

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education Meeting was held on Thursday, January 18, 2018, in Summit High School Library/Media Center beginning at 7:00 PM. Those present: Mr. Hanley, presiding, Mr. Bonner, Mr. Dietze, Ms. McCann, Ms. Miller, Ms. Primack, and Ms. Wong.

Also present were Mr. Chang, Superintendent, Mr. Pepe, Assistant Superintendent/Board Secretary, Dr. Kachmar-Desonne, Director of Special Services, Dr. Block, Director of Human Resources, Ms. McCann, Director of Elementary Education, and Ms. Sarno, Assistant Business Administrator. There were 110 members of the public in attendance.

NOTICE OF CERTIFICATION

The following notice was presented:

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

PRESENTATIONS & DISCUSSIONS

1. National Merit Scholars Presentation of Books to their Favorite Teachers

- Megan Abate presented Kelly Wright with *Art That Changed the World*
Sydney Benevento presented Andrea Laquerre with *Truman*
Katherine Buchan presented Daniel Cummings with *Winnie Ille Pu (Latin Edition)*
James Cho presented Jodi Friedman with *Elements of Wit*
Emma Cohron presented Bill Hogan with *Tuesdays with Morrie*
Molly Driscoll presented Dr Lauren Fullmer with *Learn to Sign the Fun Way*
Adam Dwyer presented Adam Fern with *The Ten Books of Architecture*
Liam Galligan presented Irina Itriyeva with *The Orphan Master's Son*
Alyssa Gao presented Silvia Vicente with *Ancient Greece: The Dawn of the Western World*
Claire Goudreau presented Karen Harrison with *The Book Thief*
Michael Greenstein presented Dana Folk with *Outliers*
Pedro Guicardi presented Cynthia Vitale with *The Holy Bible*
Christina Guo presented Kathy Knecht with *In the Company of Women*
Victoria Harvey presented Dennis McLaughlin with *Harry Potter and the Sorcerer's Stone*
Miller Hickman presented Brian Weinfeld with *Algorithms to Live By*
Mae Hoad presented William O'Regan with *The Three Lives of James Madison*
Jessica Hughes presented Lauren Wells with *On the Road*
Juliet Huneke presented Anne Poyner with *Musicals: The Definitive Illustrated History*
Dylan Ingerman presented Jeremy Morman with *Astrophysics for People in a Hurry*
Hamail Iqbal presented Monika Barlett with *Tuck Everlasting*
Rachel Kantor presented Michael Magdalenski with *Ender's Game*
Grace Keegan presented Karen Ingram with *Sudoku*
Kelsey Kennedy presented Asha von Liebttag with *The Giver*
Alisha Kewalramani presented Brian Erickson with *Dead Poet's Society*
Vincent Kinget presented Dr. Ben Greene with *The Second Machine Age*
Emily Kostolansky presented Mary-Pat Colicchio with *Hidden Figures*

Steve Molina presented Neal Sharma with *David & Goliath*
Emily Pommier presented Randy Wallock with *A Child's Anthology of Poetry*
Timothy Ritter presented Alex Bocchino with *The Musician's Ultimate Joke Book*
Allison Schwartz presented Barbara Vierschilling with *The Little Engine That Could*
Rachel Schwartz presented Isaac Welsh with *Puerto Rico*
Joseph Shepard presented Scott Petrillo with *Between the World and Me*
John Stewart presented Ann Anderson with *Wonder*
Matthew Supran presented Peter Koppenaal with *The First Three Minutes: A Modern View of the Origin of the Universe*
Anna Turk presented Frank Baragona with *Michael Lewis*

Superintendent Chang then welcomed and introduced Nicole Allen as the new Supervisor of Special Education.

Ms. Primack moved the following under Personnel:

- C. Approval of the following Change of Assignments:
1. Nicole Allen, from Learning Consultant - CST, Franklin Elementary School and Lawton C. Johnson Summit Middle School, to Supervisor of Special Education, Summit High School, \$108,000 (prorated), effective January 19, 2018 for the remainder of the 2017-2018 school year

Seconded by Mr. Dietze. The roll was called and all present voted "Aye." The motion was declared adopted.

2. 2018-2019 Budget Overview - June Chang & Louis Pepe

- o Process and Budgetary Impacts
- o Savings and Efficiencies
- o Investments in Educational Program and Offerings

PRESIDENT'S ANNOUNCEMENTS

Mr. Hanley spoke about the following:

- Recognized past presidents & current Common Council members here tonight
- Happy New Year wishes to all
- District will be closed February 19-20
- Communication update: 2018-2019 school year calendar now available on the district website; new "President's Corner" to be added to the website; informal meeting at Jefferson School this Saturday
- Congrats to Summit H.S. senior Inga Hao on her selection for "Student Highlight" on the district website - best wishes on all future endeavors
- Latest draft of the focus areas will be summarized during the Communication Committee report tonight

SUPERINTENDENT'S REPORT

Mr. Chang spoke about the following:

- Congratulations to Lou Pepe and Jane Kachmar-Desonne who presented to the N.J. Superintendents' Study Council at Seton Hall University

- Update on full-day kindergarten
- School Performance Reports now available
- LCJSMS fall production follow-up
- Brayton 4th graders performed a concert this morning; school-wide Variety Show on January 26th showcasing the many talented student; upcoming author visit - Katie Hurley
- Franklin School Heritage Day coming up on January 26th - a celebration of many cultures; Story Pirates came to school thanks to an SEF grant
- Jefferson Family Math held last night; author Dan Gutman coming in early February
- Washington School's Multicultural Dance held last week; "Jump Rope for Heart" and "Family Fun Night" both being held the first week of February
- Summit H.S. hosted a parent evening last week for parents of current 8th graders; the Semi-Formal Dance will be held on January 26th

Ms. Miller moved the following under Superintendent's Report:

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

10/31/17-56
11/6/17-57
11/6/17-58
11/6/17-59
11/16/17-60
11/13/17-61
11/16/17-62
11/22/17-63
11/27/17-64
11/29/17-65
11/21/17-66
11/21/17-67
11/28/17-68

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

12/1/17-69
12/13/17-70
12/12/17-71
12/18/17-72

- C. Suspensions

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
12/08/2017	1353858417	1
12/11/2017	4410373751	1.5
12/13/2017	1353858417	.5
12/20/2017	2119856119	4
12/20/2017	2647744596	2

<u>Lawton C. Johnson Summit Middle School</u>		
<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
12/06/2017	7807591478	1 in-school
12/07/2017	3677694181	1 in-school
12/08/2017	8332722889	1 in-school
12/11/2017	9726829324	1
12/15/2017	4957190115	1
12/18/2017	6073628073	5
12/18/2017	6070650422	2
12/18/2017	8461589514	1 in-school
12/20/2017	6603763875	1 in-school
12/22/2017	3678405766	2

Seconded by Mr. Bonner. The roll was called and all present voted "Aye." The motion was declared adopted.

COMMITTEE REPORTS

- A. Education Committee – Mr. Dietze reported on the following: review of curriculum development & revisions; discussion of number of hours needed for curriculum writing at the MS & HS; brief discussion of the ecolab
- B. Operations Committee – Ms. McCann reported on the following: 2018-2019 budget; culinary arts renovation
- C. Policy Committee – Ms. Primack reported on the following: policy on lead testing - we are up to date, but recommend having a policy; designation of school safety specialist; suggested revisions to the electronic surveillance policy, bus driver responsibilities; new policy allowing electronic signatures; discussed possibility of bylaw regarding board member use of social media
- D. Communications Committee – Mr. Bonner reported on the following: development of proposed focus areas - welcome community input until April when the board will make their final decision; overall the community appeared satisfied with the district's performance
- E. Negotiations Committee – None
- F. Liaison Reports – Mr. Dietze reported on the Union County School Boards Association meeting including current issues in auditing and a discussion on PARCC

PUBLIC DISCUSSION

A parent questioned the proposed focus areas - looking for the words "social and emotional" and asked what the meaning of "global changes" is. Mr. Chang, Mr. Bonner, Mr. Dietze & Mr. Hanley commented.

Another parent asked that "social & emotional" be added to the focus areas.

Ms. Gaylord thanked the board for the update on full-day kindergarten, and asked that the public continue to be informed - especially those on the wait list.

Mr. Dietze commented on the latest tax law and encouraged everyone to look at the 529 college savings plan.

Mr. Hanley wanted to thank all involved including administrators, and parents, for the discussions surrounding the middle school play.

APPROVAL OF BOARD MINUTES

Mr. Dietze moved approval of the following item under Approval of Board Minutes:

- A. Approval of the minutes of the following meetings:
 - 1. December 14, 2017 (Regular & Executive Session)
 - 2. January 8, 2018 (Executive Session)

Seconded by Ms. Miller. The roll was called and all present voted "Aye." The motion was declared adopted.

SCHOOL BOARD OPERATION

Ms. Wong moved approval of the following items under School Board Operation:

- A. Approval of travel for staff members (as per attached)
- B. Approval of designation of Louis J. Pepe as the School Safety Specialist per Public Law 2017, Chapter 162
- C. Approval of the following Gottesman Family Foundation Parenting Institute expenditures:
 - 1. The Latino Family Literacy Project Washington School supplies reimbursement for Patricia Fontan in the amount of \$8.55
 - 2. The Latino Family Literacy Project Washington School supplies reimbursement for Anna M. Gomez in the amount of \$38.48
 - 3. Zappia's Brick Oven payment for extra food on 12/08/17 order in the amount of \$56.96
 - 4. Roberto Morales payment totaling \$120.00 for food service during the Latino Literacy Celebration at Jefferson Primary Center on 12/15/17
- D. Approval of annual subscription contract with PowerSchool, 150 Parkshore Drive, Folsom, CA 95630 from April 8, 2018 to April 7, 2019 at a cost of \$14,100.12
- E. Approval of Tuition Contract with Daytop New Jersey Academy, 8 West Main Street, Mendham, NJ 07945 for student #1532324296 to attend for the 2017-2018 school year beginning January 2, 2018 at a cost of \$45,768.60 (prorated)
- F. Approval of donation from The Barbara & Harold Gottesman Family Foundation, % Edison Investment Advisors, LLC, 26 Main Street, Suite 103, Chatham, NJ 07928 in the amount of \$10,000 to apply to the Immigrant Student Scholarship Fund and Literacy Program
- G. Unexpended Proceeds - Brayton Brick Repointing/Masonry Project

Resolution to re-appropriate 60,714.27 of capital reserve assigned to Brayton Brick Repointing/Masonry Project as follows:

Starting Project Amount	\$258,500.00
Ending Project Amount	\$197,785.73
Leftover (after final change orders) Balance	\$ 60,714.27

Further, be it resolved that this amount be re-assigned to the following project:

Brayton resurfacing/sidewalks and fencing contiguous with outdoor play area refurbishment

- H. Approval of the following out-of-state field trips:
 1. March 26, 2018 for 25 Washington Elementary School students, grades 4 and 5 to go to the National Museum of Mathematics in New York City with a focus on Growth Mindset
- I. Approval for the following transportation arrangements with Union County Educational Services Commission for the 2017-2018 School Year:

Student ID	School	Route	Contractor
#2819159863	CPC High Point, Morganville	672EC	K&S Transportation

Approval for the transportation contract with Union County Educational Services Commission for the 2017-2018 School Year in accordance and subject to the CPI increase of 0.30% as listed below:

Contractor	Route #	Aide Per Diem Rate	Per Diem Rate
K&S Transportation	672EC		\$215.00

- J. Approval of the following School Bus Emergency Evacuation Drill Reports conducted as follows:
 - December 14, 2017 – 8:15 AM – Jefferson Primary Center driveway - Bus Route 13, as supervised by Janice Tierney
 - December 11, 2017 – 7:20 AM and 8:20 AM – In front parking lot of LCJ Summit Middle School - Bus Route 16, as supervised by Christine Lijoi
 - December 13, 2017 – 8:30 AM – In front of Summit High School - Bus Route 16, as supervised by Helena Branco
 - December 21, 2017 – 8:15 AM – In back of Washington School at Butler Parkway - Bus Route E-1011 with F&S Transportation, as supervised by Lauren Banker
- K. Approval to submit amendment to FY2018 IDEA Preschool and Basic to include FY2017 carryover
- L. Approval to submit amendment to FY2018 ESSA to include FY2017 carryover

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

PERSONNEL

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

- A. Approval to appoint the following new staff, pending criminal history review and ability to obtain appropriate NJ certification:
 - 1. Samantha Turner, Leave Replacement Language Arts Teacher, Summit High School, MA Step-1, \$60,267 (prorated), effective January 24, 2018 through June 30, 2018, and 2 transitional days, \$100/day
 - 2. Colleen Dunne, World Language Teacher, Summit High School, BA+15 Step-1, \$57,681, effective September 4, 2018, for the 2018-2019 school year
 - 3. Thomas Zemon, Drama Tech Support, Summit High School, Stipend - 1A, (.5) \$3,112.50 to assist with the Spring Musical

- B. Approval to appoint the following substitute teachers, pending criminal history review and ability to obtain NJ substitute teacher credentials:
 - 1. Eve Justus, \$100/day, effective January 19, 2018
 - 2. Sarah Kehoe, \$100/day, effective December 23, 2017

- C. Approval of the following Change of Assignments:
 - 2. Katharine Lee, from Volunteer Coach, to Freshman Girls Lacrosse Coach, Step 1-A, \$7,354
 - 3. Hayden DeSanto, from Long-Term Substitute, Brayton Elementary School, to Long-Term Substitute, Summit High School, Aide Step-1, \$174.63/day, effective December 19, 2018 through January 15, 2018
 - 4. Eleanor Mahoney, from Substitute, Lawton C. Johnson Summit Middle School, to Instructional Aide LLD/ABA, Lawton C. Johnson Summit Middle School, Aide Step-1, \$33,031 (prorated), effective January 2, 2018
 - 5. Jennifer Schedlbauer, from Long-Term Substitute, Elementary Teacher, Franklin Elementary School, to Leave Replacement Elementary Teacher, Franklin Elementary School, MA Step-5, \$62,463 (prorated), effective January 2, 2018 through June 5, 2018, (adjusted from the December 14, 2017 agenda)
 - 6. Deanna Nelson, from Physical Education Aide, Franklin Elementary School, Lincoln-Hubbard Elementary School and Washington Elementary School, to Long-Term Substitute, Physical Education Teacher, Washington Elementary School, \$225/day, effective February 15, 2018 through March 14, 2018

- D. Approval to appoint the following support staff, pending criminal history review:
 - 1. Bindiya Patel, Playground Aide, Lincoln-Hubbard Elementary School, \$38/hour, and clerical substitute \$13/hour, effective January 19, 2018

- E. Approval of maternity/family leave for the following staff:
 - 1. Graziela Lobato-Creekmur, ESL Teacher, Jefferson Elementary School, paid leave, September 8, 2017 through October 26, 2017, and unpaid leave, October 27, 2017 through February 2, 2018, and unpaid/childcare leave effective February 5, 2018 through June 30, 2018, (adjusted from the September 14, 2017 agenda)

2. Catherine Rivera, School Counselor, Summit High School, paid leave, April 6, 2018 through June 8, 2018, and unpaid leave, June 11, 2018 through November 21, 2018
 3. Michele Mansfield, Science Teacher, Summit High School, paid leave, April 16, 2018 through June 11, 2018, and unpaid leave, June 12, 2018 through October 31, 2018
- F. Approval of the resignation for the purpose of retirement for the following staff:
1. Gilda E. Spiotta, Ed.D., World Language Teacher, Summit High School, effective July 1, 2018
 2. Adam Fern, Industrial Arts Teacher, Summit High School, effective July 1, 2018
- G. Approval of the following 2017-2018 salary adjustments due to advanced degrees earned, for the following staff members, effective February 1, 2018:
1. Gary Burns - MA+30-Step- 22
 2. Robert Anderson - BA+15-Step 4
 3. Andrew Solowy - MA- Step- 11
 4. Helena Branco - additional \$850 (prorated) Advanced Degree
 5. Deborah Yendrick - MA-Step-18
 6. Thomas Simmons - MA+30-Step-21
 7. Jodi Friedman - additional \$850 (prorated) 2nd Masters Degree
 8. Alexander Whiteside - BA+15-Step-3
 9. Allison Ahearn - MA+30-Step-10
 10. Kyle Dattola - BA+15-Step-9
 11. Amy Wysoczynski - MA-Step-4
 12. Ashley Aaron - BA+15- Step-3
 13. John Piepoli - MA-Step-4
 14. Emily Cooper - MA+30-Step-10
- H. Approval to appoint Debbie Lee, Home Instruction Tutor, \$50/hour, effective January 5, 2018
- I. Approval of Janet Blasi, Long-Term Substitute Nurse, Lincoln-Hubbard Elementary School, \$275/day, effective January 17, 2018 until the return of regular school nurse, approximately April 30, 2018
- J. Approval to appoint Scott Gerson to provide support at \$25.25/hour, for after-school activities for a tuition student, to be paid by sending district
- K. Approval to add an extra 6th teaching assignment, Edward Cama, Special Education Teacher, Summit High School, \$826.44, effective January 2, 2018 through January 19, 2018
- L. Approval to correct the extra 6th teaching assignment for Brian Weinfeld, from Math Teacher, Lawton C. Johnson Summit Middle School, \$5,263 to extra 6th teaching assignment, Math Teacher, Summit High School, \$10,628 for the 2017-2018 school year (adjusted from the September 14, 2017 Agenda)
- M. Approval for the following staff to teach an additional section/s of English, Summit High School, while Elizabeth Buettner is out on unpaid leave from

February 5, 2018 through June 30, 2018:

1. Christine Reinholt \$12,215 (2 extra classes)
2. Melissa Kormeluk \$4,873
3. Ashley Garcia \$4,932
4. Irina Itriyeva \$4,979

- N. Approval to appoint Stephanie Gleason and Jacqueline Campagna, to work up to 72 hours each, as co-facilitators of the Little Steamers program at Jefferson Elementary School, at the curriculum rate of \$48/hour (funded by an SEF grant), for the 2017-2018 school year
- O. Approval to appoint Megan Calkins as the Latino Literacy Childcare Substitute, \$20/hour, 3 hours per week, up to \$300 (funded by the Gottesman Fund), for the 2017-2018 school year
- P. Approval to appoint Janet Warbeck as the Jefferson Elementary School Reading Club Teacher, ESL/Bilingual Teacher, \$48/hour, 3 hours per week for 20 weeks, up to \$2,880 (funded by Title III), for the 2017-2018 school year
- Q. Approval to appoint Ana Gomez as the Washington Elementary School Reading Owls' Club Teacher, ESL/Bilingual Teacher, \$48/hour, 3 hours per week for 35 weeks, up to \$5,040 (funded by Title III), for the 2017-2018 school year
- R. Approval of the following staff to run the 2018 After-School Enrichment Program, Brayton Elementary School, \$48/hour (funded by the PTO), effective January 30, 2018 through February 28, 2018:
1. Matthew Ferry - Basketball/Wednesday for 5 weeks (up to 7.5 hours)
 2. John Murphy - Fun in the Gym/iMovie/Tuesday & Wednesday (up to 15 hours)
 3. Dennis McLaughlin -iMovie/Wednesday (up to 7.5 hours)
 4. Christopher Miller - Intro to Chess/Tuesday (up to 7.5 hours)
 5. Matthew Stanbro - Fun in the Gym/Tuesday (up to 7.5 hours)
- S. Approval of the following staff to supervise the Spring Musical, \$1,056.50/each, Lawton C. Johnson Summit Middle School:
1. Jamie Walter
 2. Maria Wager
 3. Ashley Raven

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

POLICIES

Ms. Miller moved the following items under Policies:

Second Reading

P8505 Wellness Policy/Nutrient Standards for Meals (M) (Revised)

P0145 Board Member Resignation and Removal (Revised) (Bylaw)

First Reading

P7425 Lead Testing of Water in Schools

P7440 School District Security

P7441 Electronic Surveillance in School Buildings and on School Grounds

P8630 Bus Driver/Bus Aide Responsibility

P9242 Use of Electronic Signatures

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

FINANCE

Ms. McCann moved the following items under 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	\$1,127,048.11
2.	Special Revenue	Fund 20	\$ 76,751.54
3.	Capital Projects	Fund 30	\$ 6,900.00
4.	Enterprise Fund	Fund 60	\$ - 0 -
	Sub Total All Funds		\$1,210,699.65
5.	Food Service	Fund 61	\$ 196,730.81
	Total All Bills		\$1,407,430.46

B. Approval of the monthly payroll for December 2017 - \$4,708,444.98

C. Approval of budget adjustments and line item transfers for November 2017

D. Approval of Secretary and Treasurer's reports for November 2017

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 2017 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 New Jersey Unemployment Compensation Fund for quarter ending 9/30/17 in the amount of \$22,950.64

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

ADJOURNMENT

Motion by Mr. Hanley, seconded by Ms. McCann, and carried to adjourn the meeting at 9:01 PM.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be "L. Papp", written in a cursive style.

Secretary