

October 12, 2023

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education held a Meeting on Thursday, October 12, 2023 beginning at 6:30 PM in the Summit High School Auditorium. Those present: Mr. Cho, presiding, Ms. Cohn, Mr. Colón, Ms. Erday, Ms. Justice, Ms. Kelly, and Ms. Stanton. There were 27 members of the public in attendance.

Also present were Mr. Hough, Superintendent of Schools, Mr. Jess, School Business Administrator/Board Secretary, Mr. Gardella, Director of Human Resources, Ms. Babis, Director of Special Education Services, Dr. Cordero, Director of Curriculum/Instruction, 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.

Board President Cho made a statement:

"The horrific acts of terrorism over the weekend are a tragic reminder of how our students and families can be impacted by events far from our district. With more antisemitic threats being made it's more important than ever for our board, administration and staff to focus on meeting the needs of our students. It is core policy and principle of our school system to be against antisemitism or any other form of discrimination. We are committed to providing a safe environment for all students."

Superintendent Hough also spoke:

"Many of you may be aware of certain threats made for tomorrow – rest assured that we have spoken to the Summit Police and they stated there are no credible threat in New Jersey, but they are working on it and will have extra patrols in the city as well as foot traffic in our schools. They try to get into the schools on a daily basis. Needless to say, the safety of our students and staff is paramount, and we work well with the Summit Police Department.

Summit Public Schools, at its core principle, has been building a reputation of inclusivity and belonging. It's part of our board goals, it's part of who we are, it's part of what we say every day. Every student needs to feel that they are welcome, valued, and heard, and as Mr. Cho mentioned, that's how they are going to learn – to feel like there's a sense of belonging. Part

of our theme this year is every student by name, by strength, by story – and that is important to us.

Over the last couple of days, we have been hearing from members of our Summit community that the acts of terrorism last week in Israel have left many feeling sad, fearful, and that they're hurting. That matters to us, that matters to all of us. I hear you, the administration hears you, the Board of Education hears you. We're listening. Summit Public Schools unequivocally denounces antisemitism and any form of racism, discrimination, or hate. There is no room for it in our community, no room for it in our schools.

I was recently made aware that our community dealt with situations of antisemitism several years ago. It's still very fresh in the minds of many and I can assure you – in these challenging times - when it comes to our schools, our staff, and our students we will not tolerate any acts of antisemitism. Summit Public Schools will continue to build unity, community, and a sense of belonging for our students, our staff, and our families. That's who we are. It's challenging right now and there's a lot of emotion. But rest assured, that is our core principle belief and we will stay on that path regardless of the challenges that face us.

We are very prideful of our diversity and the job we are doing. We have approximately 49 languages spoken in our community, representing 50 countries. It's our strength. We are better off for that. We are a unique community for it, and every voice needs to be heard. Everyone needs to feel safe and supported.

When members of our community shared how that are feeling, it mattered to us as a Board, and we'll be planning on following up my remarks here tonight with a written message to the public tomorrow."

PRESENTATIONS

- A. State Testing Data Presentation – Joseph Cordero, Doreen Babis & Crystal Marr

PRESIDENT'S ANNOUNCEMENTS

Mr. Cho spoke about the following:

- Reminder that the November BOE meeting will be held in the middle school auditorium
- First "Coffee with the School Board" event on November 1st in the HS cafeteria
- Summit H.S. Self-Care Fair in support of our district goal of fostering an inclusive school community that supports mental health, wellness, and social emotional learning within its climate, operations, curricula, and programs

SUPERINTENDENT'S REPORT

Ms. Cohn moved approval of the following items under Superintendent's Report:

A. Report of New Hires

1. Approval to appoint the following new staff, 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>
Jamie Katzenberger	School Social Worker	SES	MA-Step-3-4, \$66,980 (prorated)	December 15, 2023 (or sooner)	Khayani Reese

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

Superintendent Hough spoke about the following:

- Schools throughout the district celebrated the “Week of Respect”
- Thanks to all who contributed to the success of the LCJSMS Stokes trip
- Congrats to the H.S. Speech & Debate team; as well as our National Merit Scholars
- “Sense & Sensibility” to be performed at Summit H.S. in November

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

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

1. 9/05/2023 - 294
2. 9/05/2023 - 295

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

1. 9/13/2023 - 296
2. 9/18/2023 - 297
3. 9/19/2023 - 298
4. 9/21/2023 - 299
5. 10/02/2023 - 300
6. 10/04/2023 - 301
7. 9/30/2023 - 302
8. 10/03/2023 - 303
9. 10/02/2023 - 304
10. 10/05/2023 - 305

D. Suspensions
Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
9/21/2023	1895959954	6

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

STUDENT BOARD REPRESENTATIVE REPORT

Grace Epstein spoke about the following:

- Successful fall sports season – excitement surrounding girls flag football, a new spring sport this year
- Variety of new clubs this year including Sustainability and Arts
- Ongoing college search for students

ADDITIONS/REVISIONS TO THE AGENDA - none

COMMITTEE REPORTS

- A. Education and Student Activities/Services Committee – Ms. Cohn reported on the following: Athletic Director Dan Healy gave a report to the committee regarding team demographics, sports offered, partnership with the City of Summit, success of our teams; 8th grade trip to Washington DC will take place; trips to China and Ecuador put on hold; state assessment report; MTSS (multi-tiered systems of support) update
- B. Operations Committee – Mr. Colón reported on the following: facilities projects update – bids solicited for the lower SHS field renovation, replacement of the heating unit for Mueller’s gym; expense levels/trends through the first quarter; FY2023 audit proceeding on schedule and as planned; M-1 and CMP reports on tonight’s agenda; transportation challenges at the beginning of the year have been successfully addressed
- C. Policy Committee – Ms. Justice reported on the following: basis of changes in policies on tonight’s agenda including management team, field trips, and sick leave
- D. Communications Committee – Ms. Stanton reported on the following: review of ongoing projects and electronic communications – Director’s Digest sent internally, Staff Circle sent to all personnel regarding updates in each department, Summit Scoop is sent to the entire Summit community; upcoming Coffee with the Board; discussion of public comment protocol
- E. Negotiations and Personnel Committee – Mr. Cho reported that they did meet and while there are no negotiations ongoing at this time, they did discuss confidential personnel matters with the Superintendent
- F. Liaison Reports – Ms. Stanton stated she attended the first SEF meeting of the year – fall donation drive is underway, and the Spring for Excellence fundraiser will take place on March 3, 2024

PUBLIC COMMENT

Nine Summit residents, as well as a member of district staff, spoke about what they felt was an inadequate response by the district administration regarding the October 7th attack on Israel by

Hamas. In summary, the comments included feelings that: “the communication was a misguided attempt to be apolitical”, “the communication was missing some key terms and words – terrorists terrorized, brutally murdered, and destroyed entire populations in Israel”, “the message needs to include that anti semitism has no tolerance here”.

Mr. Cho thanked all who came out to speak this evening. Speaking for the Board, he said there is so much noise coming from around the world, and while we are caught up in the controversy, the Board’s main focus is on what’s best for the kids and what kind of educational atmosphere we are creating for our students. There is no playbook on how to address these things, and they will take into account what to do with this going forward.

Mr. Hough added that he reached out to Rabbi Friedman and will get together with him prior to the next district communication.

Motion by Ms. Erday, seconded by Ms. Cohn, unanimously approved by voice vote to close public comment.

APPROVAL OF BOARD MINUTES

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

A. Approval of Minutes of the following meeting:

1. September 14, 2023 Regular Meeting

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

CURRICULUM / INSTRUCTION / PROGRAM

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

- A. Approval of the 2023-2024 Unified Champion Schools Commitment Form continuing Summit Public Schools as a Unified Champion District, creating and implementing Unified Sports, Youth Leadership and Whole School Engagement activities that promote inclusion, equity, friendships, and dignity among students with and without disabilities
- B. Approval of anticipated 2023-2024 out-of-state and/or overnight field trips (list attached)
- C. Approval of the Proposal from My-Robin, Inc., 666 Greenwich Street, Apt. 1022, New York, NY 10014 to provide Administrator Well-Being Coaching Workshops during the 2023-2024 school year at a cost of \$10,800

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

FINANCE

Mr. Colón moved the following items under Finance:

Upon the recommendation of the Business Administrator to the Superintendent:

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

1. Regular Bills Fund 10	\$1,828,846.60
2. Special Revenue Fund 20	\$ 285,023.22
3. Capital Projects Fund 30	\$ 34,531.50
4. Enterprise Fund Fund 60	\$ 112.40
Sub Total All Funds	\$2,148,513.72
5. Food Service Fund 61	\$ 195,186.70
Total All Funds	\$2,343,700.42

B. Approval of the monthly payroll for September 2023 - \$5,228,817.81

C. Approval of budget adjustments and line-item transfers for August 2023

D. Approval of Secretary and Treasurer's Reports for August 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 July 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. Approval of payment to the New Jersey Unemployment Compensation Fund for the quarter ending 9/30/2021 in the amount of \$10,369.25

H. Approval of Agreement with Magnolia Consulting Group, 20 Spring Valley Drive, Holmdel, NJ 07733 to provide professional development, training, and consulting

during the 2023-2024 school year at \$2,275 per day (14 days) and \$275 per hour (20 hours) for a total cost of \$37,350

- I. Approval to trade in unusable musical instruments to Elefante Music, 1790 Springfield Ave, New Providence, NJ 07974 for a credit in the amount of \$2,300 to be used towards future purchases
- J. Approval of Quote dated 9/18/23 from MAP Restaurant Supplies, 358-360 South Street, Newark, NJ 07105 for a Vulcan Model Convection Oven at Summit H.S. at a cost of \$11,230
Additional quotes received:

The Sam Tell Companies, Farmingdale, NY	\$25,496.42
MAP through HCESC Co-op #34HUNCCP	\$11,679.00
- K. Approval of Tuition Contract with Union County Vocational-Technical School District for student #3778640200 to attend for the 2023-2024 school year at a cost of \$15,000
- L. Approval for the 2023-2024 Parental Contract for Student Transportation - Route #P-8 to Raymond Lesniak ESH High School, Roselle, for student #3778640200 in the amount of \$1,800

Motion was seconded by Ms. Stanton. 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 "Submission of Comprehensive Maintenance Plan" and Form M-1 as per N.J.A.C. 6A:26A (as per attached)
- B. Approval to submit the School Nursing Services Plan for the 2023-2024 school year to the County Superintendent
- C. Approval of the School Safety and Security Plan annual Review Statement of Assurance for submission to the Union County Office of Education
- D. Approval to dispose of damaged, unsalvageable musical instruments in accordance with district policy #7300
- E. Approval of Design Change Notice #2 from EI Associates in the amount of \$5,000 for the investigation & preparation of a design to expand the first floor footprint of

Tatlock Field House

- F. Approval of Agreement with SAGE Eldercare for the Summit Board of Education to sell two (2) automated external defibrillators (AED's) to SAGE Eldercare for the purchase price of \$1.00
- G. Approval of Contract with Saint Clare's Behavioral Health Services, 50 Morris Avenue, Denville, NJ 07834 to provide back-to-school evaluations during the 2023-2024 school year at a cost of \$250/evaluation
- H. Approval of Contract with Trinitas Regional Medical Center, 225 Williamson Street, Elizabeth, NJ 07201 to provide School Clearance Assessments during the 2023-2024 school year at a cost of \$165/assessment

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

PERSONNEL

Ms. Erday 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>
Lisa Schmidt	LCJSMS	Physical Education Teacher	\$400/day	October 31, 2023 (or sooner) end date tbd

- B. Approval to appoint the following substitute teachers, pending criminal history review, background checks as required by law, and the ability to obtain NJ substitute teacher credentials:

Name	Pay Rate	Effective Date
Christopher Melka	\$125/day	October 13, 2023

- C. Approval of the following Changes of Assignment:
 - 1. Markiyah Moore, from Inclusion Aide, Lincoln-Hubbard Elementary School, to Inclusion Aide, Lawton C. Johnson Summit Middle School, effective October 30, 2023, for the 2023-2024 school year

2. Natalia Graziano, from Part-Time Inclusion Aide, Brayton Elementary School, to Full-Time Inclusion Aide, Brayton Elementary School, effective August 30, 2023 through October 13, 2023, Aide-Step-3, \$40,790 (prorated), effective October 14, 2023, Part-Time Inclusion Aide, Brayton Elementary School, for the remainder of of the 2023-2024 school year
3. John Wilson, from Inclusion Aide, Summit High School, to Inclusion Aide, Lawton C. Johnson Summit Middle School, effective September 20, 2023, for the 2023-2024 school year
4. Adelino Neves, from Substitute Teacher, Lawton C. Johnson Summit Middle School, to Long-Term Substitute Teacher, Lawton C. Johnson Summit Middle School, \$265/day, effective October 2, 2023 through October 13, 2023
5. Julia Ciccarelli, from Special Education Teacher, Franklin Elementary School, to Special Education Teacher, Jefferson Primary Center, effective August 30, 2023, for the 2023-2024 school year

- D. 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>
Francis Wulff	Security Officer	LCJSMS	n/a	\$45,500 (prorated)	October 16, 2023 (or sooner)	Ed Mitchko
Lauren Elmlad	Lunch Aide	SHS	n/a	\$38/hour	October 30, 2023 (or sooner)	John Teevan

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

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Effective</u>
Susan Zakosky	Inclusion Aide	LCJSMS	November 3, 2023 (or sooner should a replacement be found)

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

1. Amelia Kropa, Special Education Teacher, Lawton C. Johnson Summit Middle School, paid leave effective, August 30, 2023 through October 6, 2023, unpaid leave effective, October 9 2023 through January 12, 2024, unpaid child care leave effective, January 16, 2024 through March 5, 2024 (*revised* from the April 13, 2023 and September 14, 2023 Agendas)
2. Rebecca Mongoi, Band Teacher, Summit High School and Lawton C. Johnson Summit Middle School, paid leave effective, August 30, 2023 through October 5, 2023, unpaid leave effective, October 6, 2023 through January 5, 2024
3. Bianca Ratner, Grade 3 Teacher, Jefferson Elementary School, paid leave effective, August 30, 2023 through October 23, 2023, unpaid leave effective,

October 24, 2023 through December 22, 2023 (*revised* from the April 13, 2023 Agenda)

4. Donna Anderle, Grade 4 Teacher, Washington Elementary School, paid leave effective, February 5, 2024 through March 19, 2024, unpaid leave effective March 20, 2024 through June 13, 2024
 5. Jennifer Pritchett, Special Education Teacher, Summit High School, unpaid leave effective, October 14, 2023 through November 22, 2023
 6. Abigail Emerson, Literacy Coach, All Elementary Schools and Primary Centers, paid leave effective, December 14, 2023 through February 16, 2024, unpaid leave effective, February 21, 2024 through May 21, 2024
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- G. Approval to pay Tiffany Guzman, Middle School Auditor of Student Funds, Lawton C. Johnson Summit Middle School, the stipend rate of \$4,472. for the 2023-2024 school year
 - H. Approval to pay Buddy Teachers for 2023, at the curriculum rate of \$50/hour (list attached)
 - I. Approval of the 2023-2024 winter coaching staff (list attached)
 - J. Approval to appoint Jeffrey Fluharty to the stipend position of Roaring Jaguar (RJTV), Step-3, \$3,242, for the 2023-2024 school year
 - K. Approval of Courtney Nelson, to be paid \$49.45/hour, for attending the NJDOE Threat Assessment Training, outside of contractual hours on July 19, 2023, (paid via timesheet)
 - L. Approval of Christine Murray, Inclusion Aide, to provide bus support on the Union County Vocational-Tech bus, 30 minutes per day, @\$29.56/hour, for the 2023-2024 school year
 - M. Approval to rescind unpaid leave pay to Jacek Lodziato (*revised* from the September 14, 2023 Agenda)
 - N. Approval to appoint Katelyn George to the stipend position of Jefferson Elementary School Student Council Advisor, Step-2B, \$4,551, for the 2023-2024 school year
 - O. Approval of Ian Bell, Jefferson Elementary School, Morning Intramurals, at the stipend amount of \$4,048, for the 2023-2024 school year
 - P. Approval to pay Hector Mejia, \$337.76, for 2 unused vacation days
 - Q. Approval of the payroll for the Lawton C. Johnson Summit Middle School STOKES trip (list attached)

- R. Approval to pay the following Lawton C. Johnson Summit Middle School staff for an extra 6th period, effective September 11, 2023 through September 18, 2023:
 - 1. Justin Liss - 7 @ \$63.00 = \$441.00
 - 2. Katarina Trench - 2 @ \$64.17 = \$128.34
 - 3. Matthew Lachman 4 @ \$103.95 = \$415.80
 - 4. Christina Colineri - 4 @ \$64.41 = \$257.65
 - 5. Subhadra Ramachandran - 4 @ \$103.95 = \$415.80
- S. Approval of the recommendations from the Office of Curriculum and Instruction (list attached)
- T. Approval to pay the following staff for an extra 6th period, effective August 30, 2023 through January 5, 2024 (*revised* from the August 17, 2023 Agenda):
 - 1. John Piepoli - Band Teacher, LCJSMS - 80 x 64.17 = \$5,133.60
 - 2. Alexander Bocchino - Band Teacher, SHS - 80 x \$103.95 = \$8,316
- U. Approval of the following 2023-2024 salary adjustment due to advanced degree earned, effective August 30, 2023 (*revised* from the August 17, 2023 Agenda)
 - 1. Dena Leslie - MA+30-Step-9-10, 2nd MA - \$850
- V. Approval to pay the following staff for the After School Social Skills Program (A3 Alliance), Lawton C. Johnson Summit Middle School, at the curriculum rate of \$50/hour, up to 32 weeks, effective October 3, 2023, (funded by IDEA)
 - 1. Julia Jo
 - 2. Brenda Horetsky
 - 3. Qefsere Ferizi
 - 4. Anastasia Ristova
- W. Approval of Allison White, Franklin Elementary School, Play Enrichment Stagecraft Advisor, (set design, staging needs and props), up to 24 hours at the curriculum rate of \$50/hour, effective December 11, 2023 through February 5, 2024 (paid via timesheet) (funded by Franklin Elementary PTO)
- X. Approval to appoint all in-district staff to support special education students in after-school activities, as needed, at the appropriate hourly rate for the 2023-2024 school year to be paid via timesheet (IDEA Funded) (*revised* from the May 15 2023 Agenda)
- Y. Approval of the daily rate for nurses to attend field trips in the amount of \$450/day
- Z. Approval of the following Lawton C. Johnson Summit Middle School, TEDx/Scholar Laureate club advisors, \$50/hour (*revised* from the August 17, 2023 Agenda):
 - 1. Jenn Fout - 95 hours
 - 2. Nicole Finnegan - 95 hours

3. Amy Sweeney - 120 hours

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

POLICIES & REGULATIONS

Ms. Cohn moved the following items under Policies & Regulations:

First Reading

P 1120 - Management Team - Internal Change

R 2340 - Field Trips - Internal Change

P & R 3432 - Sick Leave - Abolished

P & R 4432 - Sick Leave - Abolished

P & R 5116 - Education of Homeless Children and Youths (Revised)

P & R 5460.02 - Bridge Year Pilot Program - Abolished

Second Reading

P 1642.01 - Sick Leave (New)

R 1642.01 - Sick Leave (New)

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

ADJOURNMENT

Motion by Ms. Kelly, seconded by Ms. Stanton and carried to adjourn the meeting at 8:06 PM.

Respectfully submitted,



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