

July 18, 2022

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education held a Meeting on Monday, July 18, 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 12 audience members.

Also present were Mr. Hough, Superintendent of Schools, Mr. Jess, School Business Administrator/Board Secretary, Dr. Cordero, Director of Education, Ms. Marr, Director of Student Personnel Services, Ms. Babis, Director of Special Services, Mr. Torres, 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

- A. Class of 2022 Outcome Data - Laura Kaplan and Alison Grill
- B. 2021-2022 Board Goals Update - Scott Hough

PRESIDENT'S ANNOUNCEMENTS

Mr. Colón spoke about the following:

- Thanked Laura Kaplan and Alison Grill for their presentation
- Updates: BOSE met on July 7th and unanimously approved the bond proposal, and the next step is Common Council first reading in the fall; Board retreat on August 24th – annual district goals and results to be presented at a future Board of Education meeting
- Business Office awarded Certificate of Excellence for Financial Reporting for the 2020-2021 school year
- Thanked the administration on behalf of the Board of Education for all the preparation and hard work that goes into getting ready for a new school year

SUPERINTENDENT'S REPORT

Mr. Hough spoke about the new hires on tonight's agenda, and introduced Nataly Farias, who was in attendance, as the new Jefferson School principal

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

- A. Report of New Hires

1. Approval to appoint the following new staff, for the 2022-2023 school year, pending criminal history review, background checks are 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>
Nataly Farias	Principal	JES	\$132,500 (prorated)	September 8, 2022 (or sooner)	Dr. Joseph Cordero
Esther Andugala	Science Teacher	LCJSMS	BA+15-Step-1, \$60,675	August 31, 2022	Hank Gibson
Rebecca Penza	Special Education Elementary Teacher	BES	MA-Step-1, \$63,635	August 31, 2022	Kari Weinglass
Chelsea Simao	Elementary Teacher	BES	MA-Step-1, \$63,635	August 31, 2022	Lauren Fullmer

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

Mr. Hough spoke about the following:

- FLASH program ending this week
- SET scheduled for the week of August 15th
- Summer projects are well underway – STEAM labs in all elementary schools are almost completed
- First day of school is September 6th

Ms. Stanton moved approval of the following items listed under Superintendent’s Report:

- B. Approval to affirm the Superintendent’s decision following receipt of reports of Harassment, Intimidation and Bullying:
 1. 4/27/2022 - 189
 2. 5/03/2022 - 190
 3. 5/02/2022 - 191
 4. Unknown - 192
 5. 5/26/2022 - 193
 6. Unknown - 194
 7. 5/23/2022 - 195
 8. 6/02/2022 - 196
 9. 5/05/2022 - 197
 10. 5/24/2022 - 198

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

ADDITIONS / REVISIONS TO THE AGENDA

Mr. Jess announced the following revisions to the agenda and additions as listed on the addendum:

CURRICULUM / INSTRUCTION / PROGRAM

Item A: Correct cost to \$429,591.83

PERSONNEL

Item O: Include “for the 2022-2023 school year”

Item T: Correct rate to \$41.41/hour

COMMITTEE REPORTS

- A. Education Committee – Ms. Justice reported on the following: student data outcome reports for 2021-2022; OM3D simulation could return spring 2023; normal return to school in September; change in school year calendar due to Juneteenth holiday/June 6th primary election
- B. Operations Committee – No report
- C. Policy Committee – Ms. Cohn reported on the following: updated policies related to language, HIB reporting; revision of petty cash policy; approval of all readings on tonight’s agenda
- D. Communications Committee – Ms. Miller reported on the following: announcement of the new Jefferson School principal; possible creation of a new district mobile phone app; discussion on anticipated BOSE vote
- E. Negotiations Committee – No report
- F. Liaison Reports – None

PUBLIC COMMENT

Ms. Acosta requested additional information on ethnic breakdown of students attending college; asked about the board goals process and if community input is sought. Mr. Hough responded.

Motion by Ms. Miller, seconded by Mr. Cho, unanimously approved by voice vote to close public comment.

APPROVAL OF BOARD MINUTES

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

- A. Approval of Minutes of the following meeting:
 - 1. June 23, 2022 Regular Meeting
 - 2. July 1, 2022 Executive Meeting & Closed Session

Motion seconded by Ms. Miller, unanimously approved by voice vote.

CURRICULUM / INSTRUCTION / PROGRAM

Ms. Stanton moved the following items under Curriculum/Instruction/Program:

- A. Approval to purchase Envision Math Common Core Curriculum, professional development and educational products for grades K-5 at a cost not to exceed \$429,682.89 to be paid over two years
- B. Approval of Order #Q-31444 with Curriculum Associates, LLC, 153 Rangeway Road, North Billerica, MA 01862 for Elevation Math subscription fees, services fees, and training in the amount of \$20,911.25 for the period August 1, 2022 to July 31, 2023

Motion was seconded by Ms. Miller. 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 Business Administrator to the Superintendent:

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

1. Regular Bills	Fund 10	\$1,974,614.14
2. Special Revenue	Fund 20	\$ 816,467.65
3. Capital Projects	Fund 30	\$ - 0 -
4. Enterprise Fund	Fund 60	\$ 3,342.73
Sub Total All Funds		\$2,794,424.52
5. Food Service	Fund 61	\$ 9,720.48
Total All Bills		\$2,804,145.00
- B. Approval of the monthly payroll for June 2022 - \$5,876,333.80
- C. Approval of budget adjustments and line-item transfers for May 2022
- D. Approval of Secretary and Treasurer’s Report for May 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 April 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 *corrected* recommended prices for the Summit Middle School breakfast program for 2022-2023: \$2.50 regular; \$2.75 premium (originally approved 6/23/22)
- H. Approval of Professional Services Agreement with Parette Somjen Architects, 439 Route 46 East, Rockaway, NJ 07866 to include Information Gathering & Documentation of Existing Conditions, Schematic Design, and Preliminary Budgeting related to Summit High School: Kitchen, Cafeteria & Teachers' Lounge upgrade project in the amount of \$19,800
- I. Approval of Professional Services Agreement with Parette Somjen Architects, 439 Route 46 East, Rockaway, NJ 07866 to include Information Gathering & Documentation of Existing Conditions, Schematic Design, Preliminary Budgeting and NJDOE Project Application, Design Development, Construction Documents, Construction Procurement Services, and Contract Administration Services for Summit H.S. Theatrical Lighting Replacement in the amount of \$31,500
- J. Approval to accept a donation from the Washington School PTO in the amount of \$1,000 towards FLASH tuition for Washington School families
- K. Approval to accept a donation from the Lincoln-Hubbard PTO in the amount of \$1,193 to finalize the purchase of playground equipment at Lincoln-Hubbard School
- L. Approval of Tuition Contract with Celebrate the Children, 230 Diamond Spring Rd, Denville, NJ 07834 for student #3552153376 to attend for the 2022-2023 school year at a cost of \$77,580
- M. Approval of School Contracts with State of New Jersey Dept. of Human Services Commission For the Blind and Visually Impaired, 153 Halsey Street, Newark, NJ 07101 to provide educational services to students #3790772089, #5504228228, #2115371662, and #6686989504 for the 2022-2023 school year at a cost of \$2,200 each
- N. Approval for the 2022 ESY Parental Contract for Student Transportation – Route #P-5 to Sage Day School, Mahwah, for student #2397012436 in the amount of \$1,014.00
- O. Approval of a Maintenance Agreement with Atlantic Tomorrow's Office for the provision of supplies and maintenance for all district copiers, for the period 7/1/22 –

6/30/23, at a cost of \$100,200. Cost is based upon \$.005/copy for 7,800,000 black & white copies, and \$.06/copy for 1,020,000 color copies

- P. Approval of Agreement with Wharton Institute for the Performing Arts (WIPA), 60 Locust Avenue, Berkeley Heights, NJ 07922 to provide musical theater services from October 24, 2022 to November 4, 2022 at a cost of \$3,960
- Q. Approval of the 2022-2023 school year lunch price lists (as per attached)
- R. Approval of Tuition Contract with ECLC of New Jersey, 21 Lum Ave, Chatham Township, NJ 07928 for student #3790772089 to attend for the 2022-2023 school year, beginning July 5, 2022, at a cost of \$105,644
- S. Approval of Tuition Contract with ECLC of New Jersey, 21 Lum Ave, Chatham Township, NJ 07928 for student #2873858345 to attend for the 2022-2023 school year, beginning July 5, 2022, at a cost of \$119,644

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

SCHOOL BOARD OPERATION

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

- A. Approval of agreement with The Connection, 79 Maple Street, Summit, NJ to provide practice and home meet facilities to the Summit High School’s Hilltopper Gymnastics Team for the 2022-2023 season, including preseason

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

PERSONNEL

Ms. Cohn moved the following items under Personnel:

- A. Approval to appoint the following long-term substitute teachers, pending criminal history review, background checks as required by law, and the ability to obtain NJ substitute teacher credentials:
 - 1. Elizabeth Lestrangle, Social Studies Teacher, Lawton C. Johnson Summit Middle School, \$225/day, effective September 12, 2022 through December 13, 2022, with one overlap day on December 14, 2022, at the daily substitute rate for the 2022-2023 school year (replacing Jacek Lodizato)
 - 2. Delaney Trotter, Elementary Teacher, Washington Elementary School, \$225/day, effective August 31, 2022 (end date to be determined)

3. Geneva LoConte, Elementary Teacher, Washington Elementary School, \$225/day, effective August 31, 2022, with one overlap day at \$125 (end date to be determined - replacing Gina Mahon)

B. Approval of the following Changes of Assignment:

1. Sheila Driska, from Inclusion Aide, Lawton C. Johnson Summit Middle School, to Inclusion Aide, Summit High School, effective August 31, 2022, for the 2022-2023 school year
2. Natalia Pinzon, from Inclusion Aide, Lawton C. Johnson Summit Middle School, to Inclusion Aide, Summit High School, effective August 31, 2022, for the 2022-2023 school year
3. Amy Peixoto, from Inclusion Aide, Wilson Primary Center, to Inclusion Aide, Jefferson Primary Center, effective August 31, 2022, for the 2022-2023 school year
4. Carrie Lonero, from Inclusion Aide, Wilson Primary Center, to Inclusion Aide, Jefferson Primary Center, effective August 31, 2022, for the 2022-2023 school year
5. Elvia Caravella, from Inclusion Aide, Wilson Primary Center, to Inclusion Aide, Jefferson Primary Center, effective August 31, 2022, for the 2022-2023 school year
6. Marie Williams-Villegas, from Inclusion Aide, Wilson Primary Center, to Inclusion Aide, Brayton Elementary School, effective August 31, 2022, for the 2022-2023 school year

C. Approval to appoint the following support staff, pending criminal history review and background checks as required by law:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Step</u>	<u>Salary</u>	<u>Effective</u>	<u>Replacing</u>
Melissa Marszalek	Inclusion Aide	WPC	Aide-Step-2	\$38,829	August 31, 2022	New position
Christopher Brandon	Inclusion Aide	JPC	Aide-Step-1	\$37,904	August 31, 2022	Diane Kostibos
Ruby Bloom	Inclusion Aide	WPC	Aide-Step-1	\$37,904	August 31, 2022	New position
Gianna Nardi	Inclusion Aide	WPC	Aide-Step1	\$37,904	August, 31, 2022	New position
Jose Nunes	Custodian	LCJSMS	Custodian-1-Step-7	\$43,818 prorated	August 15, 2022 (or sooner)	Stefan Dodrv

D. Approval to appoint the following support staff substitutes, pending criminal history review and background checks as required by law:

1. Milagros Lopez, Long-Term Custodian Substitute, Lawton C. Johnson Summit Middle School, \$17/ hour, effective June 20, 2022 (*revised* from the June 23, 2022 Agenda)

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

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Effective</u>
Kari Weinglass	Special Ed. Teacher	Brayton Elementary School	June 30, 2022
Amanda Adrion	Grade 3 Teacher	Brayton Elementary School	June 27, 2022
Manuel Salguero	Custodian	Jefferson Elementary School	July 31, 2022
Benjamin Carapezza	Mathematics Teacher	Lawton C. Johnson Summit Middle School	September 9, 2022 (or sooner, should a replacement be found)
Alicia Lyle	Mathematics Teacher	Summit High School	September 12, 2022 (or sooner, should a replacement be found)
Charles Frank	Custodian	Summit High School	August 12, 2022
Karen Craig	Inclusion Aide	Summit High School	July 15, 2022
Elisabeth Sato	Strings Teacher	Summit High School and Brayton Elementary School	September 12, 2022 (or sooner, should a replacement be found)

- F. Approval of Paola Acosta, Secretary to the Athletic Director, Summit High School, to work up to 50 hours during the summer of 2022 at \$30.72/hour, for additional work required (paid via timesheet)
- G. Approval of Monika Bartlett for Spanish translation work, as needed, at the curriculum rate of \$49.45/hour, for the 2022-2023 school year (to be paid via timesheet)
- H. Approval to appoint Laura Muldoon, for Spanish translation work, Jefferson Elementary School, \$49.45/hour, up to 60 hours, for the 2022-2023 school year (to be paid via timesheet)
- I. Approval to appoint Jeffrey Fluharty for the stipend position of Roaring Jaguar/RJTV, Step-3, for the 2022-2023 school year
- J. Approval to appoint Katelyn George for the stipend position of Jefferson School Student Council Advisor, Step-2A, for the 2022-2023 school year
- K. Approval to appoint the following staff members as Jefferson Actors Guild - J.A.G. advisors, at the curriculum rate of \$49.45/hour, for the 2022-2023 school year
1. Jeffrey Fluharty - up to 80 hours
 2. Kristen Scaglione - up to 80 hours
 3. Ashley Yospin - up to 10 hours

- L. Approval to pay Stefan Dodrv for 25 vacation days at \$278.88/day = \$6,972
- M. Be it resolved, upon recommendation of the Superintendent, the daily substitute teacher pay rate will be adjusted as follows, effective July 1, 2022: 60 college credits required: daily substitute teacher rate: \$125 per day
- N. Approval of Danielle Malysa, Mental Health Clinician, \$225/day, up to 21 days of work between July 18, 2022 and August 30, 2022
- O. Approval for the following staff members to write summer curriculum for the 2022-2023 school year, at the curriculum rate of \$48.72/hour:
 - 1. Ann Zanelli
 - 2. Megan McCue
 - 3. Jen Schwarzenbek
- P. Approval of the following staff members to work the Extended School Year program as substitutes, as needed, effective July 6, 2022 through July 29, 2022, from 8:00 a.m. to 1:00 p.m., at their hourly rate:
 - 1. Cathay Casano-Boris
 - 2. Kevin Clark
 - 3. Elizabeth Mondel
- Q. Approval of the District Mentoring Plan for the 2022-2023 school year (see attached)
- R. Approval to appoint Stephanie Gleason, Substitute Teacher, Jefferson Summer Academy, at the curriculum rate of \$48.72/hour (funded through ESSER)
- S. Approval of the HS Co-Curricular Advisors for the 2022-2023 school year (as per attached)
- T. Approval of Noreen Daniel as a Teacher substitute, Extended School Year Program, effective from 7/18 to 7/29/22 @ \$41.41/hour
- U. Approval of Kristen Scaglione as the Lead STEAM Teacher for the 2022-2023 school year with a stipend of \$3,500
- V. Approval to compensate the following elementary school STEAM teachers for two days of professional development (August 29 & August 30, 2022) at the curriculum rate of \$48.72/hour:
 - 1. Aaron Gilbert, Brayton School
 - 2. Jacqueline Rocchio, Franklin School
 - 3. Kristen Scaglione, Jefferson School
 - 4. Cheryl Brennan, Lincoln-Hubbard School
 - 5. Meredith Warmington, Washington School

- W. Approval to appoint the following substitute teachers, pending criminal history review and background checks as required by law:
 - 1. Karen Craig, \$125/day, effective July 18, 2022
- X. Approval to appoint, Lexie Calvert, Franklin Elementary School, as the fall 2022 Junior Varsity Cheer Coach, \$7,576
- Y. Approval to appoint Ashley McMahon, Franklin Elementary School, Summer Academy at \$48.72/hour (replacing Megan McCue, on the May 12, 022 Agenda)
- Z. Approval of maternity leave/family leave for the following staff:
 - 1. Chelsea Jordan, Special Education Teacher, Lincoln-Hubbard Elementary School, paid leave effective November 17, 2022 through January 23, 2023, unpaid leave effective January 24, 2023 through April 26, 2023

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 items under Policies & Regulations:

First Reading

- P 2415.04 Title 1 - District-Wide Parent and Family Engagement (M) (Revised)
- P 2415.50 Title 1 - JPC - School Parent and Family Engagement (M) (New)
- P 2415.51 Title 1 - WPC - School Parent and Family Engagement (M) (New)
- P 2415.52 Title 1 - BES - School Parent and Family Engagement (M) (New)
- P 2415.53 Title 1 - FES - School Parent and Family Engagement (M) (New)
- P 2415.54 Title 1 - JES - School Parent and Family Engagement (M) (New)
- P 2415.55 Title 1 - LHES - School Parent and Family Engagement (M) (New)
- P 2415.56 Title 1 - WES - School Parent and Family Engagement (M) (New)
- P 2415.57 Title 1 - LCJSMS - School Parent and Family Engagement (M) (New)
- P 2415.58 Title 1 - SHS - School Parent and Family Engagement (M) (New)
- P 5512 - Harassment, Intimidation, and Bullying (M) (Revised)
- P 6620 - Petty Cash (Revised)

Second Reading

- P 3161 – Examination for Cause (Revised) (Recommended)
- P 4161 – Examination for Cause (Revised) (Recommended)
- P 3233 – Political Activities (Revised) (Recommended)
- P 7410 – Maintenance and Repair (M) (Revised)
- R 7410.01 – Facilities Maintenance, Repair Scheduling, and Accounting (M) (Revised)

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

Mr. Colón stated the Board would now go into closed session and asked that the appropriate resolution be presented. The following resolution was then presented:

Resolved by the Board of Education of the City of Summit as per Chapter 231 P.L. 1975:

- a. That it does hereby determine that it is necessary to meet in Executive Session on Monday, July 18, 2022 to discuss:
 - 1. Personnel – Superintendent Contract
- b. That the matters 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.

The Board will not return following the Executive Session.

ADJOURNMENT

Motion by Ms. Miller, seconded by Ms. Cohn, and carried to adjourn the meeting at 8:20 PM.

Respectfully submitted,


Derek J. Jess
School Business Administrator/
Board Secretary

