December 18, 2025

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education held a Meeting on Thursday, December 18, 2025 beginning at 6:00 PM in the Summit H.S. Library/Media Center. Those present: Ms. Cohn, presiding, Mr. Cho, Mr. Gundersen, Mr. Hanley, Ms. Justice, Ms. Kelly, and Mr. Mahecha. There were eight members of the public in attendance.

Also present were Mr. Hough, Superintendent of Schools, Mr. Jess, School Business Administrator/ Board Secretary, Mr. Margolis, Director of Special Services, Ms. Rocco, Director of Curriculum & Instruction, 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. Summit Educational Foundation - Fall 2025 Grants - Laura Lameo and Amanda Darnowski, Grants Chair and Assistant Grants Chair

Ms. Kelly moved approval of the following item listed under Presentations & Discussions:

Approval to accept the Summit Educational Foundation Fall 2025 Grants in the amount of $99,384.00

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

PRESIDENT'S ANNOUNCEMENTS

Ms. Cohn spoke about the following:

- Upcoming 2026-2027 Budget Process
- Happy Holidays & Happy 2026!

SUPERINTENDENT'S REPORT

Mr. Hough spoke about the following:

- Holiday events throughout the district
- LCJSMS Peer Leaders teamed up with Franklin 5th graders for a lesson on empathy
- Jefferson Talent Show & Art in the Classroom
- Lincoln-Hubbard's Circus Minimus & Around the World
- Summit HS students' participation in Rutgers University Waksman Students Scholars Program
- Congratulations to our outstanding Union County Coaches of the Year: Kevin Kostibos (football) & Gina Baker (girls cross country)
- Hilltopper Holiday Classic – Speech & Debate Tournament at SHS last weekend

Mr. Hanley 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. 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
Mary Jane Custy	Principal	BES	$134,300 (prorated)	February 9, 2026, or sooner, for the 2025-2026 school year	Shane Zeigler
Geraldine Healy	School Nurse	JPC/JES	BA-Step-15, $74,281 (prorated)	January 5, 2026, for the 2025-2026 school year	Beatriz Mendez
Krista Saturnia	FPPA Teacher	SHS	BA-Step-16, $76,856 (prorated)	January 5, 2026, for the 2025-2026 school year	Matthew Schachtel
Jessica Nardi	Interim Principal	BES	$500/day	January 5, 2026 through no later than February 9, 2026	

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

BREAK

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

B. Resolve to review the Superintendent's recommendation of the suspensions for the period of 11/1/2025 - 11/30/2025 as outlined in the confidential reports shared with the Board of Education members and on file in the Superintendent's office.

C. Resolve to affirm the Superintendent's recommendation of the HIB investigation(s) for the period of 9/24/2025 - 10/30/2025 and review the Superintendent's recommendation of the HIB investigation(s) for the period of 10/31/2025 - 12/09/2025. 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 seconded by Ms. Kelly. The roll was called, and all voted, "Aye". The motion was declared adopted.

STUDENT BOARD REPRESENTATIVE REPORT

The report included a winter sports teams update; upcoming Pep Rally; success of the Speech & Debate team; clubs update including the new Biotech Club

ADDITIONS/REVISIONS TO THE AGENDA

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

COMMITTEE REPORTS

A. Education and Student Activities/Services Committee – Mr. Cho reported on the following: course name revisions; physics sequence revision; new course proposals; mid-term and final exams review committee; opt-out provision decision by the Supreme Court
B. Operations Committee – Mr. Hanley reported on the following: health benefits update; SES Director Margolis gave an update on SE trends; electronic budget format; food service update; capital projects update; approval of preschool tuition for 2026-2027; SEF grants review; budget communications
C. Policy Committee – Ms. Justice reported on the following: review of policies on tonight's agenda for second reading
D. Communications Committee – Mr. Mahecha reported on the following: new Brayton principal communications; upcoming budget process; registration for K and PreK
E. Negotiations and Personnel Committee – Ms. Cohn reported that the committee discussed confidential personnel matters
F. Liaison Reports – None

PUBLIC COMMENT

A. Public Comment on Items on the Agenda - none

B. Public Comment on Items not on the Agenda - none

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

APPROVAL OF BOARD MINUTES

Ms. Kelly 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. November 13, 2025 Regular Meeting

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

CURRICULUM / INSTRUCTION / PROGRAM

Mr. Cho 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 of the change in the high school science course sequence switching Physics and Biology, beginning in the 2026-2027 school year, ninth grade students will take Biology and eleventh grade students will take Physics

B. Approval of Summit High School Course Name Change Proposals for the 2026-2027 school year (changes are highlighted - list attached)

C. Approval of new Course Proposals for the 2026-2027 school year (list attached)

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

FINANCE

Ms. Kelly moved the following items under Finance:

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

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

1.	Regular Bills	Fund 10	$2,361,479.67
2.	Special Revenue	Fund 20	$ 120,279.59
3.	Capital Projects	Fund 30	$ 122,138.89
4.	Enterprise Fund	Fund 60	$ - 0 -
	Sub Total All Funds		$2,603.898.15
5.	Food Service Fund 61		$ 173,202.73
	Total All Funds		$2,777,100.88

B. Approval of the monthly payroll for November 2025 - $5,668,661.60

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

D. Approval of Secretary and Treasurer's Report for October2025

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 October 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 3/31/2025 in the amount of $9,772.21 and quarter ending 6/30/2025 in the amount of $3,604.70

H. Approval to accept donations from the Brayton School PTO in the amount of $348.11 to fund the disc golf after school enrichment program fees for transportation costs; and $99.46 for excess transportation costs for the 3rd grade trip to the Somerset County Environmental Center

I. Approval to accept a donation from the Summit Sailing Foundation in the amount of $2,500 to fund the coaching position for the 2025-2026 season

J. Approval to accept a donation from the Washington School PTO in the amount of $300 to pay Chris Wilson for six hours of "Afternoon of Exploration" at the rate of $50/hour

K. Approval to accept the donation of a commemorative bench in honor of Mike Walsh for his years of dedicated coaching and service to the Summit lacrosse community, from the Summit Women's Lacrosse Association. The bench will be placed at the entrance to the High School gym.

L. Approval to accept a "Biotechnology Research for All" grant from Bristol Myers Squibb Company, Route 206 & Province Line Road, Princeton, NJ 08543 in the amount of $8,000 to support the science curriculum at Summit High School

M. Approval to accept a Peter R. Marsh Foundation MIddle School Music Grant in the amount of $1,550 to support community outreach initiatives for the Bel Canto Choir and newly established Community Chorus at LCJ Summit Middle School

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

1. Kent Place School $ 4,720.00
2. Oak Knoll School $75,240.70
3. Oratory Prep School $70,450.00
4. Jump Immersion School $ 1,300.00

O. Approval of the following Barbara and Harold Gottesman Family Foundation Funding:

1. Gift to the Immigrant Student Scholarship Fund in the amount of $10,000.00 made in November, 2025 which adds to the funding benefiting students in the second half of graduation year 2026

P. Approval to utilize Marjorie Solomon to serve as an LDTC/Teacher of the Deaf consultant to assist the district's Child Study Team with conducting specialized preschool evaluations during the 2025-2026 school year. Evaluations will be at an hourly rate of $150

Q. Approval of Settlement Agreement and General Release between Summit Board of Education and parents of student #6470115051 as per attorney recommendation

R. Approval of the following Gottesman Family Foundation Parenting Institute expenditures:

1. Summit Board of Education reimbursement for the Morris-Union Jointure Commission bus trip to UCNJ-Cranford for the Family College Visit on October 23, 2025 in the amount of $323.24

S. Approval of Agreement with Delta-T Group, 1460 U.S. 9 North, Suite 300, Woodbridge, NJ 07095 for LDTC services for the 2025-2026 school year pending the hiring of a permanent replacement (Sara) at a cost of $80/hour effective January 5, 2026

T. Approval of *revised* Tuition Contract for student #4853405451, attending Terranova Group, Inc. dba Chapel Hill Academy for the 2025-2026 school year, to include a 1:1 aide beginning November 11, 2025 at a cost of $33,500

U. Approval of proposal from Tomasso Educational Services, LLC, 100 Locust Avenue, Berkeley Heights, NJ 07922 to provide Child Student Team Educational Evaluations during the 2025-2026 school year at a cost of $550 per evaluation

V. Approval of Tuition Contract with Chancellor Academy, 157 West Pkwy, Pompton Plains, NJ 07444 for student #9319125848 to attend for the 2025-2026 school year beginning December 15, 2025 at a cost of $54,395

W. Approval for the following transportation arrangements with Union County Educational Services Commission for the 2025-2026 School Year, effective 12/15/25:

Student ID	School	Route	Contractor
9319125848	Chancellor Academy	CS-584EC	Jaris Transportation

Approval for the renewal of 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	Per Diem Rate
Jaris Transportation	CS-584EC	$0.00	$386.00

X. Approval of payment to the New Jersey Unemployment Compensation Fund for the quarter ending 9/30/2025 in the amount of $42,691.47

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

SCHOOL BOARD OPERATION

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

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

A. Approval of the Shared Services Agreement between the City of Summit and the Summit Board of Education for use of Anderson Field House at Tatlock

B. Approval to accept the 2024-2025 Audit - Annual Comprehensive Financial Report

C. Approval to accept the 2024-2025 Audit - Auditors' Management Report

D. Approval to accept the 2024-2025 Audit - Annual Comprehensive Financial Report – Corrective Action Plan (attached)

E. Approval of Preschool Tuition for the 2026-2027 school year in the amount of $6,000 to include the reduced rate of $1,800 and free rate of $600 in accordance with the National School Lunch Program

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

PERSONNEL

Ms. Kelly moved the following items under Personnel:

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

A. Approval to appoint the following 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
Brielle Ramundo	ELA Teacher (LTS)	LCJSMS	$265/day, with 2 overlap days at $125/day	March 2, 2026, end date tbd	Melissa Brause
Richard Hauer	Inclusion Aide (LTS)	WPC	$200/day	December 8, 2025, end date tbd	Davina Giordano
David Mero	Physical Education Teacher (LTS)	JPC/WPC	$265/day	January 5, 2026, end date tbd	Travis Smith

B. Approval of the following Changes of Assignment:

1. Meghan Tarashuk, from Long-Term Teacher Substitute, Lincoln-Hubbard Elementary School, to Leave Replacement Teacher, Lincoln-Hubbard and Washington Elementary Schools, BA-Step-1, $58,986 (prorated) effective November 17, 2025, end date tbd
2. Amanda Weisman, from Leave Replacement 6th Grade Math, Lawton C. Johnson Summit Middle School, to Leave Replacement 6th Grade ELA, Lawton C. Johnson Summit Middle School, effective January 5, 2026 for the remainder of the 2025-2026 school year
3. Maria Araya, from Inclusion Aide, Franklin Elementary School, to Inclusion Aide, Wilson Primary Center, effective November 20, 2025 for the 2025-2026 school year
4. Laura Volpe, from Inclusion Aide, Wilson Primary Center, to Inclusion Aide, Franklin Elementary School, effective November 20, 2025 for the 2025-2026 school year
5. Dania Mejia, from Long-Term Inclusion Aide Substitute (Marie Brice), Jefferson Elementary School to Long-Term Inclusion Aide Substitute (Dale Yelner), Jefferson Elementary School, effective November 17, 2025, end date tbd
6. Julieta Quinteros Amat, from Long-Term English Teacher Substitute, Summit High School, to Leave Replacement English Teacher, Summit High School, BA-Step-1, $58,986, effective August 27, 2025 for the 2025-2026 school year
7. Michele Conti, from Inclusion Aide, Jefferson Elementary School, to Inclusion Aide, Lincoln-Hubbard Elementary School, effective November 21, 2025 for the 2025-2026 school year
8. Troy Perlzak, from Inclusion Aide, Lawton C. Johnson Summit Middle School, to Inclusion Aide, Jefferson Elementary School, effective November 24, 2025 for the 2025-2026 school year
9. Brenda Brown, from Substitute Teacher, District to Leave Replacement Teacher Jefferson Primary Center and Wilson Primary Center, BA-Step-1, $58,986 (prorated) effective January 5, 2026 (covering leaves of Amy Chambers and Francine Gibbons)
10. Matthew DeFonzo, from Inclusion Aide, Lawton C. Johnson Summit Middle School, to Long-Term Physical Education Substitute Teacher, Lawton C. Johnson Summit Middle School, $265/day, effective January 22, 2026, end date tbd (covering Anthony Ferrante)

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

1. Laurene Dickinson, Communications Officer, District, paid leave effective March 2, 2026 through April 13, 2026, paid vacation days effective April 14, 2026 through May 5, 2026, unpaid leave effective May 6, 2026 through July 31, 2026, unpaid child-care leave effective August 1, 2026 through December 8, 2026, paid vacation days effective December 9, 2026 through December 31, 2026
2. Jessica O'Connor, BSI/LW Teacher, Washington Elementary School, paid leave effective December 10, 2025 through February 12, 2026, unpaid leave effective February 13, 2026 through May 15, 2026 (revised from the October 9, 2025 Agenda)
3. Kendall Bush, School Psychologist, Special Services, paid leave effective December 15, 2025 through January 28, 2026 (January 21 - 28, 2026 are unpaid sick days),

unpaid leave effective January 29, 2026 through April 30, 2026 (revised from the September 11, 2025 Agenda)

4. Monica Maroto Alvarez, Inclusion Aide, Jefferson Primary Center, unpaid leave effective December 9, 2025 through December 19, 2025
5. Hannah Gallagher-Luca, Spanish Teacher, Lawton C. Johnson Summit Middle School, paid leave effective October 10, 2025 through December 11, 2025, unpaid leave effective December 12, 2025 through March 19, 2026, unpaid child-care leave effective March 20, 2026 through March 29, 2026 (revised from the August 21, 2025 &November 13, 2025 Agendas)
6. Courtney Kaczynski, Librarian, Brayton Elementary School, paid leave effective September 24, 2025 through January 30, 2026, unpaid leave effective February 2, 2026 through May 4, 2026 (revised from the September 11, 2025 Agenda)
7. Donna Anderle, Grade 4 Teacher, Washington Elementary School, paid leave effective April 20, 2026 through June 5, 2026, unpaid leave effective June 8, 2026 through November 24, 2026
8. Theordora Amiel, Special Education Teacher, Jefferson Primary Center, paid leave effective March 16, 2026 through April 30, 2026, unpaid leave effective May 1, 2026 through October 19, 2026
9. Davina Giordano, Inclusion Aide, Brayton Elementary School, paid leave effective August 22, 2025 through October 8, 2025 (8/27/2025 - 9/11/2025: 10 paid sick days 9/12/2025 - 10/8/2025: 17 unpaid sick days), unpaid leave effective October 9, 2025 through February 24, 2026 (revised from the June 12, 2025 Agenda)
10. Brittany Goodman, IDEAS Teacher, Lincoln-Hubbard Elementary School, paid leave effective May 1, 2026 through June 12, 2026, unpaid leave effective September 2, 2026 through December 3, 2026, unpaid child-care leave effective December 4, 2026 through June 17, 2027

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
Edna Morales	Part-time Custodian	SHS	Custodian-1 Step-2	$43,249 (62.5%=$27,031 (prorated)	January 5, 2026, for the 2026-2026 school year	Arleny Cambranes
Shelley Barnes	Lunch/Recess Aide	LHES	n/a	$38/hour	January 20, 2026, or sooner	Bindya Patel

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

Name	Position	School	Effective
Matthew Schachtel	Industrial Arts Teacher	SHS	January 1, 2026
Marta Napoles	Secretary	FES	July 1, 2026
Denise Osmulski	Inclusion Aide	WPC	July 1, 2026
Ronald Cooper	AV Technician	LCJSMS	February 1, 2026
Barry Bridges	Custodian	LCJSMS	July 1, 2026

Gamel Nash	Head Custodian	LHES	July 1, 2026
Michele Hauryluke	Inclusion Aide	JES	January 1, 2026

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

Name	Position	School	Effective
Bindiya Patel	Playground Aide	LHES	November 30, 2025
Laura Volpe	Inclusion Aide	FES	January 5, 2026
Daniel Duffy	English Teacher	SHS	January 23, 2026
Karen Craig	Inclusion Aide	SHS	January 21, 2026
Richard Hughes	Maintenance	District	January 30, 2026

G. Approval to appoint the following substitute teachers, pending criminal history review, background checks as required by law, and the ability to obtain NJ substitute teacher credentials:

Name	Pay Rate	Effective Date
Samantha Potito	$125/day	December 15, 2025
Katia Negron	$125/day	December 19, 2025, or sooner
Jenna Ortiz	$125/day	December 14, 2025
Sayre Brandstatter	$125/day	January 5, 2026, or sooner
Judith Mahlstadt	$125/day	January 5, 2026, or sooner
Meredith Lambert	$125/day	January 5, 2026

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

Name	Position	Pay Rate	Effective Date
Christina O'Connor	School Nurse	$225/day	January 5, 2026, or sooner
Jessica Rodriguez	Clerical Substitute	$18/hour - clerical and $16.58/hour - lunch phone coverage	November 12, 2025

I. Approval to correct the salary on the Summer/Fall 2025 Coaches list for MS Intramurals, Session #1 for Dennis Marcantonio, to $1,490 *(revised from the October 9, 2025 agenda)*

J. Approval to appoint the following employees as Auditorium Managers for the 2025-2026 school year at the curriculum rate of $50/hour (paid via timesheet):

1. Sean Mulligan
2. Desmond Sturvidant
3. Greg Montgomery

K. Approval for employee #4169 to be placed on administrative leave, effective December 1, 2025 - January 31, 2026

L. Approval to abolish the job description for the Assistant Director of Facilities (see attached)

M. Approval of the job description for the Supervisor of Maintenance (see attached)

N. Approval of the Sidebar Agreement dated December 11, 2025 between the Summit Board of Education and the Summit Education Association (as per attached)

O. Approval of Vincenzo Inzillo to receive the Supervisor of Maintenance stipend amount of $10,000 (prorated for the 2025-2026 school year), effective November 1, 2025 through June 30, 2026

P. Approval of Allison White and Grace Hezel, Franklin Elementary School staff, to paint a mural at Franklin Elementary School, $50/hour for a total of 50 hours combined, (funded by the FES PTO)

Q. Approval to accept a donation from the Washington School PTO to pay Chris Wilson for 6 hours of "Afternoon of Exploration" at the rate of $50/hour

R. Approval of Lauren Ettinger, Yearbook Advisor, Lawton C. Johnson Summit Middle School, to step down from the position for the remainder of the 2025-2026 school year. To be compensated 40% for September - December of the Step 3 stipend amount of $5,049 totaling $2,019.60

S. Approval of Amanda Weisman to be appointed Yearbook Advisor for the remainder of the 2025-2026 school year. To be compensated 60% for January - June of the Step-1 stipend amount of $4,619 totaling $2,771.40

T. Approval of the following district LDT-C's to conduct Child Study Team educational evaluations separate from their regular assignments due to the high school LDT-C vacancy: Jacqueline Looloian and Danielle Mack, at the rate of $375 per evaluation

U. Approval of the revised Middle School Theater Positions (list attached)

V. Approval to pay Tiffany Goncalves, Lawton C. Johnson Summit Middle School $29.86/day for teaching an extra 6th class, effective November 18, 2025, end date tbd

W. Approval to pay the following Jefferson Elementary School staff for the Jefferson Afterschool Enrichment Classes, from January 20, 2026 to March 13, 2026, up to 8 hours each, at the curriculum rate of $50/hour (funded by the Jefferson PTO):
1. Christopher Brandon - Drawing
2. Heidi Orlando - Bracelet Making

X. Approval of the following new Wrestling Volunteer Coaches:
1. Tom Thompson
2. Trey Richarson

Y. Approval of the following Franklin Elementary School staff to be co-advisors for the after-school Yearbook Club, up to 46 hours, 23 hours each, at the curriculum rate of $50/hour, paid via timesheet (funded by the Franklin PTO):
1. Michelle DeCastro

2. Nicole Finnegan

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

POLICIES & REGULATIONS

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

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

Second Reading
P 0142.1 - Nepotism (M) (internal rewrite)
P 0142.1A - Nepotism – Abolish
R 8630 – Emergency School Bus Procedures (internal revision)

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

ADJOURNMENT

Motion by Ms. Kelly, seconded by Ms. Justice, and carried to adjourn the meeting at 7:14 PM.

Respectfully submitted,

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