

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, April 7, 2016 – 7:00 PM Wilson School Board Meeting Room

- 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

Dr. Julie Glazer, Assistant Superintendent

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

Dr. Jane Kachmar-Desonne, Director of Special Services

Mr. Matthew Block, Director of Human Resources

April Meeting

Regular Meeting - April 21 - 7:00 PM

Summit High School Library/Media Center

www.summit.k12.nj.us

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IV. Presentations and Discussions

1. 30th Anniversary of the Summit Educational Foundation (4/21/16)
2. Special Education Presentation - Sandra Gogerty, Union County Supervisor of Child Study, and Jane Kachmar-Desonne, Summit Director of Special Services (4/21/16)

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:

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>		None

Summit High School

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

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3/29/16 7349458530 1.0

VII. Committee Reports (7:30 – 8:30)

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

VIII. Public Discussion (8:30 – 9:00)

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

REMAINDER OF MEETING (9:00 – 9:30)

IX. 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

X. 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
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# 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 of Special Education Settlement Contract between Summit Board of Education and parents of student #6406899624 per attorney recommendation (**Action 4/7/16**)
- E. 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
- F. 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
- G. 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
- H. 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)
- I. 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

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2015-2016 school year beginning September 28, 2015 and terminating June 24, 2016 at an annual cost of \$16,089

- J. Approval to accept a \$1,000 Helping Hands in the Community grant from The Allstate Foundation to Summit High School to promote safe driving

- K. 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

- L. 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

- M. 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

- N. 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:

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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.

Motion by _____, seconded by _____
CC DC DD JF RH DM KK

XI. Personnel

- A. Approval to appoint DeAnna Nelson as a long-term substitute teacher, effective March 14, 2016, end date to be determined, \$225/day (**action 4/7/16**)
- B. 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
- C. Approval to accept the retirement of the following staff, effective July 1, 2016:
 - 1. Annemarie Hague, Lincoln-Hubbard School teacher
 - 2. Karen Harrison, Lincoln-Hubbard teacher
- D. Approval to appoint Marlene Martini as STE secretary for the 2015-2016 school year at

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\$18/hr. via timesheet

- E. 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)
- F. Approval to appoint Andrea Manzo-Rivera as a Wilson Primary Center kindergarten aide, Aide Step 3, \$33,074 (prorated), effective March 29, 2016 (**action 4/7/16**)
- G. 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: $\$62,542 / 6 = \$10,424 / 184 = \$56.65 \times 73 \text{ days} = \$4,135$
- H. Approval of a maternity/family leave for Tiffany Bennett, LCJSMS math teacher, effective September 1, 2016 through March 8, 2017
- I. Approval of the revised list of Family Nights staff recommendations (list attached)
- J. Approval to appoint DeAnna Nelson to work as a volunteer middle school softball coach from April 7 to June 1, 2016
- K. Approval to accept the resignation of Michael Lapotasky, Summit High School Assistant Principal, effective June 30, 2016
- L. 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. totalling \$385.39 (PTO funded)
- M. 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

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Motion by _____, seconded by _____
CC DC DD JF RH DM KK

XII. Policies

XIII. 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	\$
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 March 2016 - \$

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).

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.

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