

December 14, 2017

BOARD OF EDUCATION  
SUMMIT, NEW JERSEY

The Board of Education Meeting was held on Thursday, December 14, 2017, 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. Matthew Block, Director of Human Resources, and Ms. Kathy Sarno, Assistant Business Administrator. There were 31 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

A. Summit Educational Foundation - Fall 2017 Grants - Susan Thatch

Ms. Miller moved the following:

Approval to accept the Summit Educational Foundation Fall 2017 Grants in the amount of \$91,051

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

B. . Mid-year Goal Review - June Chang

PRESIDENT'S ANNOUNCEMENTS

Mr. Hanley spoke about the following:

- Happy Holidays to all!
- Next board meeting on January 19, 2018
- December 8<sup>th</sup> Coffee with the President was well attended - another scheduled for Saturday, January 30, 2018 - check the website for time
- Invitation to attend any of the district's great holiday concerts
- Congratulations to the Summit HS music program - and those students accepted into the Central Jersey Music Educators ensembles
- Congratulations also to Summit's Speech & Debate team - winners of the Princeton tournament
- Welcome home to Ryan O'Malley - graduate of Summit H.S. recently joined the N.Y. Football Giants' practice squad

- Thanks to Chris Bonner for hosting the community sessions held to develop board goals for the next three years - great job!

### SUPERINTENDENT'S REPORT

Mr. Chang spoke about the following:

- Shout out to all SHS mentors working district-wide with our younger students
- Full day kindergarten lottery held today - PreK lottery to be held in January
- Author Phil Bildner visited Franklin School and gave an interactive presentation that focused on book-writing and publishing
- Brayton's 2<sup>nd</sup> Heritage Day focused on China
- Congratulations to the cast & crew of Lincoln-Hubbard's production of *The Wizard of Oz*
- On January 11, 2018 Summit H.S. will host "Freshman Parent Night" to help with the transition from middle to high school
- Holiday wishes to all!

Mr. Dietze moved the following under Superintendent's Report:

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

10/3/17-49  
10/5/17-50  
10/13/17-51  
9/29/17-52  
10/16/17-53  
10/22/17-54  
10/21/17-55

- B. Approval to review the following 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

- C. Suspensions

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
11/03/2017	2876364071	10

11/03/2017	1353858417	3.5
11/06/2017	6443394579	1.5
11/06/2017	9371344041	4
11/22/2017	8378491244	3
11/27/2017	2524245306	1

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
11/02/2017	9965951270	1 in-school
11/06/2017	9585670010	1 in-school
11/06/2017	2947419720	1
11/08/2017	5688382447	1 in-school
11/13/2017	8667487961	3

Seconded by Ms. McCann. 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: how the Guidance Department is addressing social & emotional training including assemblies, clubs, specialty weeks; new course proposals; update on the proposed pathway course; proposed 2018-2019 school year calendar
- B. Operations Committee – Ms. McCann reported on the following: maintenance staff discussions; 2018-2019 budget process; culinary arts program at SHS; Aetna health benefits
- C. Policy Committee – Ms. Primack reported on the following: local wellness standards policy; "resign to run" policy - conclusion that there is no reason for board members to resign in order to run for public office
- D. Communications Committee – Mr. Bonner reported on the following: summary results of focus areas surveys, community input tied to mission statement
- E. Negotiations Committee – None
- F. Liaison Reports – Mr. Bonner attended the CHAT meeting and reported on their mission which is promoting the integration of the Hispanic community

PUBLIC DISCUSSION

Parent Jennifer Hinger commented on what she felt was the inappropriateness of the LCJSMS fall play which included sexual innuendos, social issues, etc. Superintendent Chang and Mr. Hanley responded.

Parent Steven Skrobala shared information that supported the need for a Freshman Girls' Volleyball team. Mr. Chang responded.

Parent John Liguori added to the conversation regarding the LCJSMS play and questioned the play selection process. Mr. Chang responded.

APPROVAL OF BOARD MINUTES

Ms. Primack moved approval of the following item under Approval of Board Minutes:

A. Approval of the minutes of the following meetings:

1. November 16, 2017 (Regular & Executive Session)

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

SCHOOL BOARD OPERATION

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

- A. Approval of travel for staff members (as per attached)
- B. Approval of the 2018-2019 School Calendar (as per attached)
- C. Approval to accept the following Atlantic Healthy Schools' A+ Challenge: Actions for Healthy Schools grants totaling \$650 from Atlantic Health System, Overlook Medical Center on behalf of the Wilson Primary Center:  
Gym Class Movement Policy \$350  
School Garden Initiative \$300
- D. Approval of the N.J. Department of Education QSAC Equivalency Application as per N.J.A.C. 6A:5-1.1(a). As noted at the December 14, 2017 Board of Education Meeting, the Summit School District has met the criteria for high performing status and as such is eligible to apply for the equivalency
- E. Approval of the following Gottesman Family Foundation Parenting Institute expenditures:
  1. The Connection charges for parents' ESL classes for fall 2017 (16 students at \$42 per session) totaling \$672.00
  2. Reimbursement for payment made to The Latino Family Literacy Project for elementary grade, semester 2 book sets and literacy kits in the amount of \$1,520
  3. Reimbursement for payment made to The Latino Family Literacy Project for middle school/high school chapter books and program materials in the amount of \$620
- F. Approval of the Tuition Contract with The Calais School, 45 Highland Avenue, Whippany, NJ 07981 for student #3916217502 to continue attending for the 2017-2018 school year from January 9, 2018 to June 25, 2018 at a cost of \$72,286.20 (pro-rated)
- G. Approval of contract with Passaic County Technical Institute, 45 Reinhardt Road, Wayne, NJ 07470 for interpreter services for student #7810546585 for the 2017-2018 school year at a cost of \$24,768.40
- H. Approval of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials for the 2017-2018 school year
- I. Approval of Proposal for Architectural & Engineering Services, Culinary Arts Program Renovations at Summit High School, dated December 6, 2017 from EI Associates, 8

Ridgedale Avenue, Cedar Knolls, NJ 07927 totaling \$89,000 as follows:

Phase II - Contract Document Phase \$77,000  
 Phase III - Bidding & Construction Phase Services \$12,000

Note: Funding for this project will be provided through Fund 61 Enterprise - Food Service Fund

- J. Approval for the following transportation arrangements with Morris-Union Jointure Commission for the 2017-2018 School Year:

Student ID	School	Route	Contractor
#1982426200	DLC - Warren	MU986	MUJC

Approval for the renewal of transportation contracts with Morris-Union Jointure Commission for the 2017-2018 School Year in accordance and subject to the CPI increase of .30% as listed below:

Contractor	Route #	Aide Per Diem Rate	Annual Cost
MUJC	MU986	\$144.50	\$25,922.07

- K. Approval for the following **revised** transportation arrangements with Mercer County Educational Services Commission for the 2017-2018 School Year:

Student ID	School	Route	Contractor
# 781054658	Sage Day School, Hamilton	SAGE	Rick Bus Company

Approval for the **revised** transportation contract with Mercer 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	Annual Cost
Rick Bus Company	SAGE		<b>\$15,032.30</b>

- L. Approval for the following transportation arrangements (PM only) with Morris-Union Jointure Commission for the 2017-2018 School Year effective 10/18/17:

Student ID	School	Route	Contractor
#1026245451	Arc Kohler	MU964	MUJC
#5762253583	Arc Kohler	MU964	MUJC

Approval for the **increase in the cost of this transportation contract** with Morris-Union Jointure Commission for the 2017-2018 School Year as listed below:

Contractor	Route #	Aide Per Diem Rate	Cost Increase
MUJC	MU964		\$8,755.60

- M. Approval for the following transportation arrangements with Educational Services Commission of NJ (Middlesex) for the 2017-2018 School Year:

Student ID	School	Route	Contractor
#9926978487	CPC High Point, Morganville	7339	Hendry Bus Company

Approval for the transportation contract with Educational Services Commission of NJ (Middlesex) 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	Annual Cost
Hendry Bus Company	7339		\$5,769.35

- N. Approval for the following transportation arrangement with Union County Educational Services Commission for the 2017-2018 School Year, beginning November, 2017:

Student ID	School	Route	Contractor
#7810546585	Passaic County Technical Institute	CS-625EC	K&S Transportation
#9677974979	Montgomery Academy	CS-645EC	Nelvi 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 .30% as listed below:

Contractor	Route #	Aide Per Diem	Per Diem Rate
K&S Transportation	CS-625EC		\$165.00
Nelvi Transportation	CS-645EC		\$173.00

- O. Approval of Quote #3034151 from ITSavvy, LLC, 313 South Rohlwing Road, Addison, IL 60101 for a Xerox Phaser 5550N Laser Printer as per state contract #87722 in the amount of \$8,979.76
- P. Approval to accept a \$750 stipend from The Brain Injury Alliance of New Jersey to the Summit Safety Society for Summit High School's selection as a 2017-2018 U Got Brains Champion School
- Q. Approval of donation in the amount of \$7,354 from Friends of SHS Women's Soccer to fund the 2017 soccer grant position

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

### PERSONNEL

Ms. McCann 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. Naomi Tucker, English as a Second Language Teacher, Brayton Elementary School, MA Step-9, \$66,218 (prorated), effective December 4, 2017
  - 2. James Tweed, Assistant Wrestling Coach, Summit High School, Stipend Step-1A, \$7,593, for the 2017-2018 school year
  - 3. Peter Connolly, Volunteer Wrestling Coach, Summit High School, for the 2017-2018 school year
  - 4. Jeffrey Bigas, Assistant Lacrosse Coach, Summit High School, Stipend Step-1A, \$7,354, for the 2017-2018 school year
  - 5. Matthew Samansky, Volunteer Wrestling Coach, Summit High School, for the 2017-2018 school year
  - 6. Jessica Bassman, Inclusion Aide, Washington Elementary School, Aide Step-1, \$33,031 (prorated), effective December 18, 2017
  - 7. Dulcie von Ameln, Long-Term 3rd Grade Substitute Teacher, Franklin Elementary School, \$225/day, effective January 16, 2018 through May 21, 2018, and 2 transitional days, \$100/day
  
- B. Approval to appoint the following substitute teachers, pending criminal history review and ability to obtain NJ substitute teacher credentials:
  - 1. Gloria Jimenez, \$100/day, effective December 15, 2017
  - 2. Brian Ferraro, \$80/day, effective December 15, 2017
  - 3. Bayley Hickey, \$80/day, effective December 15, 2017
  - 4. Julie Liu, \$80/day, effective December 15, 2017
  - 5. Marissa Reynolds, \$100/day, effective December 15, 2017
  - 6. Jorge Solodkin, \$80/day, effective December 15, 2017
  - 7. Danielle Imbimbo, \$100/day, effective December 15, 2017
  
- C. Approval of the following Change of Assignments:
  - 1. Marta Michel, from Long-Term Substitute Teacher, Summit High School, to Leave Replacement .6 Social Studies Teacher, Lawton C. Johnson Summit Middle School, Doctorate Step-2 (.6) \$39,242 (prorated) effective December 14, 2017 through June 30, 2018 and 3 transitional days, December 11, 12, 13, 2107, \$100/day
  - 2. Kevin Sirkin, from ABA Aide, Summit High School, to Long-Term Substitute ABA Teacher, Summit High School, \$225/day, effective November 27, 2017 through December 8, 2017, returning to his ABA Aide position on December 11, 2017
  - 3. Kelly Klaif, from 5th Grade Leave-Replacement, Franklin Elementary School, to 5th Grade Leave-Replacement, Franklin Elementary School MA Step-1, \$60,267, through June 30, 2018, (adjusted from September 14, 2017 agenda)
  - 4. Kendra Newman, from Leave-Replacement Math Teacher, Summit High School, to

- Leave-Replacement Math Teacher, Summit High School, MA Step-7  
\$63,853, through June 30, 2018, (adjusted from the September 14, 2017 agenda)
5. Robin Cornelison, from Long-Term Substitute Teacher, Franklin Elementary School, to Substitute Teacher, Franklin Elementary School, \$100/day effective January 8, 2018 through January 12, 2018, then Long-Term Substitute Aide Franklin Elementary School, Aide Step-3, \$189.40/day, effective January 16, 2018 through May 10, 2018
  6. Jessica Breznak, from Instructional Aide, Franklin Elementary School, to Long-Term 5th Grade Teacher, Franklin Elementary School, \$225/day, effective January 16, 2018 through May 9, 2018, returning to the Instructional Aide position on May 10, 2018
  7. Jennifer Schedlbauer, from Long-Term Substitute Teacher, Washington Elementary School, to Long-Term 3rd Grade Teacher, Franklin Elementary School, \$225/day, effective January 2, 2018 through June 5, 2018 and 5 transitional days, December 18-22, 2018, \$100/day
  8. John Wilson, from District Substitute, to Inclusion Aide, Summit High School, Aide Step-1, \$33,031, (prorated) effective December 15, 2017, for the 2017-2018 school year
  9. Brianna Palumbo, from Long-Term Substitute Aide, Washington Elementary School, to Long-Term Substitute Aide (4 days per week), Washington Elementary School, \$184.45/day, effective December 18, 2017 through June 5, 2018
  10. Rebecca Brown, from Leave Replacement Special Education, Summit High School, to Long-Term Substitute Chemistry Teacher, Summit High School, \$225/day, effective December 18, 2017 through April 18, 2018

D. Approval of maternity/family leave for the following staff:

1. Danielle Dees, Teacher, Summit High School, paid leave, March 13, 2017 through May 9, 2017, and unpaid leave, effective May 10, 2017 through October 16, 2017, and unpaid/childcare leave effective October 17, 2017 through September 1, 2018 (adjusted from the December 15, 2016 and July 20, 2017 agendas)
2. Kate Polles, Grade 5 Teacher, Franklin Elementary School, paid leave, April 24, 2017 through June 19, 2017, and unpaid leave, effective June 20, 2017 through November 29, 2017, and unpaid/childcare leave effective November 30, 2017 through September 1, 2018 (adjusted from the January 19, 2017, July 20, 2017 and September 14, 2017 agendas)
3. Elizabeth Buettner, Language Arts Teacher, Summit High School, paid leave, effective February 5, 2018 through March 28, 2018, and unpaid leave, effective March 29, 2018 through September 1, 2018 (adjusted from the November 16, 2017 agenda)
4. Lauren Ponzio, Chemistry Teacher, Summit High School, paid leave, effective December 18, 2017 through February 22, 2018, and unpaid leave, effective February 23, 2018 through March 16, 2018, and unpaid/childcare leave effective March 17, 2018 through April 15, 2018 (adjusted from the November 16, 2017 agenda)
5. Elizabeth Buettner, Language Arts Teacher, Summit High School, paid leave, effective February 5, 2018 through March 28, 2018, and unpaid leave, effective March 29, 2018 through September 1, 2018
6. Rachel Killeen, Physical Education Teacher, Wilson Primary Center, Jefferson Primary Center and Lawton C. Johnson Summit Middle School, paid leave, effective March 9, 2018 through May 11, 2018, and unpaid leave, effective May 14, 2018 through October 17, 2018
7. Rachel Scanlon, Behaviorist, District, paid leave, effective April 2, 2018 through



- May 24, 2018, and unpaid leave, effective May 25, 2018 through November 6, 2018
8. Allison Flockhart, Athletic Trainer, Summit High School, paid leave, effective March 5, 2018 through April 24, 2018, and unpaid leave, effective April 25, 2018 through May 31, 2018
  9. Angelica Da Silva, School Psychologist, Washington Elementary School, paid leave, effective March 12, 2018 through April 16, 2018, and unpaid leave, effective April 17, 2018 through June 30, 2018
- E. Approval to accept the resignation of the following staff:
1. Sarah Kehoe, Inclusion Aide, Jefferson Elementary School, effective December 22, 2017
  2. Patrick J. Scarpello, Ed.D, Athletic Director, Summit High School, effective January 19, 2018, or sooner should a replacement be found
  3. J. (Joseph) Ben Molnar, Drama Technical Director, Stipend Position, effective December 4, 2017
- F. Approval to appoint Rebecca Hoffler to the following After School Clubs, Franklin Elementary School, \$48/hour (paid by the PTO):
1. Running Club, April 2, 2018 for 10 weeks, one hour per week
  2. Jazz Band, February 2018 for 10 weeks, one hour per week
- G. Approval of Monika Bartlett for Spanish translation work, as needed, at the curriculum rate of \$48/hour, to be paid by timesheet for the 2017-2018 school year
- H. Approval of the resignation for the purpose of retirement for the following staff:
1. Mary Lockshin, World Language Teacher, Summit High School, effective July 1, 2018
  2. Catherine Kronen, Secretary, Lawton C. Johnson Summit Middle School, effective July 1, 2018
- I. Approval to appoint Donna Reichenbach, Clerical Substitute, \$13/hour, effective November 28, 2017
- J. Approval to appoint the following support staff, pending criminal history review:
1. Marissa Reynolds, Playground Aide, Brayton Elementary School, \$38/hour, effective November 30, 2017 for the 2017-2018 school year
- K. Rescind the approval of Dulcie von Ameln, Inclusion Aide, Washington Elementary School, for the remainder of the 2017-2018 school year
- L. Approval of Harvey Cohen, Interim Athletic Director, \$500 per diem, paid via timesheet, effective January 16, 2018, or sooner
- M. Approval to terminate the employment contract of employee #9418, in accordance with the notice provision of the contract, effective January 15, 2018
- N. Approval to reappoint Patricia Fontan, Hispanic Community Liaison, stipend amount of \$23,000 (\$12,000 funded by Gottesman Foundation and \$11,000

funded by District) for the 2017-2018 school year

- O. Approval to pay the following staff members \$500/each for additional work performed for the Lawton C. Johnson Summit Middle School Fall Play as well as planning work for the Lawton C. Johnson Summit Middle School Spring Musical Audition Workshop. (to be paid through the Lawton C. Johnson Summit Middle School Student Activities Account):
  - 1. Jamie Walter
  - 2. Maria Wager
  - 3. Ashley Raven
- P. Approval to adjust the salary for Michael Martino to \$79,523.00 effective January 1, 2018.
- Q. Approval of unpaid family leave for Matthew Carder, Physical Education Teacher, Washington Elementary School, effective February 15 through March 14, 2018
- R. Approval of Cristina Colineri, Special Education Teacher, Franklin Elementary School, to return from unpaid child-care leave on January 2, 2018 (adjusted from the March 16, 2017 agenda)

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

### POLICIES

Mr. Bonner moved the following items under Policies:

#### First Reading

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

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

Motion was seconded by Ms. Miller. 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 December Bills List as listed below:

1.	Regular Bills	Fund 10	\$ 812,758.99
2.	Special Revenue	Fund 20	\$ 93,321.53
3.	Capital Projects	Fund 30	\$ - 0 -
4.	Enterprise Fund	Fund 60	\$ - 0 -
	Sub Total All Funds		\$ 906,080.52
5.	Food Service	Fund 61	\$ 179,011.68

Total All Bills \$1,085,092.20

- B. Approval of the monthly payroll for November 2017 - \$4,877,761.55
- C. Approval of budget adjustments and line item transfers for October 2017
- D. Approval of Secretary and Treasurer's reports for October 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 October 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).

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

At this time, Mr. Hanley stated that the Board would now go into executive session and asked that the appropriate resolution be presented. The following resolution was then presented:

- A. That it does hereby determine that it is necessary to meet in Executive Session on Thursday, December 14, 2017 to discuss:

- A. Legal
  - 1. Student Disciplinary Hearing
  - 2. Special Education Update

- B. That the matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

Motion by Ms. McCann, seconded by Mr. Bonner, and carried to Executive Session at 9:02 PM.

The Board returned to Public Session at 10:42 PM.

PERSONNEL

Ms. Miller moved the following item under Personnel:

- R. Approval of Settlement Agreement between Summit Board of Education and parents of student #3228821267 as per attorney recommendation

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

ADJOURNMENT

Motion by Mr. Bonner, seconded by Ms. Wong, and carried to adjourn the meeting at 10:43 PM.

Respectfully submitted,

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

Secretary