

December 10, 2020

**BOARD OF EDUCATION**  
**SUMMIT, NEW JERSEY**

The Board of Education held a Meeting on Thursday, December 10, 2020 beginning at 7:00 PM in the Summit H.S. Library/Media Center. Those present: Ms. Miller, presiding, Mr. Bonner, Mr. Cho, Mr. Colón, Dr. Wong. Ms. Primack and Mr. Weinreich were absent.

Also present were Mr. Hough, Superintendent of Schools, Mr. Pepe, Assistant Superintendent/Board Secretary, Mr. Gardella, Director of Human Resources, Ms. Lopez, Assistant Director of Education, Ms. Babis, Director of Special Education Services, and Ms. Sarno, Assistant Business Administrator. There were two 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 AND DISCUSSIONS**

A. Summit Educational Foundation – Fall 2020 Grants – Amy Burke

Mr. Colón moved approval of the following item:

Approval to accept the Summit Educational Foundation Fall 2020 Grants in the amount of \$102,804

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

**PRESIDENT’S ANNOUNCEMENTS**

Ms. Miller spoke about the following:

- Keeping the schools open since the beginning of the year has been a challenge
- Negotiations Committee has reached a one-year agreement with the SPA
- Negotiations with the SEA are ongoing; there are two future meeting dates set
- Review of the NJ Single Accountability Continuum (NJQSAC) District Performance Review

**SUPERINTENDENT’S REPORT**

Mr. Hough spoke about the following:

- Gave an overview of the decision-making process when the district, or a school, goes remote for learning
- Update on the state travel advisory including the change on the quarantine rules

- Revision of the upcoming remote learning days – now beginning December 18, 2020 and returning to in-person instruction on January 14, 2021
- Enrollment report
- Happy Holidays to all and a wish for a healthy, safe winter break

At this point, President Miller added additional comment regarding the full Board’s support and acceptance of Superintendent Hough’s recommendation for the revised remote instruction plan.

Mr. Bonner moved approval of the following item listed under Superintendent’s Report:

C.	<u>Lawton C. Johnson Summit Middle School</u>		
	<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
	11/10/2020	7718595912	2

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

#### COMMITTEE REPORTS

- A. Education Committee – Dr. Wong reported on the following: special education update – specifically the high schoolers; Rutgers counseling update; SEF grants review; kindergarten entrance policy; state guidance on use of snow days
- B. Operations Committee – Mr. Colón reported on the following: draft financial audit for school year 2019-2020 – only finding is a late remittance of pension reporting. Congratulations to Mr. Pepe and his team for a great job; 2021-2022 budget update including discussions on health care changes where approximately 1/3 of employees have switched to the new EHP plan; school building security
- C. Policy Committee – Mr. Bonner reported on the following: mandated changes to policies on school security and facilities usage; review of the policies on tonight’s agenda for a second reading and adoption
- D. Communications Committee – In Mr. Weinreich’s absence, Ms. Miller reported on the following: communication with the community with respect to collaboration with the Department of Health; ensuring athletic updates are communicated to parents and the community
- E. Negotiations Committee – Ms. Miller thanked all those involved with the process
- F. Liaison Reports – Dr. Wong attended an SEF meeting on December 1<sup>st</sup> and thanked all those involved for the great work they do

#### PUBLIC COMMENT

Mr. Getzendanner suggested that the district charge the Board of Elections for their usage of our schools twice a year.

Mr. Miller read comments regarding safety from staff that were received via a survey and suggested the Board consider going remote immediately until conditions improve.

#### APPROVAL OF BOARD MINUTES

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

A. Approval of Minutes of the following meeting:

1. November 12, 2020      Regular & Executive Meetings

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

#### SCHOOL BOARD OPERATION

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

A. Approval of travel for staff members (none at this time)

B. Approval of submission of the NJ Single Accountability Continuum (NJQSAC) District Performance Review for School Year 2020-2021 to the Union County Superintendent of Schools

C. Approval of the Interlocal Service Agreement between the City of Summit and the Board of Education for the maintenance and repair of Board of Education athletic fields for the calendar year 1/01/21 - 12/31/21 in the amount of \$64,151.49

D. Approval of the Uniform State Memorandum of Understanding Between Education and Law Enforcement Officials (New Providence, Summit & Millburn Emergency Services Dispatch Center)

E. Approval of Related Services Contract with Morris-Union Jointure Commission, 340 Central Avenue, New Providence, NJ 07974 for student #9778971097 to receive speech/language services for the 2020-2021 school year at a cost of \$230/hour

F. Approval of Change Order #7 from Integrity Roofing Inc. for Summit H.S. Partial Roof Replacement for liquidated damages representing 30 days at \$500/day for a total deduct in the amount of \$15,000

G. Approval of Proposal #2104548498 from Apple Computer, Inc. P.O. Box 281877, Atlanta, GA 30384-1877 for computer equipment in the amount of \$20,893.00 as per Educational

Services Commission of NJ (ESCNJ - Formerly MRESC) Bid Identifier #ESCNJ 18/19-67  
 Apple Contract #1062153

Note: lease account

- H. Approval of Quote #10635 from Lee Distributors, Inc., P.O. Box 447, Vernon, NJ 07462 for furniture for LCJSMS in the amount of \$11,567.58 as per Educational Services Commission of NJ ESCNJ Bid #17/18-16 7/2/17-7/1/2020

Note: to be reimbursed by SEF

- I. Approval of the **additional** Nonpublic School Security Initiative Program Agreements for the participating schools located within this district as follows:

St. Teresa of Avila School \$ 2,975.00 (approved 11/12/20)

**Oratory Prep \$ 67,725.00**

**Kent Place School \$109,200.00**

- J. Approval to accept a donation from the Summit HS Boys Soccer Boosters in the amount of \$7,753 to fund the grant position for 2020

- K. Approval for the following transportation arrangements with Morris-Union Jointure Commission for the 2020-2021 School Year:

<u>Student ID</u>	<u>School</u>	<u>Route</u>	<u>Contractor</u>
#9778971097	DLC – New Providence	MU925	MUJC

Approval for the renewal of transportation contracts with Morris-Union Jointure Commission for the 2020-2021 School Year in accordance and subject to the CPI increase of 1.70% as listed below:

<u>Contractor</u>	<u>Route #</u>	<u>Aide Per Diem Rate</u>	<u>Annual Cost</u>
MUJC	MU925	\$36.58	\$15,736.50

- L. Approval of Quote #ATPQ38184 from Aspire Technology Partners, LLC, 25 James Way, Eatontown, NJ 07724 for computer equipment at a cost of \$14,233.09 as per NASPO ValuePoint Cooperative Purchasing Organization (formerly WSCA-NASPO) Contract #87720

Note: This contract is being awarded under a National Cooperative Purchasing Agreement and as such will be advertised as to that effect under the authority of N.J.S.A. 52:34-6.2(b)(3)

Motion was seconded by Mr. Cho. The roll was called, Mr. Bonner abstained on “Item I” only, and all others 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, background checks as required by law, and ability to obtain appropriate NJ certification:

1. Jenny Chismark, Science Teacher, Lawton C. Johnson Summit Middle School, BA+15-Step-7, \$62,333 (prorated), effective December 14, 2020 for the 2020-2021 school year
  2. Abigail Litterio, Long-Term Grade 1 Teacher Substitute, Washington Elementary School, \$225/day, effective January 18, 2021, ending date to be determined based on the return of the classroom teacher
  3. Michelle Parkhurst, Long-Term Grade 1 Teacher Substitute, Washington Elementary School, \$225/day, effective November 30, 2020 through April 7, 2021, add to the substitute list, \$100/day, effective April 8, 2021
- B. Approval to appoint the following substitute teachers, pending criminal history review, background checks as required by law, and the ability to obtain NJ substitute teacher credentials:
1. Mary Beth Cianci, \$100/day, effective December 8, 2020
  2. Chelsea Wojciechowski, \$100/day, effective December 1, 2020
- C. Approval of the following Changes of Assignment:
1. Deborah Cooney, from Long-Term Grade 2 Substitute Teacher, Franklin Elementary School, to Leave Replacement Grade 2 Teacher, Franklin Elementary School, BA+15-Step-1, \$58,946 (prorated), effective November 16, 2020, ending date to be determined based on the return of the classroom teacher
  2. Shannon Corea, from Cafeteria/Playground Aide, Wilson Primary Center, to Cafeteria/Playground Aide, Jefferson Primary Center, effective November 25, 2020, no change in salary
  3. Kristen Akian, from School Nurse, Lincoln-Hubbard Elementary School, to School Nurse, Summit High School, no change in salary, effective January 4, 2021 for the 2020-2021 school year
- D. Approval to appoint the following support staff, pending criminal history review and background checks as required by law:
1. Lesley Padilla, Inclusion Aide, Franklin Elementary School, Aide-Step-2, \$36,676 (prorated), effective December 14, 2020, or sooner, for the 2020-2021 school year
  2. Laura Charos, Inclusion Aide, Jefferson Elementary School, Aide-Step-1, \$35,717 (prorated), effective December 15, 2020, or sooner, for the 2020-2021 school year
- E. Approval to appoint the following support staff substitutes, pending criminal history review and background checks as required by law:
1. Sheri Frank, RN, School Nurse, District, \$225/day, effective December 3, 2020
- F. Approval to accept the resignation of the following staff:
1. Linneth Sedano, Inclusion Aide, Franklin Elementary School, effective November 25, 2020 (*revised* from the November 12, 2020 Agenda)
  2. Wayne Wells, Custodian, Lincoln-Hubbard Elementary School, effective December 31, 2020

3. Stacy Callaway, Inclusion Aide, Franklin Elementary School, effective December 23, 2020
  4. Christelle Monawar, French Teacher, Summit High School, effective January 22, 2021, or sooner should a replacement be found
  5. Asha von Liebttag, English Teacher, Summit High School, effective December 23, 2020
- G. Approval to accept the resignation for the purpose of retirement of the following staff:
1. Eileen Mortenson, Secretary, Jefferson Primary Center, effective February 1, 2021
- H. Approval of maternity leave/family leave for the following staff:
1. Delane Bickelhaupt, Part-Time Inclusion Aide, Jefferson Primary Center, unpaid FMLA, effective November 30, 2020 through December 23, 2020
  2. Lori Alfone, Grade 3 Teacher, Franklin Elementary School, paid leave effective January 21, 2021 through April 9, 2021, unpaid leave effective April 12, 2021 through September 22, 2021
  3. Jennilee Curran, Kindergarten Teacher, Jefferson Primary Center, paid leave effective October 26, 2020 through December 8, 2020, unpaid leave effective December 9, 2020 through March 16, 2021(*revised* from the September 10, 2020 Agenda)
  4. Melissa Daly, Special Education Teacher, Lawton C. Johnson Summit Middle School, paid leave effective April 5, 2021 through April 30, 2021, unpaid leave effective May 3, 2021 through June 10, 2021
- I. Approval for employee #4673 to take an unpaid leave of absence effective, November 25, 2020 through June 30, 2021
- J. Approval for employee #9130 to take EFMLEA, \$200/day, effective November 30, 2020 through December 4, 2020
- K. Approval of the following, for their participation in administering the ACT Admissions Test, on Saturday, October 10, 2020:
- Standard Testing Room Proctors (\$125 each):
1. Maria Whiteside
  2. Alexander Whiteside
  3. Frederique Roduit
  4. Winifred Caetta
  5. Jack Maranhao
- Non-Standard Testing Room Proctor (\$185):
1. Rasheedah Tucker (non-Summit employee)
- Hall Monitor:
1. Mary-Ann Terrett - Standard Time \$100
  2. Sandra Soltis - Non-Standard Time \$130

Test Center Supervisor (\$250):

1. Simone Baskerville

- L. Approval to adjust the Franklin Elementary School I&RS Coordinator Stipend to Jessica Breznak, Step-1A, \$624.60 and Lindsay Corbett, Step-1A, \$763.40 (*adjusted* from the September 10, 2020 Agenda)

Motion was seconded by Dr. Wong. The roll was called and all present voted “Aye.” The motion was declared adopted.

POLICIES

Mr. Cho moved the following items under Policies:

First Reading

7440 - School District Security (M) Revised

7510 - Use of School Facilities (M) Revised

Second Reading

3157 - Work from Home During Mandatory Government School Facilities Closing (New)

6440 - Cooperative Purchasing (M) Revised

6470.01 - Electronic Funds Transfer and Claimant Certification (M) (New)

7450 - Property Inventory (M) (Revised)

8561 - Procurement Procedures for School Nutrition Programs (M) (Revised)

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

FINANCE

Dr. Wong moved the following items under Finance:

Upon the recommendation of the Business Administrator to the Superintendent:

- A. Approval of the December Bills List as listed below:

1.	Regular Bills	Fund 10	\$ 881,144.09
2.	Special Revenue	Fund 20	\$ 271,758.58
3.	Capital Projects	Fund 30	\$ - 0 -
4.	Enterprise Fund	Fund 60	\$ - 0 -
	Sub Total All Funds		\$1,152,902.67
5.	Food Service	Fund 61	\$ 81,309.63
	Total All Bills		\$1,234,212.30

- B. Approval of the monthly payroll for November 2020 - \$5,049,365.23

- C. Approval of budget adjustments and line item transfers for October 2020
- D. Approval of Secretary and Treasurer’s Report for October 2020
- 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 October 2020 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

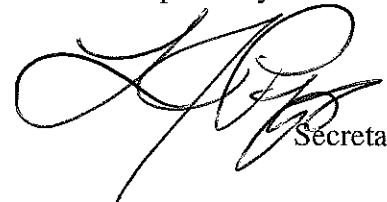
Further Be It Resolved, that the Summit Board of Education certifies that pursuant to NJAC 6A:23A-16.10(c) 4 that after review of the board secretary’s and treasurer’s monthly financial reports and the advice of district officials, we have no reason to doubt that no major account or fund has been over-expended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

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

ADJOURNMENT

Motion by Mr. Bonner, seconded by Dr. Wong, and carried to adjourn the meeting at 8:02 PM.

Respectfully submitted,



Secretary