

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, January 12, 2017 – 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
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 of Schools
- Dr. Jane Kachmar-Desonne, Dir. of SES
- Ms. Jennifer Ambrose, Dir. of Elementary Education
- Ms. Kathy Masbang, Assistant Business Administrator
- Mr. Louis J. Pepe, RSBA, Asst. Superintendent/BS
- Mr. Matthew Block, Dir. of Human Resources
- Ms. Donna D’Acunto, Dir. of Secondary Education

January Meeting

**Regular Meeting - Thursday, January 19 - 7:00 PM
Summit High School Library/Media Center**

February Meetings

**Workshop Meeting - Thursday, February 9 - 7:00 PM
Regular Meeting - Thursday, February 16 - 7:00 PM**

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IV. Presentations and Discussions (7:10 - 7:50)

1. Budget Overview - June Chang & Louis Pepe
 - o Process and Budgetary Impacts
 - o Savings & Efficiencies
 - o Investments in Educational Program and Offerings
2. HIB - Laura Kaplan & June Chang
3. National Merit Scholars Presentation of Books to their Favorite Teachers (1/19/17)
4. Greenhouse and Culinary Arts Presentations - Jennifer Ambrose & EI Associates (1/19/17)

V. President's Announcements (7:50 – 8:00)

VI. Superintendent's Report (8:00 – 8:10)

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

12/2/16-10
12/4/16-11
12/5/16-12
11/16/16-13

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

12/9/16-14
12/9/16-15
12/9/16-16
12/14/16-17
12/14/16-18
12/20/16-19

- C. Suspensions

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
12/2/16	7685006760	4
12/2/16	5239287522	20
12/6/16	4757348376	3
12/6/16	9597468463	4
12/9/16	9079597749	4
12/9/16	2819159863	4
12/13/16	6439823578	.5
12/19/16	3144661219	4

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Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
12/1/16	9021674511	3
12/6/16	6862527500	2
12/8/16	9677974979	1 (in-school)
12/13/16	7007595039	1 (in-school)
12/16/16	3391009804	2
12/16/16	1300633702	1

VII. Committee Reports (8:10 – 8:40)

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

VIII. Public Discussion (8:40 – 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. Workshop Meeting December 8, 2016
 - 2. Executive Session December 8, 2016
 - 3. Regular Meeting December 15, 2016
 - 4. Executive Session December 15, 2016

X. School Board Operation

- A. Approval of travel for staff members (information forthcoming)
- B. Approval to submit amendment to FY2017 IDEA Preschool and Basic to include FY2016 carryover
- C. Approval to submit amendment to FY2017 NCLB to include FY2016 carryover

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- D. Approval of the following Gottesman Family Foundation Parenting Institute expenditures:
1. Blair Mondino payment totaling \$100.00 for food service during the Latino Literacy Celebration at Jefferson Primary Center on 12/16/16
 2. The Latino Family Literacy Project supplies reimbursement for Patricia Fontan in the amount of \$306.88
 3. The Latino Family Literacy Project supplies reimbursement for Megan Calkins in the amount of \$142.92
- E. Approval of Joint Transportation Agreement with Mercer County Ed Services Commission to transport student #7810546585 for the 2016-2017 school year at a cost of \$13,783.15
- F. Approval of donation of a bench to the High School from the Summit H.S. Class of 1966
- G. Approval of SHS PTO grants totalling \$8,183.73 (as per attached)
- H. Approval for the following transportation arrangements with Union County Educational Services Commission for the 2016-2017 School Year:

Student ID	School	Route	Contractor
#2283811802	Mt Carmel Guild Academy	CS-224	K&S Transportation

- I. Approval of tuition contract between Summit Board of Education and Catholic Charities of the Archdiocese of Newark, 590 North 7th Street, Newark, NJ 07107 for student #2283811802 to attend Mt. Carmel Guild Academy for the 2016-2017 school year beginning January 3, 2017 at a cost of \$50,400 (prorated)
- J. Approval of the School Bus Emergency Evacuation Drill Reports conducted as follows:
- November 30, 2016 – 9:00 AM – Jefferson School drop-off area - Bus Route 12, as supervised by Ron Poles
 - December 6, 2016 – 7:50 AM and 8:30 AM – In front parking lot of LCJ Summit Middle School - Bus Route 16, as supervised by Christine Lijoi
 - December 8, 2016 – 2:15 PM – In front of Summit High School - Bus Route 16, as supervised by Stacy Grimaldi
 - December 13, 2016 – 8:00 AM – In back of Washington School - Bus Route 14, as supervised by Lauren Banker
 - December 16, 2016 – 3:00 PM – In back of Washington School - Bus Route CS-355 with Sunrise Transportation, as supervised by Lauren Banker

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January 4, 2017 – 8:57 AM – In front of Wilson Primary Center – Bus Route 13, as supervised by Susan Clamser

- K. Approval for Summit’s Special Education Services Department to participate in the “Preparing Students with IEP’s for Life in the Community, Integrated Employment, and Post-School Success” grant in the amount of \$1,000,000 awarded to the Morris Union Jointure Commission by the N.J. Department of Education. As a partnering district, Summit will receive professional development, parent training, transition assessments, and implementation of community based instruction over a three-year period

XI. Personnel

- A. Approval to appoint the following new staff, pending criminal history review and ability to obtain NJ teaching certification:
1. Jessica Breznak, Grade 1 Long-Term Substitute Teacher, Franklin Elementary School, \$225/day, effective February 27, 2017 through June 30, 2017
 2. Claudia Gutierrez, Long-Term Substitute ESL Teacher, Summit High School, \$225/day, effective January 24, 2017 through June 30, 2017
 3. Kathleen Murphy, Confidential Secretary, Board of Education Office, \$59,500 (prorated), effective March 1, 2017 or earlier if released from current contract **(Action 1/12/17)**
- B. Approval to appoint the following substitute teachers, pending criminal history review and ability to obtain NJ substitute teacher credentials:
1. Nicholas Kilkowski, \$80/day, effective January 3, 2017
 2. Reynolds Risseeuw, \$100/day, effective January 20, 2017
 3. Christine Murray, \$100/day, effective January 20, 2017
- C. Approval of the following Change of Assignments:
1. Carmen DelGuercio-Evans, from Substitute to Inclusion Aide, Wilson Primary Center, Aide-Step 1, \$32,131 (prorated), effective January 13, 2017
 2. Rebecca Brown, from Substitute to Long-Term Substitute Chemistry Teacher, Summit High School, \$225/day, effective January 21, 2017 through approximately May 9, 2017
 3. Paul Henning, from Night Supervisor Custodian, Summit High School, to Custodian, Jefferson Elementary School, Custodian 1-Step 5, \$38,353, effective February 1, 2017
 4. Rachel Petrella, from Substitute to Long-Term Substitute Aide, Jefferson Primary Center, \$175/day, effective January 11, 2017 **(Action 1/12/17)**
 5. Tim Lynch, from Substitute to Long-Term Substitute Aide, Wilson Primary Center, \$175/day, effective January 9, 2017 **(Action 1/12/17)**

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6. Giselle Dodeles, from Substitute to (.5) Inclusion Aide, Wilson Primary Center, Aide-Step 1, \$16,066 (prorated), effective January 9, 2017 (**Action 1/12/17**)

- D. Approval of maternity/family leave for the following staff:
 1. Angela Wolkiser, Science Teacher, Summit High School, paid leave, effective April 17, 2017 through June 2, 2017, and unpaid leave, effective June 5, 2017 through June 23, 2017
 2. Lisa Beluzzi, Special Education Teacher, Jefferson Elementary School, unpaid leave, January 10, 2017 through March 31, 2017

- E. Approval of the following 2016-2017 salary adjustments due to advanced degrees earned, for the following staff members, effective February 1, 2017:
 1. William Hannis - MA Step 7
 2. Matthew Schachtel - MA Step 3
 3. William O'Regan - MA+30 Step 12
 4. Amy Wysoczynski - BA+15 Step 4
 5. Gina Mahon - BA+15 Step 9

- F. Approval to accept the resignation of Steffany Baptiste-Bosco from the extra-curricular positions of Step Advisor and Co-Student Council Advisor at Lawton C. Johnson Summit Middle School

- G. Approval to appoint Maria Wager as Co-Student Council Advisor, for the 2016-2017 school year, at 50% of the Step 1 stipend amount of \$5,665 (prorated)

- H. Approval to appoint Maria Wager and Brooke Simandl as Co-Step Advisors, for the 2016-2017 school year, at Step 1, at \$2,866 each (prorated)

- I. Approval to appoint Warren Wannamaker as Stokes Trip Coordinator, for the 2017-2018 school year, at the 2016-2017 stipend amount of \$4,121 (to be adjusted for successor agreement)

- J. Approval to appoint the following as Speech and Debate Team Advisors for the 2016-2017 school year, at the curriculum rate of \$46.47/hour (funded by SEF)
 1. Warren Wannamaker, up to 105 hours
 2. Theresa Martin, up to 55 hours

- K. Approval to appoint Lawrence Johnson, Marilyn Rand, and Nicole Gutierrez as "Beyond the Bell" Advisors, at the curriculum rate of \$46.47/hour, for up to a total of \$8,086 (funded by SEF)

- L. Approval to appoint Suanne Ackerman as "Built to Last" Advisor, at the curriculum rate

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of \$46.47/hour, for up to a total of \$2,861 (funded by SEF)

- M. Approval to appoint JoAnn Mendl and Christopher Miller, to run the afterschool chess program, Brayton Elementary School, up to 18 hours each, at the curriculum rate of \$46.47/hour (funded by the PTO), effective March 30, 2017 through June 8, 2017
- N. Approval of the resignation for the purpose of retirement for Jose Manzanet, effective January 31, 2017

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

XII. Policies

Second Reading

P 2415.30 Title I – Educational Stability for Children in Foster Care (**Action 1/12/17**)

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

XIII. Finance

Upon the recommendation of the Business Administrator to the Superintendent:

A. Approval of the January 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 the monthly payroll for December 2016 - \$
- C. Approval of budget adjustments and line item transfers for November 2016
- D. Approval of Secretary and Treasurer's report for November 2016

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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 November 2016 that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23A-16.10(a); and

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

XIV. Closed Session

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

1. Personnel - Mid-year Review of Non-tenured Staff

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