

April 13, 2023

**BOARD OF EDUCATION  
SUMMIT, NEW JERSEY**

The Board of Education held a Meeting on Thursday, April 13, 2023 beginning at 7:00 PM in the Summit High School Library/Media Center. Those present: Mr. Colón, presiding, Mr. Cho, Ms. Cohn, Ms. Erday, Ms. Justice, Ms. Miller, and Ms. Stanton. There were four audience members.

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

- A. Teacher Feature – Scott Hough

**PRESIDENT’S ANNOUNCEMENTS**

Mr. Colón spoke about the following:

- Enhancement of DEIB (diversity, equity, inclusion, belonging) at the Middle School

**SUPERINTENDENT’S REPORT**

Mr. Hough spoke about the following:

- Teacher Recognition Program – celebration in June
- District events including field trips, Autism Awareness, Living Wax Museum, Bee-Keeping, OM3D at the HS; sports achievements; Speech & Debate at the National Tournament in Kentucky
- Special thanks to Michael Colón for his leadership at Board President; and to Donna Miller for her time and contributions to the Board of Education

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

- A. Approval to affirm the following reports of Harassment, Intimidation and Bullying:

1. 02/17/2023 - 247
2. 02/01/2023 - 248
3. 02/02/2023 - 249
4. 02/09/2023 - 250
5. 02/24/2023 - 251

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

1. 03/04/2023 - 252
2. 03/09/2023 - 253
3. 03/27/2023 - 254
4. 03/16/2023 - 255
5. 03/20/2023 - 256
6. 03/14/2023 - 257
7. 03/13/2023 - 258
8. 03/02/2023 - 259
9. 02/27/2023 - 260
10. 03/07/2023 - 261
11. 03/03/2023 - 262
12. 03/06/2023 - 263
13. 03/13/2023 - 264

C. Suspensions  
Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
03/03/2023	5424539429	10
03/23/2023	9664821962	2
03/28/2023	8029921614	10

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
03/02/2023	1147162434	1 + 1 in-school
03/06/2023	5796143623	2
03/07/2023	1166136612	1
03/08/2023	1094402330	1 in-school
03/08/2023	5315755456	10
03/08/2023	5796143623	4
03/08/2023	2720457960	4
03/15/2023	5823712636	5 + 5 in-school
03/15/2023	6130078380	5 + 5 in-school
03/23/2023	1621126413	2
03/24/2023	3370786799	2
03/27/2023	4083738106	4
03/28/2023	9658285082	1 in-school
03/29/2023	6470115051	2
03/29/2023	2969899517	1

Elementary Schools

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
03/04/2023	9115314078	.5

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

STUDENT BOARD REPRESENTATIVE REPORT – Lena Kifnidis

Ms. Kifnidis spoke about the following:

- End-of-year events for clubs, start-up of spring sports, music program to DisneyWorld
- Seniors heading to a variety of colleges/universities

President Colón thanked Lena for her updates throughout the school year.

ADDITIONS / REVISIONS TO THE AGENDA

Mr. Jess announced that the May Reorganization Meeting will be held on Monday, May 15, 2023.

Mr. Colón announced that the Education Committee will now be named the “Education and Student Activities & Services” Committee; the Negotiations Committee will now be named the “Negotiations & Personnel” Committee.

COMMITTEE REPORTS

- A. Education Committee – Ms. Justice reported on the following: professional development updates; Nurtured Heart training; state-wide assessments and performance data was reviewed
- B. Operations Committee – Mr. Cho reported on the following: update on capital projects & facilities updates; FY24 Budget finalization; review of two short-term investment options – NJARM & NJ Cash Management fund; food service renewal contract review; residency verification for current 5<sup>th</sup> & 8<sup>th</sup> grade families to restart after a 2-year pause
- C. Policy Committee – Ms. Cohn reported on the following: update to the student attendance policy
- D. Communications Committee – Ms. Miller reported on the following: new Alumni portal; ongoing communications including the district app, fentanyl education, Teacher Feature, construction projects; review of this year’s accomplishments
- E. Negotiations Committee – Mr. Colón reported that meetings are being held, and progress has continued to move forward to reach an agreement
- F. Liaison Reports – None

PUBLIC COMMENT

A resident read a letter from a professor regarding a publication he feels should be required reading for future college students which speaks about thinking for yourself and encourages independent thinking.

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

APPROVAL OF BOARD MINUTES

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

- A. Approval of Minutes of the following meetings:



- |                   |  |
|-------------------|--|
| 1. March 6, 2023  | Special Budget Meeting & Executive Session |
| 2. March 9, 2023  | Regular Meeting & Executive Session        |
| 3. March 27, 2023 | Special Budget Meeting                     |

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

### CURRICULUM / INSTRUCTION / PROGRAM

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

- A. Approval of the following overnight/out-of-state field trips:
1. September 29-30, 2023, for approximately 150 Lawton C. Johnson Summit Middle School - grade 6 students and 30 chaperones to STOKES at Fairview Lake YMCA Camp in Newton, New Jersey, with a focus on team building
  2. September 30 - October 1, 2023, for approximately 150 Lawton C. Johnson Summit Middle School - grade 6 students and 30 chaperones to STOKES at Fairview Lake YMCA Camp in Newton, New Jersey, with a focus on team building
  3. May 3-4, 2023, for 53 Brayton Elementary School - grade 5 students and 10 chaperones to Bernie Environmental Education Center, Basking Ridge, NJ, with a focus on observational abilities, cooperation, social skills and responsibility
  4. January 19-27, 2024, Summit High School, 5 AP French students and 2 chaperones to Montpellier, France, to participate in an International Forum on “Educational Cooperation and Sustainable Development: Green actions in your city”
  5. April 28, 2023, Summit High School, Ellis Island and Statue of Liberty, New York, for 40 students and 3-4 chaperones, with a focus on student immigrant experience (date *revised* from the October 13, 2022 Agenda)

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

- A. Approval of the March Bills List as listed below:
- |                     |         |                 |
|---------------------|---------|-----------------|
| 1. Regular Bills    | Fund 10 | \$ 1,804,747.35 |
| 2. Special Revenue  | Fund 20 | \$ 297,338.94   |
| 3. Capital Projects | Fund 30 | \$ 136,271.00   |
| 4. Enterprise Fund  | Fund 60 | \$ - 0 -        |
| Sub Total All Funds |         | \$ 2,238,357.29 |
| 5. Food Service     | Fund 61 | \$ 288,050.38   |
| Total All Funds     |         | \$ 2,526,407.67 |
- B. Approval of the monthly payroll for March 2023 - \$5,060,482.03
- C. Approval of budget adjustments and line-item transfers for February 2023

D. Approval of Secretary and Treasurer's Report for February 2023

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 2023 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, 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. WHEREAS, the Summit Board of Education advertised for bids for the Window Replacement and Masonry Repairs Project at Brayton Elementary School ("Project"); and

WHEREAS, the bid submitted by the putative lowest bidder for the Project, A1 Construction Services, Inc., is materially defective because it failed to submit a bid for Alternate No. 1, which is a material, non-waivable defect; and

WHEREAS, the lowest responsible bid for the Project was submitted by Panoramic Windows and Doors Systems, Inc., with a base bid in the amount of \$ \$1,069,000, together with Alternate No. 1, in the amount of \$60,000, a Contingency allowance in the amount of \$200,000, and a Steel lintel Replacement/Repairs Allowance in the amount of \$75,000, for a total contract price in the amount of \$1,404,000; and

WHEREAS, the bid submitted by Panoramic Windows and Doors Systems, Inc. is responsive in all materials respects; and

WHEREAS, the Board desires to award the contract for the Project to Panoramic Windows and Doors Systems, Inc.

NOW THEREFORE BE IT RESOLVED:

1. The Board hereby rejects the bid submitted by A1 Construction, Inc. because it is materially defective.
2. The Board hereby awards the contract for the Window Replacement and Masonry Repairs Project at Brayton Elementary School to Panoramic Windows and Doors Systems, Inc. in a total contract amount of \$1,404,000.
3. This award is expressly conditioned upon Panoramic Windows and Doors Systems, Inc. furnishing the requisite documentation as required in the project



specifications, including the insurance certificate, bonds, and an executed A-101-Standard Form of Agreement Between Owner and Contractor and A-201-General Conditions of the Contract for Construction, as prepared by the Board, within ten (10) days of the date hereof.

4. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.
- H. Approval of a donation from the Jefferson School 5th Grade Class of a TREX bench to be installed near the playground
- I. Approval of a donation from the Summit Basketball Club in the amount of \$17,310 to fund the H.S. boys' and girls' basketball team grant positions for the 2022-2023 season
- J. Approval of a donation from the Hubbard Fund held by The Summit Foundation for auditorium sound system upgrades at Summit High School and lighting upgrades to the Jefferson Elementary School gym, in the amount of \$196,249.79
- K. Approval of Tuition Agreement with Union County Educational Services Commission, 45 Cardinal Drive, Westfield, NJ 07090 to provide home instruction at Trinitas Regional Medical Center, Elizabeth, NJ from September 1, 2022 to June 30, 2023 at a cost of \$71/hour
- L. 

SUMMIT BOARD OF EDUCATION  
FOOD SERVICE 2023-2024  
MANAGEMENT FEE LANGUAGE

Be it Resolved that the Summit Board of Education "SFA" approves the renewal of the Food Service Management contract with The Pomptonian, Inc. "FSMC" for the food service operation for 2023-2024

1. FSMC Fee:

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$157,217.00 to compensate the FSMC for administrative and management costs. This fee shall be included as a cost of operation and billed in 10 monthly installments of \$15,721.70 per month. The SFA guarantees the payment of such costs and fee to the FSMC.

2. There is no guaranteed financial performance

3. Total Cost of Contract:

Total expenses (cost) include food, labor, supplies, other expenses, and FSMC management fee.

The Total Cost of Contract is \$2,013,175.13

- M. Approval to reject the bids submitted by the following companies for the HVAC Upgrades at LCJ Summit Middle School due to the bids exceeding the budgetary estimate:
  - 1. AMCO Enterprises, Inc., Kenilworth, NJ
  - 2. Preferred Mechanical, Inc., Keyport, NJ
  - 3. CentralPack Engineering Corp., Hibernia, NJ
  - 4. H&S Construction and Mechanical, Inc., Elizabeth, NJ
  - 5. Thassian Mechanical Contracting, Inc., Belford, NJ
- N. Approval for the Summit Board of Education to participate in New Jersey Cash Management Fund & New Jersey Asset & Rebate Management Program
- O. Approval of Design Change Notice #1 with EI Associates, for the schematic preliminary renderings of the second floor of Tatlock Field House, at a cost not to exceed \$3,850
- P. Approval of submission of the Additional or Compensatory Special Education and Related Services (ACSERS) FY2023 Aid Application
- Q. Approval of acceptance of the Additional or Compensatory Special Education and Related Services (ACSERS) FY2023 Aid in the amount of \$249,695
- R. Approval of submission of the School Climate Change Pilot FY2023 Grant Application
- S. Approval of acceptance of the School Climate Change Pilot FY2023 funds in the amount of \$6,660

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

At this time, Superintendent Hough spoke about Dr. Cheryl Moretz, Principal of Brayton School for 32 years – her impact on thousands of students, her leadership of hundreds of educators, and one of the kindest people you’ll ever meet. He said Dr. Moretz has left a huge mark on the Brayton School community.

President Colón thanked Dr. Moretz for her work and dedication to the students of Summit.

#### PERSONNEL

Ms. Stanton moved the following items under Personnel:

- A. Approval to appoint the following Leave Replacement Teacher Substitutes and Long-Term Teacher Substitutes, pending criminal history review, background checks as required by law, and the ability to obtain NJ substitute teacher credentials:

<u>Name</u>	<u>School</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Adelino Neves	LCJSMS	Long-Term Social Studies Teacher Substitute	\$265/day	April 10, 2023 (or sooner) end date tbd



Karen Gaeta	JPC	Long-Term,Part-Time Pre-K Teacher Substitute	\$265/day	April 17, 2023 (or sooner) end date tbd
Frederique Roduit-Bosi	BES	Long-Term Special Education Teacher Substitute	\$265/day	April 10, 2023 - end date tbd

B. Approval to accept the resignation for the purpose of retirement of the following staff:

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Effective</u>
Dr. Cheryl Moretz	Principal	Brayton Elementary School	July 31, 2023

C. Approval of the following Changes of Assignment:

1. Mayda Nunez, from Custodian, Wilson Primary Center, to Custodian, Lawton C. Johnson Summit Middle School, effective March 13, 2023, for the 2022-2023 school year
2. Rebecca Penza, from Learning Workshop/Resource Room Teacher, Brayton Elementary School, to Special Education Teacher, Brayton Elementary School, effective April 10, 2023, for the remainder of the 2022-2023 school year
3. Julianna Koetter, from Leave-Replacement Special Education Teacher, Brayton Elementary School, to Leave-Replacement Learning Workshop/Resource Room Teacher, Brayton Elementary School, effective May 1, 2023 through the end of the 2022-2023 school year, with one overlap day on April 28, 2023
4. Mercedes Priolo, from Secretary to the Assistant Principal, Lawton C. Johnson Summit Middle School, to Secretary to the Principal, Lawton C. Johnson Summit Middle School, Secretary VII-Step-W, \$54,645 (prorated), effective March 27, 2023, end date to be determined
5. Sheily Quiroa Marroquin, from Part-Time Custodian, Summit High School, to Full-Time Custodian, Summit High School, \$41,098 (prorated), effective March 24, 2023, for the 2022-2023 school year (replacing Jessica Paiz)

D. Approval to appoint the following support staff, for the 2022-2023 school year, 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>
Angeline Fletcher	Inclusion Aide	FES	Aide-Step-2	\$38,829 (prorated)	April 17, 2023 (or sooner)	Rebecca Proctor
Greta Teixeira	Playground/Cafeteria Aide	FES	N/A	\$38/hour	April 17, 2023 (or sooner)	Karen O'Connell
Alexis Hill	Inclusion Aide	WES	Aide-Step-2	\$38,829 (prorated)	April 17, 2023 (or sooner)	Julie Cahillane
Carlos Lemus	Part-Time Custodian	SHS	Custodian 1-Step-6	0.625 FTE = \$26,536 (prorated)	April 17, 2023 (or sooner)	Sheily Quiroa
Hector Mejia	Custodian	SHS	Custodian-1-Step-7	\$43,818 (prorated)	April 30, 2023 (or sooner)	Carlos Salguero



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

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Effective</u>
Julie Cahillane	Inclusion Aide	WES	April 7, 2023
Francesca Mattioli	Learning Disabilities Teacher Consultant	LCJSMS	May 21, 2023
Marta Michel	Cycles Teacher	LCJSMS	June 15, 2023
Rachelle Angebrandt	Inclusion Aide	JES	April 21, 2023
Bobby Blackmon	Inclusion Aide	SHS	April 28, 2023 (or sooner, should a replacement be found)
Theresa Jones	Special Education Teacher	JPC	June 30, 2023
Lexie Calvert	Grade 2 Teacher	FES	June 30, 2023
Christie Diiorio	Special Education Teacher	LCJSMS	June 30, 2023
Tyler Sicola	Inclusion Aide	LCJSMS	May 15, 2023
Gina Mahon	Special Education Teacher	WES	June 30, 2023

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

1. Susan Clamser, Special Education Teacher, Wilson Primary Center, paid leave effective January 2, 2023 through January 30, 2023, unpaid leave effective January 31, 2023 through May 1, 2023, unpaid child care leave effective May 2, 2023 through May 1, 2024 (*revised* from the September 8, 2022 and February 9, 2023 Agenda)
2. Jamie Veinberg, Special Education Teacher, Summit High School, paid leave effective May 30, 2023 through June 15, 2023, unpaid leave effective August 30, 2023 through November 22, 2023, unpaid child care leave effective November 23, 2023 through June 13, 2024
3. Caroline Bandelli, Mathematics Teacher, Summit High School, unpaid leave effective September 5, 2023 through November 27, 2023, unpaid child care leave effective November 28, 2023 through December 31, 2023
4. Lauren Lieberman, Special Education Teacher, Jefferson Elementary School, paid leave effective August 30, 2023 through October 4, 2023, unpaid leave effective October 5, 2023 through December 22, 2023
5. Bianca Ratner, Grade 3 Teacher, Jefferson Elementary School, paid leave effective August 30, 2023 through October 13, 2023, unpaid leave effective October 17, 2023 through December 22, 2023
6. Amelia Kropa, Special Education Teacher, Lawton C. Johnson Summit Middle School, paid leave effective August 30, 2023 through October 23, 2023, unpaid leave effective October 24, 2023 through January 22, 2024, unpaid child care leave effective January 23, 2024 through March 19, 2024
7. Alexandra Scanniello, Elementary Teacher, Lincoln-Hubbard Elementary School, unpaid leave effective June 7, 2023 through June 15, 2023

- G. Approval for Michael Gleason, Brayton Elementary School - Afterschool Enrichment Disc Golf Club, up to 11 hours at the curriculum rate of \$49.45/hour, effective April 10, 2023 through May 25, 2023 (funded by the Brayton PTO)
- H. Approval of Jeff Bigas, to receive the curriculum rate of \$49.45/hour, for HAC Title I Tutoring at Summit High School for the 2022-2023 school year, up to 12 hours (paid via timesheet)
- I. Approval to extend Katherine Melilli, Leave-Replacement Grade 2 Teacher assignment, Lincoln-Hubbard Elementary School, through the end of the 2022-2023 school year (*revised* from the October 13, 2022 Agenda)
- J. Approval of the following Franklin Elementary School staff for FES Spring Enrichment, at the curriculum rate of \$49.45/hour, April 17, 2023 through May 26, 2023 (funded by FES PTO):
  - 1. Jennifer Nagar - 9 hours
  - 2. Jacqueline DellaPietro - 6 hours (1st/2nd gr. STEAM)
  - 3. Jacqueline DellaPietro - 6 hours (3rd/4th gr. STEAM)
  - 4. Jill Mills - 9 hours
  - 5. Matthew DeFonzo - 9 hours
- K. Approval to pay Jessica Paiz, \$842.68 for 4.5 unused vacation days
- L. Approval to pay Inclusion Aides for 2.5 hours of Nurtured Heart training on March 13, 2023 (paid via timesheet) (list attached)
- M. Approval to appoint the following substitute teachers, pending criminal history review and background checks as required by law:
  - 1. Haleigh Flukey, \$125/day, effective April 17, 2023
- N. Approval to revise the salary for Sheily Quiroa Marroquin, Custodian, Summit High School, to (.625) Custodian-1- Step-5, \$25,686 (prorated), effective June 22, 2022 through March 23, 2023 (*revised* from the June 23, 2022 Agenda)
- O. Approval to pay the following Summit High School staff for teaching and extra 6th period effective April 10, 2023 through May 12, 2023:
  - 1. Alexis Nelson - US 1 Honors - 16 days at \$61.24 = \$979.78
  - 2. Jessica Pietracatella - US 1- 15 days at \$58.21 = \$873.10
  - 3. Wendy Donat - US 1 Honors - 16 days at \$103.12 = \$1,650.87
  - 4. William O'Regan - US 1 Honors - 16 days at \$87.34 = \$1,397.46
  - 5. Elizabeth Berberich - US 1- 16 days at \$68.78 = \$1,100.43

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

#### POLICIES & REGULATIONS

Ms. Erday moved the following under Policies & Regulations:

First Reading

P 5200 – Attendance (M) (Revised)

R 5200 – Attendance (M) (Revised)

Motion was seconded by Ms. Justice. 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 Thursday, April 14, 2023 to discuss:
  - 1. Negotiations
- 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 Ms. Miller, seconded by Ms. Stanton, and carried to move to Executive Session at 7:58 PM. Action will not be taken and the Board will not return.

ADJOURNMENT

Motion by Ms. Stanton, seconded by Mr. Cho and carried to adjourn the meeting at 7:58 PM.

Respectfully submitted,

  
Derek J. Jess  
School Business Administrator/Board Secretary  
Summit Public Schools



