

November 17, 2023

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education held a Meeting on Thursday, November 16, 2023 beginning at 6:30 PM in the LCJ Summit Middle School auditorium. Those present: Mr. Cho, presiding, Ms. Cohn, Ms. Erday, Ms. Justice, Ms. Kelly, and Ms. Stanton. Mr. Colón arrived at 6:32 PM. There were three 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, and Ms. Sarno, Assistant Business Administrator.

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. Harassment, Intimidation and Bullying ~ Self-Assessment ~ Investigation, Trainings, and Programs System - Crystal Marr
- B. Student Safety Data System - Reporting Period 2 - January 1, 2023 through June 30, 2023 - Scott Hough

PRESIDENT'S ANNOUNCEMENTS

Mr. Cho spoke about the following:

- First "Coffee with the School Board" event held on November 1st in the HS cafeteria
- Thanks to the SEF for funding various STEAM events throughout the district, including the hovercraft project

SUPERINTENDENT'S REPORT

Mr. Hough spoke about the following:

- Thanks to parents who attending the second Wellness Initiative Program held at the H.S. on November 1st
- Various events throughout the district including a food drive at the high school; Veteran's Day program at the middle school; Washington School play; annual talent

show at Jefferson School; Franklin's turkey trot food drive to benefit GRACE; Lincoln-Hubbard's 5th grade Pride Palace food drive

- Summit H.S. presenting "Sense and Sensibility"; LCJSMS presenting "Game of Tiaras"

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

A. Approval to affirm 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

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

1. 09/28/2023 - 306
2. 10/09/2023 - 307
3. 10/11/2023 - 308
4. 10/04/2023 - 309
5. 10/12/2023 - 310
6. 10/13/2023 - 311
7. 10/19/2023 - 312
8. 10/19/2023 - 313
9. 11/02/2023 - 314
10. 11/01/2023 - 315
11. 10/27/2023 - 316
12. 10/13/2023 - 317
13. 10/27/2023 - 318
14. 11/01/2023 - 319
15. 11/02/2023 - 320
16. 10/09/2023 - 321
17. 11/01/2023 - 322
18. 11/02/2023 - 323

C. Suspensions:

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
10/02/2023	2706140395	3
10/11/2023	5796143623	6

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10/16/2023	6470115051	4
10/16/2023	4083738109	10
10/31/2023	6470115051	2

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
10/02/2023	7366173822	1 in-school
10/06/2023	2789501823	1 in-school
10/20/2023	1487953594	1 in-school

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

STUDENT BOARD REPRESENTATIVE REPORT - None

ADDITIONS/REVISIONS TO THE AGENDA - None

COMMITTEE REPORTS

- A. Education and Student Activities/Services Committee – Ms. Cohn reported on the following: Dr. Marr and Ms. Babis spoke about an inclusion grant allowing special education students to learn with general education students; ELL update; presentation of the district's FPPA program offerings by Ms. Forgione – an intro to dance class will be offered
- B. Operations Committee – Mr. Colón reported on the following: IIOF bond update; 2024-2025 budget process beginning; no material concerns have been identified by the FY2023 audit to date; update on food services; district reclaimed \$489.33 in unclaimed property from the State of NJ
- C. Policy Committee – Ms. Justice reported on the following: basis of changes in policies on tonight's agenda including attendance, and food services
- D. Communications Committee – Ms. Stanton reported the committee did not meet
- E. Negotiations and Personnel Committee – Mr. Cho reported the committee did not meet
- F. Liaison Reports – Ms. Stanton stated she attended the October SEF meeting where it was reported that donations have increased this year; a monthly newsletter is being distributed that highlights how funds are being utilized in the district; Spring for Excellence fundraiser will be held on March 2nd

PUBLIC COMMENT - None

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

APPROVAL OF BOARD MINUTES

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

A. Approval of Minutes of the following meeting:

1. October 12, 2023 Regular Meeting

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

CURRICULUM / INSTRUCTION / PROGRAM

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

A. Approval of the following out-of-state field trips:

1. Summit High School - Broadcast Journalism class, to CBS Studios, New York City, January/February 2024 for 12 students and 2 chaperones, with a focus on behind the scenes of television production
2. Summit High School - Debate Team, to New York City for the Parliamentary Debate Tournament on February 24 & 25, 2024, for 8 students and 2 chaperones, with a focus on debate competition
3. Summit High School, Debate Team, to Bronx, NY, for the New York Parli League Tournament on January 20 & 21, 2024, for 8 students and 2 chaperones, with a focus on debate skills

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

FINANCE

Ms. Stanton 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	\$2,792,256.02
2. Special Revenue Fund 20	\$ 246,604.63
3. Capital Projects Fund 30	\$ 152,402.17
4. Enterprise Fund Fund 60	\$ 422.38
Sub Total All Funds	\$3,191,685.20
5. Food Service Fund 61	\$ 270,746.63
Total All Funds	\$3,462,431.83

B. Approval of the monthly payroll for October 2023 - \$5,380,203.24

- C. Approval of budget adjustments and line-item transfers for September 2023
- D. Approval of Secretary and Treasurer's Reports for September 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 September 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 12/31/2021 in the amount of \$32,023.89
- H. Approval to accept an anonymous donation in the amount of \$18,161 to be used for the district field trip program
- I. Approval of Agreement with New Hope, 80 Conover Road, Marlboro, NJ 08846 to provide home instruction for student #9357946288 for the 2023-2024 school year at a cost of \$600/week
- J. Approval of Tuition Contract with Collier School, 160 Conover Rd, Morganville, NJ 07751 for student #3688379933 to attend for the 2023-2024 school year at a cost of \$64,605
- K. Approval of Tuition Contract with Montgomery Academy, 188 Mt Airy Rd, Basking Ridge, NJ 07920 for student #1578122381 to attend for the 2023-2024 school year beginning October 18, 2023 at a cost of \$71,406.39
- L. Approval of Annual Contract Agreement with Bergen County Special Services, 540 Farview Avenue, Paramus, NJ 07652 to provide augmentative communication assessment services for student #6351012155 during the 2023-2024 school year at a cost no to exceed \$1,100
- M. Approval of Contract with ROOTS Applied Behavior Analysis Autism Treatment Center, 185 Ridgedale Ave, Cedar Knolls, NJ 07927 for student #6897129177 to

attend for the 2023-2024 school year beginning November 6, 2023 at a cost of \$135,889.18

- N. Approval to accept two donations from SPARC as follows:
 - 1. \$1,175 for a Cabaret Master Class to prepare students for Cabaret
 - 2. \$1,290 for table rentals & sound for Cabaret
- O. Approval of Tuition Contract with Fedcap School, 59 Main Street, West Orange, NJ 07052 for student #3916217502 to attend for the 2023-2024 school year beginning October 6, 2023 at a cost of \$73,786.00
- P. Approval of Tuition Agreement with Cornerstone Day School, 12 Commerce Drive, Cranford, NJ 07016 for student #7856253002 to attend for the 2023-2024 school year beginning November 1, 2023 at a cost of \$70,223.94
- Q. Approval of **revised** Agreement with Morris-Union Jointure Commission, 340 Central Avenue, New Providence, NJ 07974 to provide vehicle maintenance services from July 1, 2023 to June 30, 2024 at a cost of \$82.80 per hour
- R. Approval of the 2023-24 Parental Contract for Student Transportation – Route #P-7 to Summit High School, Summit, for students #3026452201 and #9790962063 in the amount of \$919.45
- S. Approval for the 2023-24 Parental Contract for Student Transportation – Route #P-3 to DCCF, Inc. and Celebrate the Children, both in Denville, for student #3552153376 in the amount of \$5,293.83
- T. Approval of Settlement Agreement and General Release between Summit Board of Education and parents of student #2834239209 as per attorney recommendation
- U. Approval of Tuition Contract Agreement between Summit Board of Education and Westfield Board of Education, 302 Elm Street, Westfield, NJ 07090 to **receive** student #1210142778 on a tuition-paying basis for ESY 2023-2024 in the amount of \$1,817 and the 2023-2024 school year in the amount of \$40,093
- V. Approval of Tuition Contract Agreement between Summit Board of Education and Westfield Board of Education, 302 Elm Street, Westfield, NJ 07090 to **receive** student #7089062668 on a tuition-paying basis for ESY 2023-2024 in the amount of \$1,866 and the 2023-2024 school year in the amount of \$29,06
- W. Approval of Tuition Contract Agreement between Summit Board of Education and Westfield Board of Education, 302 Elm Street, Westfield, NJ 07090 to **receive**

student #5133810338 on a tuition-paying basis for ESY 2023-2024 in the amount of \$8,669 and the 2023-2024 school year in the amount of \$79,563

- X. Approval of Tuition Contract Agreement between Summit Board of Education and Westfield Board of Education, 302 Elm Street, Westfield, NJ 07090 to **receive** student #2114718070 on a tuition-paying basis for ESY 2023-2024 in the amount of \$3,812 and the 2023-2024 school year in the amount of \$68,294
- Y. Approval of Tuition Contract Agreement between Summit Board of Education and Garwood Board of Education, 400 Second Avenue, Garwood, NJ 07027 to **receive** student #6261388054 on a tuition-paying basis for ESY 2023-2024 in the amount of \$5,204 and the 2023-2024 school year in the amount of \$35,906
- Z. Approval of Tuition Contract Agreement between Summit Board of Education and Springfield Board of Education, 139 Mountain Avenue, Springfield, NJ 07081 to **receive** student #2988120900 on a tuition-paying basis for the 2023-2024 school year in the amount of \$68,898
- AA. Approval for the following school year transportation arrangements with Morris County Educational Services Commission for the 2023-2024 School Year:

Student ID	School	Route/Contractor	Dates
#8471437312	Brayton Elementary	CS-253/Jaris Transportation	09/06/23 – 06/12/24
#2115371662	Brayton Elementary	CS-253/Jaris Transportation	09/06/23 – 06/12/24
#8749441207	Franklin Elementary	CS-160/8 Transportation	09/06/23 – 06/12/24
#8731125424	Franklin Elementary	CS-160/8 Transportation	09/06/23 – 06/12/24
#7162908084	Franklin Elementary	CS-160/8 Transportation	09/06/23 – 06/12/24
#6094060378	Franklin Elementary	CS-160/8 Transportation	09/06/23 – 06/12/24
#5682692337	Franklin Elementary	CS-160/8 Transportation	09/06/23 – 06/12/24
#8943833292	Windsor Learning Center	CS-287/Rajak LLC	09/07/23 – 06/21/24
#2397012436	Windsor Learning Center	CS-287/Rajak LLC	09/07/23 – 06/21/24

Approval for the school year transportation contract with Morris County Educational Services Commission for the 2023-2024 School Year in accordance and subject to the CPI increase of 5.86% as listed below:

Contractor	Route #	Aide Per Diem Rate	Cost Per Diem
Jaris Transportation	CS-253		\$341.00
K&S Transportation	CS-160		\$481.00
Rajak LLC	CS-287		\$461.00

- BB. Approval for the following transportation arrangements with Sussex County Regional Transportation Cooperative (SCRTC) for the 2023-2024 School Year:

Student ID	School	Route	Contractor
#7882454407	Academy 360 - Upper	E-23183	Complete Care

Approval for the transportation contract with Sussex County Regional Transportation Cooperative (SCRTC) for the 2023-2024 School Year in accordance and subject to the CPI increase of 5.86% as listed below:

Contractor	Route #	Aide Per Diem Rate	Per Diem Cost
Complete Care	E-23183	\$50.00	\$373.44

CC. Approval for the following transportation arrangements for Vocational-Technical students with Union County Educational Services Commission for the 2023-2024 School Year:

Student ID	School	Route	Contractor
3081969829	Union County VoTech (am)	CS-296	Golden Arrow
9240743986	Union County VoTech (am)	CS-296	Golden Arrow
6359518734	Union County VoTech (am)	CS-296	Golden Arrow
3849859039	Union County VoTech (am)	CS-296	Golden Arrow
2301426683	Union County VoTech (am)	CS-296	Golden Arrow
5429550667	Union County VoTech (am)	CS-296	Golden Arrow
1919534838	Union County VoTech (am)	CS-296	Golden Arrow
6467170441	Union County VoTech (am)	CS-296	Golden Arrow
5515744307	Union County VoTech (am)	CS-296	Golden Arrow
6655002397	Union County VoTech (am)	CS-296	Golden Arrow
4354295854	Union County VoTech (am)	CS-296	Golden Arrow
9528599587	Union County VoTech (am)	CS-296	Golden Arrow
3192094704	Union County VoTech (am)	CS-296	Golden Arrow
8257476141	Union County VoTech (am)	CS-296	Golden Arrow
9565705894	Union County VoTech (am)	CS-296	Golden Arrow
9790962063	Union County VoTech (am)	CS-296	Golden Arrow
3800697116	Union County VoTech (pm)	CS-296	Golden Arrow
2789340848	Union County VoTech (pm)	CS-296	Golden Arrow
4284223536	Union County VoTech (pm)	CS-296	Golden Arrow
3067681913	Union County VoTech (pm)	CS-296	Golden Arrow
6618081309	Union County VoTech (pm)	CS-296	Golden Arrow
4552928173	Union County VoTech (pm)	CS-296	Golden Arrow
3006326001	Union County VoTech (pm)	CS-296	Golden Arrow
8771598809	Magnet HS	CS-296	Golden Arrow
7325066916	Magnet HS	CS-296	Golden Arrow
6032391328	Magnet HS	CS-296	Golden Arrow
3102834083	Magnet HS	CS-296	Golden Arrow
1933030564	Magnet HS	CS-296	Golden Arrow

4821417825	Magnet HS	CS-296	Golden Arrow
5202580584	Magnet HS	CS-296	Golden Arrow
6414041527	Magnet HS	CS-296	Golden Arrow
9567134018	Magnet HS	CS-296	Golden Arrow
5875778402	Magnet HS	CS-296	Golden Arrow
6153637649	Magnet HS	CS-296	Golden Arrow
7546435667	Magnet HS	CS-296	Golden Arrow
5219431911	Magnet HS	CS-296	Golden Arrow
8063989760	Allied Health	CS-296	Golden Arrow
3955743601	Allied Health	CS-296	Golden Arrow
2135401439	Allied Health	CS-296	Golden Arrow
1894306977	Allied Health	CS-296	Golden Arrow
1535837876	Allied Health	CS-296	Golden Arrow
7689351264	Allied Health	CS-296	Golden Arrow
1757003199	Allied Health	CS-296	Golden Arrow
4552928173	Allied Health	CS-296	Golden Arrow
7090609558	Allied Health	CS-296	Golden Arrow
9229828633	Allied Health	CS-296	Golden Arrow
3529430574	Allied Health	CS-296	Golden Arrow
7872466825	Performing Arts	CS-296	Golden Arrow
3030391874	Performing Arts	CS-296	Golden Arrow
9901108385	Performing Arts	CS-296	Golden Arrow
6326963675	Technical HS	CS-296	Golden Arrow
8976747992	Technical HS	CS-296	Golden Arrow
7256786199	Technical HS	CS-296	Golden Arrow
5233933210	Technical HS	CS-296	Golden Arrow
4685078179	Information Technology	CS-296	Golden Arrow
6319335779	Information Technology	CS-296	Golden Arrow
6830206829	Information Technology	CS-296	Golden Arrow
5008306764	Information Technology	CS-296	Golden Arrow
9379139670	Information Technology	CS-296	Golden Arrow
5028195463	Information Technology	CS-296	Golden Arrow
6994894820	Information Technology	CS-296	Golden Arrow
4373767246	Information Technology	CS-296	Golden Arrow
3431506151	Information Technology	CS-296	Golden Arrow
2134194500	Information Technology	CS-296	Golden Arrow
7297181066	Information Technology	CS-296	Golden Arrow

Approval for the renewal of transportation contracts with Union County Educational Services Commission for the 2023-2024 School Year in accordance and subject to the CPI increase of 5.86% as listed below:

Contractor	Route #	Per Diem Rate	Annual Rate
Golden Arrow	CS-296	\$554.71	\$103,841.71

DD. Approval for the following transportation arrangements with Union County Educational Services Commission for the 2023-2024 School Year:

Student ID	School	Route	Contractor
1460695926	The Center School	CS-84	K&S Transportation
2616134941	The Center School	CS-84	K&S Transportation
6348728567	EPIC	CS-160	K&S Transportation
9962821215	Somerset Hills Learning Institute	CS-294	A&M Transportation
8177553588	Brayton Elementary	CS-29	A&M Transportation
3916217502	FedCap School	CS-191EC	First Care Transportation
5778037141	Cornerstone Day School	CS-511EC	Busy Bee Transportation
3140908925	Cornerstone Day School	CS-511EC	Busy Bee Transportation
3140908925	Cornerstone Day School	CS-511	BRCK Transportation
7856253002	Cornerstone Day School	CS-511	BRCK Transportation

Approval for the renewal of transportation contracts with Union County Educational Services Commission for the 2023-2024 School Year in accordance and subject to the CPI increase of 5.86% as listed below:

Contractor	Route #	Aide Per Diem	Per Diem Rate
K&S Transportation	CS-84	\$0.00	\$244.00
K&S Transportation	CS-160	\$0.00	\$500.00
A&M Transportation	CS-294	\$90.00	\$320.00
A&M Transportation	CS-29	\$0.00	\$290.00
First Care Transportation	CS-191EC	\$50.00	\$345.00
Busy Bee Transportation	CS-511EC	\$0.00	\$440.00
BRCK Transportation	CS-511	\$0.00	\$316.00

EE. Approval for the following transportation arrangements with Union County Educational Services Commission for the 2023-2024 School Year:

Student ID	School	Route	Contractor
3688379933	Collier School	CS-477EC	First Care Transportation
3185303921	LCJ Summit Middle School	CS-291EC	Busy Bee Transportation
1578122381	Montgomery Academy	CS-320ES	By Faith
5302980353	Summit High School	CS-266EC	K&S Transportation
8046836467	Summit High School	CS-635EC	First Care Transportation
3386833806	LCJ Summit Middle School	CS-635EC	First Care Transportation
7788668623	Jefferson Elementary	CS-635EC	First Care Transportation
2512885062	Jefferson Primary Center	CS-635EC	First Care Transportation

Approval for the renewal of transportation contracts with Union County Educational Services Commission for the 2023-2024 School Year in accordance and subject to the CPI increase of 5.86% as listed below:

Contractor	Route #	Aide Per Diem	Per Diem Rate
First Care Transportation	CS-477EC	\$0.00	\$479.00
Busy Bee Transportation	CS-291EC	\$40.00	\$350.00
By Faith	CS-320ES	\$0.00	\$400.00
K&S Transportation	CS-266EC	\$0.00	\$498.00
First Care Transportation	CS-635EC	\$0.00	\$509.00

FF. Approval for the following **extended summer transportation** arrangements with Morris-Union Jointure Commission for the 2023-2024 School Year:

Student ID	School	Route	Contractor
#1455330957	DLC - Warren	982S	MUJC
#9778971097	DLC - Warren	982S	MUJC
#4876504705	Spectrum 360	991S	MUJC
#2873858345	ECLC	919S	MUJC
#1026245451	ARC Kohler	937S	MUJC
#5762253583	ARC Kohler	937S	MUJC
#6351012155	ARC Kohler	937S	MUJC

Approval for the renewal of **extended summer transportation** contracts with Morris-Union Jointure Commission for the 2023-2024 School Year in accordance and subject to the CPI increase of 5.86% as listed below:

Contractor	Route #	Aide Per Diem Rate	Route Cost
MUJC	982S	\$80.79	\$5,435.40
MUJC	991S	\$0.00	\$2,381.19
MUJC	919S	\$0.00	\$1,549.58
MUJC	937S	\$93.01	\$8,884.15

GG. Approval for the following transportation arrangements with Morris-Union Jointure Commission for the 2023-2024 School Year:

Student ID	School	Route	Contractor
#2873858345	ECLC	MU919	MUJC
#1026245451	Arc Kohler School	MU937	MUJC
#5762253583	Arc Kohler School	MU937	MUJC
#6351012155	Arc Kohler School	MU937	MUJC
#1455330957	DLC - Warren	MU984	MUJC
#9778971097	DLC – Warren	MU982	MUJC
#4876504705	Spectrum 360 - Upper	MU991	MUJC

Approval for the renewal of transportation contracts with Morris-Union Jointure Commission for the 2023-2024 School Year in accordance and subject to the CPI increase of 5.86% as listed below:

Contractor	Route #	Aide Per Diem Rate	Annual Cost
MUJC	MU919	\$0.00	\$13,946.20
MUJC	MU937	\$105.14	\$59,674.86
MUJC	MU984	\$42.05	\$22,525.20
MUJC	MU982	\$51.89	\$32,709.40
MUJC	MU991	\$0.00	\$17,572.30

- HH. Approval of Agreement with Cairn Psychotherapy Group, 675 Morris Avenue, Suite 302, Springfield, NJ 07081 to provide Student Abuse Evaluations with a drug screen during the 2023-2024 school year at a cost of \$200 per assessment
- II. Approval of Agreement with GenPsych, 5 Regent Street, Livingston, NJ 07039 to provide psychiatric clearance services during the 2023-2024 school year at a cost of \$250 per assessment
- JJ. Approval of Agreement with Summit Home Health Care, Inc., 222 Jack Martin Blvd, E3, Brick, NJ 08724 to provide Private Duty Nursing (PDN) services during the 2023-2024 school year at a cost of \$78/hour
- KK. 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 Procurement Services, Construction Documents, and Contract Administration Services for the Brayton Elementary School - Unit Ventilators project at a cost of \$41,700
- LL. Approval to accept the following RODS Grants:
 - 1. Brayton Elementary School Roof Replacement of Existing Roof - State Project #39-5090-070-23-R502 in the amount of \$300,000.00
 - 2. Jefferson Elementary School Roof Replacement of Existing Roof - State Project #39-5909-23-R502 in the amount of \$187,360.00
 - 3. Summit Middle School Roof Replacement of Existing Roof - State Project #39-5090-060-23-R501 in the amount of \$2,415,200.00
 - 4. Summit High School Roof Replacement of Existing Roof - State Project #39-5090-050-23-R504 in the amount of \$2,140,040.00

Note: The aforementioned projects have been authorized by the Board for the district's appointed Architect of Record to make a submission to the Department of Education on behalf of the District with the required filing of all forms, plans, and

other necessary documents as well as to update the District's Long Range Facilities Plan (LRFP) to reflect these approved projects, as required.

These projects will be submitted as an "Other Capital Project" with Capital Reserve Funding and no state funding, or submitted as a "School Facilities Project" and funded with Capital Reserve Funding and with the ROD Grant State Funding".

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

SCHOOL BOARD OPERATION

Mr. Colón moved the following items under School Board Operation:

- A. Approval to reject all bids received on October 12, 2023 for the Summit High School New Artificial Turf Field project: low bid #1 & low bid #2 per attorney recommendation due to material defects, bid #3 & bid #4 due to being over projected budget
- B. Authorization for 403(b) Third-Party Administrative Services

WHEREAS Summit Board of Education desires to ensure compliance with IRS regulation regarding the administration and management of its 403(b) retirement plan;

WHEREAS it is in the best interest of Summit Board of Education and its employees to engage the services of a qualified third-party administrator specializing in 403(b) plan administration;

WHEREAS, after careful consideration, Summit Board of Education has identified PenServ Plan Services, Inc. as a reputable and experienced provider of 403(b) administrative services.

NOW, THEREFORE, BE IT RESOLVED THAT:

Summit Board of Education hereby authorizes and engages PenServ Plan Services, Inc. to provide comprehensive third-party administrative services for its 403(b) retirement plan, effective January 1, 2024.

The Superintendent or designee is hereby authorized to enter into a service agreement with PenServ Plan Services, Inc., outlining the terms, conditions, and fees for the provision of 403(b) administrative services.

PenServ Plan Services, Inc. is authorized to perform the following services related to the 403(b) retirement plan:

- a. Plan document preparation and maintenance, including required amendments.
- b. Compliance monitoring and reporting, ensuring adherence to all applicable laws, regulations, and reporting requirements.
- c. Participant enrollment and education, providing assistance and resources to employees to help them make informed decisions about their retirement savings.
- d. Recordkeeping and reporting, maintaining accurate and up-to-date records of employee contributions, investments, and plan distributions.
- e. Assistance with annual nondiscrimination testing, participant disclosures, and other regulatory requirements.

Summit Board of Education shall cooperate with PenServ Plan Services, Inc. by providing necessary information and access to relevant plan documents and records to ensure the effective provision of 403(b) administrative services.

The Superintendent or designee is authorized to take all actions necessary to implement this resolution and to execute any documents or agreements related to the engagement of PenServ Plan Services, Inc.

This resolution shall remain in effect until amended or rescinded by the Summit Board of Education.

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

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>
Brooke Giuliano	JPC	Long-Term Special Education Teacher Substitute	\$265/day	November 27, 2023 (end date tbd)

Eleanor Mahoney	LCJSMS	Long-Term Special Education Teacher Substitute	\$265/day	October 30, 2023 (end date tbd) (revised from the August 17, 2023 Agenda)
Brenda Brown	JES	Leave Replacement STEAM Teacher	BA-Step-1, \$58,986 (prorated)	Effective December 15, 2023, (or sooner, end date tbd)
Robert Mauriello	JES	Long-Term Grade 3 Teacher Substitute	\$265/day	Effective November 6, 2023 through December 22, 2023

- 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
Brooke Giuliano	\$125/day	October 30, 2023 (or sooner)
Virginia Farnum	\$125/day	November 27, 2023 (or sooner)
Kennedy Kwinta	\$125/day	November 27, 2023 (or sooner)
Grace Savoia-DiGregoria	\$125/day	November 13, 2023

- C. Approval of the following Changes of Assignment:

1. Caren Ammaturo, from Lunch/Playground Aide, Jefferson Primary Center, to Lunch/Playground Aide, Jefferson Elementary School, \$38/hour, effective October 20, 2023
2. Neus Xatart Falgas, from District Substitute, to Long-Term Inclusion Aide Substitute, Jefferson Primary Center, \$200/day, effective October 23, 2023, (end date tbd)
3. David Leventhal, from District Substitute, to Long-Term Teacher Substitute, Summit High School, \$265/day, effective October 12, 2023 (end date tbd)
4. Natalia Graziano, from Part-Time Inclusion Aide, Brayton Elementary School, to Full-Time Inclusion Aide, Brayton Elementary School, \$40,790 (prorated), effective October 23, 2023, for the 2023-2024 school year

- D. Approval to accept the resignation, for the purpose of retirement, of the following staff:

Name	Position	School	Effective
Pamela Kinney	Grade 1 Teacher	WES	July 1, 2024

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

Name	Position	School	Step	Salary	Effective	Replacing
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Gisselle Miller	Inclusion Aide	LCJSMS	Aide-Step-1	\$38,915 (prorated)	November 27, 2023 (or sooner), for the 2023-2024 school year	Gisselle Miller
Yorleni Rosales	Part-Time Custodian	LCJSMS	Custodian-1-Step-1-4	\$40,659 (.625 FTE)(prorated)	December 16, 2023 (or sooner), for the 2023-2024 school year	Yorleni Rosales
Rachel Williams	Inclusion Aide	JES	Aide-Step-1	\$38,915 (prorated)	December 15, 2023, for the 2023-2024 school year	Rachel Williams

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

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Effective</u>
Karen De la Maza	Inclusion Aide	JES	November 27, 2023 (or sooner should a replacement be found)

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

1. Daniel Duffy, English Teacher, Summit High School, unpaid leave effective, January 29, 2024 through March 22, 2024
2. Jennifer Pritchett, Special Education Teacher, Summit High School, unpaid leave effective, October 14, 2023 through January 10, 2024 (*revised from the October 12, 2023 Agenda*)
3. David Howarth, Supervisor of Social Services, Summit High School, unpaid leave effective November 20, 2023 through February 9, 2024
4. Erin Corea, Grade 4 Teacher, Brayton Elementary School, unpaid leave effective, October 30, 2023 through December 22, 2023
5. Rachel Lapinski, Music Teacher, Brayton and Franklin Elementary Schools, paid leave effective, March 18, 2024 through April 26, 2024, unpaid leave effective, April 29, 2024 through October 9, 2024
6. Alexander Gentul, Math Teacher, Summit High School, unpaid leave effective, January 22, 2024 through February 16, 2024, return on February 21, 2024, unpaid leave effective April 8, 2024 through June 3, 2024, unpaid Child Care leave effective, June 5, 2024 through June 30, 2024 (*revised from the September 14, 2023 Agenda*)
7. Brittany Cuevas, Health and Physical Education Teacher, Lawton C. Johnson Summit Middle School, paid leave effective, October 6, 2023 through November 20, 2023, unpaid sick days effective, November 21, 2023 through November 29, 2023, unpaid leave effective, November 30, 2023 through March 5, 2024 (*revised from the June 15, 2023 Agenda*)
8. Tina Lee, Physics/Chemistry Teacher, Summit High School, paid leave effective, January 29, 2024 through April 2, 2024, unpaid leave effective, April 3, 2024 through May 31, 2024
9. Hollyn Sabato, Special Education Teacher, Lincoln-Hubbard Elementary School, paid leave effective, February 12, 2024 through March 4, 2024, unpaid leave effective, March 5, 2024 through May 6, 2024
10. Nicole Breslauer, Grade 3 Teacher, Lincoln-Hubbard Elementary School, paid leave effective, March 4, 2024 through April 26, 2024, unpaid leave effective, April 29, 2024 through June 13, 2024

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

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Salary</u>	<u>Effective</u>
Caren Ammaturo	Lunch Phone Coverage Aide	JPC/JES	\$16.58/hour	October 20, 2023
Thomas Smail	Clerical	District	\$18./hour	October 1, 2023
Carmelina DelGuercio-Evans	Long-Term Inclusion Aide	LCJSMS	\$200/day	September 5, 2023 through March 5, 2024 (revised from the September 14, 2023 Agenda)
Karen De La Maza	Long-Term Inclusion Aide	WES	\$200/day	November 28, 2023 (end date tbd)

- I. Approval to pay Stefanie Jurista for 9.5 days for summer counseling at the per diem rate of \$408.53 (*revised from the June 2023 Agenda*)
- J. Approval to pay George Shepherd, \$500. As the EMS stand-by for the Lawton C. Johnson Summit Middle School STOKES trip
- K. Approval to appoint Christian Bradley as the Drama Technical Director at Lawton C. Johnson Summit Middle School, at the stipend amount of \$4,746, effective November 15, 2023, pending issuance of New Jersey Substitute Credentials
- L. Approval to pay Adam Filich, \$2,821.19, for 13.5 unused vacation days
- M. Approval of Michael Mayes, as the Black Student Union Co-curricular Advisor, Summit High School, Step-1A, \$4,472 (prorated), for the 2023-2024 school year
- N. Approval of Cathy Casano-Boris, Inclusion Aide, to attend QBS Training on October 23 and 24, 2023, 8:00 a.m. to 3:30 p.m., to be paid for the hours outside of the contracted hours of 10:00 a.m. to 2:00 p.m., at the rate of \$29.56/hour (paid via timesheet)
- O. Approval I to appoint Larry Johnson, Lawton C. Johnson Summit Middle School to receive the curriculum rate of \$50/hour to serve as a mentor for the 2023-2024 school year, up to 20 hours (paid via timesheet) (Funded by Title IV)
- P. Approval to remove Subhadra Ramchandran, Lawton C. Johnson Summit Middle School from the list of mentors for the 2023-2024 school year (*revised from the October 12, 2023 Agenda*)
- Q. Approval for the following teachers to receive the curriculum rate of \$50/hour for tutoring for the 2023-2024 school year up to 100 hours each (paid via timesheet) (Funded by ESSER Accelerated Learning and Coaching)
 - 1. Bridget Pietrontuono - Washington Elementary School

2. Jean Leporati - Substitute - Brayton Elementary School

- R. Approval to pay Morgan Mohlmann for Special Education Consultation services for an IEP student, 4 hours per month at the rate of \$53/hour (paid via timesheet)
- S. Approval to pay Elizabeth Berberich for an extra 6th period, 51 x \$71.20 = \$3,631.21, effective November 20, 2023 through February 12, 2024
- T. Approval of the revised 2023-2024 winter coaching staff (list attached) (*revised* from the October 12, 2023 Agenda)
- U. Approval of the following Non-Athletic Generic stipends:
 - 1. Hannah Gallagher-Luca and Melissa Sarracino - LCJSMS Multicultural Night Club, stipend amount of \$2,130/each
 - 2. Monika Bartlett and Rebecca Zarabi, Summit High School - Student Voices Club, stipend amount of \$2,236/each

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

POLICIES & REGULATIONS

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

First Reading

- P & R 3212 – Attendance ((M) Revised)
- P 4212 – Attendance (M) (Revised)
- R 4212 – Attendance (M) (New)
- P & R 5111 – Eligibility of Resident/Nonresident Students (M) (Revised)
- P 8500 – Food Services (M) (Revised)
- P 8540 – School Nutrition Programs (M) (Abolished)
- P 8550 – Meal Charges/Outstanding Food Service Bill (M) (Abolished)

Second 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

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

ADJOURNMENT

Motion by Ms. Stanton, seconded by Ms. Cohn and carried to adjourn the meeting at 7:13 PM.

Respectfully submitted,



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

