

February 15, 2018

BOARD OF EDUCATION  
SUMMIT, NEW JERSEY

The Board of Education Meeting was held on Thursday, February 15, 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 15 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. 2018-2019 Budget Update - Louis Pepe & June Chang
2. HIB/SSDS Presentation - June Chang & Laura Kaplan

PRESIDENT'S ANNOUNCEMENTS

Mr. Hanley spoke about the following:

- Thanks to all in attendance
- Schools closed February 19<sup>th</sup> & 20<sup>th</sup>
- Budget Process has begun - next two BOE meeting will focus on the budget
- Another President & Superintendent coffee to be held at Washington School
- Shout-outs to sports teams
- Future focus area and district goals discussions

SUPERINTENDENT'S REPORT

Mr. Chang spoke about the following:

- Safety and security in our schools in light of the tragedy in Parkland, Florida
- Joe Cordero successfully defended his dissertation so we congratulate Dr. Cordero
- Lincoln-Hubbard student, Stella Lemkau, took 3<sup>rd</sup> Place in the Summit Jr. Fortnightly Spelling Bee; took 2<sup>nd</sup> place in the district level; and will go to the State competition on March 3<sup>rd</sup>
- Jefferson Family Nights - Math, Zumba & Science
- Franklin School students performed Beauty & the Beast Jr.
- SHS musical, *Legally Blonde*, runs February 28<sup>th</sup> - March 3<sup>rd</sup>
- LCJSMS 6<sup>th</sup> graders busy with community service; Night for the Soul will be held on February 22<sup>nd</sup>; Math Club has 30 students from grades 6-8 participating in advanced math topics

- SHS introduced “Pathways” to our 9<sup>th</sup> graders; congratulations to Daniella Ospina and Rochelle Kaper who qualified for the President’s Volunteer Service Award
- Jump Rope for Heart occurring district-wide; next SEPAC Parent Workshop to be held at LCJSMS on March 14<sup>th</sup>; Operation Smile hosting its 12<sup>th</sup> annual Styles for Smiles Fashion Show tonight

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:
- 12/1/17-69
  - 12/13/17-70
  - 12/19/17-71
  - 12/12/17-72
- B. Approval to review the following reports of Harassment, Intimidation and Bullying:
- 1/09/18- 73
  - 1/11/18- 74
  - 1/12/18- 75
  - 1/16/18- 76
  - 1/26/18- 77
  - 1/25/18- 78

C. Suspensions

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
1/09/2018	2836298907	2
1/12/2018	7282043016	1
1/16/2018	2876364071	2
1/16/2018	2647744596	1
1/29/2018	5167188575	1

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
1/17/2018	8320041339	1
1/26/2018	7471463380	1
1/26/2018	9585670010	1

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: Summer Academy geometry program; overview of Special Education presented by Dr. Kachmar-Desonne; IXL update from Ms. McCann; budget related to curriculum; FDK update
- B. Operations Committee – Ms. McCann reported on the following: 2018-2019 budget process; playground updates at Brayton & Franklin
- C. Policy Committee – Ms. Primack reported there was no meeting this month

- D. Communications Committee – Mr. Bonner reported on the following: interim AD Harvey Cohen discussed his perspective of our athletic department based on his experience as an AD
- E. Negotiations Committee – Mr. Hanley will report during closed session
- F. Liaison Reports – Mr. Hanley stated he will attend a meeting with other Union County board presidents to discuss key district highlights & constructive framework and will report at the next meeting

#### PUBLIC DISCUSSION

Ms. Wilson asked a question to clarify the Pathways process. Mr. Chang responded.

#### APPROVAL OF BOARD MINUTES

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

- A. Approval of the minutes of the following meetings:
  - 1. January 18, 2018

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

#### SCHOOL BOARD OPERATION

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

- A. Approval of travel for staff members (as per attached)
- B. Approval to operate an academic summer school during summer 2018
- C. Approval to operate an enrichment summer school (FLASH) during summer 2018
- D. Approval to accept a donation from the Summit Boosters to the athletic department in the amount of \$2,999 for the HUDL videotaping services subscription for 2017-2018
- E. Approval of the following School Bus Emergency Evacuation Drill Report conducted as follows:
  - January 23, 2018 – 8:00am – Lincoln-Hubbard Crescent Avenue – Upper Entrance - Bus Route CS567 with By Faith Transportation (through UCESC), as supervised by Matt Carlin
- F. Approval to accept a donation from the Washington School PTO in the amount of \$564.99 to purchase a dishwasher for the staff room
- G. Approval of the following Gottesman Family Foundation Parenting Institute Expenditures:
  - 1. Summit Board of Education reimbursement of LFLP Child Care Monitor stipend for Megan Donoghue, November 2017, in the amount of \$60.00
  - 2. Summit Board of Education reimbursement for Zappia’s Brick Oven meals at

Washington School, paid from September – December, 2017 totaling \$259.80

- H. Approval of Quote No. N133589 dated 1/16/18 from 4 Wall Entertainment, 1 Carol Place, Moonachie, NJ 07074 for lighting and sound equipment in the Summit H.S. auditorium up to \$11,000
- I. Approval to accept a donation from Summit Performing Arts Resource Committee (SPARC) in the amount of \$10,594.82 for lighting equipment in the Summit H.S. Auditorium
- J. Approval of donation from the Washington School PTO in the amount of \$8,003 for continuation of the After School Learning Workshop program for 2017-2018
- K. Approval to amend FY2018 Title I funds in accordance with the FY2018 ESSA Grant based on state determination of eligibility
- L. WHEREAS, pursuant to NJAC 6A:23A-3.1 and its contract with the Superintendent of Schools, the Summit Board of Education established quantitative and qualitative criteria and associated merit bonuses for the Superintendent for the 2017-2018 school year; and

WHEREAS, the Board of Education has now reviewed indicators of the achievement of those goals; now, therefore,

IT IS HEREBY RESOLVED this 15th day of February, 2018 that the Summit Board of Education makes the determination that the merit goals have been completed and are submitted to the Executive County Superintendent of Schools for approval before payment as required by law per NJAC 6A:23A-3.1

- M. Approval of Quote dated 2/5/18 from MAP International, 358-360 South Street, Newark, NJ 07105 for Convection Oven Model ICVE-2 in the amount of \$6,950 for replacement of existing oven at LCJSMS  
Additional quotes received:  
BFA Food Service Equipment & Supplies \$7,131.60  
Singer Equipment Company \$7,307.52

NOTE: Funds for this purchase will come from Fund 61 Food Service Operation

- N. Approval of Quote #KD015074 dated 11/30/17 from Ocean Computer Group, Inc., 90 Matawan Road, Suite 105, Matawan, NJ 07747 for (4) Dell R740xd Servers at a cost of \$40,656 under NASPO ValuePoint 2015-2020 NJ State Contract #89967
- O. Approval of Settlement Agreement between Summit Board of Education and parents of student #2397012436 as per attorney recommendation

Item L was held for further discussion. Motion was seconded by Ms. McCann. The roll was called and all present voted "Aye" for the remaining items. 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. Jacqueline Arturi, Instructional Facilitator, JPC, WPC, BES, FES, JES, LHES, WES, MA-Step-16, \$82,137 (prorated), effective April 16, 2018, or earlier if released from current contract, for the remainder of the 2017-2018 school year
  - 2. Francesca Mattioli, Learning Disabilities Teacher-Consultant, Special Services - District, MA-Step-8, \$64,814 (prorated), effective April 16, 2018, or earlier if released from current contract, for the remainder of the 2017-2018 school year
  
- B. Approval to appoint the following substitute teachers, pending criminal history review and ability to obtain NJ substitute teacher credentials:
  - 1. Tracey Hurry, \$100/day, effective February 16, 2018
  - 2. Andrew Ongchin, \$100/day, effective February 16, 2018
  - 3. Danielle LaFredo, \$100/day, effective February 1, 2018
  - 4. Thomas Zemon, \$100/day, effective February 16, 2018
  - 5. Rebecca Gady-Ryan, \$100/day, effective February 16, 2018
  - 6. Molly Maher, \$100/day, effective February 21, 2018
  - 7. Marcus Jones, \$100/day, effective February 21, 2018
  - 8. Lawrence Glantz, \$100/day, effective February 21, 2018
  - 9. Kathleen Levey, \$100/day and \$50/hour as a home instructor, effective February 16, 2018
  - 10. Nina Coulter, \$100/day, effective February 16, 2018
  
- C. Approval of the following Change of Assignments:
  - 1. Daniel Levitt, from Inclusion Aide, Jefferson Elementary School, to Long-Term Substitute Physical Education Teacher, Jefferson Primary Center and Wilson Primary Center, \$225/day, effective March 9, 2018 for the remainder of the 2017-2018 school year
  - 2. Allison Gorman, from Inclusion Aide, Washington Elementary School, to Long-Term Grade 2 Substitute, Washington Elementary School, \$225/day, effective March 3, 2018, until the return of the staff member on leave
  - 3. Jill Collins, from Long-Term Special Education Teacher Substitute, Lawton C. Johnson Summit Middle School, to Leave Replacement Special Education Teacher, Lawton C. Johnson Summit Middle School, BA+15-Step-4, \$58,774 (prorated), effective February 16, 2018 for the remainder of the 2017-2018 school year
  - 4. Rebecca DeFrancisco, from Long-Term LDT-C Substitute, Special Education Services, to Leave Replacement School Psychologist, Special Education Services Doctorate-Step-2, \$65,404 (prorated), effective February 16, 2018 for the remainder of the 2017-2018 school year
  - 5. John Wilson, from ABA Inclusion Aide, Summit High School, to Instructional Aide, Lawton C. Johnson Summit Middle School, no change in salary, for the remainder of the 2017-2018 school year
  
- D. Approval to appoint the following support staff, pending criminal history review:
  - 1. Manuel Gomez, ABA Inclusion Aide, Summit High School, Aide-Step-3, \$34,850 (prorated) effective February 26, 2018, for the remainder of the 2017-2018 school

- year
  - 2. Luz Paez, Inclusion Aide, Jefferson Elementary School, Aide Step-3, \$34,850 (prorated) effective February 5, 2018, for the remainder of the 2017-2018 school year
  - 3. Niki Ivey, Inclusion Aide, Jefferson Elementary School, Aide-Step-2, \$33,939 (prorated) effective February 21, 2018, for the remainder of the 2017-2018 school year
- E. Approval of maternity/family leave for the following staff:
- 1. Megan Calkins Shiue, ESL Teacher, Wilson Primary Center and Jefferson Primary Center, paid leave, April 23, 2018 through May 25, 2018, and unpaid leave, May 29, 2018 through November 5, 2018
  - 2. Laura Kaplan, Director of School Counseling K-12, paid leave, April 26, 2018 through June 14, 2018, and unpaid leave, July 16, 2018 through October 10, 2018
  - 3. Danielle Ridge, Special Education, Jefferson Primary Center, paid leave, May 17, 2018 through June 19, 2018, and unpaid leave, September 1, 2018 through November 1, 2018
- F. Approval to accept the resignation of the following staff:
- 1. Andrew Gulya, Inclusion Aide, Lawton C. Johnson Summit Middle School, effective February 9, 2018
  - 2. Princess Heard, Inclusion Aide, Jefferson Elementary School, effective February 23, 2018, or sooner should a replacement be found
  - 3. Daniel Trench, Freshman Boys Soccer Coach, Lawton C. Johnson Summit Middle School, effective February 6, 2018
  - 4. Michelle Derpich, Director of Secondary Education, effective February 15, 2018
- G. Approval to add an extra 6th teaching assignment, Edward Cama, Special Education Teacher, Summit High School, \$6,749, effective January 22, 2018 through June 19, 2018
- H. Approval to appoint the following staff to act as the advisors of the Jefferson Actor's Guild (JAG) at the curriculum rate of \$48/hour, for the 2017-2018 school year:
- 1. Jeffrey Fluharty (up to 80 hours)
  - 2. Kristen Scaglione (up to 50 hours)
  - 3. Ashley Yospin (up to 10 hours)
- I. Approval to appoint Theresa Martin for Title I Tutoring, Lawton C. Johnson Summit Middle School, at the curriculum rate of \$48/hour, up to 35 hours, effective November 2017 through April 2018, (funded by Title I)
- J. Approval of the 2017-2018 Spring Coaching Recommendations (list attached)
- K. Approval of salary adjustment, due to advanced degree, Emily Cooper, MA+30-Step-13, (adjusted from the January 18, 2018 agenda)
- L. Approval to appoint staff to the Family Nights for 2017-2018 school year at the curriculum rate of \$48/hour, (list attached)
- M. Approval of Catherine Rivera, one hour translating at Board of Education hearing,

December 2017, at the curriculum rate of \$48/hour, paid via timesheet

- N. Approval of Rebecca DeFrancisco, Long-Term Substitute LDT-C, Lawton C. Johnson Summit Middle School, \$225/day, effective January 19, 2018 through February 15, 2018
- O. Approval of Bridget Keough, Long-Term Substitute, Athletic Trainer, Summit High School, \$225/day, effective March 5, 2018 through May 31, 2018, with two overlap days at \$100/day
- P. Approval of the resignation for the purpose of retirement of Katarina Kovalcik, High School Custodian, effective February 15, 2018

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

### POLICIES

Ms. McCann moved the following items under Policies:

#### Second 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 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 February Bills List as listed below:

1.	Regular Bills	Fund 10	\$1,908,748.93
2.	Special Revenue	Fund 20	\$ 127,461.61
3.	Capital Projects	Fund 30	\$ - 0 -
4.	Enterprise Fund	Fund 60	\$ - 0 -
	Sub Total All Funds		\$2,036,210.54
5.	Food Service	Fund 61	\$ 145,282.63
	Total All Bills		\$2,181,493.17

- B. Approval of the monthly payroll for January 2018 - \$4,859,753.65
- C. Approval of budget adjustments and line item transfers for December 2017

- D. Approval of Secretary and Treasurer's reports for December 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 December 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 Mr. Dietze. 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, February 15, 2018 to discuss:
  - 1. Personnel - Mid-year Review of Non-Tenured Staff
  - 2. Superintendent Merit Goals
- 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. Wong, seconded by Mr. Bonner, and carried to Executive Session at 8:48 PM.

The Board returned to Public Session at 10:45 PM.

#### SCHOOL BOARD OPERATION

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

- L. WHEREAS, pursuant to NJAC 6A:23A-3.1 and its contract with the Superintendent of Schools, the Summit Board of Education established quantitative and qualitative criteria and associated merit bonuses for the Superintendent for the 2017-2018 school year; and

WHEREAS, the Board of Education has now reviewed indicators of the achievement of those goals; now, therefore,

IT IS HEREBY RESOLVED this 15th day of February, 2018 that the Summit Board of Education makes the determination that the merit goals have been completed and are submitted to the Executive County Superintendent of Schools for approval before payment as required by law per NJAC 6A:23A-3.1



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

ADJOURNMENT

Motion by Ms. McCann, seconded by Mr. Dietze, and carried to adjourn the meeting at 10:47 PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "L. P. [unclear]".

Secretary