March 20, 2025

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education held a Meeting on Thursday, March 20, 2025 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 approximately nine members of the public in attendance.

Also present were Mr. Hough, Superintendent of Schools, Mr. Jess, School Business Administrator/Board Secretary, Ms. Sarno, Assistant Business Administrator, Mr. Gardella, Director of Human Resources, Dr. Marr, Director of Student Personnel Services, Ms. Rocco, Director of Curriculum & Instruction, Mr. Margolis, Director of Special Services, 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. Student Safety Data System - Reporting Period 1 - September 1, 2024 through December 31, 2024 - Scott Hough
B. Harassment, Intimidation and Bullying ~ Self-Assessment ~ Investigation, Trainings, and Programs System - Crystal Marr

PRESIDENT'S ANNOUNCEMENTS

Ms. Justice spoke about the following:
- Read Across America events throughout the district
- Support from our community and proper funding allow us to include these programs in our schools

SUPERINTENDENT'S REPORT

Mr. Hough spoke about the following:
- Events throughout our elementary schools
- Respect Assembly & Unity Day at LCJ Summit Middle School
- FPPA and athletic success at Summit High School

Ms. Kelly moved approval of the following item listed under Superintendent's Report:

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

A. Resolve to affirm the Superintendent's recommendation of the HIB investigation(s) for the period of 12/10/2024 - 2/10/2025 and review the Superintendent's recommendation of the HIB investigation(s) for the period of 2/11/2025 - 3/17/2025. These report summaries are outlined in the confidential reports shared with the Board of Education members and on file in the Superintendent's office.

B. Resolve to review the Superintendent's recommendation of the suspensions for the period of 2/01/2025 – 2/28/2025 as outlined in the confidential reports shared with the Board of Education members and on file in the Superintendent's office.

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:

- Spring programs and events have begun
- Speech & Debate having great success
- Peer Leadership involved in Read Across American week

ADDITIONS/REVISIONS TO THE AGENDA

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

COMMITTEE REPORTS

A. Education and Student Activities/Services Committee – Ms. Stanton reported on the following: NJGPA Class Cut score; March PD; SSDS HIB presentation; Recruitment Fair
B. Operations Committee – Ms. Kelly reported on the following: Construction update; food service update; copier lease agreement; residency investigator; 2025-2026 budget update
C. Policy Committee – Ms. Erday reported on the following: update on policies on tonight's agenda including academic integrity, electronic surveillance in school
D. Communications Committee – Ms. Cohn reported the committee did not meet
E. Negotiations and Personnel Committee – Met to discuss a personnel matter
F. Liaison Reports – Ms. Stanton reported the SEF Spring for Excellence was a huge success; 23 grants have been submitted for the spring grant cycle

PUBLIC COMMENT

A. Public Comment on Items on the Agenda
B. Public Comment on Items not on the Agenda

Members of the public spoke out in both support of and opposition to the budget.

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

Ms. Kelly, Ms. Erday, and Mr. Mahecha asked additional questions regarding the tentative budget resolution on the agenda.

Answers to the questions that were asked during the public comment portion of the 2-13-25 meeting are as follows:

1. Wouldn't it be easier to have students check-in their phones/watches with the Main Office? No

2. How much weight do parents have regarding a policy change to prohibit cell phones in schools? Parent feedback is welcome.

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.	February 13, 2025	Regular & Executive Meetings
2.	March 3, 2025	Special Budget Meeting

Motion seconded by Ms. Kelly, 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 Bleachers License Agreement with the County of Union, 10 Elizabethtown Plaza, Elizabeth, NJ 07207 to borrow three (3) sets of Bleachers for use at the Summit High School OM3D event on March 26-27, 2025

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

FINANCE

Ms. Cohn moved the following items under Finance:

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

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

1.	Regular Bills	Fund 10	$3,140,698.69
2.	Special Revenue	Fund 20	$ 232,957.15
3.	Capital Projects	Fund 30	$1,097,900.50
4.	Enterprise Fund	Fund 60	$ - 0 -
	Sub Total All Funds		$4,471,556.34
5.	Food Service	Fund 61	$ 293,397.27
	Total All Funds		$4,764,953.61

B. Approval of the monthly payroll for February 2025 - $5,541,254.33

C. Approval of budget adjustments and line-item transfers for January 2025

D. Approval of Secretary and Treasurer's Report for January 2025

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 January 2025 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 3/31/2024 in the amount of $12,450

H. Approval of a donation of disc golf equipment from Adam Zucker, valued at $1,240, for use by the Summit H.S. Disc Golf Club as well as the Unified and Physical Education programs

I. Approval of a donation from the Jefferson School PTO in the amount of $50,000 towards the cost of the new playground project at Jefferson School

J. Approval of the Nonpublic School Security Aid Program spending plans for the participating schools located within this district as follows:

Oak Knoll School	$ 5,392.25
Oak Knoll School	$11,000.00
Oak Knoll School	$ 1,532.98

K. Approval of Contract for Challenge Course Inspection by Project Adventure to provide an inspection of the challenge course located at Summit High School at a cost of $1,785

L. Approval of Services Agreement with AHS Hospital Corp., 475 South Street, Morristown, NJ 07962 for the Behavioral Health Assessment Center to provide behavioral health evaluations at a cost of $250 per evaluation during the 2024-2025 school year

M. Approval of Lease with Option to Purchase Agreement with Municipal Capital Finance, 4600 Broadway, Allentown, PA 18104 dated February 24, 2025 presented by Atlantic Tomorrow's Office, along with the copier maintenance for the following equipment:

QTY: 2	Ricoh Pro8400 Digital Copiers w/accessories
12	Ricoh IM7000 Digital Copiers w/accessories
2	Ricoh IM5000 Digital Copiers w/accessories
4	Ricoh IM4000 Digital Copiers w/accessories
4	Ricoh IM3500 Digital Copiers w/accessories
12	Ricoh IM6010 Digital Copiers w/accessories
1	Ricoh IM3510 Digital Copiers w/accessories

Lease Terms: Exhibit A $26,962.00 per month for 60 months

Note: Monthly savings $850 or $10,200 annually over existing lease term

Note: Purchase lease and cost per copy as well as maintenance and supplies covered under State Contract 25-COMG-99562 G2075 RICOH USA, Inc. with Atlantic Tomorrow's Office as an authorized dealer/provider of Ricoh branded products

N. Approval to utilize the auction websites GovDeals and Municibids for the purpose of disposal of obsolete district materials

O. PLAZA & RAMP IMPROVEMENTS AT SUMMIT HIGH SCHOOL

WHEREAS, the Summit Board of Education advertised for bids for the Plaza & Ramp Improvements at Summit High School ("Project"); and

WHEREAS, the lowest responsible bid for the Project was submitted by AA Berms LLC, P.O. Box 180, Belleville, NJ with a base bid in the amount of $148,950, exclusive of a $25,000 project allowance, and Alternative No. 1 – Pipe Replacement in the amount of $11,820, for a total contract price in the amount of $185,770; and

WHEREAS, the bid submitted by AA Berms LLC is responsive in all materials respects; and

WHEREAS, the Board desires to award the contract for the Project to AA Berms LLC

NOW THEREFORE BE IT RESOLVED:

1. The Board hereby awards the contract for the Plaza & Ramp Improvements at Summit High School to AA Berms LLC in a total contract amount of $185,770.

2. This award is expressly conditioned upon AA Berms LLC furnishing the requisite documentation as required in the specifications, including the insurance certificate, bonds, and an executed A-101-Standard Form of Agreement Between Owner and Contractor and A-201-General Conditions of the Contract for Construction, as prepared by the Board, within ten (10) days of the date hereof.

3. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

P. Item pulled from the agenda

Q. Approval of Master Collaborative Educational Services Agreement with the Educational Services Commission of New Jersey (ESCNJ), 1660 Stelton Road, Piscataway, NJ to coordinate nonpublic services from July 1, 2025 to June 30, 2030

R. RESOLVED that the tentative budget be approved for the 2025-2026 School Year and sent to the Executive County Superintendent of Schools in accordance with the statutory deadline for review and approval:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2025-2026 Total Expenditures	$87,989,203	$ 777,773	0	$88,766,976
Less Anticipated Revenues	11,297,476	777,773	0	12,075,249

Local Tax Levy to be Raised	$76,691,727	0	0	$76,691,727

And to advertise said tentative budget in the Local Source in accordance with the form suggested by the State Department of Education and according to law;

FURTHER RESOLVED that the public hearing be held in the LCJ Summit Middle School auditorium on Thursday, March 27, 2025 at 6:00 PM for the purpose of conducting a public hearing on the budget for the 2025-2026 school year;

FURTHER RESOLVED that the Board of Education authorizes a supplemental adjustment to exceed the local tax levy limitation in the amount of $3,008,119 to be raised during fiscal year 2026 and will result in a permanent increase in the tax levy and that the expenditures are in addition to those required to achieve NJSLS for purposes of maintaining the district's quality educational programs. The district has made efforts to enter into shared arrangements and maximize efficiencies;

FURTHER RESOLVED that included in the general fund appropriations the Summit City Board of Education authorize the approval of withdrawal from Capital Reserve in the amount of $1,800,000 as follows:

$650,000	Brayton School playground update
$650,000	Jefferson School playground update
$500,000	Summit H.S. auditorium floor replacement;

FURTHER RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) included in the general fund appropriations, the Summit City Board of Education authorize the approval of withdrawal from Maintenance Reserve in the amount of $375,000 as follows:

$ 75,000	Brayton School asbestos removal & floor replacement
$100,000	LCJ Middle School floor replacement
$100,000	Doors replacement district-wide
$100,000	Architect/engineering fees for district-wide projects;

FURTHER RESOLVED that the Board of Education includes in the tentative budget the adjustment for increased costs of health benefits in the amount of $1,455,789. The additional funds will be used to pay for the additional increases in health benefit premiums, and

FURTHER RESOLVED that the Summit Board of Education includes in the tentative budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of $537,326 for the purpose of supporting the district's educational programs for all students. The district intends to complete said purposes by June 2026.

NOTE: Figures subject to change up to the time of adoption of this resolution based on state aid figures or other adjustments

Motion was seconded by Ms. Erday. The roll was called, Mr. Mahecha abstained on item "R" only, and all others present voted, "Aye". The motion was declared adopted.

PERSONNEL

Ms. Stanton moved the following items under Personnel:

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

A. Approval of the following Changes of Assignment:

1. Allison Flockhart, from Athletic Trainer, Summit High School, to Interim Athletic Director/Supervisor of Physical Education and Health, District, a stipend of $2,100/month for April, May and June 2025 in addition to current yearly salary, effective, March 24, 2025 for the remainder of the 2024-2025 school year
2. Manuel Gomez, from Long-Term Art Teacher Substitute, Lawton C. Johnson Summit Middle School, to Inclusion Aide, Lawton C. Johnson Summit Middle School, Aide-Step-3, $41,989 (prorated), effective March 3, 2025, for the 2024-2025 school year
3. Heather Pollinger, from Inclusion Aide, Wilson Primary Center, to Long-Term Special Education Teacher Substitute, Wilson Primary Center, $265/day, effective March 17, 2025, for the 2024-2025 school year
4. Jennifer Nagar, from Inclusion Aide, Lawton C. Johnson Summit Middle School, to Long-Term Special Education Teacher Substitute, Lawton C. Johnson Summit Middle School, $265/day, effective March 6, 2025, end date tbd
5. Karen Craig, from Inclusion Aide, Summit High School, to Long-Term Special Education Teacher Substitute, Summit High School, $265/day, effective March 18, 2025, end date tbd
6. Veronica Ramirez, from Part-Time Inclusion Aide/Part-Time Long-Term Spanish Teacher Substitute, Jefferson and Lincoln-Hubbard Elementary Schools, to Inclusion Aide, Jefferson Primary Center, $41,989 (prorated), effective March 17, 2025, for the 2024-2025 school year

B. 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 20, 2025 (*revised* from the June 13, 2024 Agenda)
2. Chelda Duan, School Nurse, Wilson Primary Center, paid leave effective, January 15, 2025 through March 5, 2025, unpaid sick days effective, March 6, 2025 through March 12, 2025, unpaid leave effective, March 13, 2025 through June 13, 2025 (*revised* from the November 14, 2025 Agenda)
3. Molly Liberato, Speech Language Specialist, Jefferson Primary and Jefferson Elementary Schools, paid leave effective, October 14, 2024 through November 12, 2024, unpaid leave effective, November 13, 2024 through February 24, 2025 (*revised* from the June 13, 2024 & November 14, 2024 Agendas)
4. Daniel DelPiano, Pre-K/K Teacher, Wilson Primary Center, unpaid leave effective, March 17, 2025 through June 17, 2025 (*revised* from September 12, 2024 Agenda)
5. Brian Steger, Art Teacher, Lawton C. Johnson Summit Middle School, unpaid leave effective, March 6, 2025 through April 4, 2025
6. Ashley Fuchs, Grade 5 Teacher, Lincoln-Hubbard Elementary School, paid leave effective May 27, 2025 through June 17, 2025, unpaid leave effective, August 27, 2025 through November 26, 2025
7. Jennifer Marder, English Teacher, Summit High School, paid leave effective, May 27, 2025 through June 17, 2025, unpaid leave effective, August 27, 2025 through November 26, 2025, unpaid child-care leave effective December 1, 2025 through November 30, 2026
8. Katherine Dietel, Mathematics Teacher, Summit High School, paid leave effective, February 19, 2025 through March 18, 2025, unpaid leave effective March 19, 2025 through June 17, 2025 (*revised* from the November 14, 2024 Agenda)
   Matthew Carder, Physical Education Teacher, Washington Elementary School, unpaid leave effective January 13, 2025 through April 10, 2025 (*revised* from the October 10, 2024 Agenda)

C. 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	Covering
Isabel Weiner	LCJSMS	Long-Term Physical Education Teacher Substitute	$265/day - with one overlap day at $125/day	March 20, 2025 (for the 2024-2025 school year)	Briana DeVito
Carolyn Mozes	LCJSMS	Long-Term Art Teacher Substitute	$400/day - with one overlap day at $125/day	March 3, 2025 through April 4, 2025	Brian Steger
Lauren Laudino	LHES	Long-Term Substitute Teacher	$265/day - with 2 overlap day at $125/day	April 14, 2025, or sooner, end date tbd	Alexandra Sullivan
Sophia Blanchard	LCJSMS	Long-Term Special Education Teacher Substitute	$265/day - with 2 overlap days at $125/day	March 28, 2025, or sooner, end date tbd	Dan Demarco
Evan White	LCJSMS	Long-Term Social Studies Teacher Substitute	$265/day, with 2 overlap days at $125/day	April 21, 2025, or sooner, end date tbd	Alex Whiteside

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

Name	Position	School	Step	Salary	Effective	Replacing
Greta Teixeira	Clerical Substitute	District	n/a	$18/hour	March 21, 2025	Greta Teixeira
Heidi Farber	Clerical Substitute	District	n/a	$18/hour	March 10, 2025	Heidi Farber

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

Name	Position	School	Effective
Noreen Bovery	Special Education Teacher	SHS	July 1, 2025
Michael Gorman	Inclusion Aide	SHS	July 1, 2025

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

Name	Position	School	Effective Date
Crystal Marr	Director of Student Personnel Services	District	April 29, 2025, or sooner
Jose Dominguez	Physical Education Teacher	SHS	March 18, 2025

G. Approval of the following Franklin Elementary School staff for Afterschool Enrichment classes at the curriculum rate of $50/hour, up to one hour per week, effective March 10, 2025 through April 25, 2025 (funded by the Franklin PTO):

1. Alana Albanese – Yoga

2. Michelle DeCastro - Crafty Corner
3. Maria Garavente- Jazz and Hip Hop
4. Ashley McMahon - Digital Creation
5. Jill Mills - Stop Motion Animation
6. Kaitlyn Ng - Jewelry Making

H. Approval to pay Leanne Ulrich, Secretary, $450.83 for 2 unused vacation days

I. Approval to pay Nataly Farias, Principal, Jefferson Elementary School, $2,716.67 for 5 unused vacation days

J. Approval to pay Simone Baskerville $80/per game, as a certified football clock operator for Summit High School Flag Football games for the 2025 spring athletic season

K. Approval to pay the following staff members the curriculum rate of $50/hour, for up to 4 hours each, for the JPC/WPC Technology Explorers Night, (paid via timesheet through SEF Grant F24101):

1. Amy Chambers (WPC)
2. Trudy Cohen (BES)
3. Carla Edmiston (WPC)
4. Nicole Finnegan (LCJSMS)
5. Jessica Jacobs (WPC)
6. Anna Kisker (WPC)
7. Kelly Klaif (WPC)
8. Ashley McMahon (FES)
9. Melissa Nassaney (WPC)
10. Matt Schachtel (BES)
11. Jennifer Schwarzenbek (FES)
12. Archana Shah (JPC)
13. Christopher Wilson (WPC)

L. Approval for Justin Liss, Special Education Teacher, Lawton C. Johnson Summit Middle School, to rescind the request for FMLA on the September 12, 2024 Agenda

M. Approval of the 2025 FLASH teacher assignments (list attached)

N. Approval for Chloe Genakos and Maria Rommel, Science/Eco Club, Lawton C. Johnson Summit Middle School, to be paid the stipend of $2,130/each for the 2024-2025 school year (*revised* from the June 13, 2024 Agenda)

O. Approval of Christian Bradley, Cristina Colineri, and Chloe Genakos, for High Impact Tutoring, up to 62 hours each, at the curriculum rate of $50/hour, for the 2024 - 2025 academic year. (paid via timesheet and funded by High Impact Tutoring Grant)

P. Approval of Shannon Audet for the stipend role of Drama Technical Support, Summit High School, Step-1A, $8,413, for the 2024-2025 school year (*revised* from the October 10, 2024 Agenda)

Q. Approval of Christian Bradley for the stipend role of Drama Technical Support, Lawton C. Johnson Summit Middle School, Step-1, $7,046, for the 2024-2025 school year (*revised* from the August 22, 2024 Agenda)

R. Approval to appoint Raymond Pedersen, as a residency investigator, as needed, at the rate of $125/hour

Motion was seconded by Ms. Erday. 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 5701 - Academic Integrity (New)
P 7441 - Electronic Surveillance In School Buildings and On School Grounds (M) Revised
R 7441 - Electronic Surveillance In School Buildings and On School Grounds (M) Revised

Second Reading
P 5512 - Harassment, Intimidation, or Bullying (M) (Revised)
P & R 9320 - Cooperation with Law Enforcement Agencies (M) (Revised)
P 2365 - Acceptable Use of Generative Artificial Intelligence (AI) (New)
R 7440 - School District Security - Internal Update
P 8500 - Food Services (M) (Revised)
P 9163 - Spectator Code of Conduct for Interscholastic Events (M) (New)

Motion was seconded by Ms. Kelly. 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 7:35 PM.

Respectfully submitted,

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