May 13, 2025

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education held a Reorganization/Regular Meeting on Tuesday, May 13, 2025 beginning at 6:30 PM in the LCJ Summit Middle School Auditorium. Those present: Mr. Cho, Ms. Cohn, Ms. Erday, Mr. Hanley, Ms. Justice, Ms. Kelly, and Mr. Mahecha.

Also present were Mr. Hough, Superintendent, Mr. Jess, School Business Administrator/Board Secretary, Ms. Sarno, Assistant Business Administrator, Mr. Gardella, Director of Human Resources, Mr. Margolis, Director of Special Education Services, Ms. Rocco, Director of Curriculum & Instruction, and Ms. Dickinson, Communications Officer. There were 60 people in attendance.

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.

OUTGOING PRESIDENT'S MESSAGE

Ms. Justice read the following:

"Good evening, everyone:

It is an honor to stand before you today as I conclude my term as President of the **Summit Board of Education**. As a child of educators and a proud product of public schools, it has been a true privilege to serve this community in this leadership role. As I reflect on this journey, I am filled with deep gratitude, a sense of accomplishment, and great optimism for the future of Summit schools and our community.

Serving as your Board President has been one of the most rewarding experiences of my life. Together, we have navigated complex challenges, made difficult decisions, and worked tirelessly to ensure that every student in our district receives the excellent education they deserve.

I want to sincerely thank my fellow board members for your dedication and partnership. We have consistently aimed to keep students at the center of every discussion and decision.

A special thank you to **Yon Cho**, as past president, and **Melanie Cohn**, as vice president, for your support, encouragement, and wisdom whenever I needed it.

To our two departing board members, **Jen Erday** and **Kelly Stanton**, your presence and insights will be deeply missed. I've thoroughly enjoyed working with both of you on committees, and getting to know the wonderful human beings you are has been a joyful and meaningful experience that I will never forget.

To our Superintendent Hough — you have been a true thought partner, and I've greatly valued working with you this year. As president, I had a front-row seat to the way you engage with your team, the board, our school district employees, and most importantly, our students. Your care and commitment to this district are truly admirable. You remain student-centered, which is essential to achieving our goals. Thank you for your leadership, your dedication, and your vision.

To the cabinet — your competence, thoughtfulness, and unwavering commitment are evident in everything you do. It's been a pleasure getting to know each of you, and I deeply value your partnership and leadership in your respective roles.

To our administrators, teachers, and support staff — thank you for your steadfast dedication. You are the heart of our district, and your daily efforts shape lives in powerful ways.

To the parents and families — thank you for your trust, your feedback, and your fierce advocacy for your children's education.

And to our students — you are why we do this work. Your curiosity, resilience, and boundless potential inspire every decision we make and every goal we set.

A final thank you to all the community partners who continue to show up and support the district in both big and small ways. Your collaboration enriches our schools, and we look forward to continuing these partnerships for years to come.

As I pass the gavel to our next president, I do so with full confidence in their leadership and vision. The future of the Summit School District is bright, and I am excited to witness the continued progress and innovation ahead.

Leadership changes, but our commitment to the Board's mission remains steadfast.

Thank you again for the opportunity to serve. It has been a distinct privilege and an honor.

In closing, I'd like to share a quote that I shared a year ago when I became Board president from one of my heroes, **Marian Wright Edelman**. The quote simply states, "***Education is for improving the lives of others and for leaving your community and world better than you found It."***

Mr. Cho added his thanks to both Jennifer Erday and Kelly Stanton for their great insights and valuable contributions to the Board.

Ms. Stanton thanked Mr. Hough and the members of his Cabinet for their love of the district, and said as the only board member with a child in all three levels of schools, she wants to remind everyone the reason for becoming a member of the BOE – the children: their safety, their well-being, and their education.

ADMINISTRATION OF OATH

School Business Administrator/Board Secretary Derek J. Jess administered the oath of office to Mark Gundersen and Richard Hanley, newly appointed board members.

ELECTION OF PRESIDENT

Mr. Jess asked for nominations for Board President.

Ms. Kelly moved approval of Melanie Cohn for President, noting the countless hours she has dedicated to the Board and states her experience and knowledge make her a great candidate.

Ms. Kelly moved approval of Melanie Cohn as Board President. Motion seconded by Mr. Cho. The roll was called, Ms. Cohn abstained, and all others present voted "Aye". The motion was declared adopted.

ELECTION OF VICE PRESIDENT

Ms. Cohn asked for nominations for Board Vice President.

Mr. Mahecha nominated Eileen Kelly for Board Vice President, stating that Ms. Kelly has shown great dedication to the Board through her service as Chair of the Operations committee, and will bring valuable experience and spirt to the role.

Mr. Mahecha moved approval of Eileen Kelly as Board Vice President. Motion seconded by Ms. Justice. The roll was called, Ms. Kelly abstained, and all others present voted "Aye". The motion was declared adopted.

PRESENTATION

1. Summit Educational Foundation – Spring 2025 Grants
   Susan Daniel, Grants Chair & Laura Lameo, Assistant Grants Chair

Mr. Cho moved the following:

> Approval to accept the Summit Educational Foundation Spring 2025 Grants in the amount of $260,809

Motion seconded by Ms. Kelly. The roll was called, Mr. Gundersen and Mr. Hanley abstained, and all others voted "Aye." The motion was declared adopted.

Ms. Kelly asked the cost of Panorama for next year. Mr. Jess responded.

Mr. Mahecha asked that SEF provide advanced notice and details on the grant information and details prior to voting.

STUDENT BOARD REPRESENTATIVE REPORT - None

NEW PRESIDENT'S ADDRESS

President Cohn read the following:

"Good evening. To begin, I would like to recognize our outgoing Board President, Walidah Justice. Walidah, your steady leadership has guided the Summit Public Schools

through demanding times. You brought clarity of purpose to our discussions, modeled respect in every debate, and never lost sight of the students we serve. I could say so much more, but I will only add that I appreciate you as a role model and as a friend.

I also want to take a moment to recognize and thank two dedicated community-minded leaders--Jen Erday and Kelly Stanton--as they conclude their terms. Between them, they've served on every committee of this Board. That kind of service is no small thing. It's evenings away from family, careful reading of budgets and policies, thoughtful listening, and sometimes hard decisions made in the best interest of our students and schools. Jen and Kelly, your contributions have helped shape the direction of the Summit Public Schools.

On behalf of the Board, and the entire Summit community I would like to thank the three of you --Walidah, Jen, and Kelly-- for your time, your care, and your unwavering dedication to excellence in education.

It's also my pleasure to welcome our newest Board members, Rick Hanley and Mark Gundersen. I look forward to working beside you.

As I assume the role of Board President, I will focus on three priorities

1. To uphold rigorous standards and support our educators in delivering outstanding instruction.

2. To manage district funds prudently, channeling resources toward the areas of highest educational return. and to maintain transparent budget practices.

3. To ensure that every student, in every school, has the opportunity to thrive.

I'm grateful for the confidence placed in me, and for the collaboration of my fellow Board members, Superintendent Hough, our dedicated teachers and staff, and our engaged community. Together, we will continue Summit's tradition of excellence and prepare our students to meet the challenges of tomorrow with knowledge, character, and confidence.

Finally, on behalf of the Board and the entire Summit community, I want to extend our sincere thanks to the Summit Educational Foundation, who tonight awarded 26 grants totaling more than $260,809. That's an extraordinary investment in student opportunity.

As we head into a season of celebrations—of concerts, exhibitions, awards, and graduations—we're reminded not only of what our students have achieved, but of the community that makes those achievements possible. Thank you to the SEF for your steadfast support of our teachers and students. Your partnership helps fuel the moments of joy, growth, and accomplishment we're so proud to celebrate. Thank you."

Ms. Kelly asked for clarification on approvals for Gallagher (item L) and Nisivoccia (item U). Mr. Jess responded.

REORGANIZATION APPOINTMENTS AND DESIGNATIONS

Ms. Kelly moved approval of the following items under Reorganization Appointments and Designations:

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

A. Approval of the following designations:
   1. Board Secretary - Derek J. Jess
   2. Custodian of Records - Derek J. Jess
   3. Public Agency Compliance Officer - Derek J. Jess
   4. School Safety Specialist - Robert Gardella
   5. Treasurer of School Moneys - Tammie Baldwin
   6. Attendance Officer - Laura Williams
   7. Affirmative Action Officer - Robert Gardella
   8. ADA/504 Compliance Officer - Gregory Margolis
   9. Homeless Liaison - Angela Seavy
   10. Asbestos Hazard Emergency Response Act - Karl & Associates/Kristian Byk
   11. Right to Know/IAQ/IPM - Kristian Byk
   12. Substance Abuse Coordinator - Monica Galasso
   13. Title IX Coordinator - Robert Gardella
   14. Anti-Bullying Coordinator - Laura Kaplan
   15. District State Testing Coordinator - Heather Rocco
   16. ESEA Coordinator - Heather Rocco
   17. Bilingual/ESL/ELS - Ana Ventoso
   18. District Educational Stability Specialist - Gregory Margolis
   19. Data Coordinator - Laura Williams
   20. Early Childhood - Heather Rocco

B. Approval to appoint the newly-elected Board President, Melanie Cohn, and newly-elected Board Vice President, Eileen Kelly, as Board of School Estimate members to complete the 2025 calendar year, effective May 13, 2025

C. Approval of Notice for 2025-2026 Board of Education Meeting Dates (as per attached)

D. Approval of Payroll Schedule for the 2025-2026 school year (as per attached)

E. Approval of appointment of Derek J. Jess as Qualified Purchasing Agent, Kathy Sarno as alternate Qualified Purchasing Agent, and Establishment of Bidding Threshold resolution (as per attached)

F. BOARD POLICIES - Be it Resolved that the written By-Laws, Board Policies, Regulations, and Job Descriptions previously and duly adopted contained in the Board of Education Policy Book, are hereby adopted by the Board and shall govern all actions and business to come before this Board

G. DISTRICT-WIDE CURRICULUM - Be it Resolved that the Summit Board of Education approves all existing curriculum, textbooks and school programs adopted to this date, which shall remain in effect. The Board may adjust the curriculum as the school year progresses

H. Business Office Purchasing Manual & Standard Operating Procedures Manual - Be it Resolved that the Business Office Purchasing Manual and Standard Operating Procedures Manual previously and duly adopted by the Board shall govern all purchases and procedures that fall under the responsibility of the School Business Administrator

I. Approval for Summit Public Schools to continue as a member of the Schools Health Insurance Fund (SHIF)

J. Approval of appointment of Derek J. Jess as a Fund Commissioner to the Schools Health Insurance Fund (SHIF), and Kathy Sarno, Alternate

K. Approval of the Schools Health Insurance Fund (SHIF) Indemnity and Trust Agreement effective July 1, 2025 to June 30, 2026

L. Approval of reappointment of Arthur J. Gallagher as "Broker of Record for Health Benefits" for the 2025-2026 school year at a cost of $89,000

M. Approval of reappointment of Willis, LLC, as "Broker of Record for Property Casualty" for the 2025-2026 school year

N. Approval of reappointment of Chasan, Lamparello, Mallon & Cappuzzo as Special Counsel for negotiations for the 2025-2026 school year at the rate of $170/hour

O. Approval of reappointment of Porzio, Bromberg & Newman, P.C., as district board attorneys for the 2025-2026 school year at the rate of $235/hour

P. Approval of reappointment of John B. Comegno II, Esquire, Comegno Law Group, P.C. as Special Counsel for the 2025-2026 school year at the rate of $225/hour for partners; $195/hour for associate attorneys and $100/hour for paralegals

Q. Approval of reappointment of EI Associates as district Architect of Record for the 2025-2026 school year at a cost of $205/hour for principal architects and $180/hour for senior associates

R. Approval of reappointment of Parette Somjen Architects as district Architect of Record for the 2025-2026 school year at the rate of $186/hour project based

S. Approval of appointment of Fraytak Veisz Hopkins Duthie as district Architect of Record for the 2025-2026 school year at the rate of $155/hour project based

T. Approval of reappointment of Edwards Engineering Group as district Engineer of Record for the 2025-2026 school year at the project-based rate of $180/hour project based

U. Approval of reappointment of Nisivoccia, LLP as district auditors for the 2025-2026 school year, and they are hereby authorized to carry out the 2024-2025 Annual Comprehensive Financial Review (ACFR) for the district at a cost of $85,000

V. Approval of reappointment of PenServ Plan Services, Inc. to serve as third party administrator (TPA) for the district's 403(b) and 457(b) plans for the 2025-2026 school year

W. Approval of AFLAC (American Family Life Assurance Company of Columbus) to offer voluntary paid supplemental insurance to all Summit School District full-time employees for the 2025-2026 school year

X. Approval for Legacy Benefits Group, LLC to provide Voluntary Life Insurance, Voluntary Long-Term Disability Insurance, and Voluntary Long-Term Care Insurance through New York Life to the employees of Summit Public Schools

Y. Approval to appoint All Risk Property Damage Restoration, 501 Kennedy Blvd., Somerdale, NJ 08083 as district emergency restoration company as needed for the 2025-2026 school year under N.J. State Approved Co-op Bid ESCNJ 1718-34

Z. Approval of Indoor Air Quality Plan revised May 1, 2025 in compliance with the Public Employees Occupational Safety and Health (PEOSH) Program, Indoor Air Quality (IAQ) Standard (N.J.A.C. 12:100-13)(2007)

AA. Bank Depositories -

ACCOUNT	**BANK**	**SIGNATORIES**
General Account	Citizens Bank	Board President/Business Administrator/ Assistant Business Administrator/ Treasurer of School Moneys
Benefits - Main Acct. (Aetna)	Citizens Bank	Deposit Only
Benefits - Aetna Reserve	Citizens Bank	Deposit Only
Benefits - FSA Account	Citizens Bank	Deposit Only
Payroll	Citizens Bank	Business Administrator/ Assistant Business Administrator/

		Treasurer of School Moneys
Payroll Agency	Citizens Bank	Business Administrator/ Assistant Business Administrator
Cafeteria	Citizens Bank	Business Administrator/ Assistant Business Administrator
Critchfield Scholarship	Citizens Bank	Board President/Business Administrator/ Assistant Business Administrator
Gottesman Family Foundation Scholarship	Citizens Bank	Board President/Business Administrator/ Assistant Business Administrator
Mame Louise Reynolds McGeorge Scholarship Fund	Citizens Bank	Board President/Business Administrator/ Assistant Business Administrator
Tom O'Rourke Scholarship Fund	Citizens Bank	Business Administrator/ Assistant Business Administrator
Unemployment	Citizens Bank	Business Administrator/ Assistant Business Administrator
FLASH	Citizens Bank	Business Administrator/ Assistant Business Administrator
SHS Athletics Account	Citizens Bank	Business Administrator/ Assistant Business Administrator
NJ/ARM Joint Account	U.S.Bank, N.A.	Business Administrator/ Assistant Business Administrator
NJ Cash Management Fund	State Street Bank	Business Administrator/ Assistant Business Administrator
Student Activities Account Summit H.S.	Citizens Bank	School Principal/Student Activities Auditor/Business Administrator/ Assistant Business Administrator
Student Activities Account LCJ Summit M.S.	Citizens Bank	School Principal/Student Activities Auditor/Business Administrator/ Assistant Business Administrator
Student Activities Account Brayton School	Citizens Bank	School Principal/School Secretary/ Business Administrator/ Assistant Business Administrator

Student Activities Account Franklin School	Citizens Bank	School Principal/School Secretary/ Business Administrator/ Assistant Business Administrator
Student Activities Account Jefferson School	Citizens Bank	School Principal/School Secretary/ Business Administrator/ Assistant Business Administrator
Student Activities Account Lincoln-Hubbard School	Citizens Bank	School Principal/School Secretary/ Business Administrator/ Assistant Business Administrator
Student Activities Account Washington School	Citizens Bank	School Principal/School Secretary/ Business Administrator/ Assistant Business Administrator
Student Activities Account Jefferson Primary Center	Citizens Bank	School Principal/School Secretary/ Business Administrator/ Assistant Business Administrator
Student Activities Account Wilson Primary Center	Citizens Bank	School Principal/School Secretary/ Business Administrator/ Assistant Business Administrator

BB. Establishment of Procedure for Signing of Checks

Whereas, the Summit Board of Education desires to establish procedures for authorized signatures to be placed on the various categories of checks issued by the Board;

Be It Resolved, that the signatures of the Board President, the Board Secretary and the Treasurer of School Moneys shall be required on checks issued in payment of bills; and

Be It Further Resolved, that the signature of the Treasurer of School Moneys shall be required on all checks issued with respect to payroll

CC. Approval of Petty Cash Fund

Whereas, the Board of Education has established a petty cash fund for the purpose of making immediate payments of comparatively small amounts; and

Whereas, the State Board of Education has amended N.J.A.C. 6:20-2.10 to establish requirements which strengthen the fiscal control and accountability for petty cash funds;

Be It Resolved, upon recommendation of the Business Administrator that the Summit Board of Education approve the following Petty Cash Accounts to be established and replenished by the rules and regulations for Petty Cash Funds:

BUSINESS OFFICE - $100.00 - Signatory: School Business Administrator/Asst. Business Administrator. Individual reimbursements not to exceed $50.00

OFFICE OF SPECIAL SERVICES - $100 - Director of Special Services and School Business Administrator. Individual reimbursements not to exceed $50.00

DD. Designation of Official Newspapers for Legal Notices

Be It Resolved, that the newspapers for the Board's legal ads to be hereby established as Union County Local Source (primary) and the Star Ledger (secondary)

EE. Tax Sheltered Annuity Companies

Be It Resolved, that upon the recommendation of the Business Administrator, the current Tax Sheltered Annuity Companies, in accordance with the district's agreement with PenServ Plan Services, Inc., as third party administrators, open for enrollment to any Summit Board of Education employee for the 2025-2026 school year:

- Equitable Advisors
- Lincoln Investment
- Corebridge Financial
- Vanguard

FF. Approval of Agreement for Participation and Coordinated Transportation Services for the 2025-2026 school year with:

- Union County Educational Services Commission (UCESC)
- Morris Union Jointure Commission (MUJC)
- Educational Services Commission of New Jersey (ESCNJ)
- Sussex County Regional Transportation Cooperative (SCRTC)
- Hunterdon County Educational Services Commission
- Educational Services Commission of Morris County
- Monmouth Ocean County Educational Services Commission
- Mercer County Educational Services Commission
- Delaware Valley Board of Education

GG. Approval of procurement of goods and services through state agencies (state contracts on file and active with the N.J. Department of Treasury, Division of Purchase & Property)

HH. Approval of Nonpublic Agreements with Educational Services Commission of New Jersey for the 2025-2026 school year for the following:

1. Nonpublic Title III Limited English Proficient Services Contract
2. Nonpublic Title III Immigrant Services Contract
3. Nonpublic Public Law 1988 Chapters 192-193 Agreement
4. Nonpublic Individuals with Disabilities Education Act - B Initiative
5. Nonpublic Nursing Services Agreement
6. Nonpublic Security Aid Program

7. Nonpublic Technology Initiative Program
8. Nonpublic Textbook Services Agreement

II. Approval of continued participation in various state and national cooperative contracts as a method of procurement in accordance with Chapter 139 PL 2011 as referenced in Local Finance Notice 2012-10, May 14, 2012 at no cost for the 2025-2026 school year to include:

- Educational Services Commission of NJ (ESCNJ)
- TCPN (The Cooperative Purchasing Network) Houston, TX
- GSA.GOV (United States General Services Administration) Washington, DC
- PEPPM Technology Bidding & Purchasing Program, Milton, PA
- US Commodities, Gaithersburg, MD
- Hunterdon County Educational Services Commission, Lebanon, NJ
- NASPO ValuePoint Cooperative Purchasing Organization
- National Joint Powers Alliance (NJPA) Staples, MN
- The Interlocal Purchasing System (TIPS) Pittsburg, TX
- 1 Government Procurement Alliance (1GPA) Phoenix, AZ
- Monmouth-Ocean Educational Services Commission (MOESC)
- GOVMVMT Cooperative Purchasing
- OMNIA Partners
- NCPA (National Cooperative Purchasing Alliance)
- E&I Cooperative Services, Inc.
- Bergen County NJ Cooperative Purchasing Alliance #CK04

Further be it resolved, that the QPA be authorized to procure goods and services through state agencies under state contracts that have been properly bid and awarded in accordance with public purchasing laws

JJ. Approval for the purpose of recognizing liability coverage for a board-sponsored activity or event for any organization affiliated with and supporting the schools that is recognized by the Board of Education, at the discretion and approval of the Superintendent of Schools and School Business Administrator. Furthermore, the officers and members of the organization, but only with respect to their liability for activities they perform on behalf of the designated organization, are hereby covered under the district's insurance, subject to the policy terms and conditions; however, this insurance is excess over any other insurance, whether primary, excess or any other basis

KK. Approval of the following Board of Education Committees for 2025-2026:

1. <u>Communications Committee</u>
   J. Carlos Mahecha, Chair
   Mark Gundersen
   Eileen Kelly
   Yon Cho, alt.

2. Education & Student Activities/Services Committee
Yon Cho, Chair
Melanie Cohn
Walidah Justice
J. Carlos Mahecha, alt.

3. Negotiations & Personnel Committee
Melanie Cohn, Chair
Rick Hanley
Eileen Kelly
Walidah Justice, alt.

4. Operations Committee
Rick Hanley, Chair
Eileen Kelly
J. Carlos Mahecha
Yon Cho, alt.

5. Policy Committee
Walidah Justice, Chair
Rick Hanley
Mark Gundersen
Eileen Kelly, alt.

LL. Approval of the following Liaison Assignments:
Community Liaison - Melanie Cohn
Garden State Coalition - J. Carlos Mahecha
SEF Board - Yon Cho, *Rick Hanley, alt.*
Union County Ed Services Commission - Walidah Justice
N.J. School Boards Delegate - Melanie Cohn
Union County School Boards Delegate - Mark Gundersen
PTO President's Council - Melanie Cohn
City of Summit Athletic Field User Fee Group - Executive & Management - Melanie Cohn and Eileen Kelly

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

SUPERINTENDENT'S COMMENTS

Mr. Hough spoke about the following:

- Thanks to Jennifer Erday and Kelly Staton for their service on the Board
- District happenings, including: Kindergarten field day; dedication of a plaque at Brayton for Dr. Moretz's many years of service; Springfest at Washington; Jefferson School nurse, Bea Mendez, named School Nurse of the Year; Mental Heal awareness events throughout the district and City
- Congratulations to Jenna Colineri and Eric Fontes, two talented leaders

SUPERINTENDENT'S REPORT

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

A. Report of Change of Assignment by the Superintendent:

1. Approval to appoint the following staff position:

Name	Position	School	Step/Salary	Effective
Jenna Colineri	From Assistant Principal - LCJSMS to Principal	FES	$131,000	July 1, 2025, for the 2025-2026 school year
Eric Fontes	From Interim Assistant Principal - LCJSMS to Assistant Principal	LCJSMS	No change	May 16, 2025, for the remainder of the 2024-2025 school year

Motion seconded by Ms. Justice. The roll was called, Mr. Gundersen and Mr. Hanley abstained, and all others voted "Aye." The motion was declared adopted.

There was a 5-minute break at this time.

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

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

B. Resolve to affirm the Superintendent's recommendation of the HIB investigation(s) for the period of 3/5/2025 - 4/10/2025 and review the Superintendent's recommendation of the HIB investigation(s) for the period of 4/8/2025 - 5/2/2025. These report summaries are outlined in the confidential reports shared with the Board of Education members and on file in the Superintendent's office.

C. Resolve to review the Superintendent's recommendation of the suspensions for the period of 4/01/2025 – 4/30/2025 as outlined in the confidential reports shared with the Board of Education members and on file in the Superintendent's office.

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

ADDITIONS/REVISIONS TO THE AGENDA

Mr. Jess announced one revision to the agenda, and noted the June 12th meeting will begin at 6pm.

COMMITTEE REPORTS

A. Education & Student Activities/Services Committee – Ms. Justice reported on the following: piloted K-2 ELA curriculum; PD plan; MLL summer program available this summer; standardized testing in May

B. Operations Committee – Ms. Kelly reported on the following: construction update; RODS grants update
C. Policy Committee – Mr. Mahecha reported on the following: thanks to Ms. Erday for her commitment to the Board; review of policies on the agenda
D. Communications Committee – Ms. Cohn reported on the following: announcement of new Franklin principal; district-wide survey rolled out; upcoming important dates; mental health remains a priority and is provided t hrough our counselors and CST members
E. Negotiations Committee – No report
F. Liaison Reports – No report

PUBLIC COMMENT

Tiffany Bennett, SEA President, stated they were disappointed the union not involved in the early stages of the budget process; the elimination of positions is difficult.

Two FPPA teachers stated they believe that administrators are leaving the district due to the budget instability.

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

APPROVAL OF BOARD MINUTES

Mr. Cho 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. April 23, 2025 Special Meeting
2. April 24, 2025 Regular Meeting

Motion seconded by Ms. Kelly. Mr. Gundersen and Mr. Hanley abstained, and approved by voice vote.

CURRICULUM / INSTRUCTION / PROGRAM

Ms. Justice moved approval of the following items listed under Curriculum/Instruction/Program:

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

A. Approval to set the last day of school for students PreK through 12th grade - single session on Monday, June 16, 2025 and last day for staff on Tuesday, June 17, 2025

B. Approval of Memorandum of Agreement with Montclair State University, Upper Montclair, NJ 07043 for students enrolled in the School Psychology Program to provide intern services to the district during the 2025-2026 school year

C. Approval of Affiliation Agreement with Seton Hall University, 400 South Orange Avenue, South Orange, NJ 07079 to provide students in its School of Health and Medical Sciences, through their Clinical Education Program, clinical training in the field of speech-language pathology from June 1, 2024 to May 31, 2029

D. Approval of School Psychology Professional Diploma Program Affiliation Agreement with Kean University, 1000 Morris Avenue, Union, NJ 07083 to provide a qualified graduate student with a full-time internship experience in the field of school psychology and provide services to the district from September 1, 2025 till June 30, 2026

E. Approval of the following recommendation for the 2025-2026 school year:
1. District Anti-Bullying Coordinator: Laura Kaplan
2. Summit High School, Anti-Bullying Specialists: Elizabeth Aaron, Brian Murtagh, Laura Kaplan
3. LCJ Summit Middle School, Anti-Bullying Specialists: Eric Fontes, Laura Muller
4. Brayton Elementary School, Anti-Bullying Specialist: Alexis Esposito
5. Franklin Elementary School, Anti-Bullying Specialist: Lea Audino
6. Jefferson Elementary School, Anti-Bullying Specialist: Lauren Mortenson
7. Lincoln-Hubbard Elementary School, Anti-Bullying Specialist: Erica Dorsey
8. Washington Elementary School, Anti-Bullying Specialist: Andrea Sadow
9. Wilson Primary Center, Anti-Bullying Specialist: Sydnie Burnett
10. Jefferson Primary Center, Anti-Bullying Specialist: Lauren Mortenson

F. Board resolution authorizing the Affirmative Action Team to Conduct the needs assessment and develop a Comprehensive Equity Plan

Motion seconded by Ms. Kelly. The roll was called, Mr. Gundersen and Mr. Hanley abstained, and all others voted "Aye." The motion was declared adopted.

FINANCE

Mr. Cho moved approval of the following items under Finance:

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

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

1.	Regular Bills	Fund 10	$1,455,537.11
2.	Special Revenue	Fund 20	$ 87,203.14
3.	Capital Projects	Fund 30	$ 60,522.27
4.	Enterprise Fund	Fund 60	$ 40.71
	Sub Total All Funds		$1,603,303.23

5.	Food Service	Fund 61	$ 149,118.84
	Total All Bills		$1,752,422.07

B. Approval of the monthly payroll for April 2025 - $5,521,109.96

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

D. Approval of Secretary and Treasurer's Report for March 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 March 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 to accept a donation in the amount of $800 from the Washington School PTO to pay Lou Steele for running the Washington School play

H. Approval to accept the donation of an end-of-year gift of sports equipment, from Jefferson School 5th graders and their families to Jefferson School, valued at $785.90

I. RENOVATIONS AT TATLOCK FIELD HOUSE

WHEREAS, the Summit Board of Education advertised for bids for the Renovations at Tatlock Field House ("Project"); and

WHEREAS, the lowest responsible bid for the Project was submitted by GPC, Inc., 20 East Willow Street, Millburn, NJ in the amount of $3,712,000, inclusive of a contingency allowance in the amount of $300,000 and plumbing allowance in the amount of $50,000; and

WHEREAS, the bid submitted by GPC, Inc. is responsive in all materials respects; and

WHEREAS, the Board desires to award the contract for the Project to GPC, Inc.

NOW THEREFORE BE IT RESOLVED:

1. The Board hereby awards the contract for Renovations at Tatlock Field

House to GPC, Inc. in a total contract amount of $3,712,000.

2. This award is expressly conditioned upon GPC, Inc. 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.

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

Kent Place School	$7,000.00
Oak Knoll School	$1,532.98

K. Approval of Special Education Tuition Contract with Union County Education Services Commission, 45 Cardinal Drive, Westfield, NJ 07090 covering any and all students attending one or more schools operated by UCESC during the 2025-2026 school year, including Child Study Team Services

L. Approval of Tuition Agreement with Union County Vocational-Technical Schools, 1776 Raritan Road, Scotch Plains, NJ 07076 for students attending UCVTS for the 2025-2026 school year

M. Approval of the School-Based Agreement for Occupational/Physical Therapy Related Services with Children's Specialized Hospital D/B/A Children's Specialized Hospital School Services, 150 New Providence Road, Mountainside, NJ 07092 to provide OT/PT services for the 2025-2026 school year at a cost of $89.99/hour, and speech therapy at a cost of $96/hour as needed

N. Approval of Contract with Advancing Opportunities, 610 Beverly Rancocas Road, Willingboro, NJ 08046 for evaluations for the 2025-2026 school year, as needed, at a cost of $1250 per Assistive Technology evaluations and $1450 per AAC evaluation

O. Approval of Renewals with Frontline Education for the 2025-2026 school year for subscriptions to the 504 Program Management and IEP Direct systems at a cost of $14,217.26; and Frontline Central Solution, including applicant tracking and absence & substitute management at a cost of $37,894.84

P. Approval of Quote from RethinkEd, 49 West 27th Street, Floor 8, New York, NY 10001 for unlimited access to RethinkEd Bundle: District Wide Access Unlimited Virtual Coaching for the 2025-2026 school year at a cost of $26,720 Note: Funded by IDEA

Q. Approval of Agreement with Learning Tree Multicultural/Multilingual Evaluation and Consulting, Inc.,18 Sheppard Place, Suite G, Edison, NJ 08817 to provide evaluations for the 2025-2026 school year, as needed, at a cost of $830/evaluation in Spanish and $880/evaluation in other languages

R. Approval of Agreement with Califon Consultants, LLC, 86 Annin Road, West Caldwell, NJ 07006 to provide Seniority Management Services for the 2025-2026 school year at a cost of $3,450

S. Approval of the proposal dated April 23, 2025 from Centurion Printing, 8998 Route 14, Suite 114, Old Bridge, NJ 08857 for the 2025-2026 Printed Materials at a cost of $16,430.50
Additional quote requested: Print Media, Springfield, NJ - No quote

T. Approval of Agreement with AFC Urgent Care, 1286 Springfield Avenue, New Providence, NJ 07974 to provide services, as needed, during the 2025-2026 school year as listed on the fee proposal

U. Approval of Renewal and Amendment of Athletic Trainer Services Agreement with AHS Hospital Corporation, 475 South Street, Morristown, NJ 07962 to provide per diem athletic trainer services at a cost of $70/hour from July 1, 2025 to June 30, 2026

V. Approval of Settlement Agreement and General Release between Summit Board of Education and parents of student #3916217502 as per attorney recommendation

W. Approval of agreement with Accurate Language Services Translation & Interpretation, 501 Grand Ave, Asbury Park, NJ 07712 for interpretation services, at the in-person interpretation rate of $140/hour, plus mileage, up to 12 hours, and over-the-phone interpretations (rates vary) for the 2025-2026 school year

X. Approval of Consulting Agreement with Jason Dean, MD LLC/DBA: The Center for Developmental Psychiatry, 400 Frank W. Burr Boulevard, No. 6, Teaneck, NJ 07666 to provide psychiatric evaluations and consultation services at a cost of $1,000 per psychiatric evaluation during the 2025-2026 school year

Y. Approval of Renewal Proposal #46562 from Learning Ally, 20 Roszel Road, Princeton, NJ for district-wide license renewals to access the Learning Ally online library at a cost of $11,172.78 during the 2025-2026 school year Note: Partially funded by IDEA

Z. Approval of Agreement with Romana Kulikova, MD, NJ Neurology, Inc., 400 Center Street, Garwood, NJ 07027 to provide neurological/neurodevelopmental evaluations for the 2025-2026 school year, as needed, at a cost of $650/evaluation in the office or at school

Motion seconded by Ms. Justice. The roll was called, Mr. Gundersen and Mr. Hanley abstained, and all others voted "Aye." The motion was declared adopted.

SCHOOL BOARD OPERATION

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

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

A. Approval for Summit Board of Education to borrow and use the Case II L620 Backhoe currently stored at the Berkeley Heights Board of Education grounds garage, 345 Plainfield Avenue, Berkeley Heights, NJ and the Tow Behind Aerator/Seeder that is currently stored at Governor Livingston H.S., 175 Watchung Boulevard, Berkeley Heights, NJ from now until May 22, 2025

B.

SUMMIT BOARD OF EDUCATION
FOOD SERVICE 2025-2026
MANAGEMENT FEE LANGUAGE

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 2025-2026

1. FSMC Fee:

   The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of $170,265.00 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 $17,026.50 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 for the 2025-2026 school year

3. Total Cost of Contract: Total expenses (cost) include food, labor, supplies, other expenses, and FSMC management fee.
   The Total Cost of Contract is $2,142,840.08

Motion was seconded by Ms. Justice. The roll was called, Mr. Gundersen and Mr. Hanley abstained, and all others voted "Aye." The motion was declared adopted.

PERSONNEL

Ms. Cho moved approval of the following items under Personnel:

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

A. Approval of reappointment of Certificated and Non-Certificated Staff for the 2025-2026 school year (list attached)

B. Approval of reappointment of Central Administration, Certificated Administration, and Non-Represented Staff for the 2025-2026 school year (list attached)

C. Approval to appoint all certificated staff to provide home instruction for the 2025-2026 school year at the home instruction rate of $50/hour

D. Approval to appoint all staff members to work as Athletic Event Workers, as needed, for the 2025-2026 school year

E. Approval of the Athletic Event Worker rates for the 2025-2026 school year (list attached)

F. Approval to appoint all certificated staff to participate in summer 2025 IEP meetings at the curriculum rate, as needed

G. Approval to appoint all aides in-district to support special education students in after-school activities, as needed, at the appropriate hourly rate for the 2025-2026 school year to be paid via timesheet (IDEA Funded)

H. Approval to appoint Ann Zanelli as the district nurse coordinator for the 2025-2026 school year at the SEA negotiated rate

I. Approval to utilize the Kim Marshall Teacher and Principal Evaluation Models for professional evaluations during the 2025-2026 school year

J. Approval to appoint staff for the ESY 2025 positions per hour rate (list attached)

K. Approval of the Special Services recommendations for summer 2025 employment (list attached)

L. Approval to appoint the following new staff, pending criminal history review, background checks are required by law, and ability to obtain appropriate NJ certification:

Name	**Position**	**School**	**Step/ Salary**	**Effective**	**Replacing**
Julieta Quinteros Amat	Long-Term English Teacher Substitute	SHS	$265/day	May 19, 2025 with 2 overlap days at $125/day, for the remainder of the 2024-2025 school year	Jennifer Marder

Meghan Tarashuk	Long-Term Grade 5 Teacher Substitute	LHES	$265/day - with one overlap day at $125/day	May 27, 2025, for the remainder of the 2024-2025 school year	Ashley Fuchs

M. 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**
Jason Siderman	$125/day	May 5, 2025
Joseph Esmerado	$125/day	May 14, 2025
Karen Cotter	$125/day	May 8, 2025
Andre Weinberger	$125/day	May 12, 2025
Olivia Pagnillo	$125/day	May 14, 2025

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

1. Elizabeth Grawehr, Grade 3 Teacher, Washington Elementary School, paid leave effective, October 3, 2025 through November 5, 2025, unpaid leave effective, November 10, 2025 through February 17, 2026
2. Cherylin Fano, Grade 4 Teacher, Lincoln-Hubbard Elementary School, paid leave effective, March 4, 2025 through May 21, 2025, unpaid leave effective, May 22, 2025 through October 30, 2025 (*revised* from the December 12, 2024 and April 24, 2025 Agendas)
3. Jennifer Marder, English Teacher, Summit High School, paid leave effective, May 19, 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 (*revised* from the March 20, 2025 Agenda)
4. Bianca Ratner, Grade 3 Teacher, Jefferson Elementary School, paid leave effective, October 14, 2025 through November 26, 2025, unpaid leave effective, November 27, 2025 through March 6, 2026

O. Approval of the following Changes of Assignment:

1. Nicole Finnegan, from Technology Coach, Lawton C. Johnson Summit Middle School, to Elementary Classroom Teacher, Franklin Elementary School, no change in salary, effective July 1, 2025 for the 2025-2026 school year, replacing Justyna Fisler
2. Carrie Odgers Lax, from Technology Coach, Summit High School, to Grade 4 Teacher, Lincoln-Hubbard Elementary School, no change in salary, effective July 1, 2025 for the 2025-2026 school year, replacing Amanda Weisman
3. Karen Doherty, from Librarian, Lawton C. Johnson Summit Middle School, to 7th Grade ELA Teacher, no change in salary, effective July 1, 2025 for the 2025-2026 school year, replacing Mallory Mortillaro

4. Bonnie Weinstein, from Technology Coach, Elementary Schools, to Special Education Teacher, Lawton C. Johnson Summit Middle School, no change in salary, effective July 1, 2025 for the 2025-2026 school year, replacing Marilyn Rand
5. Michael Kutiak, from Inclusion Aide, Lincoln-Hubbard Elementary School, to Inclusion Aide, Lawton C. Johnson Summit Middle School, effective April 30, 2025 through May 7, 2025, effective May 8, 2025, Inclusion Aide, Wilson Primary Center for the remainder of the 2024-2025 school year
6. Avanti Shukla, from Inclusion Aide, Lawton C. Johnson Summit Middle School, to Inclusion Aide, Lincoln-Hubbard Elementary School, no change in salary, effective April 30, 2025, for the 2024-2025 school year, replacing Michael Kutiak
7. Monica Galasso, from Student Assistance Coordinator, Lawton C. Johnson Summit Middle School, to Student Assistance Coordinator, Summit High School, no change in salary, effective August 27, 2025, for the 2025-2026 school year, replacing Amy Herber
8. Matthew Schachtel, from Technology Coach, Elementary Schools, to FPPA Teacher, Summit High School, no change in salary, effective July 1, 2025 for the 2025-2026 school year, replacing Azalia Vaseghi

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

Name	Position	Salary	Effective
Tyler Gallitelli	Custodian	$17/hour	June 23, 2025, for summer hours
Kevin Sekulic	Clerical	$18/hour	May 7, 2025

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

Name	Position	School	Effective
Iris Nunez	Secretary	LCJSMS	September 1, 2025

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

Name	Position	School	Effective
Esther Loor	Principal	FES	June 30, 2025
Karen Forgione	Supervisor of Fine, Performing and Practical Arts	SHS	June 30, 2025
Jennifer Sheehan	Special Education Teacher	LCJSMS	June 30, 2025

Christian Bradley	Theater Technology/Film Teacher (STEAM)	LCJSMS	June 30, 2025
Jacqueline DellaPietro	STEAM Teacher	FES	June 30, 2025
Michelle Cucciniello	Lunch Aide	WPC	May 2, 2025
Tiffany Moreno	Special Education Teacher	SHS	June 30, 2025
Dena Leslie	K-5 Instructional Facilitator	JPC/WPC, BES, FES, JES, LHES, WES	June 30, 2025
Caroline Bandelli	Math Teacher	SHS	June 30, 2025

S. Approval of the coach recommendations for the summer/fall 2025 (list attached)

T. Approval to pay Crystal Marr $11,834.38 for 17.5 unused vacation days

U. Approval of Mercedes Priolo, Secretary, Lawton C. Johnson Summit Middle School, to receive the Auditor stipend of $3,944 - Step-1-A, for the 2024-2025 school year

V. Approval to appoint Julia Jo as a Home Instruction Tutor, $50/hour, paid via timesheet, effective May 5, 2025

W. Approval to appoint Jeffrey Fluharty to the stipend position of Roaring Jaguar (RJTV), Step-3, $3,291 for the 2025-2026 school year

X. Approval to appoint Katelyn George to the stipend position of Jefferson Elementary School Student Council Advisor, Step-3, $5,050 for the 2025-2026 school year

Y. Approval of Ian Bell, Jefferson Elementary school, Morning Intramurals, at the stipend of $4,109, for the 2025-2026 school year

Z. Approval of Kristen Shuman as the Lead STEAM teacher for the 2025-2026 school year with a stipend of $3,500

AA. Approval to abolish the following job descriptions effective July 1, 2025 (as per attached):
1. Director of Student Personnel Services
2. Mental Health Clinician
3. Library Clerk/Secretary

BB. Approval to appoint the following staff as Jefferson Actors Guild - (J.A.G.) advisors, up to 80 hours each, at the curriculum rate of $50/hour, for the 2025-2026 school year (reimbursed by the JES Student Activity Account):
1. Jeffrey Fluharty

2. Kristen Shuman

CC. Approval for Jessica Iandioro to be paid as an Inclusion Aide, after school hours, at the rate of an Inclusion Aide Step-3, $30.43/hour, for the 2024-2025 school year, paid via timesheet

DD. Approval of Louis Steele, Washington Elementary School, Washington School 5th Grade Play, up to 71 hours at the curriculum rate of $50/hour, effective February 10, 2025 through March 21, 2025, (funded by the Washington PTO), (*amended* from the February 13, 2025 Agenda)

EE. Approval to pay Kimberly Leary, Brayton Elementary School, for the PTO After School Enrichment Program, Disc Golf, up to 12.5 hours, at the curriculum rate of $50/hour, (funded by the Brayton PTO)

FF. Approval to pay Mary-Ann Terrett for summer substitute clerical work, $18/hour, up to 50 hours

GG. Approval to pay the following staff, to assist the Athletic Director, as needed, at the curriculum rate of $50/hour, for a total of 50 hours per month, for the 2025-2026 school year, (paid via timesheet):

1. Roland Bussiere
2. Allison Flockhart
3. Grace Kobilarcik
4. Morgan Mohlmann
5. Brooke Simandl

HH. Approval of Alyssa Roncallo, Jefferson Elementary School, to work the 2025 Summer Academy Program, at the curriculum rate of $50/hour, not to exceed 60 hours or $3,000, from June 23, 2025 through July 17, 2025 (funded by Title 1)

II. Approval of Lindsay Roller, Brayton Elementary School, to work the 2025 Summer Academy Program, at the curriculum rate of $50/hour, not to exceed 60 hours or $3,000, from June 23, 2025 through July 17, 2025 (funded by Title 1)

JJ. Approval to pay Vanessa Hernandez, Summit High School, Instructor for the Spring 2025 - Bilingual Literacy program at the co-curricular stipend of $1,500 (paid through the Gottesman Fund)

KK. Approval of Paola Acosta, Secretary to the Athletic Director, Summit High School, to work up to 50 hours during the summer of 2025 at $37/hour, for additional work required (paid via timesheet)

LL. **RESOLUTION TO RIF POSITIONS**

WHEREAS, N.J.S.A. 18A:28-9 authorizes a "board of education to reduce the number of teaching staff members, employed in the district whenever, in the judgment of the board, it is advisable to abolish any such positions for reasons of

economy or because of reduction in the number of pupils or of change in the administrative or supervisory organization of the district or for other good cause upon compliance with the provisions of this article."

WHEREAS, for reasons of economy, the Board finds it advisable to implement a reduction in force.

NOW THEREFORE BE IT RESOLVED, by the Summit Board of Education that, upon recommendation of the Superintendent, the following positions have been abolished as a result of a reduction in force:

1. Library Secretary (5)
2. Librarian (1)
3. Tech Coach (4)
4. Instructional Aides (10)
5. Non-Instructional Aides (9)
6. Director of Student Personnel Services (1)
7. Mental Health Clinician (1)
8. Special Education Teacher (1)

BE IT FURTHER RESOLVED, that the Board authorizes the Board Secretary and/or Superintendent to notify all affected employees of their employment status and to take all action to effectuate the terms of this Resolution.

Motion was seconded by Ms. Kelly. The roll was called, Mr. Gundersen and Mr. Hanley abstained, and all others voted "Aye." The motion was declared adopted.

POLICIES & REGULATIONS

Ms. Kelly moved approval of the following items under Policies & Regulations:

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

A. First Reading
P 1523 - Comprehensive Equity Plan (M)
P 2411 - School Counseling (M)
P 5112 - Entrance Age - internal change
R 5440 - Honoring Student Achievement (R)
P 5755 - Equity in Educational Programs and Services (M) (Abolished)

Motion was seconded by Mr. Mahecha. The roll was called, Mr. Gundersen and Mr. Hanley abstained, and all others voted "Aye." The motion was declared adopted.

ADJOURNMENT

Motion by Ms. Kelly, seconded by Ms. Justice and carried to adjourn the meeting at 7:48 PM.

Respectfully submitted,

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