

February 13, 2020

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education Meeting was held on Thursday, February 13, 2020 in Summit High School Library/Media Center beginning at 7:00 PM. Those present: Ms. Primack, presiding, Mr. Bonner, Mr. Colón, Ms. Miller, Mr. Weinreich, and Dr. Wong. Ms. McCann was absent.

Also present were Mr. Chang, Superintendent, Mr. Pepe, Assistant Superintendent/Board Secretary, Mr. Gardella, Director of Human Resources, Ms. Babis, Director of Special Education Services, and Ms. Sarno, Assistant Business Administrator. There were 14 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

1. Harassment, Intimidation and Bullying/Student Safety Data System Presentation - June Chang & Laura Kaplan
2. Special Education Strategic Vision - Doreen Babis
Rutgers University Behavioral Health Care's School Based Programs -
Sonia Rodrigues, Program Director

There were two questions from the public regarding the data statistics presented. Mr. Chang and Ms. Babis responded. Ms. Miller suggested that more information be provided to the public at future meetings.

PRESIDENT'S ANNOUNCEMENTS

President Primack address the three major responsibilities the Board is actively focusing on: Negotiations, the Superintendent Search, and creation of the 2020-2021 budget.

Negotiations: the Board and SEA are tentatively set up to meet in March to better understand the point of view and needs of both parties, and to begin to discuss and negotiate the terms of the next contract. The Board is committed to this process.

Superintendent Search: the Board sent out an RFP in February and interviewed three firms, identifying Hazard, Young, Attea and Associates (HYA) for approval. A Search Planning Committee has been established, and the next steps are to finalize and share the search process calendar, and collect input from all stakeholders. Board members will be interviewed, a survey will be distributed to the entire community and focus groups will be conducted.

2020-2021 Budget: appears to be on the road to achieving both programmatic goals and statutory requirements while not going over the 2% cap, but all numbers are tentative at this time.

SUPERINTENDENT’S REPORT

Superintendent Chang spoke about the following:

- Family math nights at the Primary Centers; school-wide initiative at Lincoln-Hubbard to study empathy; coding club at Franklin
- Summit H.S. athletic highlights
- Have a wonderful 4-day weekend
- Stated Mr. Pepe would now give an update of the 2020-2021 budget

Update on the 2020-2021 Budget - Louis Pepe

Ms. Wilson asked for clarification on the leased technology equipment. Mr. Pepe responded.

Mr. Coffin stated he commends the district for their efforts and asked that they keep in mind that the county taxes have overwhelmed the overall property taxes.

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:

- 11/18/2019 - 137
- 10/31/2019 - 138
- 12/11/2019 - 139
- 09/24/2019 -140
- 11/21/2019 - 141

- B. Approval to review the following reports of Harassment, Intimidation and Bullying:
01/22/2020 - 142

- C. Suspensions

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
01/24/2020	2013523421	2
01/24/2020	8156984160	3

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
01/03/2020	3771230740	1
01/17/2020	8599603523	1
01/17/2020	2706140395	1
01/21/2020	9481639707	1
01/22/2020	9517284736	1
01/24/2020	2230833034	1

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

COMMITTEE REPORTS

- A. Education Committee – Ms. Miller reported on the following: Tanya Lopez, Asst. Director of Education provided an overview on developing interdisciplinary learning units and research compiled within the district regarding teaching our students to read
- B. Operations Committee – Mr. Bonner reported on the following: Mr. Pepe provided information about a program called Direct Install through NJ Clean Energy that will pay for 80% of the cost of energy efficiency upgrades at all the elementary schools; collaboration with the City to refinish the LCJSMS parking lot; Summit HS roof replacement bid process
- C. Policy Committee – Mr. Colón reported on the policies on tonight’s agenda regarding student suicide assessment; earned sick leave
- D. Communications Committee – Dr. Wong reported that the committee focused on social media outlets such as Facebook, Instagram and the district website
- E. Negotiations Committee – Ms. Primack reported the committee has a meeting with the SEA (as reported in her opening comments)
- F. Liaison Reports – None

PUBLIC COMMENT

Mr. Getzendanner suggested the Board consider optional tuition payments for FDK as well as joint services with the Summit Free Public Library.

Mr. Bennett stated he is happy that the budget will come in within the 2% cap.

Ms. Acosta stated she would like to see visuals for budget presentations moving forward; and asked a question about the availability of past recordings of board meetings. It was recommended that she speak to Laurene Callander.

APPROVAL OF BOARD MINUTES

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

- A. Approval of the minutes of the following meetings:
 - 1. January 16, 2020 Regular Meeting & Executive Session

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

SCHOOL BOARD OPERATION

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

- A. Approval of travel for staff members (as per attached)
- B. Approval of the following committee for the purpose of planning the superintendent search:

Vanessa Primack, Board President
Donna Miller, Board Vice President
Chris Bonner, Operations Committee Chair
Michael Colón, Alternate

- C. Approval of Proposal from Hazard, Young, Attea and Associates (HYA), 1475 E. Woodfield Road, 14th Floor, Schaumburg, IL 60173 for the purpose of conducting a national search for the position of Superintendent of Schools for the Summit Public Schools in the amount of \$19,500 in accordance with the fee schedule provided in the agreement, along with related expenses and ancillary charges, as needed, in accordance with the agreement
- D. Approval for the purpose of recognizing liability coverage for a board-sponsored activity or event for any organization affiliated with and supporting the schools that is recognized by the Board of Education, at the discretion and approval of the Superintendent of Schools and School Business Administrator. Furthermore, the officers and members of the organization, but only with respect to their liability for activities they perform on behalf of the designated organization, are hereby covered under the district's insurance, subject to the policy terms and conditions; however, this insurance is excess over any other insurance, whether primary, excess or any other basis
- E. Approval of the following Gottesman Family Foundation Parenting Institute expenditures:
1. The Latino Family Literacy Program reimbursement to Vincent Gallo of Pomptonian for JPC Food Service reimbursement from 12/14/19 in the amount of \$132.00
 2. The Latino Family Literacy Program JPC supplies reimbursement for September to December expenses from Megan Calkins in the amount of \$122.31
 3. Summit Board of Education reimbursement for Pomptonian charges for Latino Literacy Celebrations at the Jefferson Elementary and Jefferson Primary Center on 12/14/19 and 12/20/19/19 totaling \$790.00
 4. The Latino Family Literacy Program JES/JPC supplies reimbursement for September to December expenses from Patricia Fontan in the amount of \$289.29
- F. Approval of the **additional** Nonpublic School Technology Initiative Program Agreements for the participating schools located within this district as follows:
- | | |
|--------------------------|---|
| Oratory Prep | \$12,859.20 (<i>approved 9/10/19</i>) |
| Kent Place School | \$21,375.00 |
- G. Approval of Quote #Q710410253 dated 11/19/19 from Troxell Communications, Inc., 1358 Hooper Avenue, Suite 6, Toms River, NJ 08753 for Juno Classroom equipment for Brayton School at a cost of \$8,631.18 as per NJ START State Contract T0114 - Library & School Supplies (SEF Grant F19138)
- H. Approval of Quote #10124 dated 9/9/19 from Smith System % Lee Distributors, P.O. Box 860415, Plano, TX 75086 for furniture for Brayton School Learning Workshop

at a cost of \$18,963.80 as per ESCNJ Bid #17/18-16 7/2/2017-7/1/2020 (SEF Grant F19127)

- I. Approval of Invoice #040119-01 from College of Saint Elizabeth Center for Human and Social Development, 2 Convent Road, Morristown, NJ 07960 for School Culture and Climate Initiative Work (Year 2) at a cost of \$11,500 (SEF Grant F18218)
- J. Approval of Quote Q710410232 dated 10/7/19 from Troxell Communications, Inc., 4675 East Cotton Center Blvd, Suite 155, Phoenix, AZ 85040 for Juno Classroom equipment for Jefferson School at a cost of \$11,508.24 as per NJ START State Contract T0114 - Library & School Supplies (SEF Grant F19139)
- K. Approval of Order #VT20-5011 from FrontRow Calypso LLC, 1690 Corporate Circle, Petaluma, CA 94944 for vocal classroom microphones for Jefferson School at a cost of \$9,299.98 (SEF Grant F19003)
- L. Approval to operate an academic summer school during summer 2020
- M. Approval to operate an enrichment summer school (FLASH) during summer 2020
- N. Approval of Direct Install Program Participation Agreements with Willdan Energy Solutions, 3910 Park Avenue, Suite 5, Edison, NJ 08820, approved contractor for the New Jersey Office of Clean Energy Direct Install Program, for the following schools as follows:

School	Project Cost	NJ Clean Energy Incentive	Incentive %	District Cost	Non DI Costs	Total Cost	Projected Energy Savings	Payback Period
Brayton	\$74,168.46	\$58,102.46	78%	\$16,066.00	\$3,180	\$19,246.00	\$15,152.46	13 Mos.
Franklin	\$67,426.26	\$53,941.01	80%	\$13,485.25	\$7,290	\$20,775.25	\$15,855.96	18 Mos.
Jefferson	\$97,010.32	\$77,608.26	80%	\$19,402.06	\$3,300	\$22,702.06	\$18,415.20	13 Mos.
Lincoln-Hubbard	\$64,147.82	\$43,549.61	68%	\$20,598.21	\$9,900	\$30,498.21	\$ 7,026.24	48 Mos.
Washington	\$65,115.29	\$52,092.23	80%	\$13,023.06	\$2,256	\$15,279.06	\$14,135.35	13 Mos.
Wilson	\$72,996.87	\$48,955.96	67%	\$24,040.91	\$13,170	\$37,210.91	\$11,343.46	26 Mos.
TOTALS	\$440,865.02	\$334,249.53	76%	\$106,615.49	\$39,096	\$145,711.49	\$66,776.21	22 Mos.

However, this project will be part of the 2020-2021 budget, and funding for local share in the amount of \$145,711.49 will come from withdrawal of maintenance reserve and is contingent upon final approval by the Board of School Estimate on March 30, 2020

- O. Approval to award the Summit H.S. School Roof Replacement to Integrity Roofing, Inc., 1385 Witherspoon Street, Rahway, NJ 07065 in the total amount of \$1,345,340, including \$40,000 contingency, without any alternate deducts.

Funding for the project will be part of the 2020-2021 budget including withdrawal of capital reserve in the amount of \$1.4 million, including \$44,000 for architectural services, and this award is contingent upon final approval of the budget by the Board of School Estimate on March 30, 2020.

Note: Contracts will not be signed until board approved.

- P. Approval to establish a new bank account with Investors Bank for a FLASH account in conjunction with the transition of registration systems, with the following signatories:
Board Secretary/Assistant Business Administrator

- Q. Approval of a donation from the Summit Basketball Club in the amount of \$16,802 to fund the boys' & girls' basketball grant positions for the 2019-2020 season

- R. Approval of Summer Program Tuition Contract Agreement with Limitless, 30 Righter Avenue, Denville, NJ 07834 for student #3552153376 to attend ESY 2020 at a cost of \$7,945

- S. Approval of an out-of-state field trip for 23 students and 2 chaperones from Summit High School, Advanced Photo Class, to Manhattan 157th Street Galleries, New York, NY, on April 2, 2020, to view art and photography with a focus on photo history. The day will culminate at the Phillips Auction House for live auction of historical photography.

- T. Approval to auction the following vehicles through GovDeals online liquidating service:

1. 1999 GMC 16-Passenger Bus – VIN: 1GDHG 35R7X 1118571
2. 2008 Ford Explorer – VIN: 1FMEU 73E78 UA827 86

Note: Vehicles will be taken off fixed asset report upon sale

- U. Approval of Quote #JH14 988265.01 from Howard Industries, P.O. Box 1588, Laurel, MS 39441-1588 for technology equipment at a cost of \$15,991.92

Additional quotes received from:

- CDI Technologies, Markham, ON
- Camcor, Inc., Burlington, NC
- GovConnection, Inc., Merrimack, NH

- V. Approval of Quote #17855 from PC Parts Plus LLC, P.O. Box 721, Lakeland, MN 55043 for Chromebook parts at a cost of \$11,347.15

Additional quotes received from:

- Chromebook Parts.com, St. Paul, MN
- Mobile Defenders, Kentwood, MI
- Trinity3 Technology, St. Paul, MN

Seconded by Mr. Weinreich. The roll was called, Mr. Bonner abstained on item “F” only, and all present voted “Aye.” The motion was declared adopted.

PERSONNEL

Mr. Colón 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. Giang Nee, Family and Consumer Science Teacher, Summit High School, MA+30, Step-1, \$62,720 (prorated), plus 2 Masters \$850, (prorated), effective February 7, 2020, for the 2019-2020 school year
 - 2. D’Anna Barbaro, Long-Term Social Worker Substitute, District, \$225/day, with 2 overlap days at \$100/day, effective March 9, 2020, for the 2019-2020 school year
 - 3. Morgan Mohlmann, Special Education Teacher, Summit High School, MA-Step-1, \$61,489 (prorated), effective February 14, 2020, for 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
 - 1. Matthew DeFonzo, \$100/day, effective February 14, 2020

- C. Approval of the following Changes of Assignment:
 - 1. Caitlin Stabler, from Part-Time Inclusion Aide, Brayton Elementary School, to Full-Time Instructional Aide, Brayton Elementary School, Aide-Step-1, \$34,907 (prorated), effective February 28, 2020, for 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. Jimmy Torres Iparraguirre, Custodian, Jefferson Primary Center and Jefferson Elementary School, Custodian, Step-4, \$38,153 (prorated), effective February 24, 2020, for the 2019-2020 school year
 - 2. Edward Mitchko, Security Guard, Lawton C. Johnson Summit Middle School, \$40,000 (prorated) effective February 24, 2020, for the 2019-2020 school year
 - 3. John Reinhardt, Long-Term Inclusion Aide Substitute, Lawton C. Johnson Summit Middle School, Aide-Step-1, \$189.71/day, effective January 23, 2020 through approximately, March 31, 2020
 - 4. Ingrid Alt, Inclusion Aide, Franklin Elementary School, Aide-Step-1, \$34,907 (prorated), effective February 19, 2020, for the 2019-2020 school year (adjusted from the January 16, 2020 Agenda)

- E. Approval to appoint the following support staff substitutes, pending criminal history review and background checks as required by law:
 - 1. Eileen Scanlan, Clerical Substitute, \$15/hour, effective November 26, 2019

- F. Approval to accept the resignation of the following staff:
 - 1. Peter Ilaria, Security Guard, Lawton C. Johnson Summit Middle School, effective January 31, 2020
 - 2. Michele Brill, Special Education Teacher, Washington Elementary School, effective

June 30, 2020

3. Angelica Figueroa, Custodian, Jefferson Elementary School, effective February 21, 2020
 4. Leanne Ivory, School Nurse, Brayton Elementary School, effective March 27, 2020, or sooner if a replacement is found
 5. Marissa Reynolds, Inclusion Aide, Brayton Elementary School, effective February 27, 2020
- G. Approval to accept the resignation for the purpose of retirement of the following staff:
1. Patricia Walsh, Transition Coordinator, Summit High School, effective July 1, 2020
- H. Approval of maternity/family leave for the following staff:
1. Samantha Johnson, Inclusion Aide, Lawton C. Johnson Summit Middle School, unpaid FMLA, effective January 31, 2020 through approximately, March 31, 2020
 2. Patricia D'Agostino, Inclusion Aide, Wilson Primary Center, unpaid FMLA, effective January 2, 2020 through approximately, March 31, 2020
 3. Laura Blum, Behaviorist, Special Services, paid leave, effective October 25, 2019 through January 14, 2020, and unpaid leave, effective January 15, 2020 through April 19, 2020, and unpaid child care leave, effective April 20, 2020 through August 26, 2020 (revised from the September 10, 2019 Agenda)
 4. Michele Mansfield, Science Teacher, Summit High School, paid leave, effective May 1, 2020 through June 16, 2020, and unpaid leave, effective August 27, 2020 through November 1, 2020
 5. Kate Harvey, Behaviorist, Jefferson and Washington Elementary Schools, paid leave, effective June 15, 2020 through June 16, 2020, and unpaid leave, effective August 27, 2020 through November 24, 2020
 6. Tanya Batorsky, Inclusion Aide, Washington Elementary School, unpaid leave, effective April 27, 2020 through May 5, 2020, and paid leave, effective May 6, 2020 through June 3(.5), 2020, and unpaid leave, effective June 3(.5), 2020 through November 10, 2020
 7. Lara Donohue, Grade 4 Teacher, Washington Elementary School, paid leave, effective May 4, 2020 through June 16, 2020, and unpaid leave, effective, August 27, 2020 through November 24, 2020, unpaid child-care leave, effective November 25, 2020 through January 3, 2021
- I. Approval to extend Carolyn Mozes as the Long-Term Art Teacher Substitute, Summit High School, \$225/day, effective September 6, 2019 through February 25, 2020, with one overlap day on February 26, 2020 at \$100/day (revised from the June 13, 2019 Agenda)
- J. Approval of Julia Jo to support a student, as an Aide, during an afterschool activity one time a week for 90 minutes/session at an hourly rate of \$26.69, effective January 24, 2020, through the end of the 2019-2020 school year (funded by IDEA)
- K. Approval to rescind the offer of employment to David Connolly, Playground Aide, Brayton Elementary School (from the January 16, 2020 Agenda)
- L. Approval of the following staff members from Lawton C. Johnson Summit Middle

School, for the S-Cubed program at \$48/hour, up to 75 hours each:

1. Tonyamarie Ramsay
2. Megan Kaczka
3. Ben Carapezza
4. Jenna Colineri

- M. Approval to extend Brooke Trayer as the Leave Replacement Behaviorist, District, MA-Step-1, \$61,489 (prorated) effective December 9, 2019 for the 2019-2020 school year (adjusted from the October 17, 2019 Agenda)

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

POLICIES

Mr. Weinreich moved the following items under Policies:

First Reading

- P 5350 - Student Suicide Prevention (Revised)
- P 5350A - Student Risk Assessment (New)

Second Reading

- P 1642 - Earned Sick Leave Law (M) New

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

FINANCE

Ms. Miller moved the following items under Finance:

Upon the recommendation of the Business Administrator to the Superintendent:

- A. Approval of the February Bills List as listed below:
- | | | |
|---------------------|---------|----------------|
| 1. Regular Bills | Fund 10 | \$ 827,163.16 |
| 2. Special Revenue | Fund 20 | \$ 83,521.74 |
| 3. Capital Projects | Fund 30 | \$ - 0 - |
| 4. Enterprise Fund | Fund 60 | \$ - 0 - |
| Sub Total All Funds | | \$ 910,684.90 |
| 5. Food Service | Fund 61 | \$ 196,235.07 |
| Total All Bills | | \$1,106,919.97 |
- B. Approval of the monthly payroll for January 2020 - \$ 5,038,695.00
- C. Approval of budget adjustments and line item transfers for December 2019
- D. Approval of Secretary and Treasurer’s Reports for December 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 December 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).

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

At this time, Ms. Primack 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, February 13, 2020 to discuss:
 1. Personnel – Mid-year Review of Non-Tenured
 2. Personnel – Superintendent Search

- 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 Mr. Weinreich, seconded by Mr. Bonner, and carried to Executive Session at 9:35 PM.

The Board returned to Public Session at 10:05 PM.

ADJOURNMENT

Motion by Ms. McCann, seconded by Mr. Bonner, and carried to adjourn the meeting at 10:06 PM.

Respectfully submitted,



Secretary