

BOARD OF EDUCATION  
SUMMIT, NEW JERSEY

The Board of Education Meeting was held on Thursday, March 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 26 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.

PRESIDENT'S ANNOUNCEMENTS

Mr. Hanley opening the meeting with information on the 2018-2019 budget.

Ms. Sarno and Mr. Pepe provided a budget update with respect to the state aid numbers released by the state this afternoon. Mr. Chang commented on the changes within the budget, most notably the addition of a security officer.

Mr. Hanley then asked for questions regarding the budget from board members.

Ms. Miller asked for additional information regarding the reduction of (5) sections for the next school year. Mr. Chang responded. She followed up with a question regarding field conditions. Mr. Pepe responded.

Ms. McCann stated she was glad to see an increase in state aid for the district, which has been underfunded for so long.

Mr. Dietze had a question regarding trends in retirement benefits costs. Mr. Pepe responded.

Mr. Hanley then spoke about the following:

- Upcoming LCJSMS musical, *Once Upon a Mattress*
- Spring break scheduled for April 9-13
- Budget hearing on April 9<sup>th</sup> at 6:30pm in City Hall Council Chambers
- Update on safety measures in our schools - the canine sweep on February 21<sup>st</sup> resulted in no illegal substances found in the building
- Thanks to Mr. Chang, the Business Office, administration and building leaders, and the Operations Committee for their work on the budget
- Agreements on all (3) union contracts were reached before they expired
- Student Highlight on Emily Kostolansky

SUPERINTENDENT'S REPORT

Mr. Chang spoke about the following:

- Boys Varsity Hockey team are NJSIAA Group C State Champions, defeating Chatham 3-0
- Best of luck to Julia Kuzniar, a finalist for the NJ Scholars Program
- Marcus Stevenson honored last night at the Unsung Heroes dinner
- VFW's Patriots Pen - congratulations to Lara Cota, Gwen DelJones and Hope Basaman
- Successful Hoops for Humanity basketball game generated \$3,500 for the American Cancer Society
- Brayton is celebrating Brain Month; Lincoln-Hubbard students involved with *Circus Around the World*.
- Our own Louis J. Pepe has been honored with the NJASBO Distinguished Service Award
- Thanks to Dr. Jane Kachmar-Desonne, Director of SES - whose retirement is on tonight's agenda - for her service to the district.

Ms. McCann moved the following under Superintendent's Report:

- A. Approval to affirm the Superintendent's decision following receipt of 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

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

1/26/18- 79

- C. Suspensions

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
2/01/2018	5455006231	1
2/02/2018	4151123107	6
2/09/2018	2130299131	1
2/09/2018	9047452544	4
2/27/2018	4993125865	3
2/28/2018	6019619850	1.5

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
2/16/2018	3519912387	1
2/16/2018	9974701646	1 in-school
2/23/2018	9974701646	1

Seconded by Ms. Miller. 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: PARCC testing update; IXcel in grade 6; pathways program to begin for class of 2021
- B. Operations Committee – Ms. McCann reported on the following: 2018-2019 budget process; security in schools
- C. Policy Committee – Ms. Primack reported on the following: revised policies on agenda including treatment of lice and residency
- D. Communications Committee – Mr. Bonner reported on the following: updating of “How We Tell the Summit Story” on the website
- E. Negotiations Committee - Mr. Hanley thanked all those involved in the agreements
- F. Liaison Reports – Mr. Hanley stated he attending a (phone) meeting with other Union County board presidents to discuss key district highlights issues facing school boards; Mr. Bonner reported on the Mayor’s Council on Diversity meeting and encouraged others to attend

PUBLIC DISCUSSION

Ms. Wilson asked for clarification on the charter school funding portion of the budget. Mr. Pepe responded. She followed with a question regarding the pathways program. Mr. Dietze responded. Finished with clarification request on the revised policies. Ms. Primack responded.

Approximately nine LCJSMS students made statements regarding their dissatisfaction with the handling of the walk-out this past Wednesday, and the fact that they were not permitted to exit the building.

Approximately three LCJSMS parents echoed the students’ sentiments; one parent supported the decision made by the administration.

Ms. Spielberg thanked Eunice Churchill for her service to the district; she added that in hiring future administrators the board should look for experience, a good track record, and strong communication skills.

Ms. Hanley commended the students for their voices and views, and thanked the building administrators and superintendent for their leadership.

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. February 15, 2018 (Regular & Executive)

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

SCHOOL BOARD OPERATION

Ms. Wong 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 Gottesman Family Foundation Parenting Institute expenditures:
  - 1. Summit Board of Education reimbursement for Middle School Coffee set-ups on 1/26, 2/02 and 2/09/18 in the amount of \$225.00
- C. Approval of agreement with Hayley M. Cohen, MD, Child, Adolescent & Adult Psychiatry, 28 Millburn Avenue, Suite 3, Springfield, NJ 07081 for school evaluations as needed at a cost of \$725 each for the 2017-2018 school year
- D. Approval of contract with Bartky HealthCare Center, LLC, 513 W. Mount Pleasant Avenue, Suite 325, Livingston, NJ 07039 for psychiatric evaluation services as needed at a cost of \$1,200 each for the 2017-2018 school year
- E. Approval of summer projects completed at Summit H.S. previously authorized through withdrawal of capital reserve as awarded to:
  - 1. Cifelli & Son General Contractors, 4 Coppola Street, Nutley, NJ 07110 for removal and replacement of concrete sidewalk and installation of belgian block curbing as per 2015 Ed Data Bid #6888 at a cost of \$32,865
  - 2. A-Able Fence Builders, 28 Lakeside Avenue, West Orange, NJ 07052 for removal and replacement of existing fencing along driveway sidewalk at a cost of \$10,700

NOTE: Additional quote obtained for fencing from Dean Weiss Landscape, LLC

- F. Approval of Tuition Contract with Washington Academy, 25 North 7th Avenue, Belleville, NJ 07109 for student #9677974979 to attend for the 2017-2018 school year beginning March 5, 2018 at a cost of \$57,729.60 (pro-rated)
- G. Approval of contract with Association Mathematics Teachers of New Jersey, P.O. Box 264, Bay Head, NJ 08742 for "PD on Demand" at a cost of \$10,500  
NOTE: to be paid with Title II funds
- H. Approval of 2016-2017 Per Pupil costs for Tuition Adjustment Purposes:

Preschool/K	\$10,521
Elementary Grades 1-5	\$13,841
Middle School Grades 6-8	\$13,853
High School Grades 9-12	\$14,667
Learning and/or Lang. Disability	\$15,598
Preschool Disability - PT	\$75,025

- I. Approval for the following transportation arrangement with Morris County Educational Services Commission for the 2017-2018 School Year, effective March 5, 2018:

Student ID	School	Route	Contractor
#9677974979	Washington Academy	CN-875	Jaris Transportation

Approval for the transportation contract with Morris 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
Jaris Transportation	CN-87		\$12,399.82

J. ADOPTION OF THE TENTATIVE BUDGET 2018-2019

BE IT RESOLVED that the tentative budget be approved for the 2018-2019 School Year and sent to the Executive County Superintendent of Schools in accordance with the statutory deadline for review and approval:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2018-2019 Total Expenditures	\$69,332,426	\$ 1,480,005	0	\$70,812,431
Less Anticipated Revenues	5,326,837	1,480,005	0	6,806,842
Local Tax Levy to be Raised	\$64,005,589	0	0	\$64,005,589

And to advertise said tentative budget in the Local Source in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that the public hearing be held in City Hall Council Chambers, 512 Springfield Avenue, Summit, New Jersey on April 9, 2018 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2018-2019 school year.

**NOTE: Figures subject to change up to the time of adoption of this resolution based on state aid figures or other adjustments**

Motion was seconded by Ms. McCann. The roll was called and all 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 and ability to obtain appropriate NJ certification:
  - 1. Lara Drewes, Long-Term Leave Replacement Counselor, Summit High School, \$225/day, effective April 6, 2018 through June 30, 2018
- B. Approval to appoint the following substitute teachers, pending criminal history review and ability to obtain NJ substitute teacher credentials:

1. Karen Miranda, \$100/day as a Teacher Substitute, \$15/hour as a Clerical Substitute, effective March 16, 2018
  2. Catherine Westdyk, \$100/day, effective March 16, 2018
  3. Maybell Cromwell, \$80/day, effective March 16, 2018
  4. Erika Vaughn, \$100/day, effective Mary 16, 2018
- C. Approval of the following Change of Assignment:
1. Clare Mustafa, from Long-Term ESL Substitute Teacher, Jefferson Elementary School, to Long-Term ESL Substitute Teacher, Jefferson Primary Center and Wilson Primary Center, \$225/day, effective April 23, 2018 for the remainder of the 2017-2018 school year, with two overlap days at \$100/day
  2. Christina Owens, from Substitute Teacher, District, to Long-Term Substitute Inclusion Aide, Washington Elementary School, \$189.40/day, effective February 21, 2018, until the return of the staff member on leave
  3. Molly Maher, from full-day Substitute Teacher, District, to .5 Inclusion Aide, Summit High School, Aide-Step-2, \$16,970 (prorated), effective March 5, 2018 through June 30, 2018, Ms. Maher will remain on the Substitute Teacher list
  4. Sandra Lillo, from ABA Preschool Aide, Wilson Primary Center, to Long-Term Substitute Teacher, Wilson Primary Center, \$225/day, effective March 16, 2018, until the return of the staff member on leave
- D. Approval to appoint the following support staff, pending criminal history review:
1. Lynnette Diaz, Guidance Secretary, Summit High School, Secretary-Category-5-Step-N, \$52,058, effective July 1, 2018
- E. Approval of maternity/family leave for the following staff:
1. 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 30, 2018 (adjusted from the December 14, 2017 agenda)
- F. Approval to accept the resignation of the following staff:
1. Karen J. Cotter, Instructional Facilitator, Lawton C. Johnson Summit Middle School, effective July 1, 2018
  2. Eunice Churchill, Secretary, Summit High School, effective July 1, 2018
  3. Jamie W. Walter, Special Education Teacher, Lawton C. Johnson Summit Middle School, effective July 1, 2018
  4. Dr. Jane Kachmar-Desonne, Director of Special Education Services, District, effective July 1, 2018
  5. Kathleen Branchflower, Grade 5 Teacher, Lincoln-Hubbard Elementary School, effective July 1, 2018
- G. Approval to pay, Katarina Kovalcik, for 10 unused vacation days at \$177.85/day for a total of \$1,778.50
- H. Approval to appoint, Colin Breivogel, as the advisor for the Math Counts Competition Team, Lawton C. Johnson Summit Middle School, at the curriculum rate of \$48/hour, up to \$2,532.00, (funded by the SEF)

- I. Approval to appoint Ian James to work as a volunteer Tennis Coach for the 2017-2018 school year
- J. Approval of the following 2017-2018 salary adjustments due to advanced degrees earned, for the following staff members, effective February 1, 2018:
  - 1. Barbara Slezak - MA+30-Step-21
  - 2. Amy Wysoczynski - MA-Step-5 (adjusted from the January 18, 2018 agenda)
- K. Approval to pay the following staff for the Lincoln-Hubbard Elementary School, After-School Activity Programs:
  - 1. Tom Simmons - \$1,575 - Floor Hockey
  - 2. Carole Stubeck - \$ 525 - Mindfulness
  - 3. Valerie Smith - \$ 525 - Junior Bakers
  - 4. Chelsea Jordan - \$ 525 - Junior Bakers
- L. Approval of the following staff to conduct In-District Educational Evaluations at the rate of \$375/evaluation, for the 2017-2018 school year:
  - 1. Megan Goodwin - LDT-C
  - 2. Kendall Black - LDT-C
- M. Approval to appoint Stefanie Jurista as Lawton C. Johnson Summit Middle School, Extended Day Program Teacher, at the curriculum rate of \$48/hour, up to 35 hours, effective February 26, 2018 through April 15, 2018, (funded by Title I)
- N. Approval to grant authorization to Summit staff member Caitlin Lostan, MA, BCBA, to have access to Summit Public School Staff for the purpose of administering a survey that asks questions about their experience with, knowledge of, and feelings toward different types of people, and how people act in certain social situations. Ms. Lostan is seeking her Doctoral degree from the School of Psychology at Fairleigh Dickinson University.
- O. Approval to pay the following staff members for their roles in assisting with the Lawton C. Johnson Summit Middle School 2017-2018 Spring Musical, *Once Upon a Mattress*. Funds will be provided in the form of a check from the Lawton C. Johnson Summit Middle School Student Activities Account, made payable to the Summit Board of Education:
  - 1. Michael Gleason (Trumpet)           \$ 300
  - 2. Ben Carapezza (Bass)               \$ 300
- P. Approval to pay the following musicians for their roles in assisting with the Lawton C. Johnson Summit Middle School 2017-2018 Spring Musical, *Once Upon a Mattress*. Funds will be provided in the form of a check from the Lawton C. Johnson Summit Middle School Student Activities Account, made payable to the Summit Board of Education:
  - 1. Amanda Mordenn (Flute)           \$ 300
  - 2. Mary Saylor (Keyboard)           \$1,000
  - 3. Bernadette Burke (Keyboard)     \$ 400
  - 4. Joseph Pagani (Harp)             \$ 400
- Q. Approval to appoint Beverly Cashen, Home Instruction Tutor, District, \$50/hour,

effective March 5, 2018

- R. Approval of the following staff members as Title I Mentors, Summit High School, to be paid at the curriculum rate of \$48/hour:
  - 1. Elizabeth Berberich
  - 2. Christine Bohan
  - 3. Colleen Cregg
  - 4. Jamie Farber
  - 5. Daniel Healy
  - 6. Brianna Kane
  - 7. Loren MacTaggart
  - 8. William O'Regan
  - 9. Scott Petrillo
  - 10. Jennifer Renn
  - 11. Christine Stelmach
  - 12. Ashley Sularz
  
- S. Approval of the Collective Bargaining Agreement between the Board of Education of the City of Summit and the Summit Supervisors Association (July 1, 2018 to June 30, 2021)
  
- T. Approval to suspend the following job descriptions:
  - 1. Director of Elementary Education
  - 2. Director of Secondary Education
  
- U. Approval of job description for Director of Curriculum and Instruction/Education
  
- V. Approval of job description for Assistant Director of Curriculum and Instruction/Education
  
- W. Approval of change of title, Jennifer McCann, from Director of Elementary Education, to Director of Curriculum and Instruction/Education, effective immediately
  
- X. Approval of Devin Glinsky, Brayton Elementary School, to monitor early morning computer lab, \$48/hour, (funded by Title I), effective March 19, 2018 through May 31, 2018

Motion was seconded by Ms. Miller. 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

P5111 Eligibility of Resident/Nonresident Students (Revised)

P8454 Management of Pediculosis (Revised)

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



FINANCE

Mr. Dietze moved the following items under Finance:

Upon the recommendation of the Business Administrator to the Superintendent:

A. Approval of the March Bills List as listed below:

1.	Regular Bills	Fund 10	\$ 814,174.31
2.	Special Revenue	Fund 20	\$ 159,162.03
3.	Capital Projects	Fund 30	\$ - 0 -
4.	Enterprise Fund	Fund 60	\$ - 0 -
	Sub Total All Funds		\$ 973,336.34
5.	Food Service	Fund 61	\$ 148,255.62
	Total All Bills		\$1,121,591.96

B. Approval of the monthly payroll for February 2018 - \$ 4,845,636.82

C. Approval of budget adjustments and line item transfers for January 2018

D. Approval of Secretary and Treasurer's reports for January 2018

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 January 2018 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, March 15, 2018 to discuss:

1. Personnel - Evaluation of Non-Represented Staff

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


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The Board returned to Public Session at 9:37 PM.

ADJOURNMENT

Motion by Ms. Miller, seconded by Ms. Primack, and carried to adjourn the meeting at 9:38 PM.

Respectfully submitted,

  
Secretary