

April 20, 2017

BOARD OF EDUCATION  
SUMMIT, NEW JERSEY

The Regular Meeting was held on Thursday, April 20, 2017 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 of Schools, Ms. Masbang, Assistant Business Administrator/Board Secretary, Dr. Block, Director of Human Resources, Ms. Ambrose, Director of Elementary Education, and Ms. Derpich, Director of Secondary Education. There were 34 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.

RESOLUTIONS & COMMENDATIONS

Superintendent Chang and other district administrators congratulated Ron Poles, Jefferson School Principal, on his retirement and reflected on what he has meant to the district.

President Dietze presented the following resolution:

The Summit Board of Education  
Presents this Resolution of Recognition to  
Jefferson Elementary School Principal  
Ron Poles Upon Retirement, 2017

WHEREAS, Mr. Poles has had a positive impact on and contributed to the success of Jefferson Elementary School and its students and staff,

WHEREAS, Mr. Poles has encouraged and supported students to excel, finding their passions and preparing them for life after Jefferson Elementary School as well as providing leadership and mentorship to staff at Jefferson Elementary School and throughout the district and therefore,

BE IT RESOLVED, that the Summit Board of Education and Administration express their sincere appreciation to Mr. Poles and thank him for 25 years of outstanding support, service, leadership and friendship to the Summit Public Schools.

PRESIDENT'S ANNOUNCEMENTS

President Dietze spoke about the following:

- Lincoln-Hubbard students' visit to Sage Eldercare for their annual intergenerational program
- Human Resources' video available on the district website
- Summit High School Theatre Arts production of *You Can't Take it With You* received 10 final nominations including Best Comedy and Best Overall Production from the Montclair Theatre Night Awards
- Diversity Job Fair to be held April 29<sup>th</sup> at Summit H.S.
- Summit resident Donna Miller to be sworn in as the newest Board of Education member at the May 11<sup>th</sup> Reorganization meeting. Thanks to Emile George for his year of service.
- Status of end-of-year events – LCJSMS Graduation on June 21; SHS Graduation on June 22; last day of school tentatively scheduled for June 21

### SUPERINTENDENT'S REPORT

Superintendent Chang spoke about the following:

- 4<sup>th</sup> annual Hilltopper Choir Fest occurred last evening with groups from East Orange, JP Stevens, Columbia H.S. and Westfield performing, along with Summit HS & MS groups
- Jefferson School Culture Fest tomorrow evening
- April 25<sup>th</sup> – drummer Andres Ferrero from Broadway's *Hamilton* will be presenting at Summit H.S. – funded through SEF
- SHS Advanced Theatre class' Director's Showcase will be on April 27<sup>th</sup> – presenting seven plays edited, cast, designed and directed by students
- Shout out to SHS varsity boys' and girls' lacrosse, baseball and softball teams on their success so far this season

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:

2/3/17-25  
2/3/17-26  
2/14/17-27  
2/24/17-28

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

3/5/17-29  
3/6/17-30  
3/7/17-31  
3/9/17-32  
3/10/17-33  
3/10/17-34

- C. Suspensions

#### Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
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3/7/2017	7191402975	1.5
3/8/2017	4993125865	1.5
3/8/2017	9789446395	1.5
3/9/2017	9079597749	1.5
3/9/2017	2819159863	1.5
3/10/2017	8378491244	1.5
3/17/2017	6015581303	1
3/17/2017	7952166379	1
3/21/2017	2183787648	3
3/23/2017	8891716598	1
3/23/2017	2647744596	1
3/27/2017	8891716598	3.5
3/27/2017	4757348376	3.5
3/27/2017	2647744596	0.5

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
3/7/2017	8765975952	2
3/28/2017	9901481557	1
3/31/2017	6862527500	2
3/31/2017	6087894549	2

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

PUBLIC DISCUSSION

Mr. Pinzon questioned the availability of the budget by department. Mr. Chang and Ms. Masbang responded.

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. Executive Session March 6, 2017
2. Workshop Meeting March 9, 2017
3. Executive Session March 9, 2017
4. Special Meeting March 16, 2017
5. Executive Session March 16, 2017
6. Regular Meeting March 16, 2017
7. Special Budget Meeting March 28, 2017

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

SCHOOL BOARD OPERATION

Ms. McCann moved approval of the following items under School Board Operation:

- A. Approval of travel for staff members (information forthcoming)
- B. Approval of the following Gottesman Family Foundation Parenting Institute expenditures:
  1. The Latino Family Literacy Project Jefferson School supplies reimbursement for Patricia Fontan in the amount of \$180.51
  2. The Latino Family Literacy Project Jefferson School supplies reimbursement for Anna M. Gomez in the amount of \$101.10
- C. Approval for the following transportation arrangements with Union County Educational Services Commission for the 2016-2017 School Year beginning 12/05/16:

Student ID	School	Route	Contractor
#8406241482	Collier High School	CS-136	K&S Transportation

Approval for the following transportation arrangements with Union County Educational Services Commission for the 2016-2017 School Year beginning 02/09/17:

Student ID	School	Route	Contractor
#9962821215	Wilson Primary Center	CS-355	Sunrise Transportation

- D. Approval for the following transportation arrangement with Morris County Educational Services Commission for the 2016-2017 School Year beginning 3/20/17:

Student ID	School	Route	Contractor
#1237258565	Holmstead School	CN-845	Jaris Transportation

- E. Approval of the following out-of-state field trips:
  1. May 5, 2017 for 56 Lawton C. Johnson Summit Middle School students and 6 chaperones to go to the Metropolitan Museum of Art, NY
  2. May 12, 2017 for 35 Lawton C. Johnson Summit Middle School students and 4 chaperones to go to the Museum of Chinese in America, NY
  3. June 17 through June 24, 2017 for 14 Summit High School student and 2 chaperones to go to the National Speech and Debate Competitors, NSDA National Tournament in Birmingham, Alabama
  4. **May 22, 2017 for 50 Summit High School students and 5 chaperones to go to the Metropolitan Museum of Art, NY**
  5. **May 17, 2017 for 30 Summit High School students and 3 chaperones to go to**

**Chinatown, NY**

**6. May 19, 2017 for 24 Summit High School students and 2 chaperones to go to the Museum of Chinese in America, NY**

**7. May 17, 2017 for 45 Summit High School students and 4 chaperones to go to the Brooklyn Art Museum, NY**

- F. Approval of the donation in the amount of \$1,000 from Sandra & David Field, 2 Stonewall Lane, Mountain Lakes, NJ to the Summit H.S. Athletic Department
- G. Approval of Tuition Agreement between Summit Board of Education and Cornerstone Day School, 1101 Bristol Road, Mountainside, NJ 07092 for student #8406241482 to attend for the 2016-2017 school year beginning April 19, 2016 at a cost of \$81,455 (prorated)
- H. Approval of Agreement between Summit Board of Education and Morris Union Jointure Commission for student #6171788315 to attend DLC - Warren for the 2017 Extended School Year from June 28 - August 9, 2017 at a cost of \$14,820
- I. **Approval to establish the Teacher Leadership Training Program at The Learning Center at Washington School as a Fund 60 Enterprise Fund operation with an annual fee of \$1,850 per out-of-district participant**
- J. **Approval of contract between Summit Board of Education and New Hope I.B.H.C., 80 Conover Road, Marlboro, NJ 07746 for student #2991029231 to attend for the 2016-2017 school year beginning 3/10/17 at a cost of \$550/week**
- K. **Approval of donation from Jefferson School PTO in the amount of \$300 to support the SEF Grant “Smile Artist” at Jefferson School**
- L. **Approval of quote from Centurion Printing, 352 Market Street, Kenilworth, NJ 07033 for Printed Materials 2017-2018 in the amount of \$11,000. Other quotes:**
- |                                       |                  |
|---------------------------------------|------------------|
| <b>Print Media, Springfield, NJ</b>   | <b>\$ 12,226</b> |
| <b>Ridgewood Press, Ridgewood, NJ</b> | <b>\$ 12,333</b> |
- M. **Approval of the 2017-2018 school year lunch price lists (as per attached)**

Motion was seconded by Ms. Chang. 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 of the resignation for the following staff:
1. Mary Bruns, for the purpose of retirement, Art Teacher, Brayton Elementary School and Franklin Elementary School, effective July 1, 2017
  2. Elizabeth Castello, (.5) Library Secretary, Washington Elementary School,

- effective March 20, 2017
  - 3. Jamie Lawrence, Latin Teacher, Lawton C. Johnson Summit Middle School, effective June 30, 2017
  - 4. Kyle Sterling, Inclusion Aide, Jefferson Elementary School, effective April 28, 2017
  - 5. **Katherine Webber, for the purpose of retirement, Cafeteria Aide, Summit High School, effective July 1, 2017**
  - 6. **Shabazz Green, Playground Supervisor, Lincoln-Hubbard Elementary School, effective June 1, 2017**
- B. Approval of maternity/family leave for the following staff:
- 1. Alicia Lyle, Mathematics Teacher, Summit High School, paid leave, effective May 23, 2017 through June 20, 2017 (AM), and unpaid leave, effective June 20, 2017 (PM) through June 23, 2017, unpaid leave, effective September 5, 2017 through December 4, 2017
  - 2. Nicole Gutierrez, Technology Coach, Lawton C. Johnson Summit Middle School, paid leave, effective May 30, 2017 through June 23, 2017, unpaid leave, effective September 5, 2017 through December 4, 2017, unpaid/childcare leave, effective December 5, 2017 through January 16, 2018
  - 3. **Angela Wolkiser, Science Teacher, Summit High School, paid leave, effective April 17, 2017 through June 2, 2017, and unpaid leave, effective June 5, 2017 through September 29, 2017 (revised from the January 19, 2017 Agenda)**
- C. Approval to appoint the following substitute teachers, pending criminal history review and ability to obtain NJ substitute teacher credentials:
- 1. Ma Torres Almanza, Substitute Teacher, \$100/day, effective April 21, 2017
  - 2. Stephanie Mangioglu, Long-Term Substitute General Music Teacher, Brayton Elementary School and Franklin Elementary School, \$225/day, effective May 26, 2017 through June 23, 2017
  - 3. Kelly Klaif, Long-Term Substitute Grade 5 Teacher, Franklin Elementary School, \$225/day, effective April 24, 2017 through June 23, 2017 with two transitional days prior, at \$100/day
  - 4. **Margery Conniff, Substitute Teacher, \$100/day, effective April 21, 2017**
- D. Approval to appoint Jennifer Illis, as a Home Instruction Tutor, \$40/hour (paid via timesheet), effective March 8, 2017, for the 2016-2017 school year
- E. Approval to appoint Lauren Senko, to run Family Science Nights, Brayton Elementary School, at the curriculum rate of \$46.47/hour (paid via timesheet), for a total of 6 hours, effective March 9, 2017 and March 16, 2017
- F. Approval to pay the following Athletic Trainers, a stipend of \$4,286 for the 2017-2018 school year:
- 1. Karen Manista
  - 2. Allison Flockhart
- G. Approval to pay the following support staff at their hourly aide rate for attending

the PARCC Training Session on March 13, 2017:

1. Alisha Cox, Franklin Elementary School
2. Elizabeth Schneekloth, Franklin Elementary School
3. Daniel Noreen, Franklin Elementary School
4. Briana Nolan, Washington Elementary School
5. Katherine Syciarz, Washington Elementary School
6. Diana Nelson, Washington Elementary School
7. Holly Beauchamp, Washington Elementary School
8. Kisha Bailey Rawls, Jefferson Elementary School
9. Marisol Rodriguez, Jefferson Elementary School
10. Alex Sprinzen, Jefferson Elementary School
11. Daniel Levitt, Jefferson Elementary School
12. Meghan Muccilli, Jefferson Elementary School
13. Mary Doran, Jefferson Elementary School

- H. Approval to pay Michael Gleason \$250, for his role in assisting with the Lawton C. Johnson Summit Middle School Musical, Willy Wonka, (funds provided by the LCJSMS Student Activities Account)
- I. Approval to appoint support staff pending criminal history review:
1. Maria Tramontana, (.4167) Library Secretary, Washington Elementary School, 10 Month Secretary, Step-1 \$14,092 (prorated), effective April 21, 2017 through June 23, 2017
  2. Carlos Salguero, (.5) Night Custodian, Lawton C. Johnson Summit Middle School, Custodian Column 1-Step 1, (.5) \$17,377 (prorated), **effective April 21, 2017** through June 30, 2017
- J. Approval to appoint Brian Steger, Art Teacher, Lawton C. Johnson Summit Middle School, pending criminal history review and ability to obtain NJ teacher certification, BA-Step 3, \$55,819 (to be adjusted for the 2017-2018 salary guide), effective September 1, 2017
- K. Approval to appoint Lois Melka, Substitute Lunch Aide, Wilson Primary Center, \$38/hour (paid via timesheet), effective March 21, 2017 through June 23, 2017
- L. Approval of the following Change of Assignments:
1. Courtney Czapelski, from Substitute Teacher to Long-Term Language Arts Substitute, Teacher, Summit High School, \$225/day, effective May 5, 2017 through June 23, 2017
  2. **Robin Cornelison, from Substitute Teacher to Long-Term Substitute Inclusion Aide, Franklin Elementary School, \$175/day, effective April 24, 2017 through June 22, 2017**
- M. Approval to appoint Jemel Brinson, Substitute Bus Driver, \$18/hour (paid via timesheet), effective April 1, 2017
- N. Approval to appoint the following teachers to lead the 2017 Summit Summer Skills Program, Lawton C. Johnson Summit Middle School, at the curriculum rate of \$46.47/hour

(paid via timesheet), for up to 70 hours each, effective June 26, 2017:

1. Lou Castano
2. Jenna Colineri
3. Tonya Ramsay
4. Emily Hitchen

O. Approval of a 6th assignment for the following teachers, to teach Physics, at Summit High School, additional pay of 1/5th of their salary (prorated), effective April 17, 2017 through June 23, 2017:

1. Peter Koppenaal, additional pay of **\$4,211.04**
2. Thomas O’Dowd, additional pay of **\$4,501.92**
3. Simone Baskerville, additional pay of **\$2,854.56**
4. Cynthia Retotar, additional pay of **\$4,453.92**

**P. Approval to appoint Beatriz Mendez, School Nurse, Jefferson Primary Center and Jefferson Elementary School, \$38.41 per 30 minutes (paid via timesheet), as needed after school, effective March 16, 2017 through June 22, 2017**

Motion was seconded by Ms. McCann. 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:

- P 5465 Early Graduation (Abolished)
- P 2320 Independent Study Programs (Abolished)

#### **First Reading**

- P 2415.06 Unsafe School Choice Option (M) (Revised)
- P 2460 Special Education (M) (Revised)
- P 2467 Surrogate Parents and Foster Parents (M) (Revised)
- P 5116 Education of Homeless Children (Revised)
- P 2464 Gifted and Talented Students (M) (Revised)
- P 2622 Student Assessment (M) (Revised)
- P 3160 Physical Examination (M) (Revised)
- P 4160 Physical Examination (M) (Revised)

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

#### FINANCE

Ms. Chang moved approval of 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	\$ 1,950,521.99
2.	Special Revenue	Fund 20	\$ 97,176.36
3.	Capital Projects	Fund 30	\$ - 0 -
4.	Enterprise Fund	Fund 60	\$ 1,445.70
	Sub Total All Funds		\$ 2,049,144.05
5.	Food Service	Fund 61	\$ 173,540.14
	Total All Bills		\$ 2,222,684.19

B. Approval of the monthly payroll for March 2017 - \$4,621,353.16

C. Approval of budget adjustments and line item transfers for February 2017

D. Approval of Secretary and Treasurer’s report for February 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 February 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. Bonner. 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, April 20, 2017 to discuss:

1. Legal – Special Education
2. Personnel
  - a. Elementary Principal Search
  - b. Non-represented Staff

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 7:48 PM.

ADJOURNMENT

Motion by Mr. Hanley, seconded by Ms. McCann, and carried to adjourn the meeting at 9:46 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'L. Kepp', written in a cursive style.

Secretary