

December 15, 2022

**BOARD OF EDUCATION  
SUMMIT, NEW JERSEY**

The Board of Education held a Meeting on Thursday, December 15, 2022 beginning at 7:00 PM in the Summit High School Library/Media Center. Those present: Mr. Colón, presiding, Mr. Cho, Ms. Cohn, Ms. Justice, Ms. Miller, Mr. Porac, and Ms. Stanton. There were 16 audience members.

Also present were Mr. Hough, Superintendent of Schools, Mr. Jess, School Business Administrator/Board Secretary, Mr. Gardella, Director of Human Resources, Dr. Cordero, Director of Education, Ms. Marr, Director of Student Personnel Services, Ms. Sarno, Assistant Business Administrator, and Ms. Callander, Communications Officer.

**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 2022 Grants – Amy Burke, Melissa Madden, Heather Thomas, Dawn Rempell (presenter), and Chelle Donnelly

Ms. Cohn moved the following:

Approval to accept the Summit Educational Foundation Fall 2022 Grants in the amount of \$236,378

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

- B. Staff Commendations – President Colón and Superintendent Hough recognized Aimee Perchak, Edward Mitchko, and John Ross for their actions in aiding a student during a medical emergency

**REPORT OF NEW HIRES**

Ms. Stanton moved approval of the following item under Report of New Hires:

- A. Approval to appoint the following new staff for the 2022-2023 school year, pending criminal history review, background checks as required by law, and ability to obtain appropriate NJ certification:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Step/ Salary</u>	<u>Effective</u>	<u>Replacing</u>

Alyssa Roncallo	Elementary Teacher	JES	BA-Step-1, \$58,881 (prorated)	January 2, 2023	Judy O'Donnell
Laura Schetlick	Coordinator of Student Information	District	\$105,000 (prorated) (\$405.85/day, effective 2/1/2023-2/28/2023 for transition purposes)	March 1, 2023	Alan Sipes

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

### PRESIDENT'S ANNOUNCEMENTS

Mr. Colón spoke about the following:

- "Praise from the Principal" program launched at Jefferson School highlighting student achievement
- SEF-funded innovation science labs have been a success and student feedback has been positive

### SUPERINTENDENT'S REPORT

Mr. Hough spoke about the following:

- Thanks to Mayor Radest and Common Council for passage of the bond
- Retired Franklin School Media Literacy Specialist Loreli Stochaj was honored for her commitment to the district – the PTO donated a plaque for the FES Library
- Holiday events & random acts of kindness ongoing throughout the district
- Congratulations to the staffs & crews of both the HS & MS fall productions – they were great!

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

A. Approval to affirm the following reports of Harassment, Intimidation and Bullying:

1. 09/18/2022 - 199
2. 10/10/2022 - 205
3. 10/11/2022 - 206
4. 10/10/2022 - 207
5. 10/12/2022 - 208
6. 10/13/2022 - 209
7. 10/11/2022 - 210
8. 10/20/2022 - 211
9. 11/02/2022 - 212
10. 10/07/2022 - 213
11. 10/31/2022 - 214

\* Due to a clerical error, case #215 has been removed as it was a duplicate

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

1. 11/07/2022 - 216
2. 11/14/2022 - 217
3. 11/14/2022 - 218
4. 11/04/2022 - 219
5. 11/17/2022 - 220

6. 12/01/2022 - 221
7. 11/03/2022 - 222

C. Suspensions

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
11/17/2022	2301426683	5

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
11/02/2022	5823712636	1
11/04/2022	9351638537	1 in-school
11/11/2022	8593084986	1 in-school
11/16/2022	7296710430	10 in-school
11/16/2022	3616857378	4
11/23/2022	6151171929	1
11/23/2022	5178387072	1

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

STUDENT BOARD REPRESENTATIVE REPORT – Lena Kifnidis

Ms. Kifnidis spoke about the following:

- Annual Winter Fest on December 21<sup>st</sup>
- Winter clubs & teams gearing up for the season
- College early decisions are rolling in!

ADDITIONS / REVISIONS TO THE AGENDA

Mr. Jess announced each of the additions/revisions to the agenda – and stated all changes to the agenda are noted in **bold text** within these Minutes, and deletions are noted with a ~~striketrough~~.

COMMITTEE REPORTS

- A. Education Committee – Ms. Justice reported on the following: update on the SES PreK-age 21 programs; transitioning the 18-21 program back to Summit H.S.; positive impact of the REACH program, and mental health clinician
- B. Operations Committee – Mr. Cho reported on the following: update on the 2022 audit – no deficiencies noted; grant applications to the Department of Community Affairs; update of SHS HVAC project; current food service operations are at a net loss due to the shortage price increases; 2023-2024 Pre-K tuition on tonight’s agenda with a \$400 annual increase
- C. Policy Committee – Did not meet
- D. Communications Committee – Ms. Miller reported on the following: review of weather communication practices; 2023-2024 kindergarten registration opens on Monday; upcoming world language video



- E. Negotiations Committee – Mr. Colón reported that the committee has met three times and he is looking forward to achieving the best outcome for our community
- F. Liaison Reports – Mr. Cho attended the SEF Grants Committee meeting last week, the culmination of which is on tonight's agenda

#### PUBLIC COMMENT

There was no public comment.

Motion by Ms. Cohn, seconded by Ms. Stanton, unanimously approved by voice vote to close public comment.

#### APPROVAL OF BOARD MINUTES

Ms. Miller moved approval of the following items under Approval of Board Minutes:

- A. Approval of Minutes of the following meetings:
  - 1. November 17, 2022 Regular Meeting

Motion seconded by Mr. Cho, unanimously approved by voice vote.

#### CURRICULUM / INSTRUCTION / PROGRAM

Mr. Cho moved approval of the following items under Curriculum/Instruction/Program:

- A. Approval to adopt the district's Safe Return Plan (as per attached)
- B. Approval of School Psychology Professional Diploma Program Affiliation Agreement for Practicum with Kean University, 1000 Morris Avenue, Union, NJ 07083 to provide the district with a school psychology intern beginning January 2, 2023 through June 30, 2023

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

#### FINANCE

Mr. Cho moved the following items under Finance:

Upon the recommendation of the School Business Administrator to the Superintendent:

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

1. Regular Bills	Fund 10	\$1,679,611.00
2. Special Revenue	Fund 20	\$ 122,073.47
3. Capital Projects	Fund 30	\$ - 0 -
4. Enterprise Fund	Fund 60	\$ - 0 -
Sub Total All Funds		\$1,801,684.47

5. Food Service Fund 61	\$ 170,455.51
Total All Funds	\$1,972,139.98

- B. Approval of the monthly payroll for November 2022 - \$5,222,763.47
- C. Approval of budget adjustments and line-item transfers for October 2022
- D. Approval of Secretary and Treasurer's Reports for October 2022
- 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 2022 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 travel for staff members (as per attached)
- G. Approval of the following Barbara and Harold Gottesman Family Foundation Funding:
  - 1. Gift to the Immigrant Student Scholarship Fund in the amount of \$10,000 made in June, 2022 which adds to the funding benefiting students in graduation year 2022
- H. Approval of **revised** Tuition Contract Agreement between Summit Board of Education and Lodi Board of Education, 8 Hunter Street, Lodi, NJ 07644 to **receive** student #9709039326 on a tuition-paying basis for ESY 2022 at a cost of \$614.67 and the 2022-2023 school year (9/6/22 to 10/20/22) at a cost of \$17,314.83
- I. Approval of Tuition Contract with The Windsor School, 234 Wanaque Ave, Pompton Lakes, NJ 07442 for student #4058433894 to attend for the 2022-2023 school year beginning December 5, 2022 at a cost of \$52,045.20
- J. Approval of Tuition Contract with The Windsor School, 234 Wanaque Ave, Pompton Lakes, NJ 07442 for student #7327130279 to attend for the 2022-2023 school year beginning December 5, 2022 at a cost of \$40,200
- K. **Post-Termination Board Resolution**

RESOLVED, that the Summit Board of Education (the "Board") does intend to make non-salary reduction contributions on behalf of certain classes of employees who terminate employment effective January 1, 2022 or after, defined as:

Members of the Summit Supervisors Association, and



WHEREAS, the Board will not permit any individual employee in this group to have an option of, instead, receiving the equivalent amounts as compensation, and

WHEREAS, the Economic Growth and Tax Relief Reconciliation Act of 2001 (“EGTRRA”) amended Section 403(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”) to permit employers to make contributions into 403(b) programs for employees who have terminated employment with the District, and

WHEREAS, the District wishes to make such contributions as permitted under Sections 403(b)(3) and Section 415(c)(1) of the Code for certain terminated employees,

NOW THEREFORE IT IS RESOLVED that the Board hereby authorizes and directs that the Business Office of the Summit Public School District shall make post-termination contributions as elected below into **any district approved 403(b) contracts** established through OMNI (third party administrator) in accordance with respective representatives of the approved financial professionals for each eligible individual as elected below, provided that such contributions shall not exceed the limits of Section 415(c)(1) of the Code and shall not continue beyond the five (5) year period authorized under Section 403(b)(3) of the Code.

FURTHER RESOLVED that such contributions shall be made for the following individuals:

Members of the Summit Supervisors Association

And the amount of the contributions shall equal at least:

- Five-Thousand dollars (\$ 5,000) per year,
- One-Hundred percent (100%) of such individual’s final contract year compensation, subject to the limitations of Section 415(c)(1) of the Code,

FURTHER RESOLVED that any employer contribution authorized hereunder shall be made as per contracts in place for those individuals

FURTHER RESOLVED that the proper employees of the Board be and they are hereby authorized and directed to take any and all actions necessary or desirable to implement the resolutions as set forth herein.

- L. Approval of Change Order #1 from DeSesa Engineering Co., Inc. for the Summit High School HVAC Upgrades Project in the amount of \$73,824 for the purpose of insulating ductwork for the rooftop units. The cost of the change order will be paid by insurance proceeds and the project allowance.
- M. Approval of Proposal from Dr. Suzi Millar, Hope Heals Wellness Center, 956 Evergreen Drive, Branchburg, NJ 08876 to provide Consultation Services for the 2022-2023 school year at a cost of \$250/hour on an as-needed basis
- N. **New Jersey Department of Community Affairs Grant - Tatlock Fieldhouse**

**Whereas**, the Summit Public Schools desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately **\$4,500,000** to carry out a project to: ***Renovate and expand Tatlock Fieldhouse.***

**Be it therefore RESOLVED**, 1) that the Summit Public Schools does hereby authorize the application for such a grant; and 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Summit Public Schools and the New Jersey Department of Community Affairs.

**Be it further RESOLVED**, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection herewith.

**O. New Jersey Department of Community Affairs Grant - Wilson Primary Center**

**Whereas**, the Summit Public Schools desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately **\$349,068** to carry out a project to: ***Expand and renovate the playground at the Wilson Primary Center.***

**Be it therefore RESOLVED**, 1) that the Summit Public Schools does hereby authorize the application for such a grant; and 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Summit Public Schools and the New Jersey Department of Community Affairs.

**Be it further RESOLVED**, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection herewith.

**P. New Jersey Department of Community Affairs Grant - Brayton Elementary School**

**Whereas**, the Summit Public Schools desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately **\$162,568** to carry out a project to: ***Upgrade the existing playground, including adding a rubberized playground surface and equipment (as needed) at Brayton Elementary School.***

**Be it therefore RESOLVED**, 1) that the Summit Public Schools does hereby authorize the application for such a grant; and 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from



the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Summit Public Schools and the New Jersey Department of Community Affairs.

**Be it further RESOLVED**, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection herewith.

**Q. New Jersey Department of Community Affairs Grant - Jefferson Elementary School**

**Whereas**, the Summit Public Schools desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately **\$168,433** to carry out a project to: *Upgrade the existing playground, including adding a rubberized playground surface and equipment (as needed) at Jefferson Elementary School.*

**Be it therefore RESOLVED**, 1) that the Summit Public Schools does hereby authorize the application for such a grant; and 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Summit Public Schools and the New Jersey Department of Community Affairs.

**Be it further RESOLVED**, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection herewith.

- R. Approval of a donation from the Wilson Primary Center PTO in the amount of \$1,153.08 for Scholastic News magazine subscriptions
- S. Approval of a donation from the Summit High School Boys Soccer Boosters in the amount of \$8,399 to fund the 2022 assistant coach position
- T. Approval of an anonymous donation in the amount of \$420 to be used to assist students in need to attend the 8th grade Washington DC trip
- U. Approval for the following school year transportation arrangement with Morris County Educational Services Commission for the 2022-2023 School Year, effective 12/07/22:

Student ID	School	Route	Contractor
#7327130279	Windsor Learning Center	CE599	Prestige Bus Service
#4058433894	Windsor School	CE599	Prestige Bus Service



Approval for the school year transportation contract with Morris County Educational Services Commission for the 2022-2023 School Year in accordance and subject to the CPI increase of 1.91% as listed below:

Contractor	Route #	Aide Per Diem Rate	Annual Cost
Prestige Bus Service	CE599		\$46,828.09

V. Approval to submit the amendment to FY2023 ESEA to include FY2022 carryover

W. Approval to submit the amendment to FY2023 IDEA to include FY2022 carryover

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

### SCHOOL BOARD OPERATION

Ms. Miller moved the following items under School Board Operation:

A. Approval of Preschool Tuition for the 2023-2024 school year in the amount of \$4,600 to include the reduced rate of \$1,380 and free rate of \$460 in accordance with the National School Lunch Program

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

### PERSONNEL

Ms. Stanton moved the following items under Personnel:

A. Approval to appoint the following Leave Replacement Teacher Substitutes and Long-Term Teacher Substitutes, pending criminal history review, background checks as required by law, and the ability to obtain NJ substitute teacher credentials:

<u>Name</u>	<u>School</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>	<u>Covering:</u>
Jessica Iandiorio	JES	Elementary Teacher	BA-Step-1, \$58,881 (prorated)	January 2, 2023 for the remainder of the 2022-2023 school year	Vanessa Abrantes
Andrea Baykir	FES	Elementary Teacher	\$225/day w/ one overlap day at \$125.00/day	January 17, 2023 through date tbd	Jennifer Schwarzenbek

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:

<b>Name</b>	<b>Pay Rate</b>	<b>Effective Date</b>
Irene Houck	\$125.00/day	December 16, 2022
Neil Carrozza	\$125.00/day	December 16, 2022 (removed)
Robert Near	\$125.00/day	December 16, 2022
Gail Harrison	\$125.00/day	December 16, 2022

C. Approval of the following Changes of Assignment:

1. Lesli Cestona, from Inclusion Aide, Summit High School, to Administrative Assistant, Summit High School Counseling Office, Secretary-V-Step-3, \$47,075 (prorated), effective January 2, 2023, for the 2022-2023 school year, replacing Leidy Ramirez-Franco
2. Megan Kaczka, Teacher, Lawton C. Johnson Summit Middle School, to Special Education Teacher (Transition Coordinator), Summit High School and Special Education Services, effective December 8, 2022, for the 2022-2023 school year
3. Anne Paris, from Part-Time Art/Music Teacher, Wilson Primary Center, to Part-Time (less one day) Art/Music Teacher, Wilson Primary Center, salary prorated to 0.8 FTE, effective January 2, 2023, for the 2022-2023 school year
4. Kendall Bailey, from Part-Time Art Teacher, Wilson Primary Center, to Part-Time Art Teacher (plus one day), Wilson Primary Center, salary adjusted to one extra half-day per week, effective January 2, 2023, for the 2022-2023 school year

D. Approval to appoint the following support staff, for the 2022-2023 school year, pending criminal history review and background checks as required by law:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>School</u></b>	<b><u>Step</u></b>	<b><u>Salary</u></b>	<b><u>Effective</u></b>	<b><u>Replacing</u></b>
Lynda Odell	Inclusion Aide	FES	Aide-Step-2	\$38,829 (prorated)	February 28, 2023(or sooner)	Rebecca Proctor

E. Approval to accept the resignation for the purpose of retirement of the following staff:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>School</u></b>	<b><u>Effective</u></b>
Joann Manhardt	Orchestra Director	LCJSMS & FES	July 1, 2023
Suzanne Smith	Special Education Teacher	JES	July 1, 2023

F. Approval to accept the resignation of the following staff:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>School</u></b>	<b><u>Effective</u></b>
Leidy Ramirez-Franco	Guidance Secretary	SHS	December 15, 2022



Samuel Trapani	Maintenance	Business Office	December 20, 2022
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- G. Approval of maternity leave/family leave for the following staff:
1. Allison Flockhart, Athletic Trainer, Summit High School, paid leave effective March 15, 2023 through May 5, 2023, unpaid leave effective May 8, 2023 through June 14, 2023
  2. Gianna Nardi, Inclusion Aide, Jefferson Primary Center, unpaid (sick) leave effective January 2, 2023 through February 27, 2023, unpaid leave effective February 28, 2023 through March 31, 2023
- H. Approval to use a substitute nurse at Summit High School to assist with screenings, as needed, up to 30 days
- I. Approval of Julie Liu to work as an Aide for the Unified Sports program, \$28.83/hour, effective December 22, 2022 (funded through IDEA)
- J. Approval to pay Julie Liu as an Aide during the Winter Concert at Summit High School, up to 3 hours at \$28.83/hour
- K. Approval of Don Standing to work as an Aide for Spring Track, \$26.52/hour, paid via timesheet (funded through IDEA)
- L. Approval to pay the following staff at the curriculum rate of \$49.45/hour for the Fall Enrichment program at Franklin Elementary School (funded through PTO):
1. Kacie Dubuque - Board Games - 6 hours
  2. Jill Mills - Readers Theater - 9 hours
  3. Jen Nagar - Sewing - 9 hours
- M. Approval of the following Middle School Tutoring staff to work up to 50 hours each, at the curriculum rate of \$49.45/hour (funded through Title I):
4. Mallory Mortillaro
  5. Jacek Lodziato
  6. Lauren Ettinger
  7. Christy Dilorio
  8. Debbion Hyman-Campbell
  9. Francesca Mattioli
  10. Marilyn Rand
  11. Theresa Martin
- N. Approval for the following Brayton Afterschool Enrichment Program staff to work up to 7.5 hours each, at the curriculum rate of \$49.45/hour, effective January 10, 2023 through February 15, 2023 (funded by Brayton PTO):
1. Christopher Miller - Chess
  2. Erin Corea - Chess
  3. Rebecca Penza - Book Club
  4. Robert Mauriello - Card and Dice Games
  5. Christopher Wisbeski - Soccer Skills

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

POLICIES & REGULATIONS

Ms. Stanton moved the following under Policies & Regulations:

Second Reading

P 1511 - Board of Education Website Accessibility - (M) New

P 2432 - School Sponsored Publications - Abolish

P 2432 R - School Sponsored Publications - Abolish

P 5512 - Harassment, Intimidation, and Bullying (M) Revised

P 5722 - Student Journalism (M) New

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

ADJOURNMENT

Motion by Ms. Cohn, seconded by Ms. Stanton, and carried to adjourn the meeting at 7:59 PM.

Respectfully submitted,



Derek J. Jess  
School Business Administrator/  
Board Secretary