

April 19, 2018

**BOARD OF EDUCATION
SUMMIT, NEW JERSEY**

The Board of Education Meeting was held on Thursday, April 19, 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 Education, and Ms. Sarno, Assistant Business Administrator. There were 50 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 spoke about the Focus Areas to be presented tonight - board members also added their support of the focus areas and thanked the Communications Committee for their hard work on developing the focus areas.

Mr. Dietze moved the following:

Approval of the 2018-2021 Board of Education Focus Areas:

Focus Area #1: Pursue scholarly excellence for each and every diverse learner by consistently providing a multifaceted, global educational experience at all levels

Focus Area #2: Provide an environment for students and teachers to cultivate a shared love of learning by supporting creativity and inspiration, and dedication in all phases of the educational journey

Focus Area #3: Sustain superior academic programs through strategic investment and targeted financial decision making to optimize the overall educational opportunities for our students

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

Superintendent Chang recognized both Michelle Cebula and Dan Healy for their hard work on behalf of the district, and asked that the resolutions appointing Ms. Cebula as the Asst. Director of Education, and Mr. Healy as the Director of Athletics, be moved at this time.

Ms. Primack moved the following under Personnel:

- C. Approval of the following Change of Assignment:
4. Michelle Cebula, from Assistant Principal, Lawton C. Johnson Summit Middle School, to Assistant Director of Curriculum and Instruction/Education, District, \$120,000, effective June 21, 2018

 7. Daniel Healy, from Teacher of Mathematics, Summit High School, to Director of Athletics, District, \$120,000, effective July 1, 2018

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

PRESIDENT'S ANNOUNCEMENTS (con.t)

Mr. Hanley then spoke about the following:

- Students in the Summit H.S. musical program on their way to Nashville
- STEAM Carnival at Jefferson School this Saturday, April 24th
- Thanks to Mr. Chang, Mr. Bonner, Ms. Primack and Communications Specialist Mia Bivaletz for their hard work on the focus area process; thanks to all the staff members and public that attended the meetings
- Wished Mr. Dietze goodbye and thanked him for his hard work on behalf of the Board in his role as President, and the numerous committees he has been on

Mr. Dietze thanked members of the board, past and present, for their support - he loved working with such quality people.

SUPERINTENDENT'S REPORT

Mr. Chang spoke about the following:

- The 5th graders at Brayton went on their annual overnight trip to Camp Bernie learning leadership skills and teamwork; two Family Math Nights this month
- Franklin students were treated to a guided tour of the cosmos via a huge inflatable planetarium; Yoga in the PARCC gave students the opportunity to learn stress-reducing techniques
- Jamie Bass, Washington School art teacher, delivered a special faculty meeting about creating art as a means to reducing stress
- Brain Awareness Week was celebrated at Lincoln-Hubbard School involving brain teasers, healthy food sampling, and calm mindfulness activities; students prepared for "Lincoln-Hubbard's Got Talent" on April 27th
- The Jefferson Actors Guild performed an original play written by staff member Jeff Fluharty, called "Hydrangea Albright; Comedy of Tragedy"

- The All-City Music Masters recital was held at LCJSMS and showcased performances by all of our elementary, as well as middle and high schools.
- 170 H.S. students headed to Nashville to attend workshops as well as perform for professors and professionals at Belmont University. They will also attend the Nashville Symphony, the Grand Ole Opry, and tour the Country Music Hall of Fame
- Congratulations to the SHS fall play, *Shakespeare's Love's Labour's Lost*, which received 10 final nominations from the Montclair Theatre Night Awards including Best Overall Play
- Different activities throughout the district in support of Autism Awareness
- The revised 2018-2019 school calendar is on the agenda - going forward, the district is looking at starting school a little bit earlier (in August) to accommodate snow days and other factors

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

A. Approval to affirm the Superintendent's decision following receipt of reports of Harassment, Intimidation and Bullying:
1/26/18- 79

B. Approval to review the following reports of Harassment, Intimidation and Bullying:
2/23/18-80
2/23/18-81
2/23/18-82
3/6/18-84
3/12/18-85
3/13/18-86
3/19/18-87
3/26/18-88
3/28/18-89

C. Suspensions
Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
3/01/2018	8378491244	1
3/01/2018	2836298907	1
3/01/2018	2254519261	4
3/02/2018	7302764167	1
3/16/2018	7889337670	1
3/16/2018	2647744596	.5
3/19/2018	4841433198	9.5

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
3/12/2018	2947419720	1
3/14/2018	8461589514	2

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: ELA testing; PARCC testing; use of Learning Workshop in the various elementary grades; learned more about boot camp - a 2-week extensive remedial program to avoid being in LW; looked at next year's calendar including closing on election day, and beginning in August in the future
- B. Operations Committee – Ms. McCann reported on the following: Aetna issues; culinary arts renovations update; 2018-2019 budget
- C. Policy Committee – No report
- D. Communications Committee – Focus Area update given at the beginning of the meeting
- E. Negotiations Committee - No report
- F. Liaison Reports – Ms. McCann attended a meeting of BOE Presidents from neighboring towns to discuss topics such as HIB, professional development, teacher recognition - plan to meet a few times during the year

PUBLIC DISCUSSION

Ms. Donat, a teacher at SHS, said regarding the change in school year calendar that if classes begin in August, they request air conditioning.

A parent questioned district policy #2431 regarding athletic competition and whether a homeschooled student would be able to play on the HS soccer team. Mr. Chang and Mr. Hanley responded.

SEA President Dan Miller gave a summary of the concerns regarding health benefits through Aetna.

Mr. Ertz, a teacher at SHS added his concern about the prescription and dental plans, as well as other routine appointments.

Former BOE member Katherine Kalin asked for an update on full-day kindergarten. Mr. Chang responded.

Another teacher, Ms. Barto, stated her prescription medication is now much more expensive.

Former BOE member James Freeman spoke about what a pleasure it was to work with the leadership of Mr. Hanley and Mr. Dietze on behalf of his children; and how fortunate we are to have Ms. McCann's leadership in the future.

Mr. Pepe added his comments regarding the Aetna switch and communicated the status of the issues that have arisen.

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. March 12, 2018 - Special Budget Meeting
 - 2. March 15, 2018 - Regular & Executive
 - 3. April 9, 2018 - Special Budget Meeting

Seconded by Ms. Miller. 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 Gottesman Family Foundation Parenting Institute expenditures:
 - 1. Summit Board of Education reimbursement for Middle School Coffee set-up on 2/23/18 in the amount of \$75.00
 - 2. Summit Board of Education reimbursement for Latino Family Literacy Project 10/09/17 webinar registration for Lynette Diaz in the amount of \$200.00
 - 3. Summit Board of Education reimbursement for Pomptonian charges for Latino Literacy Celebration at the Summit Middle School on 03/16/18 totaling \$187.50
 - 4. Lunch reimbursement to Patricia Fontan for The College of New Jersey trip with 31 participants in the amount of \$231.11
 - 5. Summit Board of Education reimbursement of LFLP Child Care Monitor stipend for Megan Calkins, November 2017, in the amount of \$60
 - 6. The Connection charges for parent ESL classes for Winter/Spring 2018 (11 students at \$42 per session) totaling \$462.00
- C. Approval of the following out-of-state field trips:
 - 1. May 2, 2018 for 40 fifth grade students and 9 chaperones from Jefferson Elementary School to attend a performance of *School of Rock* at the Winter Garden Theatre, New York City. With a focus on: NJSLA.R7 to integrate and evaluate content presented in diverse media and formats
- D. Approval for the following transportation arrangements with Sussex County Regional Transportation Cooperative (SCRTC) for the 2017-2018 School Year:

Student ID	School	Route	Contractor
#2878002926	Calais School	E-089	Limo of BP

#2337983956	Washington Elementary	E-1011	F&S Transport
#6560554223	Washington Elementary	E-1011	F&S Transport
#5433224450	Washington Elementary	E-1011	F&S Transport
#8417473468	Washington Elementary	E-1011	F&S Transport
#9059457133	Washington Elementary	E-1011	F&S Transport
#7467934417	Washington Elementary	E-1011	F&S Transport
#5923009441	Washington Elementary	E-1011	F&S Transport

Approval for the transportation contract with Sussex County Regional Transportation Cooperative (SCRTC) 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	Per Diem Cost
Limo of BP	E-089		\$75.75
F&S Transport	E-1011		\$229.00

- E. Approval of recognition of Project Graduation as an approved event sponsored by the Board of Education
- F. Approval of Quote #135286 dated 9/22/17 from Game Time, % MRC, P.O. Box 106, Spring Lake, NJ 07762 for playground equipment for Brayton School in the amount of \$7,402.96 as per state contract #16-FLEET-00121

NOTE: district to be reimbursed by Brayton School PTO
- G. Approval of Agreement dated 9/22/17 from Whirl Construction, Inc., 187 Main Street, P.O. Box 110, Port Monmouth, NJ 07758 for unloading & installation of playground equipment at Brayton School in the amount of \$3,200

NOTE: district to be reimbursed by Brayton School PTO
- H. Approval of Tuition Contract with Holmstead School, 14 Hope Street, Ridgewood, NJ 07450 for student #6885671320 to attend for the remainder of the 2017-2018 school year at a cost of \$53,303.40 (prorated)
- I. Approval of Tuition Contracts with Morris-Union Jointure Commission, 340 Central Avenue, New Providence, NJ 07974 for students #1455330957 & #1982426200 to attend for the extended school year at a cost of \$15,117.00 each
- J. Approval of Tuition Contract with New Hope I.B.H.C., 80 Conover Road, Marlboro, NJ 07746 for student #5239287522 to attend beginning 1/26/18 for the remainder of the

2017-2018 school year at a cost of \$11,550

- K. Approval of the 2018-2019 School Calendar (see attached) (revised from the December 14, 2017 agenda)
- L. Approval of Food Service Management Company addendum for school year 2018-2019, to contract dated January 16, 2014 between The Pomptonian, Inc., 3 Edison Place, Fairfield, NJ 07004-3511 and the Summit Board of Education, in accordance with the following:

Summit School District
Food Service 2018-2019
Management Fee and Guarantee Language

The FSMC shall receive, in addition to the costs of operation, an administrative / management fee of one hundred thirty-one thousand two hundred dollars (\$135,040.00) to compensate the FSMC for administrative and management costs. This fee shall be billed in 10 monthly installments of (\$13,504.00) per month as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.

A per meal administrative/management fee shall apply to vended meals receipts deposited in the LEA's account. All vended meals receipts deposited into the LEA's account shall be divided by \$1.00 to arrive at a meal equivalent. The administrative/management fee charged for vended meals will be \$.10 per meal equivalent.

The FSMC guarantees the LEA a no cost of operation for the LEA for school year 2018-2019.

- M. Approval of the 2018-2019 school year lunch price lists (as per attached)
- N. Approval of quote dated April 10, 2018 from Centurion Printing, 352 Market Street, Kenilworth, NJ 07033 for printed materials for the 2018-2019 school year in the amount of \$8,436.50

Additional quotes received:

Print Media, 232 Morris Ave., Springfield, NJ	\$ 9,830.00
Ridgewood Press, 609 Franklin Turnpike, Ridgewood, NJ	\$ 7,723.00

NOTE: approval based on price quoted and additional criteria to include service, quality and past performance

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. Rebecca Keen, Long-Term Substitute Inclusion Aide, Jefferson Elementary School, \$189.40/day, effective April 16, 2018 (or sooner) through June 30, 2018
 - 2. Rebecca Knott, Long-Term Substitute Science Teacher, Summit High School, \$225/day, effective April 16, 2018 through April 27, 2018, with 2 transitional days at \$100/day
 - 3. Lauren Nelson, Long-Term Substitute ESL Teacher, Jefferson Elementary School, \$100/day until her New Jersey Substitute Teaching Certificate is processed, then \$225/day, effective March 26, 2018 through June 30, 2018
 - 4. Bobby Josiah Blackmon, Inclusion Aide, Summit High School, Aide-Step-3, \$34,850 (prorated), effective April 16, 2018

- B. Approval to appoint the following substitute teachers, pending criminal history review and ability to obtain NJ substitute teacher credentials:
 - 1. Ingrid Alt, \$100/day, effective April 20, 2018
 - 2. Rebecca Knott, \$100/day, effective April 16, 2018
 - 3. Barbara Vance, \$100/day, effective April 20, 2018

- C. Approval of the following Change of Assignment:
 - 1. Helena Branco, from Special Education Teacher, Lawton C. Johnson Summit Middle School, to Leave Replacement Behaviorist, Jefferson Primary Center, Wilson Primary Center and Franklin Elementary School, effective March 26, 2018 through June 30, 2018
 - 2. Amy Herber, from Student Assistance Counselor, Summit High School, to Acting Director of School Counseling, District, effective April 23, 2018 until the return of the staff member on leave. Ms. Herber will be paid her daily rate for days worked beyond the 184 contractual working days for teachers (paid by timesheet)
 - 3. Kevin Sirkin, from Inclusion Aide, Summit High School, to Inclusion Aide, Lawton C. Johnson Summit Middle School, effective April 9, 2018
 - 5. Jessica Jacobs, from Inclusion Aide, Wilson Primary Center, to Inclusion Aide, Jefferson Primary Center, effective April 16, 2018
 - 6. Janice Faenza, from Inclusion Aide, Jefferson Primary Center, to Inclusion Aide, Wilson Primary Center, effective April 16, 2018
 - 8. Marissa Reynolds, from Playground Aide, Brayton Elementary School, to Instructional Aide, Brayton Elementary School, Aide-Step-1, \$33,031 (prorated), effective April 25, 2018

- D. Approval to appoint the following support staff, pending criminal history review:

1. Ronald Rodriguez, Night Custodian, Summit High School, Custodian Category-1-Step-5, \$38,853 (prorated), effective April 16, 2018 (salary to remain Step-5 should contract be renewed for the 2018-2019 school year)
- E. Approval of maternity/family leave for the following staff:
1. Suzanne Pilipski, Grade 5 Teacher, Washington Elementary School, unpaid leave, effective September 4, 2018 through December 4, 2018, and unpaid/childcare leave effective December 5, 2018 through December 21, 2018
 2. Leanne Ivory, School Nurse, Brayton Elementary School, paid leave, effective June 1, 2018 through June 12, 2018, and unpaid leave, effective June 13, 2018 through June 22, 2018
 3. Aimee Mallory, 3rd Grade Teacher, Franklin Elementary School, paid leave, effective January 16, 2018 through March 5, 2018, and unpaid leave effective March 6, 2018 through June 12, 2018, (adjusted from the November 16, 2017 agenda)
 4. Lorie Mason, Health and Physical Education Teacher, Lawton C. Johnson Summit Middle School, unpaid leave, effective September 4, 2018 through November 2, 2018
 5. Juana Rodriguez, Art Teacher, Lawton C. Johnson Summit Middle School, paid leave, effective September 4, 2018 through October 9, 2018, and unpaid leave effective October 10, 2018 through January 17, 2019, and unpaid/childcare leave effective January 18, 2019 through January 31, 2019
- F. Approval to accept the resignation for the purpose of retirement of the following staff:
1. Lisa Schmidt, Health and Physical Education Teacher, Lawton C. Johnson Summit Middle School, effective July 1, 2018
 2. Ron Wells, Theatre Arts Teacher, Lawton C. Johnson Summit Middle School, effective July 1, 2018
 3. Dory Marcus, Technology Teacher, Brayton Elementary School, effective July 1, 2018
- G. Approval to adjust salary for Vincent Turturiello, Head Tennis Coach to \$9,593 Step-3-returning for the 2017-2018 school year (adjusted from the February 15, 2018 agenda)
- H. Approval of reappointment and salaries for non-representative staff members for 2018-2019 (list attached)
- I. Approval of Employment Contract between Summit Board of Education and Louis J. Pepe, RSBA, Assistant Superintendent for Business/Board Secretary, for the 2018-2019 school year as properly reviewed and approved by the Union County Executive Superintendent of Schools in accordance with P.L.2007 C-53 at a compensation rate of \$204,975
- J. Approval of Employment Contract between Summit Board of Education and Matthew Block, Director of Human Resources, for the 2018-2019 school year at a

compensation rate of \$170,145

- K. Approval of Employment Contract between Summit Board of Education and Kathy Sarno, Assistant Business Administrator, for the 2018-2019 school year at a compensation rate of \$106,745
- L. Approval of Employment Contract between Summit Board of Education and Angelo Palumbo, Director of Facilities, for the 2018-2019 school year at a compensation rate of \$117,100
- M. Approval of Employment Contract between Summit Board of Education and Jennifer McCann, Director of Curriculum & Instruction/Education, for the 2018-2019 school year at a compensation rate of \$156,372
- N. Approval of Employment Contract between Summit Board of Education and Michael Martino, Supervisor of Maintenance, for the 2018-2019 school year at a compensation rate of \$81,591
- O. Approval of Lara Drewes, Long-Term Leave Replacement Counselor, Summit High School, \$225/day, effective April 6, 2018 through June 30, 2018, with two overlap days on April 2 and 3, 2018 at \$100/day (adjusted from the March 15, 2018 agenda)
- P. Approval to accept the resignation of the following staff:
 - 1. Bryan S. Osborne, Maintenance, Jefferson Elementary School, effective March 26, 2018
 - 2. Brian Weinfeld, Mathematics Teacher, Summit High School, effective June 30, 2018
 - 3. Devin Glinsky, Inclusion Aide, Brayton Elementary School, effective April 24, 2018
 - 4. Louise Ciniglio Monroe, ABA Teacher, Jefferson Elementary School, effective June 30, 2018
- Q. Approval to pay Bryan Osborne for 6 unused vacation days at \$183.02/day for a total of \$1,098.12
- R. Approval to appoint Megan Hartley and Beth Thomas, as the "Create Your Own Graphic Novel" advisors, Lawton C. Johnson Summit Middle School, at the curriculum rate of \$48/hour, up to 8 hours each, totaling \$768 (funded by SEF grant)
- S. Approval to appoint Debbie Yendrick and Samantha Fano, as facilitators of Family Literacy Night, Lincoln-Hubbard Elementary School, at the curriculum rate of \$48/hour, up to 8 hours each, totaling \$768 (funded by SEF grant)
- T. Approval of FLASH Teachers for summer 2018 at the curriculum rate of \$48/hour (list attached)

- U. Approval of four revised Lawton C. Johnson Summit Middle School secretarial job descriptions (see attached)
- V. Approval to abolish the Library Clerk, ten-month job description, Lawton C. Johnson Summit Middle School (see attached)
- W. Approval of the Library Clerk/Secretary, (part-time elementary school libraries) job description (see attached)
- X. Approval to abolish the Office Secretary/Receptionist, ten-month job description, Lawton C. Johnson Summit Middle School (see attached)
- Y. Approval for Harvey Cohen to serve as a Consultant for the Summit Athletics Program for up to 20 days at \$500/day, effective July 1, 2018
- Z. Approval to appoint the following staff for AP Exam Proctoring, at the rate of \$19/hour (paid via timesheet), for the 2017-2018 school year:
 - 1. Paul Sears
 - 2. Sarah Wagner
 - 3. Gordon Sauer
 - 4. Richard O'Neill
- AA. Approval of appointment of John Erwin, Technology, for the 2018-2019 school year at a salary of \$53,738.70

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

POLICIES

Ms. Primack 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

Ms. Primack moved the following items under Finance:

Upon the recommendation of the Business Administrator to the Superintendent:

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

1.	Regular Bills	Fund 10	\$1,086,784.69
2.	Special Revenue	Fund 20	\$ 185,521.23
3.	Capital Projects	Fund 30	\$ - 0 -
4.	Enterprise Fund	Fund 60	\$ - 0 -
	Sub Total All Funds		\$1,272,305.92
5.	Food Service	Fund 61	\$ 188,061.82
	Total All Bills		\$1,460,367.74

B. Approval of the monthly payroll for March 2018 - \$4,661,195.17

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

D. Approval of Secretary and Treasurer's reports for February 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 February 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 Mr. Bonner. 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, April 19, 2018 to discuss:

1. Personnel - Superintendent
2. Legal

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 Ms. Primack, and carried to Executive Session at 8:54 PM.

The Board returned to Public Session at 9:05 PM.

Ms. McCann moved approval of the following item under Operations:

- O. Approval of settlement agreement between Summit Board of Education and parents of student #4876504705 as per attorney recommendation

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

Motion by Ms. McCann, seconded by Ms. Miller and carried to return back to Executive Session at 9:06 PM.

ADJOURNMENT

Motion by Ms. McCan, seconded by Ms. Primack, and carried to adjourn the meeting at 9:52 PM.

Respectfully submitted,


Secretary