SUMMIT BOARD OF EDUCATION

The Mission of the Summit Public School District is to prepare all students to thrive in an evolving world.

MEETING AGENDA
Thursday, September 11, 2025 ~ 6:00 PM
Summit H.S. Media Center

I. CALL TO ORDER AND FLAG SALUTE

II. PUBLIC NOTICE - BOARD SECRETARY

In accordance with the requirements of the Open Public Meetings Act, I wish to announce that:
"The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meeting of bodies at which any business affecting their interests is discussed or acted upon. Notices announcing the date, time and place for this Meeting were sent to all concerned individuals, associations and sent to *Union County Local Source* in accordance with Chapter 231, P.L. 1975."

III. ROLL CALL

Board Members	Present	Absent
Ms.Melanie Cohn, President		
Ms. Eileen Kelly, Vice President		
Mr. Yon Cho		
Mr. Mark Gundersen		
Mr. Rick Hanley		
Ms. Walidah Justice		
Mr. J. Carlos Mahecha		

Others Present:
Mr. Scott Hough, Superintendent of Schools
Mr. Robert Gardella, Dir. of Human Resources
Mr. Gregory Margolis, Dir. of Special Services
Ms. Laurene Dickinson, Communications Officer
Mr. Derek J. Jess, Business Administrator/Board Secretary
Ms. Kathy Sarno, Asst. Business Administrator
Ms. Heather Rocco, Dir. of Curriculum & Instruction

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IV. PRESENTATIONS & DISCUSSIONS

A. Recognition of 25 Years of Service
B. Recognition of Newly Tenured Staff

Break - 5 minutes

C. 2025-2026 Board Goals - Scott Hough

V. PRESIDENT'S ANNOUNCEMENTS

VI. SUPERINTENDENT'S REPORT
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RESOLVED that the Summit Board of Education, upon the recommendation of the Superintendent:

A. Report of New Hires by the Superintendent
   1. Approval to appoint the following new staff, pending criminal history review, background checks are required by law, and ability to obtain appropriate NJ certification:

Name	Position	School	Step/Salary	Effective	Replacing
Gloria Wang	ESL Teacher	SHS	MA-Step-9-10, $74,515 (prorated based on start date)	October 6, 2025, or sooner, with 2 overlap days at $125/day for the 2025-2026 school year	Caitlin Reilly

Motion by _____, seconded by _____
Mahecha Justice Hanley Gundersen Cho Kelly Cohn

B. Resolve to affirm the Superintendent's recommendation of the HIB investigation(s) for the period of 6/9/2025 - 6/16/2025. These report summaries are outlined in the confidential reports shared with the Board of Education members and on file in the Superintendent's office.

Motion by _____, seconded by _____
Mahecha Justice Hanley Gundersen Cho Kelly Cohn

VII. STUDENT BOARD REPRESENTATIVE REPORT
Lily Silver & Hadley Taylor, Student Representatives

VIII. ADDITIONS / REVISIONS TO THE AGENDA

IX. COMMITTEE REPORTS

A. Education and Student Activities/Services Committee
B. Operations Committee
C. Policy Committee
D. Communications Committee
E. Negotiations and Personnel Committee
F. Liaison Reports

X. PUBLIC COMMENT

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

Motion by _____, seconded by _____ (to close following public comment)
Mahecha Justice Hanley Gundersen Cho Kelly Cohn

REMAINDER OF MEETING

XI. 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. August 21, 2025 Regular Meeting & Executive Session

Motion by _____, seconded by _____

Mahecha Justice Hanley Gundersen Cho Kelly Cohn

XII. CURRICULUM / INSTRUCTION / PROGRAM

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

A. Approval of the new and revised curriculum for the 2025-2026 school year (list attached)

B. Approval of an out-of-state and overnight field trip to Yale University, New Haven, Connecticut, September 19-21, 2025 for Summit High School Speech/Debate Club to participate in a Speech Tournament

Motion by _____, seconded by _____

Mahecha Justice Hanley Gundersen Cho Kelly Cohn

XIII. FINANCE

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

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

1.	Regular Bills	Fund 10	$1,268,368.39
2.	Special Revenue	Fund 20	$ 109,525.16
3.	Capital Projects	Fund 30	$ 5,231.50
4.	Enterprise Fund	Fund 60	$ - 0 -
	Sub Total All Funds		$1,383,125.05
5.	Food Service	Fund 61	$ 9,007.07
	Total All Funds		$1,392,132.12

B. Approval of the monthly payroll for August 2025 - $1,144,654.31

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

D. Approval of Secretary and Treasurer's Report for July 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 July 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 the donation of gift cards from Acme Markets Foundation in the amount of $5,025

H. Approval of the Summit Board of Education, through contract with the Educational Services Commission of New Jersey, authorize the administrative personnel of the Commission to conference, discuss, and solicit input in the development of the nursing services contract documents for the 2025-2026 school year which provides nursing services to the following nonpublic schools located in the Summit school district:

- Central Presbyterian Church & School
- Oak Knoll School of the Holy Child
- Oratory Catholic Prep
- Jump Immersion School
- St. Teresa Early Childhood Center

Nursing services to be provided first by assignment of a licensed nurse and the purchase of supplies and equipment necessary to implement the law and code N.J.A.C. 6:29-8 include:

1. Assistance with medical examinations, including dental screening
2. Audiometric screening
3. Maintenance of student health records, including immunizations
4. Scoliosis screening
5. Adopt written policies and procedures extending the emergency care provided to the public school pupils to those pupils who are enrolled full time in the nonpublic school who are injured or become ill at school or during participation on a school team or squad.

After required nursing services are provided depending on available funding, additional medical services may be provided.

I. Approval of Tuition Contract with CHA Learning Centers, Inc., t/a Honor Ridge Academy, 342 Madison Hill Rd, Clark, NJ 07066 for student #5470323921 to attend for the 2025-2026 school year beginning September 3, 2025 at a cost of $98,189

J. Approval of Tuition Contract with Celebrate the Children, 230 Diamond Spring Rd, Denville, NJ 07834 for student #2917669339 to attend for the 2025-2026 school year beginning September 4, 2025 at a cost of $121,680

K. Approval of Tuition Contract with Terranova Group, Inc. dba Chapel Hill Academy, 31 Chapel Hill Rd, Lincoln Park, NJ 07035 for student #4853405451 to attend for the 2025-2026 school year beginning September 4, 2025

L. Approval of Tuition Contract with Shepard School, 2 Miller Road, Kinnelon, NJ 07405 for student #6573877010 to attend for the 2025-2026 school year beginning September 2, 2025 at a cost of $92,636.43 *(replaces contract approved June 12, 2025)*

M. Approval for the following extended summer transportation arrangements with Sussex County Regional Transportation Cooperative (SCRTC) for the 2025-2026 School Year:

Student ID	School	Route	Contractor
#7882454407	ECLC	SQ-007	Complete Care
#6229159959	Glenview Academy	SQ-069	Mass

Approval for the extended summer transportation contract with Sussex County Regional Transportation Cooperative (SCRTC) for the 2025-2026 School Year in accordance and subject to the CPI increase of 3.57% as listed below:

Contractor	Route #	Aide Per Diem Rate	Per Diem Cost
Complete Care	SQ-007	$50.00	$450.00
Mass	SQ-069	$250.00	$291.00

N. Approval for the following **extended school year** transportation arrangement with Monmouth-Ocean Educational Services Commission for the 2025-2026 School Year:

Student ID	School	Route	Contractor
#5302980353	Jefferson Elementary	ESY557	3Ms Transportation

Approval for the **extended school year** transportation contract with Monmouth-Ocean Educational Services Commission for the 2025-2026 School Year in accordance and subject to the CPI increase of 3.57% as listed below:

Contractor	Route #	Aide Per Diem Rate	Per Diem Rate
3Ms Transportation	ESY557		$186.00

O. Approval for the following **extended summer transportation** arrangements with Union County Educational Services Commission for the 2025-2026 School Year:

Student ID	School	Route	Contractor
#1380095375	Newmark School	CS-255SN	8 Trans
#9962821215	Somerset Hills Learning Ctr	CS-210SN	M&M Transportation

#1578122381	Montgomery Academy	CS-129SN	Jaris Transportation
#7856253002	Cornerstone Day	CS-394SN	Busy Bee Transportation
#3140908925	Cornerstone Day	CS-394SN	Busy Bee Transportation
#4383699865	Cornerstone Day	CS-394SN	Busy Bee Transportation
#4058744740	Cornerstone Day	CS-394SN	Busy Bee Transportation

Approval for the renewal of **extended summer transportation** contracts with Union County Educational Services Commission for the 2025-2026 School Year in accordance and subject to the CPI increase of 3.57% as listed below:

Contractor	Route #	Aide Per Diem Rate	Cost Per Diem
8 Trans	CS-255SN	$26.67	$113.33
M&M Transportation	CS-210SN	$24.50	$125.00
Jaris Transportation	CS-129SN	$0.00	$201.00
Busy Bee Transportation	CS-394SN	$0.00	$418.00

P. Approval for the following **extended summer transportation** arrangements with Morris-Union Jointure Commission for the 2025-2026 School Year:

Student ID	School	Route	Contractor
#6351012155	ARC Kohler	937	MUJC

Approval for the renewal of **extended summer transportation** contracts with Morris-Union Jointure Commission for the 2025-2026 School Year in accordance and subject to the CPI increase of 3.57% as listed below:

Contractor	Route #	Aide Per Diem Rate	Route Cost
MUJC	937	$79.60	$8,959.20

Q. Approval for the following **extended school year** transportation arrangement with Morris County Educational Services Commission for the 2025-2026 School Year:

Student ID	School	Route	Contractor
#9296598121	Lakeview Learning Center	SN043	Prestige Bus Services

Approval for the **extended school year** transportation contract with Morris County Educational Services Commission for the 2025-2026 School Year in accordance and subject to the CPI increase of 3.57% as listed below:

Contractor	Route #	Aide Per Diem Rate	Per Diem Rate
Prestige Bus Services	SN043		$298.00

Motion by _____, seconded by _____

Mahecha Justice Hanley Gundersen Cho Kelly Cohn

XIV. SCHOOL BOARD OPERATION

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

A. Approval of the School Safety and Security Plan Annual Review Statement of Assurance for submission to the Union County Office of Education

B. A RESOLUTION OF Summit Public Schools AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE ~ September 11, 2025

WHEREAS, Summit Public Schools has determined to move forward with the EMEX Reverse Auction in order procure electricity for Summit Public Schools; and

WHEREAS, the Local Government Electronic Procurement Act (P.L. 2018, c. 156) (the "Act") authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, Summit Public Schools will utilize the online auction services of EMEX, LLC, a division of Mantis Innovation, an approved vendor pursuant to the Act; and

WHEREAS, EMEX, LLC, a division of Mantis Innovation, is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of $0.12394 /kWh or less for a 12-month term, a price of $0.11990 /kWh or less for an 18-month term, a price of $0.11963 /kWh or less for a 24-month term; Summit Public Schools may award a contract to the winning supplier for the selected term.

NOW THEREFORE BE IT RESOLVED, that the School Business Administrator of the Summit Public Schools be and he hereby is authorized to execute on behalf of the Summit Public Schools any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of $0.12394 /kWh or less for a 12-month term, a price of $0.11990 /kWh or less for an 18-month term, a price of $0.11963 /kWh or less for a 24-month term; Summit Public Schools may award a contract to the winning supplier for the selected term.

C. Approval of the Sidebar Agreement dated September 4, 2025, between the Summit Board of Education and the Summit Education Association (as per attached)

Motion by _____, seconded by _____

Mahecha Justice Hanley Gundersen Cho Kelly Cohn

XV. PERSONNEL

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

A. Approval to appoint the following Long-Term or Leave Replacement 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
Krista Saturnia	FPPA - LR	SHS	BA-Step-1, $58,986 (prorated) with 2 days prior to starting at $125/day	September 30, 2025, or sooner, end date tbd	Matthew Schachtel
Stefanie Haas	Music Teacher - LTS	LCJSMS	$265/day	September 30, 2025, or sooner, end date tbd	Rebecca Mongoij
Marcel Godino	Physical Education Teacher - LR	LCJSMS	MA-Step-1, $65,480 (prorated) with 2 overlap days at $125/day	September 30, 2025, or sooner, end date tbd	Brianna DeVito

B. Approval of the following Changes of Assignment:
   1. Katherine Lord, from Inclusion Aide, Washington Elementary School, to Long-Term Teacher Substitute, Washington Elementary School, $265/day, effective October 3, 2025 (or sooner) through February 18, 2026, for Elizabeth Grawehr
   2. Carolyn Kiley, from Special Education Teacher, Jefferson Elementary School, to Special Education Teacher, Jefferson Primary Center, for the 2025-2026 school year
   3. Michele Conti, from Inclusion Aide, Brayton Elementary School, to Inclusion Aide, Jefferson Elementary School, effective September 4, 2025, for the 2025-2026 school year

C. Approval of maternity leave/family leave for the following staff:
   1. Kendall Bush, School Psychologist, Special Services, paid leave effective December 19, 2025 through January 28, 2026 (January 27 & 28, 2026 are unpaid sick days), unpaid leave effective January 29, 2026 through April 30, 2026
   2. Jessica Breznak, Art Teacher, Brayton Elementary School, paid leave effective August 27, 2025 through September 17, 2025, unpaid leave effective September 18, 2025 through December 18, 2025, unpaid child care leave effective December 19, 2025 through June 30, 2026 (revised from the April 24, 2025 Agenda)
   3. Emily Hitchen, Math Teacher, Lawton C. Johnson Summit Middle School, paid leave effective August 27, 2025 through September 17, 2025, unpaid leave

effective September 18, 2025 through December 18, 2025 (revised from the June 12, 2025 and August 21, 2025 Agendas)

4. Briana DeVito, Physical Education Teacher, Lawton C. Johnson Summit Middle School, paid leave effective May 9, 2025 through June 13, 2025, unpaid leave effective August 27, 2025 through November 26, 2025, unpaid child care leave effective November 27, 2025 through November 26, 2026 (revised from the January 16, 2025 Agenda)
5. Courtney Kaczynski, Librarian, Brayton Elementary School, paid leave effective December 3, 2025 through February 9, 2026, unpaid leave effective February 10, 2026 through May 12, 2026
6. Michelle Keane, Math Teacher, Lawton C. Johnson Summit Middle School, paid leave effective August 27, 2025 through September 26, 2025, unpaid leave effective September 27, 2025 through January 7, 2026, unpaid child care leave effective January 8, 2026 through June 30, 2026 (revised from the April 24, 2025 Agenda)

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

Name	Position	School	Step	Salary	Effective	Replacing
Jaime Lopez	Maintenance	District	Custodian 4-Step-15	$69,723 (prorated)	September 30, 2025, or sooner	Anthony Mastrocola

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

Name	Position	School	Effective
Jennifer Nagar	Inclusion Aide	LCJSMS	August 28, 2025
Laurie McCormack	Cycles Teacher	LCJSMS	September 2, 2025 (revised from the August 21, 2025 Agenda)

F. 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
Jillian Waring	$125/day	September 8, 2025
Nosheen Nisar	$125/day	September 30, 2025
Kevin Sekulic	$125/day	September 12, 2025

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

Name	Pay Rate	Effective Date
Loreta Bitici	$18/hour (paid via timesheet)	July 1, 2025
Robert Stankwich	$17/hour	September 15, 2025 (or sooner)

H. Approval to pay the following Jefferson Elementary School staff to work for the Jefferson Elementary School Breakfast Program, $29.07/hour, for the 2025-2026 school year (funded through Title 1):
   1. Lauren Mortenson
   2. Marija Landeka
   3. Arthur Rodgers (substitute, as needed)

I. Approval of up to two overlap days for Miah Arana, Cycles/STEAM Teacher, Lawton C. Johnson Summit Middle School, at the substitute rate of $125/day

J. Approval to appoint Shane Kress, Television Production/Studio Manager Teacher, Summit High School, as the videographer for Summit Board of Education meetings at the curriculum rate of $50.00/hour, for the 2025-2026 school year (paid via timesheet)

K. Approval to appoint Stephanie Gallegos and Shannon Audet, as backup videographers for the Board of Education meetings, at the curriculum rate of $50/hour, effective September 11, 2025, for the 2025-2026 school year (paid via timesheet)

L. Approval to pay Buddy Teachers for the 2025-2026 school year, 6 hours/each, at the curriculum rate of $50/hour, paid via timesheet (list attached)

M. Approval to appoint the following I&RS Coordinators for the 2025-2026 school year:
   1. Danielle Greco - BES - Step-3, $1,760
   2. Lea Audino - FES - Step-2B, $1,597
   3. Arthur Rodgers - JES - Step-3, $1,760
   4. LHES - LHES - Courtney Nelson - Step-1A, $725.5 and Debbie Yendrick - Step-1A, $725.5
   5. Jennifer Lowe - WES - Step-3, $1,760
   6. Carolyn Kiley - JPC/WPC - Step-3, $1,760

N. Approval to pay Michael Scott $520.95 for 2 unused vacation days

O. Approval to pay John Piepoli, Lawton C. Johnson Summit Middle School, for a sixth-period class at $68.94/day from September 2, 2025 through date tbd, for Rebecca Mongioi

P. Approval to pay the following Lawton C. Johnson Summit Middle School staff as Multicultural Night Advisors in the 2025-2026 school year (SEF Grant S25205)
   1. Luz Hartley - $2,500 (50 hours)

2. Mel Saraccino - $2,500 (50 hours)

Q. Approval of the 2025-2026 Theatre Staff (list attached)

R. Approval to pay Holly Vegter, Lawton C. Johnson Summit Middle School, the stipend of $7,046, Step-1A, for the Drama Technical Director for the 2025-2026 school year (revised from the August 2025 Agenda)

S. Approval to pay Shannon Audet, Summit High School, the stipend of $8,413, Step-1A, for the Drama Tech Support for the 2025-2026 school year (revised from the August 2025 Agenda)

T. Approval to pay the following Brayton Elementary School staff for the Brayton Disc Golf Afterschool Enrichment Team Advisors, September 10, 2025 through October 22, 2025, at the curriculum rate of $50/hour, (funded by the Brayton PTO):
   1. Chris Miller - up to 27 hours
   2. Chris Wisbeski - up to 15 hours
   3. Erin Corea - up to 15 hours
   4. Michael Gleason - up to 15 hours
   5. Kimberly Leary -up to 15 hours (if needed)

U. Approval to pay MaryBeth Driscoll, School Nurse, to ride the school bus with an out-of-district student as required in the student's IEP, up to 60 minutes extra per day, at the hourly rate of $59.15, for the 2025-2026 school year

V. Approval of Mary Ellen McDonald, School Nurse, to review sports physicals prior to submission to the school physician for mandated approvals, at the per diem rate, up to 90 hours (revised from the May 13, 2025 Agenda)

W. Approval for Juliana Venezio, Washington Elementary School, 2025-2026 salary adjustment due to advanced degree earned, MA+30, Step-4, effective August 27,2025

X. Approval of Sherry Persche as a traveling nurse to attend the STOKES Training weekend on September 7, 2025 at $225/day and the STOKES weekend trip, September 19-21, 2025, at $450/overnight

Y. Approval for Anna Gomez, ESL Teacher, Washington Elementary School, to add an extra 7th teaching assignment, $90.33/day, effective September 8, 2025, end date tbd, due to enrollment

Z. Approval for Marija Landeka, ESL Teacher, Jefferson Elementary School, to add an extra 7th teaching assignment, $55.53/day, effective September 8, 2025, end date tbd, covering for Melissa Acabou

AA. Approval to pay Nicole Allen, Special Services, $265/day effective September 20, 2025, end date tbd, to cover Christina Sara, Learning Disabilities Teacher Consultant, until a replacement can be found (paid as per the SSA contract)

BB. Approval for 50% of Melissa Fusari, Teacher, Jefferson Elementary School, salary to be paid by Title I, for the 2025-2026 school year

CC. Approval for 50% of Heidi Orlando, Teacher, Jefferson Elementary School, salary to be paid by Title I, for the 2025-2026 school year

DD. Approval for 35% of Arthur Rodgers, Teacher, Jefferson Elementary School, salary to be paid by Title II, for the 2025-2026 school year

Motion by _____, seconded by _____
Mahecha Justice Hanley Gundersen Cho Kelly Cohn

XVI. POLICIES & REGULATIONS

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

First Reading
P 0173 - Duties of Public School Accountant (Revised)
P 0174 - Legal Services (M) (Revised)
P 0177 - Professional Services (M) (Revised)
P & R 1570 - Internal Controls (M) (Revised)
P & R 6111 - Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
P 6220 - Budget Preparation (M) (Revised)
R 6220 - Budget Preparation (Revised)

Second Reading
P 1620 - Administrative Employment Contracts (M) (Revised)
P 1648.15 - Recordkeeping for Healthcare Settings In School Buildings – Covid-19 (M) (Abolished)
P 5339.01 - Student Sun Protection (M) (New)
P 5516 - Use of Electronic Communication Devices (Revised)
R 5516 - Use of Electronic Communication Devices (New)

Motion by _____, seconded by _____
Mahecha Justice Hanley Gundersen Cho Kelly Cohn

XVII. ADJOURNMENT

Motion by _____, seconded by _____, and carried to adjourn the meeting at _____ PM.
Mahecha Justice Hanley Gundersen Cho Kelly Cohn

Approval of new curriculum for the 2025 - 2026 school year:

Grade Levels	New Courses
K - 12	Dance
Grades 6 & 7	Computer Aided Drafting (CAD)
Grade 8	Advanced Computer Aided Drafting
Grade 9	Algebra 1B
Grades 9 - 12	Unified Photography
Grades 9 - 12	Concepts of Geometry LLD
Grades 9 - 12	Concepts of World History LLD
Grades 10 - 12	Unified Foods

Approval of revised curriculum for the 2025-2026 school year:

Grade Levels	Revised Courses
Grades 1 - 5	STEAM
Grades 6 - 12	Math Curriculum Updates - NJ Standards Alignment
	Math 6, Math 7, Pre-Algebra 7, Foundations of Algebra, Algebra 1B, Algebra 1, Geometry 2, Integrated Algebra, Algebra 2, Algebra 2/Trig, Precalculus, and Statistics & Discrete Math

Summit Board of Education Approval of Travel and Related Expense Reimbursement Form

SUMMIT PUBLIC SCHOOLS
14 Beekman Terrace, Summit, NJ 07901

Board of Education Meeting Date: 11-Sep-25

NOTES:

1. All reimbursable expenses listed below are in compliance with NJOMB Circular letter 06-02 or OMB Circular A-87 unless noted otherwise.
2. Any "Other Expenses" listed under reimbursable Expenses below will be explained under "Explanation".

Types of Travel	Code
Staff Training & Seminar	1
Conventions/Conference	2
Regular District Business	3
Retreat	4

							Reimbursable Expenses *							
	Staff	Type of Travel	Location of Travel	Occurances	Grant Funded	Date(s) of Travel	Registration	Meals	Lodging Nights	Lodging Costs	Mileage	Tolls/ Parking	Air/ Rail	Taxis	Conference
S.	Hough	2	Phoenix, AZ	4		9/13/25-9/16/25		301.00	3	250.00	14.19		666.55	150.00	2025 National Superintendents Forum
B.	Murtagh	2	Atlantic City, NJ	3		10/15/25-10/17/25	595.00	69.00	2	165.00	116.52	30.35			2025 NJPSA/FEA/NJASCD Fall Conference
L.	Muller	2	Atlantic City, NJ	3		10/15/25-10/17/25	595.00	69.00	2	165.00	114.68	30.35			2025 NJPSA/FEA/NJASCD Fall Conference
E.	Fontes	2	Atlantic City, NJ	3		10/15/25-10/17/25	595.00	69.00	2	165.00	114.68	30.35			2025 NJPSA/FEA/NJASCD Fall Conference
C.	Leshin	2	Washington, D.C.	2	IDEA	11/20/25-11/21/25	459.00				212.44	66.00			2025 ASHA (Americ Speech Language Hearing Assoc) Conference
M.	Cohn	2	Atlantic City, NJ	4		10/20/25-10/23/25	220.00	238.00	3	516.00	117.50	37.00		50.00	2025 NJ School Boards Association Workshop
R.	Hanley	2	Atlantic City, NJ	4		10/20/25-10/23/25	220.00	238.00	3	516.00	117.50	37.00		50.00	2025 NJ School Boards Association Workshop
W.	Justice	2	Atlantic City, NJ	4		10/20/25-10/23/25	220.00	238.00	3	516.00	117.50	37.00		50.00	2025 NJ School Boards Association Workshop
E.	Kelly	2	Atlantic City, NJ	4		10/20/25-10/23/25	220.00	238.00	3	516.00	117.50	37.00		50.00	2025 NJ School Boards Association Workshop
M.	Gundersen	2	Atlantic City, NJ	4		10/20/25-10/23/25	220.00	238.00	3	516.00	117.50	37.00		50.00	2025 NJ School Boards Association Workshop
S.	Hough	2	Atlantic City, NJ	4		10/20/25-10/23/25	220.00	238.00	3	516.00	117.50	37.00		50.00	2025 NJ School Boards Association Workshop
K.	Sarno	2	Atlantic City, NJ	4		10/20/25-10/23/25	220.00	238.00	3	516.00	117.50	37.00		50.00	2025 NJ School Boards Association Workshop

* Or as determined in accordance with board of education travel policy.

School Preparedness & Emergency Planning
NEW JERSEY DEPARTMENT OF EDUCATION

School Safety and Security Plan Annual Review
Statement of Assurance

In accordance with *N.J.A.C. 6A:16-5.1 School Safety and Security Plans*, each school district is required to have comprehensive plans, procedures and mechanisms that provide for safety and security in the school district's public schools. The School Safety and Security Plan (SSSP) must meet the minimum state requirements and clearly define plans, policies and procedures for prevention of, response to and recovery from emergencies and crises. The SSSP is developed and reviewed with key stakeholders such as law enforcement agencies, public health agencies, social services providers, emergency management planners, district, school and other community resources. By the third week of October, districts together with key stakeholders, are required to review and update their district's SSSP.

School districts are required to annually submit this Statement of Assurance to their County Office of Education by November 30 of each year.

Certification

I, Scott D. Hough, being the Chief School Administrator of Summit Public Schools, in Union County, do hereby certify that, pursuant to *N.J.A.C. 6A:-5.1*, the plans, policies and procedures of the School Safety and Security Plan have met the minimum requirements and were reviewed and updated as appropriate.

Signed: _____ Date: 8/27/25

SIDEBAR AGREEMENT
SUMMIT BOARD OF EDUCATION (BOARD)
and
SUMMIT EDUCATION ASSOCIATION (ASSOCIATION)

THIS MEMORANDUM OF AGREEMENT is made this 4th day of September, 2025, by and between the Board and the Association.

WHEREAS, the Board and Association are parties to a Collective Bargaining Agreement ("CBA") which expires on June 30, 2027 ("CBA"); and

WHEREAS, following an increase to the number of performances, the Board and Association seek to modify certain stipend rates for the 2025-2026 school year; and

WHEREAS, the Board and the Association seek to memorialize this agreement through the terms of this Agreement; and

WHEREAS, the terms set forth below contain the full agreement between the Parties; and

NOW, THEREFORE, the Board and Association, in consideration of the mutual covenants contained herein, the legal sufficiency of which is hereby acknowledged, agree as to the following:

1. For the 2025-2026 school year only, the following stipend rates shall be paid as follows:

Drama Tech Support	$8,413
LCJSMS Drama Technical	$7,046

2. Unless mutually extended by the parties in writing, the above rates shall expire on June 30, 2026 and the rates for the above positions shall revert to the amount memorialized in the CBA.

3. In order to extend the above rates to any future school year(s), the Board or Association may provide notice to the other party of the interest to extend the terms of this Sidebar. Thereafter, the parties shall discuss this extension and, if mutually agreed to extend, shall confirm the extension in writing.

4. This Agreement shall not establish any precedent or past practice of the parties.

5. The terms and conditions of this Agreement represent a full and final settlement of the issues contained herein.

6. This Agreement shall not conflict with any statutes, regulations, or Executive Orders issued by the Governor or the State of New Jersey.

7. This Agreement contains the entire Agreement and understanding between the Parties.

8. If a specific clause of the Agreement is determined to be illegal or in violation of any Federal or State law, the Parties agree to meet in an attempt to revise the Agreement so as to preserve the full benefit of this Agreement pursuant to law. Should the Parties be unsuccessful, the Parties will agree to negotiate the impact of same. The remainder of the Agreement shall not be affected by such a ruling and shall remain in full force and effect.

9. The Parties shall be bound by the terms and conditions of this Agreement.

10. The Parties have entered into this Agreement freely and voluntarily.

11. The signatories of this Agreement have been duly authorized to sign it.

IN WITNESS WHEREOF, the Parties hereunder set their hands and seals to this Agreement effective on the 4th day of September, 2025.

SUMMIT
BOARD OF EDUCATION:

By: _____
Melanie Cohn, Board President

Witness:

By: _____
Robert J. Gardella, Director of H.R.

SUMMIT
EDUCATION ASSOCIATION:

By: _____
Tiffany Bennett, President

Witness:

By: _____

School	Buddy	Hours	Rate	Payment
LCJSMS	Ashley Seifert	6	$50	$300
JES	Jessica Cuskie	6	$50	$300
LCJSMS	Elke Luftig	6	$50	$300
WPC	Stephanie Aleo	6	$50	$300
SHS	Alexis Nelson	6	$50	$300
SHS	Heather Murray	6	$50	$300
LCJSMS	Matthew Ramstedt	6	$50	$300
LHES	Abigail Emerson	6	$50	$300
BES/FES/JES	Allison White	6	$50	$300
LCJSMS	Ashley Raven	6	$50	$300
FES	Maria Garavente	6	$50	$300
LCJSMS	John Ross	6	$50	$300
SHS	Nicole Tartaglia	6	$50	$300
JES	Daniela Szalanczi	6	$50	$300
SHS	Cheryl Adair	6	$50	$300
LCJSMS	Alizea Ramalhosa	6	$50	$300
SHS	Roland Bussiere	6	$50	$300
LCJSMS	Amelia Kropa	6	$50	$300
SHS	Jennifer Illis	6	$50	$300

POSITION	NAME	FUNDED BY (DISTRICT, HILLTOPPER, DRAMA CLUB, ETC)/	SALARY	
Choreographer	Mitchell Sink	Drama Club/Student Activities	$1,500	
Assistant Choreography	Ava Briglia	Drama Club/Student Activities	$500	
Assistant Director	Riley Clark	Drama Club/Student Activities	$4,000	
Set Designer	David McQuillen Robertson	Drama Club/Student Activities	$2,000	
Master Carpenter	Stephanie Gallegos	Drama Club/Student Activities	$4,000	
Props Designer	Holly Vegter	Drama Club/Student Activities	$1,200	
Sound Designer	Eli Bronstein	Drama Club/Student Activities	$5,000	
Lighting Designer	Christian Bradley	Drama Club/Student Activities	$5,000	
Costume Designer	Michelle Donnelly	Drama Club/Student Activities	$3,000	
Costume Designer	Jessica Rodriguez	Drama Club/Student Activities	$2,000	
Hair & Makeup	Jenna Wilkinson	Drama Club/Student Activities	$800	
Front of House	Riley Clark	Drama Club/Student Activities	$800	
Photography	Susie Seum	Drama Club/Student Activities	$1,000	
Fight Choreographer	Morgan Knight	Drama Club/Student Activities	$1,000	
Scenic/Props - MTI	Shannon Audet	Drama Club/Student Activities	$1,000	
Choreography - MTI	Mitchell Sink	TBD	$1,000	
Music Director - MTI	Rebecca Mongoij	Drama Club/Student Activities	$2,000	