

**BOARD OF EDUCATION
SUMMIT, NEW JERSEY**

The Board of Education held a Meeting on Thursday, June 13, 2024 beginning at 6:37 PM in the LCJ Summit Middle School Auditorium. Those present: Ms. Justice, presiding, Ms. Cohn, Mr. Cho, Ms. Erday, Ms. Kelly, and Ms. Stanton. Mr. Mahecha was absent. There were 100 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, Dr. Cordero, Director of Education, Dr. Marr, Director of Student Personnel Services, Ms. Sarno, Assistant Business Administrator, and Ms. Dickinson, 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. Recognition of the 2023-2024 Retirees:

*Matthew Carlin – Principal of Lincoln-Hubbard School
Tom O'Dowd – Supervisor of Science
Deirdre Kennedy – LCJSMS English Teacher
Pamela Kinney – Washington School First Grade Teacher
Susan Harden – Brayton School ESL Teacher
Linda Heller – Technology Office Secretary
Scott Petrillo – Summit High School Counselor
Frederique Roduit-Bosi – Summit High School Special Education Teacher
Suzanne Shire – Wilson Primary Center Kindergarten Teacher*

RESOLUTIONS & COMMENDATIONS

The following organizations were recognized for their partnerships with the district:

*C.H.A.T. For Summit
Empowering Kids Organization
GRACE - Giving and Receiving Assistance for our Community's Essentials
Hilltopper Stage Productions
PEP - Pride in Educational Pursuits
Pomptonian Food Service
PTO Presidents Council
SEF - Summit Educational Foundation
SEPAC - Special Education Parents Advisory Committee
Shaping Summit Together
SMPA - Summit Music Parents Association
SPARC - Summit Performing Arts Resource Committee
Speak Up Summit
Summit Area YMCA
Summit Boosters Association*

*Summit Fire Department
Summit Free Public Library
Summit Police Department
The Connection
The Summit Foundation*

Superintendent Hough then introduced the new hires present at tonight's meeting, and spoke briefly about them.

Ms. Erday 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>
Tanner Wilson	STEAM Teacher	LCJSMS	BA-Step-18, \$82,576.	August 28, 2024 - for the 2024-2025 school year
John Marks	Mathematics Teacher	SHS	Pending transcripts: BA-Step-18, \$82,576 or BA+15-Step-18, \$84,975	August 28, 2024, for the 2024-2025 school year
Mary Rodriguez	ESL/Bilingual Teacher	BES	MA+30-Step-13, \$78,650	August 28, 2024, for the 2024-2025 school year
Alasandra Russo-Martino	School Psychologist	Special Education Services	MA-+30-Step-15, \$84,460	August 28, 2024, for the 2024-2025 school year
Christian Bradley	Theatre Arts - STEAM	LCJSMS	\$265/day, once certificate is obtained: BA-Step-1, \$58,986 (prorated)	August 28, 2024, for the 2024-2025 school year
Justyna Fisler	Elementary Teacher	FES	MA-Step-8-9, \$71,845	August 28, 2024, for the 2024-2025 school year
Lauren Nawrotzki	Elementary Teacher	JES	MA-Step-1, \$65,480	August 28, 2024, for the 2024-2025 school year
Melinda Schlehlein	French Teacher	LCJSMS	Doc-Step-6-7, \$75,895	August 28, 2024, for the 2024-2025 school year
Amanda Weisman	Elementary Teacher	LHES	BA-Step-2, \$60,236	August 28, 2024, for the 2024-2025 school year

Chloe Genakos	Science Teacher	LCJSMS	BA-Step-4-5, \$62,761	August 28, 2024, for the 2024-2025 school year
Madalena MacArthur	Special Education Teacher	LCJSMS	BA+15-Step-2, \$62,135	August 28, 2024, for the 2024-2025 school year

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

The Board took a 5-minute recess at this time.

PRESIDENT'S ANNOUNCEMENTS

Ms. Justice spoke about the following:

- Construction updates on projects ongoing throughout the district
- Curriculum updates including new STEAM classes incorporating the new LCJSMS teachers – thankful for the facilities' updates that will benefit generations of students

SUPERINTENDENT'S REPORT

- End-of-year celebrations across the district
- Many awards won by our Theatre & Arts programs
- Middle School graduation scheduled for June 17th; High School Class of 2024 graduation scheduled for June 18th
- Successful reunification exercise performed – particular thanks to Ryan Peters, Joseph Houck, and Robert Gardella for their hard work

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

- B. Approval to affirm the following reports of Harassment, Intimidation and Bullying:
1. 4/04/2024 - 3540
 2. 4/08/2024 - 3622
 3. 4/09/2024 - 3705
 4. 4/04/2024 - 3711
 5. 4/11/2024 - 3977
 6. 4/15/2024 - 4020
 7. 4/15/2024 - 4046
 8. 4/17/2024 - 4220
 9. 4/17/2024 - 4323
 10. 4/19/2024 - 4452
 11. 4/25/2024 - 4696
 12. 4/26/2024 - 4794
 13. 4/29/2024 - 4934
 14. 5/01/2024 - 5114
 15. 4/24/2024 - 5368
 16. 5/07/2024 - 5466
- C. Approval to review the following reports of Harassment, Intimidation and Bullying:
1. 3/15/2024 - 2504
 2. 5/02/2024 - 5429
 3. 5/02/2024 - 5434
 4. 5/13/2024 - 5965
 5. 5/15/2024 - 6281

6. 5/20/2024 - 6779
7. 5/23/2024 - 6818
8. 4/22/2024 - 4877
9. 4/22/2024 - 4749
10. 5/30/2024 - 7106
11. 6/06/2024 – 7479
12. 6/07/2024 - 7679
13. 5/31/2024 - 7220
14. 6/06/2024 - 7501

D. Suspensions:

Summit High School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
5/17/2024	5743961351	3

Lawton C. Johnson Summit Middle School

<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
4/22/2024	3340794556	1
4/22/2024	3071390927	2
4/23/2024	1403231505	1
5/02/2024	7442578822	1
5/02/2024	9319125848	1
5/02/2024	6602136378	1
5/10/2024	1254013098	3
5/10/2024	5662815810	3
5/10/2024	9685215334	3
5/14/2024	6459967944	1 in-school
5/15/2024	8398574212	1 in-school
5/16/2024	6459967944	1 in-school
5/20/2024	7893598411	1 in-school

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

STUDENT BOARD REPRESENTATIVE REPORT – None

ADDITIONS/REVISIONS TO THE AGENDA

Mr. Jess read the additions/revisions to the agenda.

COMMITTEE REPORTS

- A. Education and Student Activities/Services Committee – Ms. Stanton reported on the following: discussion of High School rankings which will be presented in the fall; discussion of Safe Return Plan; updates academic courses
- B. Operations Committee – Ms. Kelly reported on the following: project updates throughout the district; RFP’s for asbestos removal at BES & MS, and reconstruction of the HS service driveway; rejection of bids for the JES playground due to exceeding the project budget; appointment of our property/casualty insurance to NJSIG; request from the Director of Athletics for a PT staff member to help with scheduling of games and other administrative tasks; food service update; assessing RODS grants for roofs; \$880,000 rebate program to replace our buses with electric buses

- C. Policy Committee – Ms. Erday reported on the following: discussion of policies related to ELL, prevention & treatment for head injuries, and unmanned aircraft access
- D. Communications Committee – Ms. Cohn reported on the following: discussion of background and goals of current efforts; parent & student survey results; communication of MS construction progress to rising 6th graders
- E. Negotiations and Personnel Committee – Ms. Justice reported settlement of the principal's contract
- F. Liaison Reports – Ms. Stanton reported on the final SEF meeting of this school year

PUBLIC COMMENT - None

Motion by Ms. Stanton seconded by Ms. Erday, 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:

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

- A. Approval of Minutes of the following meetings:
 - 1. May 13, 2024 Reorganization/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:

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

- A. Approval to adopt the district's Safe Return Plan (as per attached)
- B. Approval of acceptance of the NJ Learning Acceleration Program: Reissue High-Impact Tutoring Competitive Grant in the amount of \$154,000
- C. Approval of the Lawton C. Johnson Summit Middle School overnight and out-of-state field trip to Washington, D.C. on May 29-30, 2024, for 311 students and 32 chaperones
- D. Approval of Contract Proposal for Consultation Services with Michael C. Selbst, Behavior Therapy Associates, 35 Clyde Road, Suite 101, Somerset, NJ to provide Professional Development and consultation to support staff and students in the ERI Program at a cost of \$220/hour
Note: Funded by IDEA

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

FINANCE

Ms. Stanton moved the following items under Finance:

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

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

1. Regular Bills	Fund 10	\$ 805,779.24
2. Special Revenue	Fund 20	\$ 243,566.81
3. Capital Projects	Fund 30	\$1,279,233.98
4. Enterprise Fund	Fund 60	\$ 1,382.64
Sub Total All Funds		\$2,329,962.67
5. Food Service	Fund 61	\$ 297,995.87
Total All Funds		\$2,627,958.54

B. Approval of the monthly payroll for May 2024 - \$5,444,400.87

C. Approval of budget adjustments and line-item transfers for April 2024

D. Approval of Secretary and Treasurer's Reports for April 2024

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 April 2024 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. Authorization for the School Business Administrator to pay bills during the 2024-2025 school year with Board approval retroactive at the next scheduled Board meeting

H. Approval of continued payment of bills and line items transfers by the Business Office up to and including June 30, 2024 and the Board further directs the School Business Administrator to ensure all such bills and transfers have been reviewed by the Superintendent

Note: All bills and transfers resulting from *Fiscal Year End Close Out* will appear on the August 22, 2024 agenda for approval by the Board

I. Approval of clearing of outstanding checks in the treasurer's account (list attached)

J. Approval of clearing of the following outstanding payroll checks:

Check #	Date	Amount
379339	10/14/22	\$ 80.87
379343	10/31/22	\$ 72.77
379345	11/15/22	\$ 88.94
379348	11/30/22	\$ 72.77
379350	12/15/22	\$ 72.77
379351	12/23/22	\$ 88.94

- K. Approval to transfer up to \$1,500,000 into the Capital Reserve account on June 30, 2024 in accordance with N.J.S.A. title 18A-7F-41(a) through a transfer by Board resolution at year-end of any unanticipated revenue or unexpended line-item appropriation amounts, or both, for withdrawal in subsequent school years
- L. Approval to transfer up to \$500,000 into the Maintenance Reserve account on June 30, 2024 in accordance with N.J.S.A. title 18A-7F-41(a) through a transfer by Board resolution at year end of any unanticipated revenue or unexpended line-item appropriation amounts, or both, for withdrawal in subsequent school year
- M. Pursuant to PL 2015, Chapter 47 the Summit Board of Education intends to renew, award, or permit to expire the contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. Et. Seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200 (attached)
- N. Approval of Tuition Contract with Somerset Hills Learning Institute, 1810 Burnt Mills Rd, Bedminster, NJ 07921 for student #9962821215 to attend for the 2024-2025 school year beginning July 8, 2024 at a cost of \$145,853.40
- O. Approval of Tuition Contract with Montgomery Academy, 188 Mt Airy Rd, Basking Ridge, NJ 07920 for student #1578122381 to attend for the 2024-2025 school year beginning July 1, 2024 at a cost of \$87,500
- P. Approval of Tuition Contract with Pillar Care Continuum - Pillar High School, 71 Okner Pkwy, Livingston, NJ 07039 for student #6686989504 to attend for the 2024-2025 school year beginning July 2, 2024 at a cost of \$143,451
- Q. Approval of Tuition Contract with ECLC of New Jersey, Chatham Campus, for student #7882454407 to attend for the 2024-2025 school year beginning July 1, 2024 at a cost of \$128,154
- R. Approval of Tuition Contract with Academy 360 - Upper School, a program of Spectrum 360 for student #4876504705 to attend for the 2024-2025 school year beginning July 1, 2024 at a cost of \$93,789.55

- S. Approval of Tuition Contracts with Bancroft, A New Jersey Nonprofit Corporation for students #5762253583, #1026245451 and #6351012155 to attend for the 2024-2025 school year beginning July 8, 2024 at a cost of \$153,105.80 each
- T. Approval of Settlement Agreement and General Release between Summit Board of Education and parents of student #8943833292 as per attorney recommendation
- U. Approval of membership of Summit High School in the NJSIAA for the 2024-2025 school year at a cost of \$2,500
- V. Approval of Interlocal Service Agreement between the City of Summit and the Board of Education for the maintenance and repair of Board of Education athletic fields for the calendar year July 1, 2024 to June 30, 2025 at a cost of \$68,059
- W. Approval of Agreement with Best Choice Home Care, LLC, 210A Goldfinch Court, Hackettstown, NJ 07840 to provide substitute nursing services during the 2024-2025 school year at a cost of \$71/hour for ESY/Flash, and \$72/hour during the school year
- X. Approval to accept a donation from the Washington School PTO in the amount of \$30,000 to support the development of an outdoor classroom at Washington School
- Y. Approval to accept a donation from the Franklin School PTO in the amount of \$34,209.98 to be used toward the improvement project to add shade to the playground
- Z. Approval to accept a donation from the Wilson Primary Center PTO in the amount of \$5,600 to fund WPC teacher mini-grants
- AA. Approval to accept the following donations to help fund the Summit High School Awards of Excellence Dinner and Ceremony on May 29, 2024:
 - 1. Jeffrey Langer, TPS Financial \$400
 - 2. New Jersey Pride Grant \$3,959
 - 3. Patrick Bergin, The Bergin Agency \$400
 - 4. Pomptonian Food Service \$800
 - 5. Summit H.S. Boosters Association \$400
 - 6. Summit H.S. PTO \$400
 - 7. Summit H.S. Music Parents Association \$800
 - 8. Summit Performing Arts Resource Committee \$400
 - 9. Summit H.S. Newspaper, The Verve \$400
 - 10. Summit H.S. Student Council \$400
 - 11. Summit H.S. Theatre Department \$400
 - 12. Summit H.S. Yearbook, The Top \$400
- BB. Approval of the following scholarships which are to be awarded in June:
 - 1. Frieda M. Crichfield Scholarship Fund awarded to Samuel Gonzalez-Alberto in the amount of \$1,000
 - 2. Gottesman Family Foundation Scholarship Fund (Immigrant Student Scholarship) awarded to Chelsea Asitimbay in the amount of \$5,000 per year for four years in accordance with the terms of the original gift

3. Gottesman Family Foundation Scholarship Fund (Immigrant Student Scholarship) awarded to Jason Cespedes in the amount of \$5,000 per year for four years in accordance with the terms of the original gift
 4. Gottesman Family Foundation Scholarship Fund (Immigrant Student Scholarship) awarded to Octavio Rodriguez Lopez in the amount of \$5,000 per year for four years in accordance with the terms of the original gift
 5. Mame Louise Reynolds McGeorge Scholarship Fund awarded to Diane Saint Louis in the amount of \$500
 6. Tom O'Rourke Scholarship Fund awarded to Samuel Gouveia in the amount of \$1,500
 7. Tom O'Rourke Scholarship Fund awarded to Lauren Riley in the amount of \$1,500
- CC. Approval of the following Gottesman Family Foundation Parenting Institute expenditures:
1. Summit Board of Education reimbursement for the Morris-Union Jointure Commission bus trip to Kean University for the Family College Visit on May 4, 2024 in the amount of \$340.00
 2. Summit Board of Education reimbursement for the Morris-Union Jointure Commission bus trip to Fairleigh Dickinson University for the Family College Visit on May 11, 2024 in the amount of \$520.00
 3. Payment to the Connection for ESL Parent Classes - 31 students from August 2023 - May 2024 at \$42/person - totaling \$1,302.00
 4. Payment to Empowering Kids Organization, Inc. for EKO Roadmap to College Fairleigh Dickinson University campus visit totaling \$250.00
- DD. Approval of Agreement with Stephen Hill, Hill Speaks LLC, 30 Spruce Run, Ramsey, NJ 07446 to present a substance misuse prevention & mental health program at LCJ Summit Middle School on October 23, 2024 at a cost of \$7,050
- EE. Approval of Proposal for Professional Services from Edwards Engineering Group, Somerville, NJ 08876 for civil/site engineering and land surveying for the design of renovations to the entrance ramp at Summit High School at a cost of \$25,000 as follows:
- | | |
|---|-------------|
| 1. Partial Topographic Survey | \$ 3,000.00 |
| 2. Design Development | 10,600.00 |
| 3. Construction Documentation | 3,600.00 |
| 4. Bid Administration Services | 1,800.00 |
| 5. Construction Administration Services | 6,000.00 |
- FF. Approval of Agreement with Jersey Central Power & Light for installation of electric distribution facilities utilizing a "refundable customer contribution" at LCJ Summit Middle School as per Work Request #61965631 at a cost of \$53,827.33
- GG. Approval of Proposal for Professional Environmental Consulting Services from PennJersey Environmental Consulting, 744 Milford Warren Glen Road, Milford, NJ 08848 for Soil Stockpile Sampling & Reporting at LCJ Summit Middle School at a cost of \$10,430
- HH. Approval of School Staffing Agreement with Preferred Home Health Care & Nursing Services, 45 Main Street, Eatontown, NJ 07724 to provide nursing services for the 2024-2025 school year at a cost of \$67/hour for RN's and \$57/hour for LPN's

- II. Approval of Agreement with Tomasso Educational Services, LLC, 201 Grove Street East, Westfield, NJ 07090 to provide educational evaluations during the 2024-2025 school year at a cost of \$550/evaluation
- JJ. Approval of Agreement with Strauss Esmay Associates, LLP, 1886 Hinds Road, Suite 1, Toms River, NJ 08753 to provide Policy Alert & Support System, District Online, and Public Access Online from July 1, 2024 to June 30, 2025 at a cost of \$4,965
- KK. Approval of annual Commercial Package Insurance as prepared by Willis of New Jersey, Inc. to include the following lines of coverage:

<u>Coverage</u>	<u>Carrier</u>	<u>Effective</u>	<u>Cost</u>
Property/GL/Auto/EDLL	NJSIG	07/01/24	\$ 618,528
Boiler/Crime/Cyber/ Environmental	NJSIG	07/01/24	\$ 371,187
Worker's Compensation	NJSIG	07/01/24	\$ 21,575
NJUEP <i>Unshared Excess</i>	Hudson/Allied World/ Great American	07/01/24	\$ 69,919
NJCAP <i>Shared Excess</i>	Fireman's Fund	07/01/24	\$ 41,465
Environmental Excess w/Mold Coverage	Navigators	07/01/24	\$ 10,357
Adult Accident	Markel	07/01/24	\$ 370
Student Accident (incl. FLASH)	AIG/National Union	07/01/24	\$ 79,870
Bonds	Selective	08/01/24	\$ 1,950

- LL. Approval of Professional Services/Support & License with Systems 3000, 615 Hope Road, Eatontown, NJ 07724 for the 2024-2025 school year at a cost of \$31,472
- MM. Approval to award the bid for the Service Drive Reconstruction project at Summit High School to Top Line Construction Corporation, 22 Fifth Street, Somerville, NJ 08876 with a lump sum bid price of \$567,500 plus allowances in the amount of \$67,500 for a total bid cost of \$635,000
- NN. Approval to award the bid for Asbestos Removal & Disposal at LCJSMS and Brayton Elementary School to Teal Management, 24 Morley Drive, Woodland Park, NJ 07424 with a total bid cost of \$300,000
- OO. Approval to reject the bid submitted by Z-Tech Contracting, 1207 U.S. Highway 22, Mountainside, NJ 07092 for the Playground Improvements at Jefferson Elementary School due to the bid exceeding the budgetary estimate
- PP. Approval of Agreement with Actual Solutions, P.O. Box 446, Berkeley Heights, NJ 07922 for home instruction services for the 2024-2025 school year on an as-needed basis at a cost of \$65/hour
- QQ. Approval of Agreement with Learnwell Education, Inc., 15 Main Street, Plymouth, MA 02360 for home instruction services for the 2024-2025 school year on an as-needed basis at a cost of \$55/hour
- RR. Approval of Agreement with High Focus, 16 Commerce Drive, Cranford, NJ 07016 for home instruction services for the 2024-2025 school year on an as-needed basis at a cost of \$55/hour

- SS. Approval of Agreement with Four Winds Hospitals, 800 Cross River Road, Katonah, NY 10536 for home instruction services for the 2024-2025 school year on an as-needed basis at a cost of \$64/hour
- TT. Approval of Agreement with Stepping Forward, 26 Main Street, Chatham, NJ 07928 for home instruction services for the 2024-2025 school year on an as-needed basis at a cost of \$50/hour
- UU. Approval of Agreement with Brookfield Academy, 1099 Haddonfield-Berlin Road, Cherry Hill, NJ 08002 for home instruction services for the 2024-2025 school year on an as-needed basis at a cost of \$40/hour
- VV. Approval of Agreement with American Tutor, 2 Ilene Court, Hillsborough, NJ 08844 for home instruction services for the 2024-2025 school year on an as-needed basis at a cost of \$50/hour
- WW. Approval of Agreement with Silvergate Prep/Obanta/GenPsych, 10 Finderne Avenue, Bridgewater, NJ 08817 for home instruction services for the 2024-2025 school year on an as-needed basis at a cost of \$29.50/hour
- XX. Approval of Agreement with Delta-T Group, Inc., 950 Haverford Road, Suite 200, Bryn Mawr, PA 19010 for home instruction services for the 2024-2025 school year on an as-needed basis at a cost of \$50/hour
- YY. Approval of Agreement with Educational Services Commission of New Jersey, 1660 Stelton Road, Piscataway, NJ 08854 for home instruction services for the 2024-2025 school year on an as-needed basis at a cost of \$54/hour
- ZZ. Approval of Agreement with New Pathway Counseling, Inc., 321 Change Bridge Road, Pine Brook, NJ 07058 for home instruction services for the 2024-2025 school year on an as-needed basis at a cost of \$50/hour
- AAA. Approval of Agreement with Union County Educational Services Commission, 45 Cardinal Drive, Westfield, NJ 07090 for Behavioral Unit - Bedside Instruction at Trinitas Hospital for the 2024-2025 school year on an as-needed basis at a cost of \$74/hour
- BBB. Approval of Proposal 2024-005 from Ahera Consultants, Inc., Oceanville, NJ 08231-0385 for all labor and material necessary to provide oversight for the Brayton ES - Unoccupied Sub 8 project at a total cost of \$24,050 as follows:
- | | |
|-------------------------------------|----------|
| 1. Asbestos Safety Technician | \$18,000 |
| 2. Phase Contrast Microscopy | \$ 1,500 |
| 3. Transmission Electron Microscopy | \$ 3,750 |
| 4. Final Report | \$ 800 |
- CCC. Approval of Proposal 2024-005 from Ahera Consultants, Inc., Oceanville, NJ 08231-0385 for all labor and material necessary to provide oversight for the LCJ Summit Middle School - Unoccupied Sub 8 & NF project at a total cost of \$54,750 as follows:
- | | |
|-------------------------------------|-----------|
| 1. Asbestos Safety Technician | \$ 24,000 |
| 2. AAR Certified Microscopist | \$ 12,000 |
| 3. Phase Contrast Microscopy - QC | \$ 1,200 |
| 4. Phase Contrast Microscopy Rush | \$ 3,000 |
| 5. Transmission Electron Microscopy | \$ 13,750 |

6. Final Report

\$ 800

DDD. Approval of agreement with Aspire Counseling Center, 465 Route 23 South, Pompton Plains, NJ 07444 to provide instruction to student #4183738109 from April 8, 2024 through June 3, 2024 at a cost of \$250/week

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

SCHOOL BOARD OPERATION

Ms. Kelly moved the following items under School Board Operation:

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

A. SUMMIT BOARD OF EDUCATION
FOOD SERVICE 2024-2025
MANAGEMENT FEE LANGUAGE
(revised from the May 13, 2024 agenda)

BE IT RESOLVED, that the Summit Board of Education "SFA" approves the award of the Food Services Management Company contract with Pomptonian Food Service, "FSMC" for the food service operation for 2024-2025

1. FSMC Fee:

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$166,113.00 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 \$16,611.30 per month. The SFA guarantees the payment of such costs and fees to the FSMC.

2. There is a guaranteed financial performance of \$50,000

3. Total Cost of Contract: Total expenses (cost) include food, labor, supplies, other expenses, and FSMC management fee.

The Total Cost of Contract is \$2,078,150.76

B. Approval of the 2024-2025 school year meal price lists (as per attached)

C. Approval of the following School Bus Emergency Evacuation Drill Reports conducted as follows:

- May 9, 2024 – 7:55am – In front of LCJ Summit Middle School - Bus Route 13, as supervised by TranLe Hill
- May 9, 2024 – 3:00pm – Myrtle Avenue – Bus Route CS253 with Jaris Transportation, as supervised by Carolyn Pallitto
- May 13, 2024 – 2:30pm – In front of LCJ Summit Middle School - Bus Route CS-291 with Busy Bee Transportation, as supervised by TranLe Hill
- May 17, 2024 – 8:05 am – Corner of Blackburn and Warwick, Franklin Elementary - Bus Route CS-160 with 8 Transportation, as supervised by Esther Loor

- May 20, 2024 – 2:45pm – Summit High School Parking Lot - Bus Route CS-332 with Busy Bee Transportation, as supervised by Brian Murtagh
- May 20, 2024 – 2:50pm – In Summit High School parking lot - Bus Route 16 with Ron R., as supervised by Brian Murtagh
- May 21, 2024 – 8:53am – Main driveway of Jefferson Elementary School - Bus Route 13 with Ron C., as supervised by Nataly Farias
- May 28, 2024 – 7:00am – In front of Summit High School – Bus Route CS296 with Golden Arrow, as supervised by Brian Murtagh
- May 29, 2024 – 7:30am – In parking lot of Summit High School - Bus Route 16 with Jemel B., as supervised by Brian Murtagh
- May 30, 2024 – 7:10am – In parking lot of Summit High School - Bus Route 14 with Jemel B., as supervised by Brian Murtagh
- May 31, 2024 – 10:20am – In High School parking lot - Bus Route 12 with Tina L., as supervised by Brian Murtagh
- May 31, 2024 – 10:30am – In parking lot of Summit High School - Bus Route CS-266 with K&S Transportation, as supervised by Brian Murtagh

D. Approval of Agreement with PEP Foundation, Inc., 43 Franklin Place, Summit, NJ for the 2024-2025 school year (as per attached)

E. NEW JERSEY SCHOOLS INSURANCE GROUP EDUCATION RISK & INSURANCE CONSORTIUM - NORTH INDEMNITY AND TRUST AGREEMENT RESOLUTION TO JOIN/RENEW MEMBERSHIP

WHEREAS, NJSA 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a joint insurance fund authorized by NJSA 18A:18B-1, et seq. To provide insurance coverage and risk management services for its members;

WHEREAS, the Summit Board of Education, hereinafter referred to as the "Educational Institution," has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been canceled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

1. This agreement is made by and between NJSIG and the Educational Institution;
2. The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to NJSA 18A:18B-3(a), for a

period of three years, beginning on July 1, 2024, and ending July 1, 2027 at 12:01 a.m.;

3. In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
4. The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
5. NJSIG shall establish and maintain Trust Accounts in accordance with NJSA 18A:18B-1, et seq. And such other statutes and regulations as may be applicable;
6. By adoption and signing this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement Resolution to Join/Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
7. The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
8. The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management
9. The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
10. If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
11. The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, NJSA 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
12. The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join/Renew Membership to NJSIG

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

PERSONNEL

Ms. Erday moved the following items under Personnel:

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

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

Name	School	Position	Step/Salary	Effective
Melissa Ryden	SHS	Math Teacher Substitute	MA-Step-1, \$65,480 (prorated)	August 28, 2024, end date tbd
Zachary Foote	SHS	Leave Replacement Biology/Life Science Teacher Substitute	MA-Step-2, \$66,730 (prorated)	August 28, 2024, end date tbd
Sharon Burke	JES & LHES	Part-Time Long-Term Spanish Teacher Substitute	Part-Time \$132.50/day	August 28, 2024 through October 16, 2024, with one overlap day on October 17, 2024

- B. Approval of the following Changes of Assignment:
1. Julia Haviland, from Substitute Teacher, District, to Long-Term General/Vocal Music Teacher Substitute, Brayton and Franklin Elementary Schools, \$265/day, effective August 28, 2024, end date tbd
 2. Georgina Harmer, from Inclusion Aide, Summit High School, to Long-Term Special Education Teacher Substitute, Summit High School, \$265/day, effective May 21, 2024 through June 14, 2024
 3. Emma Greengrass, from Substitute Teacher, District, to Long-Term Inclusion Aide Substitute, Lincoln-Hubbard Elementary School, \$200/day, effective May 20, 2024 through June 14, 2024
 4. Alice Englese, from CST Secretary, Special Education Services, to Main Office Secretary, Jefferson Primary Center, Secretary Class VI, Step-U, \$53,657, effective July 31, 2024 (or sooner), for the 2024-2025 school year
 5. Mercedes Priolo, from Secretary to Assistant Principal, Lawton C. Johnson Summit Middle School, to Secretary to Principal - Office Manager, Lawton C. Johnson Summit Middle School, Secretary Class VII-Step S, \$62,203, effective July 1, 2024, for the 2024-2025 school year
- C. 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>
Liam Sweeney	Auditorium Manager	District	n/a	\$50/hour, paid via timesheet	July 1, 2024, or sooner
Ronald Kulik	Custodian	SHS	Custodian 1-Step-7	\$43,909 (prorated)	June 14, 2024
Emma Greengrass	Library Secretary	LHES	Step-1-Class-3	\$18,015 (prorated)	August 28, 2024, for the 2024-2025 school year
Emma Greengrass	Playground Supervisor	LHES	n/a	\$38/hour	August 28, 2024
Emma Greengrass	Office Phone Coverage	LHES	n/a	\$16.58/hour	August 28, 2024

- D. 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>Step</u>	<u>Salary</u>	<u>Effective</u>
Katrina Widener	Custodian	LHES	n/a	\$17/hour	June 17, 2024
Michelle McBride	Custodian	LCJSMS	n/a	\$17/hour	June 17, 2024
Flor Gonzalez	Custodian	FES	n/a	\$17/hour	June 17, 2024
Arleny Cambranes	Custodian	SHS	n/a	\$17/hour	June 17, 2024

- E. 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>
John Liberato	Health and Physical Education Teacher	SHS	January 1, 2025
Matthew Carlin	Principal	LHES	August 1, 2024

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

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Effective</u>
Doreen Babis	Director of Special Education Services	District	July 19, 2024
Jeffrey Pierre	Custodian	SHS	June 7, 2024
Jenny Chismark	Science Teacher	LCJSMS	June 30, 2024
Violet Wallerstein	Life Science Teacher	SHS	June 30, 2024
Robert Anderson	Strings Teacher	FES & LCJSMS	June 30, 2024

- G. Approval of maternity leave/family leave for the following staff:
1. Michelle DeCastro, Grade 5 Teacher, Franklin Elementary School, paid leave effective October 14, 2024 through November 6, 2024, unpaid leave effective November 11, 2024 through February 19, 2025
 2. 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, unpaid child care leave effective, March 6, 2024 through March 5, 2025 (*revised* from the June 15, 2023, November 16, 2023 & December 14, 2024 Agendas)
 3. Ryann Amiano, Special Education Teacher, Summit High School, unpaid leave effective, June 10, 2024 (pm) through June 14, 2024
 4. Iris Amaya, Custodian, Franklin Elementary School, unpaid leave effective, May 2, 2024 through May 28, 2024
 5. Molly Liberato, Speech Language Specialist, Jefferson Elementary School and Jefferson Primary Center, paid leave effective October 14, 2024 through November 26, 2025, unpaid leave effective, November 27, 2024 through March 7, 2025

- H. 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
Mary Durnin	\$125/day	July 1, 2024
Grace Hezel	\$125/day	August 28, 2024

- I. Approval to pay Simone Baskerville, \$80/per game, as a certified football clock operator for Summit High School Flag Football games for the 2024 spring athletic season, paid via timesheet
- J. Approval to approve the collective bargaining agreement between the Summit Board of Education and Summit Principals Association (SPA), for the period of July 1, 2024 through June 30, 2028
- K. Approval for Superintendent to hire staff members for the 2024-2025 school year with retroactive approval by the Board of Education at the next scheduled Board meeting
- L. Approval of the Lawton C. Johnson Summit Middle School Co-Curricular Advisors for the 2024-2025 school year (revision to list attached – remove Stephanie Jurista from Yearbook Advisor & increase Lauren Ettinger's Yearbook Advisor stipend to \$4,551)
- M. Approval to appoint Jake Malhosky, substitute custodian, Jefferson Elementary School, at the rate of \$17/hour effective May 31, 2023 (*revised from the May 15, 2023 agenda*)
- N. Approval to pay the 2023-2024 Mentors (list attached)

- O. Approval to pay Mary Ann Terrett, 10-Month Secretary, Summit High School, \$1,384.68 for 6 extra days over her contracted 187 days
- P. Approval to pay Mary Beth Driscoll, School Nurse, Summit High School, to work up to an extra 45 minutes per day, as needed, at the hourly rate of \$55.78, effective January 22, 2024, for the remainder of the 2023-2024 school year (paid via timesheet)
- Q. Approval to pay the following staff, at their hourly rate, for Emotional Regulation Impairment program training in June 2024:
 - 1. Emily Cooper - LHES - \$77.35
 - 2. Alasandra Russo-Martino - Special Services - \$65.03
 - 3. Troy Perlzak - JES - \$29.56
 - 4. Molly Liberato
- R. Approval of Paola Acosta, Hispanic Community Liaison, stipend amount of \$27,000 (\$14,000 funded by Gottesman Foundation and \$13,000 funded by District) for the 2024-2025 school year
- S. Approval of Monika Bartlett, for Spanish translation work, as needed, at the curriculum rate of \$50/hour, for the 2024-2025 school year (to be paid via timesheet)
- T. Approval of Laura Muldoon, for Spanish translation work, Jefferson Elementary School, at the curriculum rate of \$50/hour, up to 60 hours, for the 2024-2025 school year (to be paid via timesheet)
- U. Approval of the salaries for non-represented staff members for the 2024-2025 school year (list attached)
- V. Approval of the recommendations from the Office of Curriculum and Instruction (list attached)
- W. Approval of Dr. Joseph Cordero to the position of Elementary Principal, effective June 14, 2024, for the 2024 - 2025 school year
- X. Approval of the following Summit High School staff to be paid at the curriculum rate of \$50/hour, for work completed to pack up the Summit High School classrooms (248, 249, and 228) in preparation for construction to take place this summer, paid via timesheet (revised from the May 13, 2024 Agenda):
 - 1. David Field - 9 hours
 - 2. Christine Bohan - 8 hours
 - 3. Erin Fogarty - 8 hours
 - 4. Anne Poyner - 25 hours
 - 5. Mary-Lynn Rhodes - 25 hours
- Y. Approval of Sherri Persche, School Nurse Substitute, to receive \$450/day, for attending the Lawton C. Johnson Summit Middle School, 8th grade trip to Washington D.C. on May 29 - 30, 2024
- Z. Approval to pay staff members (list attached) \$250 stipend for chaperoning the Lawton C. Johnson Summit Middle School, 8th grade trip to Washington D.C. on May 29-30, 2024

- AA. Approval of Sharon de Lagarde to work as an Aide, at the hourly rate, for the Extended School Year program from July 1-26, 2024, 8:30 a.m. to 12 noon
- BB. Approval of Marilyn Nacci to work as an Aide, at the hourly rate, for the Extended School Year program from June 24, 2024 through July 26, 2024, 8:00 a.m. to 1:00 p.m.
- CC. Approval of Carrie Leshin, Speech/Language Specialist, at the hourly rate, for the Extended School Year program from June 24, 2024 through July 26, 2024, 8:00 a.m. to 1:00 p.m.
- DD. Approval of Christopher Brandon to work as an Aide, at the hourly rate, for the Extended School Year program from July 1, 2024 through July 26, 2024, 8:30 a.m. to 12:00 noon
- EE. Approval of the termination of employee #10155, effective May 29, 2024
- FF. Approval of the following summer student technology helpers, 150 hours/each, \$16/hour:
 - 1. Kate Cooper
 - 2. Maximo Dattolo
 - 3. Joshua Burke
- GG. Approval of the following Cross Country Coaches for the 2024 fall season:
 - 1. Jacqueline Mattoon - Head Varsity Girls Coach - Step-1A, \$9,110.
 - 2. Gina Baker - Summit High School Shared Assistant - Step-1A, \$7,576
- HH. Approval to pay Iris Amaya, Custodian, Franklin Elementary School, \$1,303.02 for 6 unused vacation days
- II. Approval to pay Jeffrey Pierre, Summit High School, \$488.70 for 5 unused vacation days
- JJ. Approval of the following Lawton C. Johnson Summit Middle School staff for their participation in the 2024 spring musical, (funded via Student Activities funds):
 - 1. Eugenia Grigorian - Choreographer - \$1,500
- KK. Approval of the following staff for non-athletic co-curricular stipend of the Literary Magazine for the 2023-2024 school year (*revised* from the August 17, 2023 Agenda):
 - 1. Ashley Raven, LCJSMS, Step-2B, \$2,494.70
 - 2. Elizabeth Guella, LCJSMS, Step 2B, \$1,343.30
- LL. Approval of the following staff to receive up to 15 hours each for the Learning Workshop curriculum, at the curriculum rate of \$50/hour, paid via timesheet:
 - 1. Jessica O'Connor
 - 2. Samantha Barrows
 - 3. Deborah Yendrick
- MM. Approval of summer counseling hours, at their per diem rates, list attached

- NN. Approval of Employment Contract between Summit Board of Education and Laurene Dickinson, Communications Officer, for the 2024-2025 school year at a compensation rate of \$107,000
- OO. Approval of Employment Contract between Summit Board of Education and Robert Gardella, Director of Human Resources, for the 2024-2025 school year at a compensation rate of \$182,720
- PP. Approval of Employment Contract between Summit Board of Education and Crystal Marr, Director of Student Personnel Services, for the 2024-2025 school year at a compensation rate of \$162,300
- QQ. Approval of Employment Contract between Summit Board of Education and Michael Martino, Director of Facilities, for the 2024-2025 school year at a compensation rate of \$125,000
- RR. Approval of Employment Contract between Summit Board of Education and Kathy Sarno, Assistant School Business Administrator, for the 2024-2025 school year at a compensation rate of \$130,000
- SS. Approval of Employment Contract between Summit Board of Education and Emilio Torres, Staff Accountant, for the 2024-2025 school year at a compensation rate of \$88,900
- TT. Approval of up to 50 hours per month for staff members to assist the Athletic Director, as needed, at the curriculum rate of \$50/hour, paid via timesheet
- UU. Approval to appoint Donna Niebanck as a Clerical Substitute, \$18/hour, effective, June 19, 2024
- VV. Approval of Markiyah Moore to work as an Aide for the Extended School Year, at the hourly rate, effective June 24, 2024 through July 26, 2024, 8:00 a.m. - July 26, 2024 (revised from the May 13, 2024 Agenda)

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

POLICIES & REGULATIONS

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

RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

First Reading

P & R 2423 - Bilingual Education (M) Revised

P & R 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)

P 5750 - Equitable Educational Opportunity - (M) Revised

P 5842 - Equal Access of Student Organizations - Revised

P 7481 - Unmanned Aircraft Systems (UAS also known as DRONES) - Revised
-Internal

Second Reading

R 2200 - Curriculum Content (M) Revised

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

Ms. Justice stated the Board would now go into executive 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, June 13, 2024 to discuss:
 - 1. Superintendent Evaluation
- 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. Stanton, seconded by Mr. Cho and carried to move to Executive Session at 7:49 PM.

The Board will not return following the Executive Session and no action will be taken.

ADJOURNMENT

Motion by Ms. Cohn, seconded by Ms. Erday, and carried to adjourn the meeting at 7:50 PM.

Respectfully submitted,



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

