 2015-2016 season

EE. Approval to accept a donation in the amount of $61,536 from the Summit Ice Hockey Association, Inc. for the 2015-2016 season

Motion seconded by Ms. McCann. The roll was called, and all voted “Aye.” The motion was declared adopted.

PERSONNEL

Ms. McCann moved approval of the following items listed under Personnel:

A. Approval to appoint the following substitutes:

1. Gordon Sauer to cover one section of Latin 2 at SHS from May 11, 2016 through May 31, 2016 at $45 per class via timesheet
2. Rebecca Brown, substitute teacher, $100/day, effective May 6, 2016
3. Julie Vlass, long-term substitute teacher at the Jefferson Primary Center for Susan Saccnete (resigned), $170/day, effective May 9, 2016
4. Valerie Chupela will teach an additional .6 as a long-term substitute Latin teacher at LCJSM, $135/day from December 8, 2015 through May 31, 2016 to cover for Dana Appell who is on maternity leave
5. Nicholas Kilkowski, long-term substitute aide at LCJSM ABA Class, $170/day, Effective May 23, 2016 through June 21, 2016
6. Janice Faenza, long-term substitute aide at Jefferson Primary Center, $175/day, effective April 27, 2016 through June 21, 2016
7. Anthony Vitale, long-term substitute Computer Lab Aide at Summit High School, $170/day, effective May 5, 2016 through June 21, 2016
8. Alana Egan, long-term substitute Art teacher at Summit High School, effective May 5, 2016 through June 22, 2016 and September 1, 2016 through December 4, 2016 @ $225/day, plus one overlap day on December 5, 2016 @ $100/day
9. Megan Cassidy, long-term substitute physical education teacher at LCJSM, May 13, 2016 through June 21, 2016, $225/day

B. Approval to appoint Elizabeth Castello as part-time Library Aide at Washington
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Elementary School, $14,092 annually, effective September 1, 2016

C. Approval to appoint Loren MacTaggart, Gertrudis Lopez-Cohen, Dory Marcus and Matthew Schachtel to perform summer tech work, up to 120 hours each at the curriculum rate of $45.34/hr.

D. Approval for Meghan Hartley and Beth Thomas, Coding Club Advisors, stipended amount of $1,415.50 each payable by SEF Grant #S15201 for the 2015-2016 school year

E. Approval to pay Beverly Cashen for one overlap day with Steffany Baptiste-Bosco at LCJSM, $100/day, for April 20, 2016

F. Approval to pay Daniel Cummings to teach an extra sixth period of Latin 1 at SHS, $1,120.40, effective May 3, 2016 through May 31, 2016

G. Approval to accept the resignation of the following staff:

1. Julie Glazer, Assistant Superintendent, effective June 30, 2016
2. Jordan Magath, Wilson Primary Center teacher, effective June 30, 2016
3. Andres Lara, LCJSM French teacher, effective June 30, 2016
4. Susan Saccente, Jefferson Primary Center Inclusion Aide, effective May 6, 2016

H. Approval for Change of Assignment for the following:

1. Kristin Seaglione from first-grade teacher at Jefferson Elementary School to first-grade teacher at Washington Elementary School, $55,385, effective September 1, 2016
2. Eunice Churchill to H.S. Office Manager/Secretary to the Principal, $54,083 effective May 2, 2016
3. Nancy Laskowski to M.S. Secretary, effective May 2, 2016
4. Richard Kunz to Custodian at LCJSM, effective April 27, 2016

5. **Gina Caprara to full-time Aide at LCJSM, effective September 1, 2016**
6. **Michele Colucci to full-time Special Education Teacher at Washington Elementary School, effective September 1, 2016**

I. Approval to appoint Jonathan Hornung as an elementary school teacher at Lincoln-Hubbard Elementary School, $60,575, effective September 1, 2016

J. Approval to appoint all certificated staff to be eligible to participate in Summer 2016 IEP meetings as needed at the curriculum rate of $45.34

K. Approval to appoint all certificated staff to provide home instruction for the 2016-2017 school year at the home instruction rate of $40/hour

L. Approval to appoint Monica Cattano as the nurse coordinator for the 2016-2107 school year, $4,636
M. Approval of the corrected Title II salary allocations previously approved 10/22/15 (as per attached)

N. Approval to appoint all certificated staff to be eligible to participate in Summer 2016 IEP meetings as needed at the curriculum rate

O. Approval to appoint all certificated staff to provide home instruction for the 2016-2017 school at the home instruction rate of $40/hr.

P. Approval to appoint staff for Summer 2016 Child Study Team positions per diem rate (list attached)

Q. Approval to appoint staff for the ESY 2016 positions per hourly rate (list attached)

R. Approval of reappointment of tenured staff members for 2016-2017 (list attached)

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

POLICIES

Ms. McCann moved approval of the following items under Policy:

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

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

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

FINANCE
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Ms. McCann moved approval of the following items under Finance:

Upon the recommendation of the Business Administrator to the Superintendent:

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

1. Regular Bills Fund 10 $580,151.30
2. Special Revenue Fund 20 $126,784.67
3. Capital Projects Fund 30 $5,592.05
4. Enterprise Fund Fund 60 $665.00
   Sub Total All Funds $713,193.02
5. Food Service Fund 61 $102,489.35
   Total All Bills $815,682.37

B. Approval of monthly payroll for April 2016 - $4,654,591.16

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

D. Approval of Secretary and Treasurer’s report for March 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 March 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 payment to N.J. Unemployment Compensation Fund for quarter ending 3/31/16 in the amount of $2,938.32

Motion was seconded by Ms. Primack. The roll was called, and all present voted “Aye.” The motion was declared adopted.

CLOSED SESSION

At this time, Mr. Dietze stated that the Board would now go into executive session and asked that the appropriate resolution be presented. The following resolution was then presented:
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A. That it does hereby determine that it is necessary to meet in Executive Session on Thursday, May 12, 2016 to discuss:

1. Personnel

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. Hanley, seconded by Ms. Chang, and carried to Executive Session at 8:43 PM.

The Board returned to Public Session at 9:24 PM.

Mr. Pepe briefed the members of the Board, especially the newest members, on the handling of correspondence, and board member activities such as training, etc.

ADJOURNMENT

Motion by Mr. Hanley, seconded by Ms. McCann, and carried to adjourn the meeting at 9:30 PM.

Respectfully submitted,

[Signature]
Secretary