
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.

MEETING AGENDA

Thursday, January 16, 2020 – 7:00 PM
Summit High School Library/Media Center

- I. Call to Order and Flag Salute**

- II. Open Public Meetings Act, Chapter 231, P.L. 1975 Announcement**
Board Secretary

In accordance with the requirements of the Open Public Meetings Act, I wish to announce that:
“The New Jersey Open Public Meeting Law was enacted to ensure 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 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. Vanessa Primack, President		
Ms. Donna Miller, Vice President		
Mr. Chris Bonner		
Mr. Michael Colón		
Ms. Debra McCann		
Mr. Josh Weinreich		
Dr. Peggy Wong		

Others Present:

Mr. June Chang, Superintendent of Schools
Mr. Robert Gardella, Director of Human Resources
Ms. Doreen Babis, Director of Special Services

Mr. Louis J. Pepe, RSBA,SFO,Asst. Superintendent/BS
Ms. Tanya Lopez, Asst. Director of Education
Ms. Kathy Sarno, CPA, Asst. Business Administrator

February Meeting

Thursday, February 13, 2020 - 7:00 PM
Summit H.S. Library/Media Center

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IV. Presentations and Discussions (7:00 - 7:30)

- A. National Merit Scholars Presentation of Books to their Favorite Teacher
- B. 2020-2021 Budget Overview - June Chang & Louis Pepe
- C. Anthony P. Sciarrillo, Esq. - Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC
Negotiation Procedures

V. President's Announcements (7:30– 7:40)

VI. Superintendent's Report (7:40 – 7:50)

- A. Approval to affirm the Superintendent's decision following receipt of reports of Harassment, Intimidation and Bullying:
 - 11/11/2019 - 134
 - 11/13/2019 - 135
 - 11/14/2019 - 136
- B. Approval to review the following reports of Harassment, Intimidation and Bullying:
 - 11/18/2019 - 137
 - 10/31/2019 - 138
 - 12/11/2019 - 139
 - 09/24/2019 -140
 - 11/21/2019 - 141

C. Suspensions

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
12/04/2019	8599853217	10
12/09/2019	4957190115	1

· Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
12/20/2019	2230833034	1 day and 1 in-school

Motion by _____, seconded by _____
CB MC DMc DM JW PW VP

VII. Committee Reports (7:50 – 8:20)

- A. Education Committee

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

VIII. Public Comment (8:20 – 8:50)

- A. Public Comment on Items on the Agenda
- B. Public Comment on Items not on the Agenda

REMAINDER OF MEETING (8:50 – 9:30)

IX. Approval of Board Minutes

- A. Approval of the minutes of the following meetings:
 - 1. December 12, 2019 Regular Meeting
 - 2. January 8, 2020 Special Meeting & Executive Session

Motion by _____, seconded by _____
CB MC DMc DM JW PW VP

X. School Board Operation

- A. Approval of travel for staff members (as per attached)
- B. Approval of Memorandum of Agreement with Montclair State University, Upper Montclair, NJ 07043 to provide a speech therapist intern for the remainder of the 2019-2020 school year
- C. Approval of Agreement with Kean University, Union, NJ 07083 to provide a school psychology intern for the remainder of the 2019-2020 school year
- D. Approval of the donation from the Summit H.S. PTO in the amount of \$5,065 for the fulfillment of teacher grants (as per attached)
- E. Approval of the donation from Ruth Faris, 111 Prospect Street, Westfield, NJ of a Baldwin Concert Grand Piano to the Summit H.S. Music Department, appraised at \$21,000

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- F. Approval of Quote #24935973.01-W1 dated 12/11/19 from GovConnection, Inc., 732 Milford Road, Merrimack, NH 03054 for lease of technology equipment at a cost of \$13,109.26 as per technology lease #12944

Additional quotes received from:

Continental Resources, Somerset NJ
Howard Computers, Laurel, MS
CDW Government, Chicago, IL

- G. Approval of Quote #1000420453580.1 dated 11/12/19 from Dell Marketing LP, One Dell Way, Round Rock, TX 78682 for Oracle software licensing and support at a cost of \$15,328.34

Additional quote received from DCW-G, LLC - Vernon Hills, IL \$16,836.00

- H. Approval to hold the OM3D program at Summit High School on April 15-16, 2020
- I. Approval of the following School Bus Emergency Evacuation Drill Reports conducted as follows:
- December 16, 2019 – 8:05am – Jefferson Primary Center parking lot - Bus Route 16, as supervised by Pamela Southard
 - December 12, 2019 – 8:02am and 8:30am – In front parking lot of LCJ Summit Middle School - Bus Route 16, as supervised by Christine Lijoi
 - December 18, 2019 – 8:40am – In front of Summit High School - Bus Route 12, as supervised by Stacy Grimaldi
 - December 09, 2019 – 8:15am – Franklin School parking lot - Bus Route CS-160 with K&S Transportation, as supervised by Janice Tierney
 - December 16, 2019 – 9:00am – in front of Jefferson Elementary School - Bus Route 14, as supervised by Dr. Joseph Cordero
- J. Approval of the following Barbara and Harold Gottesman Family Foundation Funding:
1. Gift to the Immigrant Parenting Institute in the amount of \$10,000.00 made in December, 2019 for additional 2019-2020 scholarship expenses
- K. Approval of an overnight field trip for OM3D leaders on April 14, 2020, at the Grand Summit Hotel, to debrief with local first responders
- L. WHEREAS, pursuant to N.J.A.C.6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C.6A:23A-7.1 et seq., and

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BE IT RESOLVED, that the Summit Board of Education approves establishing the maximum expenditure for the 2020-2021 school year, not to exceed \$1,500.00 for regular business travel, pursuant to Policy #6471, and

BE IT RESOLVED, that the Summit Board of Education approves establishing a maximum travel expenditure amount of \$199,000 for the 2020-2021 school year. The maximum travel expenditure for the 2019-2020 school year is \$199,000 of which \$45,455.19 has been spent and \$17,161.02 is encumbered to date.

- M. Approval to submit amendment to FY2020 IDEA Preschool and Basic to include FY2019 carryover
- N. Approval to submit amendment to FY2020 ESSA to include FY2019 carryover

Motion by _____, seconded by _____
CB MC DMc DM JW PW VP

XI. Personnel

- A. Approval to appoint the following new staff, pending criminal history review, background checks as required by law, and ability to obtain appropriate NJ certification:
 - 1. Adrianna A. Reyes, ESL Teacher, Franklin Elementary School and Jefferson Elementary School, MA-Step-1, \$61,489 (prorated), effective January 2, 2020, for the remainder of the 2019-2020 school year
 - 2. Vanessa Mahoney, .2 World Language Teacher, Franklin Elementary School, \$225/day (prorated), effective January 7, 2020, for the remainder of the 2019-2020 school year
- B. Approval to appoint the following substitute teachers, pending criminal history review, background checks as required by law, and ability to obtain NJ substitute teacher credentials:
 - 1. Christine Cartisser, \$100/day, effective January 17, 2020
 - 2. Vanessa Mahoney, \$100/day, effective January 7, 2020
- C. Approval of the following Changes of Assignment:
 - 1. Beverly Verdi, from Special Assignment Nurse, District, to School Nurse, Wilson Primary Center, BA-15-Step-6, (salary, not step, to be adjusted for the 2020-2021 salary guide) effective August 27, 2020, for the 2020-2021 school year
 - 2. Guy Poggi, from Inclusion Aide, Jefferson Elementary School, to Inclusion Aide, Wilson Primary Center, no change in salary, effective January 2, 2020, for the remainder of the 2019-2020 school year

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3. Margaret Reynolds, from Inclusion Aide, Wilson Primary Center, to Long-Term Grade 2 Teacher Substitute, \$225/day, effective January 2, 2020, until the return of the full-time staff member
 4. Victoria Jordan, from Long-Term Kindergarten Teacher Substitute, Jefferson Primary Center, to Inclusion Aide, Jefferson Primary Center, Aide-Step-1, \$34,907 (prorated), effective January 27, 2020 through February 21, 2020, then Long-Term Kindergarten Teacher Substitute, Jefferson Primary Center, \$225/day, effective February 24, 2020, for the remainder of the 2019-2020 school year
 5. Donna Anderle, from Substitute, District, to Long-Term Kindergarten Teacher Substitute, Jefferson Primary Center, \$189.71/day, effective February 24, 2020, for the remainder of the 2019-2020 school year
- D. Approval to appoint the following support staff, pending criminal history review and background checks as required by law:
1. Ingrid Alt, Inclusion Aide, Franklin Elementary School, Aide-Step-1, \$34,907, effective February 12, 2020, for the 2019-2020 school year
- E. Approval to appoint the following support staff substitutes, pending criminal history review and background checks as required by law:
1. Jaclyn Profili, Office Substitute, \$15/hour, effective January 2, 2020
 2. Victoria McGreal, Clerical Substitute, \$18/hour, effective January 16, 2020
- F. Approval to accept the resignation of the following staff:
1. Gerson Gomes, Long-Term Custodian Substitute, effective December 13, 2019
 2. Ashley Jackowski, Inclusion Aide, Jefferson Elementary School, effective January 24, 2020
- G. Approval to accept the resignation for the purpose of retirement of the following staff:
1. June Chang, Superintendent of Schools, effective June 30, 2020
- H. Approval of maternity/family leave for the following staff:
1. Lauren Ettinger, Language Arts Teacher, Lawton C. Johnson Summit Middle School, paid leave effective April 27, 2020 through May 28, 2020, unpaid leave effective May 29, 2020 through November 3, 2020
 2. Kara Saley, Kindergarten Teacher, Jefferson Primary Center, paid leave effective February 26, 2020 through April 28, 2020, unpaid leave effective April 29, 2020 through June 30, 2020
 3. Erin Corea, Grade 4 Teacher, Brayton Elementary School, paid leave effective March 25, 2020 through May 27, 2020, unpaid leave effective May 28, 2020 through November 2, 2020
- I. Approval of the following 2019-2020 salary adjustments due to advanced

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degrees earned, for the following staff members, effective February 1, 2020:

1. Katarina McKee - BA+15, Step-6
 2. Kara Saley, - MA+30, Step-4
 3. Kevin Zaleski - MA+30, Step-13
 4. Jacek Lodziato - MA-Step-5
 5. Lauren Ettinger - MA-Step-4
 6. Matthew Carder - MA-Step-6
 7. Lorie Mason - MA+30-Step-14
 8. Kyle Dattola - MA-Step-11
 9. Diana Nelson - BA+15-Step-3
 10. Daniel Trench - BA+15-Step-6
 11. Beth Thomas - MA+30-Step-20
 12. Gertrudis Lopez-Cohen - MA+30-Step-21
 13. Melissa Gavarny - MA-Step-8
- J. Approval to add an extra 6th class for Melissa Sarracino, Spanish Teacher, Lawton C. Johnson Summit Middle School, \$7,948, effective January 2, 2020 through June 16, 2020
- K. Approval to add an extra 6th class for Claudia Gutierrez, ESL Teacher, Jefferson Elementary School, \$6,273, effective January 2, 2020 through June 16, 2020
- L. Approval to appoint Theresa Blaesser, Speech Language Pathologist, to work one additional day per week, \$433.51/day, Jefferson Primary Center, effective January 2, 2020 through approximately January 31, 2020
- M. Approval of the following staff for Afterschool Enrichment Classes, Brayton Elementary School, at the curriculum rate of \$48/hour, up to 8 hours each, effective January 14, 2020 through February 26 2020:
1. John Murphy - iMovie
 2. Dennis McLaughlin - iMovie
 3. Anne Terkovich - Sewing
 4. Robert Mauriello - Rube Goldberg Machines
 5. Kayla Ryder - Ukulele
 6. Courtney Kacynzski - substitute
- N. Approval to pay Eric Frazier for 5 unused vacation days at \$104.93/day, for a total of \$524.65
- O. Approval to pay Ricardo Parra-Sanchez for 17 unused vacation days at 203.90/day, for a total of \$3,466.30

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Motion by _____, seconded by _____
CB MC DMc DM JW PW VP

XII. Policies

First Reading

P 1642 - Earned Sick Leave Law (M) New

Motion by _____, seconded by _____
CB MC DMc DM JW PW VP

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	\$ 947,961.31
2. Special Revenue	Fund 20	\$ 124,819.79
3. Capital Projects	Fund 30	\$ 31,993.89
4. Enterprise Fund	Fund 60	\$ - 0 -
Sub Total All Funds		\$1,104,774.99
5. Food Service	Fund 61	\$ 160,101.55
Total All Bills		\$1,264,876.54

- B. Approval of the monthly payroll for December 2019 - \$4,833,814.84

- C. Approval of budget adjustments and line item transfers for November 2019

- D. Approval of Secretary and Treasurer's Report for November 2019

- 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 2019 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).

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Motion by _____, seconded by _____
CB MC DMc DM JW PW VP

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 taken as a result of this session.

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

Roll Call
CB MC DMc DM JW PW VP

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

Roll Call
CB MC DMc DM JW PW VP

XV. Adjourn

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

Roll Call
CB MC DMc DM JW PW VP

Summit Board of Education Approval of Travel and Related Expense Reimbursement Form



Board of Education Meeting Date: _____ 13-Jan-20 _____

- NOTES:
 1. All reimbursable expenses listed below are in compliance with NJOMB Circular letter 06-02 or OMB Circular A-87 unless noted otherwise.
 2. Any "Other Expenses" listed under reimbursable Expenses below will be explained under "Explanation".

<u>Types of Travel</u>	<u>Code</u>
Staff Training & Seminar	1
Conventions/Conference	2
Regular District Business	3
Retreat	4

Staff	Type of Travel	Location of Travel	Occurrences	Grant Funded	Date(s) of Travel	* Reimbursable Expenses							Conference
						Travel / Mileage	Parking	Tolls	Lodging Nights	Lodging Costs	Meal Exp.	Other Exp.	
K. Fine	1	New York, NY	1		2/7/2020							199.00	Introduction to Responsive Classroom K-8
J. Arturi	1	New Brunswick, NJ	1		1/10/2020	20.46						165.00	Rutgers ATMNJ Multiplication & Division Concepts of Calculation Fluency
P. Southard	2	Mahwah, NJ	1		1/14/2020	32.20					7.00	179.00	ISTEAM Conference 2020
F. Gibbons	1	Mahwah, NJ	1		1/28/2020	29.40						149.00	ISTEAM Series: Experiences, Challenges, and Practices
S. Grimaldi	1	Newark, NJ	3		1/27/20 - 1/29/20	25.20					21.00	429.00	SLE Designing & Implementing Student Training Plans
S. Grimaldi	1	Franklin, NJ	2		3/18/20 - 3/19/20	42.00					14.00	294.00	OSHA 10 Plus
S. Grimaldi	1	Whippany, NJ	1		4/30/2020	6.30					7.00	143.00	NJ Wage and Hour Laws and Child Labor Laws Seminar
D. Greco	1	New Brunswick, NJ	1		1/27/2020							205.00	Intervention Strategies for Struggling Learners in Math Grades 3-5
A. Povner	1	Montclair, NJ	1		1/9/2020							175.00	MSU Theater Day for Teachers
K. Ryder	2	Atlantic City, NJ	2		2/20/20 - 2/21/20							170.00	NJMEA Conference
J. Schedlbauer	1	New York, NY	1		2/7/2020	26.50						229.00	Improving Teacher and Student Language
K. Dorieux	2	Iselein, NJ	2		3/27/2020							185.00	FLENJ 2020 Annual Conference

* Or as determined in accordance with board of education travel policy.

Please accept a donation in the amount of \$ 5,065 from the SHS PTO for the fulfillment of teacher grants. The grants are as follows:

- \$100 - Flag Frame for flag that was on board of International Space Station
- \$250 - Playable art and manipulatives for counselors
- \$175 - Supplies for the science research program (Laundry detergent)
- \$200 - Prizes for #SHSREADS to create a community of readers
- \$300 - Classroom library for Transition English class
- \$1000 - Quintessence - Literary Magazine printing and publishing
- \$175 - Puzzles for the library as part of the We All Fit Together Initiative
- \$165 - Presentation clickers for history classes
- \$200 - Supplies for the science research program (Nile Red and Ferric Chloride)
- \$500 - Revamp the library conference room space to make it more conducive for mental health purposes
- \$2000 - Bus transportation to Latino Youth Empowerment Conference

Please let me know if you need any additional information about any of these grants.
Thanks,
Stacy