

December 15, 2016

**BOARD OF EDUCATION
SUMMIT, NEW JERSEY**

The Regular Meeting was held on Thursday, December 15, 2016 in Summit High School Library/Media Center beginning at 7:00 PM. Those present: Mr. Dietze, presiding, Mr. Bonner, Ms. Chang, Mr. George, Mr. Hanley, Ms. McCann, and Ms. Primack.

Also present were Mr. Chang, Superintendent, Mr. Pepe, Assistant Superintendent/Board Secretary, Dr. Kachmar-Desonne, Director of Special Services, Mr. Block, Director of Human Resources, and Ms. Ambrose, Director of Elementary Education. There were 12 members of the public in the audience.

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.

Superintendent Chang announced that a reception was held prior this evening's meeting to welcome the new Lawton C. Johnson Summit Middle School Assistant Principals and asked to move the resolutions at this time to officially appoint them to these positions.

Mr. Pepe asked for a motion and a second on the resolutions:

Ms. McCann moved the following under Personnel:

- P. Approval to appoint Michelle Cebula, Assistant Principal, Lawton C. Johnson Summit Middle School, pending criminal history review and ability to obtain appropriate NJ certification, \$100,500 (prorated), effective January 1, 2017**

Seconded by Mr. Hanley. The roll was called, and all present voted "Aye." The motion was declared adopted.

Ms. Chang moved the following under Personnel:

- Q. Approval to appoint Alicia Subervi, Assistant Principal, Lawton C. Johnson Summit Middle School, pending criminal history review and ability to obtain appropriate NJ certification, \$100,500 (prorated), effective February 9, 2017 or sooner**

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

PRESIDENT’S ANNOUNCEMENTS

President Dietze thanked everyone for coming out and spoke about the following:

- Best wishes to all for happy holidays
- Upcoming school schedule
- FDK lottery information
- Hour of Code – part of computer education week
- Learning Forward’s Annual Leadership Conference – presentations by Dana Folk, Trudy Cohen, Lauren Banker, and Ron Poles
- Franklin School 5th graders visit at SAGE Eldercare

SUPERINTENDENT’S REPORT

Superintendent Chang spoke about the following:

- Kate Griffith and Max Model, SHS seniors, recognized for their science research projects involving optical effects
- Hugo Milne-Home, LCJSMS 7th grader, entered a photograph into Nat Geo Kids contest and it is now hanging in the Vice President’s residence
- District-wide participation by students at various community events
- Thanks to the teachers, staff, and BOE members for their countless hours, and hard work on behalf of the district and wished all happy holidays

Mr. Hanley moved the following under Superintendent’s Report:

- A. Approval to affirm the Superintendent’s decision following receipt of reports of Harassment, Intimidation and Bullying:

10/20/16-7

11/28/16-8

11/29/16-9

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

12/2/16-10

12/4/16-11

12/5/16-12

11/16/16-13

- C. Suspensions

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
11/9/16	5239287522	10
11/21/16	5868902142	4
11/21/16	1984870510	4
11/21/16	7270060353	4
11/21/16	8449674320	4
11/21/16	2901359368	4
11/22/16	2991029231	2

11/28/16	6758393022	10
11/30/16	3775604398	4

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
11/1/16	391009804	1
11/23/16	5493541048	1 (in-school)
11/30/16	7887092923	2.5

Wilson Primary Center

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
11/28/16	2283811802	4

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

PUBLIC DISCUSSION

There was no discussion.

APPROVAL OF BOARD MINUTES

Mr. Hanley moved approval of the following items under Approval of Board Minutes:

- A. Approval of the minutes of the following meetings:
 - 1. Workshop Meeting November 3, 2016
 - 2. Executive Session November 3, 2016
 - 3. Executive Session (Hearing) November 3, 2016
 - 4. Regular Meeting November 17, 2016
 - 5. Executive Session November 17, 2016

Seconded by Ms. McCann. 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 to appoint David Dietze, Board President, and Rick Hanley, Operations Committee Chair, to the Board of School Estimate in accordance with NJSA 18A:22-1
- C. Approval of resolution “Submission of Comprehensive Maintenance Plan” (attached)

- D. Approval of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials for the 2016-2017 school year
- E. Approval of agreement between Summit Board of Education and R. Christopher Stucky, M.D., Child & Adult Psychiatrist, 744 Mountain Boulevard, Watchung, NJ 07069 to provide psychiatric evaluations, on an as-needed basis, for the 2016-2017 school year at a cost of \$400 per evaluation
- F. Approval to accept a \$750 stipend from The Brain Injury Alliance of New Jersey to the Summit Safety Society for Summit High School’s selection as a 2016-2017 U Got Brains Champion School
- G. Approval of Preschool tuition for the 2017-2018 school year in the amount of \$3,875 to include the reduced rate of \$1,162.50 and free rate of \$387.50 in accordance with the National School Free/Reduced Lunch Program
- H. Approval of donation in the amount of \$7,354.00 from Summit Boys Soccer to fund the 2016 soccer grant position
- I. **Approval of Proposal #120801 dated December 8, 2016 from Automated Logic, 100 Delawanna Avenue, Suite 400, Clifton, NJ 07014 for Building Automation and Temperature Control System equipment consisting of (8) unit ventilators and (1) fan coil unit at Franklin School (1996 addition) in the amount of \$10,881 due to complete failure of existing automation system that has become obsolete
NOTE: these items are proprietary in nature to integrate into existing building system and as such are not subject to quote threshold**
- J. **Approval of Tuition Contract between Summit Board of Education and Collier School, 160 Conover Rd, Wickatunk, NJ 07765 for student #8406241482 to attend for the 2016-2017 school year beginning December 5, 2016 at a cost of \$56,520 (prorated)**
- K. **Resolution Appropriate Capital Reserve Funds**

Whereas the Summit Board of Education, County of Union desires to advance the following capital projects:

DOE Number	Project Description	Final Eligible Cost	Total Project Cost
5090-xxx-xx-xxx	Franklin ES Roof Replacement 9,370 Sq. Ft	\$268,750	\$268,750
5090-xxx-xx-xxx	Brayton Masonry (Brick Repointing)	\$398,858	\$398,858
5090-xxx-xx-xxx	Brayton Bathroom (Boys)	\$334,100	\$334,100
TOTAL ALL PROJECTS		\$1,001,708	\$1,001,708

And whereas capital reserve funds may be appropriated by board resolution to support eligible or otherwise eligible capital projects, and

Whereas the Summit Board of Education acknowledges that State support for capital projects is not currently available, and

Whereas the Department of Facilities must approve all capital projects and will only move forward with approval of a properly submitted capital project if a local board of education declares an eligible capital project as “otherwise” eligible, and

Whereas, by declaring a capital project as “otherwise” eligible, the Summit Board of Education hereby declares that the above-mentioned projects will be supported in full with local capital reserve funds.

Now Therefore Be It Resolved, that the Summit Board of Education hereby declares the above referenced projects as “otherwise” eligible and directs the School Business Administrator to request Department of Facilities Approval, and

Be it Further Resolved, that the Summit Board of Education hereby appropriates \$1,001,708.00 from its capital reserve fund to support the full cost of these projects.

- L. Approval of Third Party Supplier Contract dated December 14, 2016 with Constellation NewEnergy, Inc. (BPU License #ESL-0016), 900A Lake Street Suite 2 Ramsey, NJ 07446, for supply of electricity based on the result of the energy service auction completed by EnerNOC on December 14, 2016 and the review and recommendation of the School Business Administrator**
- M. Approval of designation of Louis J. Pepe, RSBA as Public Agency Compliance Officer for the 2016-2017 school year in accordance with N.J.A.C. 17:27-3.2**

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

PERSONNEL

Ms. Primack moved approval of the following items under Personnel:

- A. Approval to appoint the following support staff, pending criminal history review:
 - 1. Rachel Collins, Inclusion Aide, Jefferson Primary Center, Aide-Step 2, \$33,015 (prorated), effective December 12, 2016
 - 2. Tanya Batorsky, Inclusion Aide, Washington Elementary School, Aide-Step 1, \$32,131 (prorated), effective December 5, 2016
- B. Approval to appoint the following substitute teachers, pending criminal history review and

ability to obtain NJ substitute teacher credentials:

1. Courtney Czapelski, \$80/day, effective December 16, 2016
2. Sunita Viswanath, \$100/day, effective December 16, 2016

C. Approval of the following Change of Assignments:

1. Janice Faenza, from Inclusion Aide, Wilson Primary Center, to (.5) Long-Term Substitute PSD Teacher, Wilson Primary Center, \$112.50/day, plus Lunch Aide \$38/hour (paid via timesheet), effective November 28, 2016
2. Kevin Clark, from Long-Term Substitute Aide, Brayton Elementary School, to Long-Term Substitute Aide, Wilson Primary Center, \$184/day, effective December 12, 2016
3. **Judith Flaherty, from Confidential Secretary, BOE Office, to Secretary to the Assistant Principal, Summit High School, Secretary Category 5-Step H, \$56,345 (prorated), effective January 30, 2017, or earlier should a replacement be found**

D. Approval to appoint Brian Chinni, as a Consultant on Secondary Education, \$550 per diem, up to 18 days, effective December 16, 2016

E. Approval of the revised job description for Assistant Business Administrator, as per attached

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

1. Dawn Whitehurst-Jackson, Inclusion Aide, effective November 18, 2016
2. Ashley Azurmendi, Inclusion Aide, effective December 2, 2016
3. Nicholas Grimshaw, Assistant Principal, **effective December 31, 2016**
4. Carly Johnson, Assistant Principal, effective January 30, 2017
5. Gary Pascal, Special Education Teacher, effective January 16, 2017, or earlier should a replacement be found

G. Approval to accept the retirement of the following staff:

1. Roseann Ohl, Summit High School Secretary, effective January 1, 2017

H. Approval to appoint Daniel Garcia as the Assistant FLASH Coordinator, for the 2016-2017 school year, at a stipend amount of \$6,000 (50% paid in July and 50% paid in August)

I. Approval to appoint John Piepoli as Stage Band Director, Lawton C. Johnson Summit Middle School, for the 2016-2017 school year, at a stipend Step 1A amount of \$4,236 (prorated 60%)

J. Approval to appoint Jeff Mills, as a Volunteer Hockey Coach, for the 2016-2017 school year, effective December 12, 2016

K. Approval of maternity/family leave for the following staff:

1. Donna D'Acunto, Director of Secondary Education, BOE Office, unpaid leave, effective January 4, 2017 through February 13, 2017

2. Lara Donohue, Grade 4 Teacher, Washington Elementary School, paid leave, effective March 27, 2017 through May 12, 2017 and unpaid leave, effective May 15, 2017 through June 23, 2017
 3. Colleen Cregg, Special Education Teacher, Summit High School, paid leave, effective April 17, 2017 through May 16, 2017 and unpaid leave, effective May 17, 2017 through June 23, 2017
 4. Gina Mahon, Grade 4 Teacher, Washington Elementary School, paid leave, effective February 27, 2017 through April 28, 2017 and unpaid leave, effective May 1, 2017 through October 3, 2017
 5. Megan McCue, Grade 1 Teacher, Franklin Elementary School, paid leave, effective February 27, 2017 through April 20, 2017 and unpaid leave, effective April 21, 2017 through June 23, 2017
 6. **Danielle Dees, Math Teacher, Summit High School, paid leave, effective March 13, 2017 through May 12, 2017 and unpaid leave, effective May 15, 2017 through June 23, 2017**
- L. Approval to pay the following staff for Lincoln-Hubbard After-School Activity programs, that ran September 2016 through December 2016 (paid by the Lincoln-Hubbard PTO):**
1. William Axt, Behind the Scenes, \$525
 2. Jonathan Hornung, Baseball, \$525
 3. Chelsea Butera, Scrapbooking, \$525
 4. Samantha Fano, Little Bakers (two courses), \$1,050
- M. Approval to appoint the following staff to run the PTO After-School Enrichment Program, at Brayton Elementary School, from January 31, 2017 through March 7, 2017, at the curriculum rate of \$46.47/hour (paid by the Brayton PTO):**
1. Aaron Gilbert (1 class, 5 days, for a total of 7.5 hours)
 2. Dennis McLaughlin (1 class, 5 days, for a total of 7.5 hours)
 3. Chris Miller (2 classes, 10 days, for a total of 15 hours)
 4. Matt Ferry (2 classes, 10 days, for a total of 15 hours)
 5. Matt Stanbro (2 classes, 10 days, for a total of 15 hours)
 6. John Murphy (2 classes, 10 days, for a total of 15 hours)
- N. Approval to appoint the following staff to the Jefferson Practice Club, at Jefferson Elementary School, for the 2016-2017 school year, at the curriculum rate of \$46.47/hour (paid via SEF Grant S16112):**
1. Rebecca Hoffler, up to 34 hours
 2. Justin Toomey, up to 6 hours
 3. Ashley Yospin, up to 12 hours
- O. Approval to appoint staff, as per attached list, to work Family Nights at their respective elementary school buildings, during the 2016-2017 school year**

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

POLICIES

Mr. Bonner moved approval of the following items under Policies:

Second Reading

- P 1310 Employment of School Business Administrator/Board Secretary (Revised)
- P 3124 Employment Contract (Revised)
- P 3126 District Mentoring Program (Revised)
- P 3141 Resignation (Revised)
- P 3144 Certification of Tenure Charges (Revised)
- P 3159 Teaching Staff Member/School District Reporting Responsibilities (Revised)
- P 3231 Outside Employment as Athletic Coach (Revised)
- P 4159 Support Staff Member/School District Reporting Responsibilities (Revised)
- P 5305 Health Services Personnel (Revised)
- P 5514 Student Use of Vehicles on School Grounds (Revised)
- P 5516 Use of Electronic Communication and Recording Devices (Revised)
- P 7481 Unmanned Aircraft Systems (UAS also known as Drones) (New)
- P 8454 Management of Pediculosis (New)
- P 9541 Student Teachers/Interns (Revised)

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

FINANCE

Ms. McCann moved approval of the following items under Finance:

Upon the recommendation of the Business Administrator to the Superintendent:

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

1.	Regular Bills	Fund 10	\$ 883,643.11
2.	Special Revenue	Fund 20	\$ 108,883.37
3.	Capital Projects	Fund 30	\$ - 0 -
4.	Enterprise Fund	Fund 60	\$ - 0 -
	Sub Total All Funds		\$ 992,526.48
5.	Food Service	Fund 61	\$ 130,937.58
	Total All Bills		\$1,123,464.06

B. Approval of the monthly payroll for October 2016 - \$4,759,237.83

C. Approval of budget adjustments and line item transfers for October 2016

D. Approval of Secretary and Treasurer’s report for October 2016

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 October 2016 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. Chang. The roll was called and all present voted "Aye." The motion was declared adopted.

CLOSED SESSION

At this time, Mr. Dietze 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, December 15, 2016 to discuss:
 - 1. Negotiations
 - a. Summit Education Association (SEA)
 - b. 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

Motion by Mr. Hanley, seconded by Ms. Chang, and carried to Executive Session at 7:35 PM.

The Board returned to Public Session at 9:48 PM.

ADJOURNMENT

Motion by Mr. Dietze, seconded by Mr. Hanley, and carried to adjourn the meeting at 9:49 PM.

Respectfully submitted,



Secretary