October 10, 2024

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education held a Meeting on Thursday, October 10, 2024 beginning at 6:30 PM in the LCJ Summit Middle School Auditorium. Those present: Ms. Justice, presiding, Mr. Cho, Ms. Cohn, Ms. Erday, Ms. Kelly, Mr. Mahecha, and Ms. Stanton. There were four members of the public in attendance.

Also present were Mr. Hough, Superintendent of Schools, Ms. Sarno, Assistant Business Administrator, Dr. Marr, Director of Student Personnel Services, Mr. Gregory Margolis, Director of Special Services, and Ms. Rocco, Director of Curriculum & Instruction.

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. State Assessment Report - Heather Rocco, Director of Curriculum and Instruction
B. Student Safety Data System - Reporting Period 2 - January 1, 2024 through June 30, 2024 - Scott D. Hough, Superintendent and Crystal Marr, Director of Student Personnel Services and Anti-Bullying Specialist

PUBLIC HEARING - 2023-2024 School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act

No questions/comments from the public.

Motion by Ms. Stanton, seconded by Ms. Cohn, unanimously approved by voice vote to close the public hearing.

Ms. Erday moved approval of the following item:

A. Approval of the 2023-2024 submission of the School Self-Assessment for Determining Grades Report Under the Anti-Bullying Bill of Rights Act

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

PRESIDENT'S ANNOUNCEMENTS

Ms. Justice spoke about the following:

- Summit Board of Education does not endorse any political candidates or parties
- Anti-bullying-designated week of October 7-11 as Week of Respect
- Coffee with the Board President on January 24, 2025 in the Washington Library
- New LCJSMS Club – Students Helping Students

SUPERINTENDENT'S REPORT

Superintendent Hough spoke about the following:

- LCJSMS Cafeteria & new computer lab are officially open

- NJDOE recognized Summit as an exemplary district for multi-language learners
- Community service events throughout the district
- Strategic Planning Community meeting on October 16th

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

A. Approval to affirm the following reports of Harassment, Intimidation and Bullying:
   1. 06/14/2024 - 7907
   2. 07/18/2024 - 8351
   3. 09/06/2024 - 8403

B. Approval to review the following reports of Harassment, Intimidation and Bullying:
   1. 09/09/2024 - 8488
   2. 09/06/2024 - 8594
   3. 09/09/2024 - 8656
   4. 09/16/2024 - 8882
   5. 09/17/2024 - 9053
   6. 09/19/2024 - 9120
   7. 09/23/2024 - 9231

C. Suspensions

Summit High School

Date	State ID#	Days Suspended
9/13/2024	3564934798	3
9/30/2024	4219140690	2
9/30/2024	6470115051	2

Lawton C. Johnson Summit Middle School

Date	State ID#	Days Suspended
9/06/2024	5772585895	1 in-school
9/12/2024	9319125848	2
9/13/2024	3386833806	1
9/13/2024	5470323921	1 in-school

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

STUDENT BOARD REPRESENTATIVE REPORT

Student Board Representative Matthew Meiseles reported on the following:
- Athletics update including a successful pep rally
- New field trip during spring break 2025 to Taiwan
- Summit Boy Scouts food drive at SHS

ADDITIONS/REVISIONS TO THE AGENDA

Ms. Sarno announced the additions/revisions to the agenda.

COMMITTEE REPORTS

A. Education and Student Activities/Services Committee – Ms. Stanton reported on the following: NJSLA data; student SEL survey; ELA updated curriculum/standards; hi-impact tutoring grants implementation; 2025-2026 school calendar

B. Operations Committee – Ms. Kelly reported on the following: IOF projects update; comprehensive maintenance plan; ongoing 2023-2024 audit; field house bid later this month
C. Policy Committee – Ms. Erday reported on the following: discussion of updates to policies related to suicide and student absences
D. Communications Committee – Ms. Cohn reported on the following: communication regarding the upcoming Strategic Planning sessions; review of emergency system test results; reviewed community feedback regarding the SHS bomb threat; future survey including residents without children
E. Negotiations and Personnel Committee – Did not meet
F. Liaison Reports – Ms. Stanton attended the SEF Board of Trustees meeting where the new members of the Board met; donations are going well; fall grant cycle to close soon

PUBLIC COMMENT

There was no public comment.

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

APPROVAL OF BOARD MINUTES

Ms. Cohn 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 meeting:

1. September 12, 2024 Regular Meeting

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

CURRICULUM / INSTRUCTION / PROGRAM

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

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

A. Approval of anticipated 2024-2025 out-of-state and/or overnight field trips (list attached)

B. Approval of the 2025-2026 District Calendar (attached)

C. Approval of the new and revised ELA curriculum (list attached)

D. Approval of acceptance of the NJ Learning Acceleration Program: Reissue High-Impact Tutoring Competitive Grant in the amount of $166,513 (revised from 6/13/24 agenda)

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

FINANCE

Ms. Kelly moved the following items under Finance:

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

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

1.	Regular Bills	Fund 10	$3,167,771.41
2.	Special Revenue	Fund 20	$ 281,437.46
3.	Capital Projects	Fund 30	$1,205,229.78
4.	Enterprise Fund	Fund 60	$ 3.73
	Sub Total All Funds		$4,654,442.38
5.	Food Service	Fund 61	$ 219,271.05
	Total All Funds		$4,873,713.43

B. Approval of the monthly payroll for September 2024 - $5,371,852.45

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

D. Approval of Secretary and Treasurer's Report for August 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 August 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. Approval of the Nonpublic School Security Aid Program spending plan for the participating school located within this district as follows:
Oak Knoll School $3,807.94

H. Approval of the 2024-2025 Parental Contract for Student Transportation - Route #P-7 to Summit High School, Summit, for students #3026452201 and #9790962063 in the amount of $1,105.37

I. Approval of Settlement Agreement and General Release between Summit Board of Education and parents of student #7282522006 as per attorney recommendation

J. Approval of the 2024-2025 Parental Contract for Student Transportation - Route #P-11 to LCJ Summit Middle School, Summit, for student #34757553961 in the amount of $458.28

K. Approval of Agreement with Cairn Psychotherapy Group, 675 Morris Avenue, Springfield, NJ 07081 for student substance abuse evaluation services from September 23, 2024 through June 20, 2025 at a cost of $250 per assessment

L. Approval of Agreement with Educational Services Commission of New Jersey, 1660 Stelton Road, Piscataway, NJ 08854 to provide home instruction during the 2024-2025 school year at a cost of $58/hour

M. Approval to accept a donation in the amount of $500 from the Kimberly Anne Wilson Foundation for the Summit High School Students Helping Students, Mental Health Awareness Club activities

N. Approval to accept the donation of an Andrea Gabriel/Artistic Series handmade student violin to our FPPA Department from Chris Bonner

O. Approval for the following extended summer transportation arrangements with Morris-Union Jointure Commission for the 2024-2025 School Year:

Student ID	School	Route	Contractor
#1455330957	DLC - Warren	984S	MUJC
#4876504705	Spectrum 360	991S	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 2024-2025 School Year in accordance and subject to the CPI increase of 5.81% as listed below:

Contractor	Route #	Aide Per Diem Rate	Route Cost
MUJC	984S	$42.05	$4,787.70
MUJC	991S	$0.00	$2,667.54
MUJC	937S	$90.17	$9,354.00

P. Approval of Agreement with Optum Internal Medicine, 131 Columbia Turnpike, Florham Park, NJ to provide student drug testing services during the 2024-2025 school year at a cost of $100 per drug screen (10 panel + MDMA + oxy + alcohol) and $85 per student assessment

Q. Approval of Agreement with Care Station Medical Group, Linden, NJ to provide student drug testing services during the 2024-2025 school year as per the February 24, 2024 fee schedule (as per attached)

R. Approval of the Nonpublic School Technology Initiative Program spending plan for the participating school located within this district as follows:
Kent Place School $6,750

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

SCHOOL BOARD OPERATION

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

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

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 2024-2025 school year to the County Superintendent

C. Approval of the Board Goals for 2024-2025 as presented by Superintendent Hough, at the September 12, 2024 Board of Education meeting

Motion was seconded by Mr. Mahecha. The roll was called, and all present 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
Kate Irlando	JPC/JES	Speech Therapist	MA-Step-1, $65,480 (prorated)	October 16, 2024 (end date tbd) 2 overlap days at $125/day
Caroline McKenna	WPC	Kindergarten Teacher	$265/day	September 30, 2024 (end date tbd) ½ overlap day on 9/30/2024 and one full overlap day upon return of teacher $125/day

B. Approval of the following Changes of Assignment:

1. Travis Smith, from Long-Term Physical Education Teacher Substitute, Jefferson and Wilson Primary Centers, to Tenure Track Physical Education Teacher, Jefferson and Wilson Primary Centers, BA-Step-1, $58,986, effective August 28, 2024, for the 2024-2025 school year
2. Alex Schoen, from Substitute Teacher, District, to Long-Term Inclusion Aide Substitute, Lawton C. Johnson Summit Middle School, $200/day, effective September 9, 2024, end date tbd
3. Veronica Ramirez, from Inclusion Aide, Jefferson Elementary School, to Part-Time Inclusion Aide and Part-Time Long-Term World Language Teacher Substitute, Jefferson Elementary School and Lincoln-Hubbard Elementary School, pay will be an additional $18.40/day (differential between the Inclusion Aide salary and Long-Term Substitute salary), effective September 30, 2024, end date tbd
4. Gwen Franco, from Substitute Teacher, District, to Long-Term Librarian Substitute, Washington Elementary School, $265/day, effective October 7, 2024, end date tbd

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

Name	Position	School	Step	Salary	Effective
Diana Andric	Playground/Cafeteria Aide	JES	n/a	$38/hour	October 21, 2024, or sooner
Halie Proshuto	Long-Term Inclusion Aide Substitute	LCJSMS	n/a	$200/day	October 21 2024, or sooner

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

Name	Position	School	Salary	Effective
Vincent Tabone	Clerical	District	$18/hour	9/18/2024
Yorleni Rosales	Custodian	FES	$17/hour	October 31, 2024, or sooner

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

1. Anthony Ferrante, Physical Education Teacher, Lawton C. Johnson Summit Middle School, unpaid leave effective, January 2, 2025 through March 31, 2025
2. Caroline Bandelli, Mathematics Teacher, Summit High School, paid leave effective August 28, 2024 through October 23, 2024, unpaid leave effective October 24, 2024 through January 3, 2025, unpaid childcare leave effective January 6, 2025 through January 27, 2025 (*revised* from the May 13, 2024 Agenda)
3. Alicia Mule, Science Teacher, Lawton C. Johnson Summit Middle School, paid leave effective, August 28, 2024 through September 16, 2024, unpaid leave effective, September 17, 2024 through December 16, 2024, unpaid childcare leave effective, December 17, 2024 through January 27, 2025 (*revised* from the March 21, 2024 Agenda)
4. Michael Gleason, Band Teacher, Brayton, Lincoln-Hubbard and Washington Elementary Schools, paid leave effective, January 6, 2025 through February 10, 2025, unpaid leave effective, February 11, 2025 through May 14, 2025
5. Matthew Carder, Physical Education Teacher, Washington Elementary School, unpaid leave effective, January 13, 2025 through April 9, 2025
6. Alexandra Sullivan, Grade 2 Teacher, Lincoln-Hubbard Elementary School, paid leave effective, December 11, 2024 through February 19, 2025, unpaid leave effective, February 20, 2025 through May 21, 2025

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

Name	Position	School	Effective
Jamie Veinberg	Special Education Teacher	SHS	December 1, 2024
Daniel Trench	Science Teacher	LCJSMS	November 26, 2024
Luz Andrade-Potes	Custodian	WPC	September 1, 2024

G. 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**
Kirthika Prabu	$125/day	October 28, 2024 (or sooner)
Marklyn Johnson	$125/day	October 21, 2024 (or sooner)
Kathleen LaParle	$125/day	October 21, 2024 (or sooner)
James Sheerin	$125/day	October 31, 2024 (or sooner)
Nicholas Machin	$125/day	September 30, 2024
Christopher Merola	$125/day	November 11, 2024 (or sooner)
Jodi Keenan	$125/day	October 28, 2024 (or sooner)

H. Approval of the following Lawton C. Johnson Summit Middle School staff be paid for an additional .5 teaching assignment for the 2024-2025 school year:
1. William Rohrbach - $6,625
2. Juana Rodriguez - $6,854
3. Brian Steger - $5,563

I. Approval to pay Luz Andrade-Potes, Wilson Primary Center, $1,231.38 for 11.5 unused vacation days

J. Approval to rescind the offer of employment to Camara Allen, Cafeteria/Playground Aide, Jefferson Elementary School, from the September 12, 2024 Agenda

K. Approval to pay Mary Rodriguez, Brayton Elementary School, Disc Golf Afterschool Enrichment Team Advisor, September 10, 2024 through October 22, 2024, up to 14 hours, at the curriculum rate of $50/hour (funded by the Brayton PTO)

L. Approval to add a 6th class for the following Summit High School staff, for the fall semester 2024 (revised from the August 22, 2024 Agenda):
1. Eliza Richardson - Culinary Arts
2. Lindsay Morse - Art

M. Approval of the 2024-2025 winter coaching staff (list attached)

N. Approval for all district substitute nurses to work overnight school field trips, as needed, at the rate of $450/day, for the 2024-2025 school year

O. Approval of Kimberly Stephens, Lawton C. Johnson Summit Middle School, to be appointed as the advisor to the Science Olympiad program, up to 60 hours at the curriculum rate of $50/hour, funded by SEF Grant S24208

P. Approval of Daniel Levitt, Jefferson Elementary School, to work the Morning Jefferson Intramural Program, up to 1 hour/day, at the per diem hourly rate of $30.43, for the 2024-2025 school year, funded by IDEA (*revised* from the September 12, 2024 Agenda)

Q. Approval of Christine Murray, Inclusion Aide, to provide Aide support on the Union County Vocational-Tech bus, 30 minutes/day, at the per diem rate of $26.67/hour, for the 2024-2025 school year

R. Approval to pay the following staff for the After School Social Skills Program (A3 Alliance) at Lawton C. Johnson Summit Middle School, at the curriculum rate of $50/hour, effective October 5, 2024, funded by IDEA

1. Gayle Galenas
2. Brenda Horetsky
3. Qefsere Ferizi
4. Shannon Caravano

S. Approval of Chelsea Barreto to work up to 15 hours, curriculum writing, AP Environmental Science at the curriculum rate of $50/hour, paid via timesheet

T. Approval of Caitlin Reilly, Summit High School, summer screener for Multilingual Learners, up to 15 hours, at the curriculum rate of $50/hour, paid via timesheet

U. Approval to pay the following Summit High School staff for an extra 6th period, effective October 7 to January 23, 2025:

1. Jennifer Renn - $82.76 x 66 days = $5,462.34
2. Jack Maranhao - $69.12 x 66 days = $4,562.01
3. Jodi Friedman - $105.44 x 66 days = $6,959.35
4. Lauren Ponzio - $74.50 x 66 days = $4,916.82

V. Approval of all In-District Inclusion Aides to provide support on school buses, before/after their normal contracted hours, as needed, for the 2024-2025 school year, paid via timesheet at per diem hourly rate

W. Approval of the payroll for Lawton C. Johnson Summit Middle School, STOKES trip, September 20-22, 2024 (list attached)

X. Approval of Dena Leslie, Lauren Ettinger, Jessica O'Connor and Ashley Wollesen, to serve as the High Impact Tutoring Coordinators, $2,500/each for the 2024-2025 school year, funded through the High Impact Tutoring Grant

Y. Approval of the attached list of elementary teachers, to serve as High Impact Tutors, at the curriculum rate of $50/hour, up to 62 hours each, for the 2024-2025 school year, paid via timesheet, funded through the High Impact Tutoring Grant (list attached)

Z. Approval of the attached list of middle school and high school teachers, to serve as High Impact Tutors, at the curriculum rate of $50/hour, up to 75 hours each, for the 2024-2025 school year, paid via timesheet, funded through the High Impact Tutoring Grant (list attached)

AA. Approval to pay Gary Pascal, Interim Math Supervisor, Summit High School, additional compensation of $7,666.72, effective September 1, 2024 to December 31, 2024

BB. Approval to accept the resignation of John Kratch, Social Studies Teacher, Summit High School, for the purpose of retirement effective, February 1, 2025

CC. Approval of Shannon Audet for the stipend role of Drama Tech Support, Summit High School, Step-1A, $6,413, for the 2024-2025 school year

Motion was seconded by Ms. Kelly. 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:

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

First Reading
P & R 5200 - Attendance (M) Revised
P 5350 - Student Suicide Prevention (M) Revised

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

ADJOURNMENT

Motion by Ms. Erday, seconded by Ms. Stanton and carried to adjourn the meeting at 7:34 PM.

Respectfully submitted,

Kathy Sarno
Assistant School Business Administrator/
Board Secretary
Summit Public Schools