January 15, 2026

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education held a Meeting on Thursday, January 15, 2026 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 five members of the public in attendance.

Also present were Mr. Hough, Superintendent of Schools, Mr. Jess, School Business Administrator/ Board Secretary, Ms. Sarno, Assistant Business Administrator, Mr. 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. Mid-Year Goals Review - Scott D. Hough, Superintendent of Schools
B. Budget Process - Scott D. Hough, Superintendent of Schools & Derek J. Jess, Business Administrator/Board Secretary

PRESIDENT'S ANNOUNCEMENTS

Ms. Cohn spoke about the following:
- Upcoming 2026-2027 Budget Process

SUPERINTENDENT'S REPORT

Mr. Hough spoke about the following:
- Events throughout the district
- New Brayton Principal, Mary Jane Custy, will begin February 2nd
- HS athletics update

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		Effective	Replacing
Julieta Quinteros Amat	English Teacher	SHS	From LTS English Teacher - SHS	January 26, 2026, for the 2025-2026 school year	Daniel Duffy

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

The Board took a 5-minute break at this time.

Mr. Cho 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 12/1/2025 - 12/31/2025 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 10/31/2025 - 12/09/2025 and review the Superintendent's recommendation of the HIB investigation(s) for the period of 12/01/2025 - 12/23/2025. 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 the scheduling of Spirit Week; class council fundraisers towards the cost of the semiformal.

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: Ali Caravano provided an update on FPPA happenings including field trips, workshops, and new course offerings; professional development update
B. Operations Committee – Mr. Hanley reported on the following: Bid Opening for roof projects; monthly Pomptonian foodservice results; investment schedules for each Reserve accounts – capital, maintenance, and foodservice; communication of the 2026-2027 budget cycle; first draft of the budget scenarios
C. Policy Committee – Ms. Justice reported on the following: review of the policy related to gifts, grants, and donations
D. Communications Committee – Mr. Mahecha reported on the following: budget communication process & transparency
E. Negotiations and Personnel Committee – Ms. Cohn reported that the committee did not meet
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 Mr. Cho, 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. December 18, 2025 Regular Meeting

Motion seconded by Mr. Hanley, unanimously approved by voice vote.

FINANCE

Mr. Hanley moved the following items under Finance:

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

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

1.	Regular Bills	Fund 10	$1,072,619.20
2.	Special Revenue	Fund 20	$ 335,482.73
3.	Capital Projects	Fund 30	$ 478,359.13
4.	Enterprise Fund	Fund 60	$ - 0 -
	Sub Total All Funds		$1,886,461.06
5.	Food Service Fund 61		$ 193,607.39
	Total All Funds		$2,080,068.45

B. Approval of the monthly payroll for December 2025 - $5,456,945.57

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

D. Approval of Secretary and Treasurer's Report for November 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 November 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 the anonymous donation in the amount of $20,366 towards the cost of the district's field trip program

H. Approval of Cooperative Pricing System Agreement with MUJC, New Providence, NJ to participate in the MUJC Cooperative Pricing System effective July 1, 2026 at no cost to the district

I. Approval of the Nonpublic School Security Aid Program spending plans for the participating schools located within this district as follows:
   1. CPC Weekday Nursery School & Kindergarten $4,100.00

J. Approval of the Nonpublic School Technology Initiative Program spending plans for the participating schools located within this district as follows:
   1. Jump Immersion School $248.08
   2. Oak Knoll School of the Holy Child $17,794.00

K. Approval of Settlement Agreement and General Release between Summit Board of Education and parents of student #8943833292 as per attorney recommendation

L. Approval of Tuition Contract with Montgomery Academy, 188 Mt Airy Road, Basking Ridge, 07920 for student #3916217502 to attend for the 2025-2026 school year beginning January 5, 2026 at a cost of $52,435.02

M. Approval of Use of Facility Agreement with the Summit Area YMCA for use of the Hurst Pool by the Summit High School swim team during the 2025-2026 school year at a cost of $16,020

N. Approval to submit the amendment to FY2026 ESEA to include FY2025 carryover

O. Approval to submit the amendment to FY2026 IDEA to include FY2025 carryover

P. Approval of the following Gottesman Family Foundation Parenting Institute expenditures:
   1. Payment to Empowering Kids Organization for the Latino Literacy October/November Roadmap to College Workshops in the amount of $2,500.00

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

SCHOOL BOARD OPERATION

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

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

A. Approval to appoint Melanie Cohn and Eileen Kelly as Board of School Estimate members for the 2026 calendar year, effective January 1, 2026

B. Approval of the following School Bus Emergency Evacuation Drill Reports conducted as follows:
· December 1, 2025 – 9:00am – Main driveway of Jefferson Elementary School - Bus Route 13 with Gamel, as supervised by Dan Healy
· December 4, 2025 – 1:58pm – In Summit High School parking lot - Bus Route CS-528 with First Care Transportation, as supervised by Brian Murtagh
· December 4, 2025 – 2:10pm – In parking lot of Summit High School - Bus Route CS-322 with Busy Bee Transportation, as supervised by Brian Murtagh
· December 4, 2025 – 2:41pm – In parking lot of Summit High School - Bus Route CS-23 with Busy Bee Transportation, as supervised by Brian Murtagh

· December 11, 2025 – 7:50am – In front of LCJ Summit Middle School - Bus Route 14 with Clera R., as supervised by TranLe Hill
· December 11, 2025 – 8:07am – In front of Franklin Elementary - Bus Route 14 with Clera R., as supervised by Jenna Colineri
· December 11, 2025 – 8:35am – In front of LCJ Summit Middle School - Bus Route 13 with Gamel, as supervised by TranLe Hill
· December 16, 2025 – 2:05pm – In High School parking lot - Bus Route 12 with Jemel B., as supervised by Brian Murtagh
· December 16, 2025 – 2:00pm – In parking lot of Summit High School - Bus Route 12 with Tina L., as supervised by Brian Murtagh
· December 18, 2024 – 7:05am – In Summit High School parking lot - Bus Route 12V with Ron R., as supervised by Brian Murtagh
· December 18, 2025 – 12:00pm – In front of Summit High School – Bus Route CS296 with Golden Arrow, as supervised by Brian Murtagh December 23, 2025 – 12:05pm – On Kent Place Boulevard - Bus Route 13 with Gamel, as supervised by Brian Murtagh

C. Approval of the disposal of obsolete office equipment as follows:
1. GBC Office Products Group shredder, model number 4220 S-1, s/n OPI8119, located at LCJ Summit Middle School main office, deemed no longer useful in accordance with district policy #7300

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
Briana Berrios	Reading Strategies - LTS	LCJSMS	$265/day	January 12, 2026 (end date tbd)	Christina Colineri
Bruce Fenska	Elementary Physical Education Teacher -LTS	JES	$265/day	February 9, 2026 with one overlap day at $125/day, end date tbd	DeAnna Nelson
Susan Clamser	Behavior Analyst - LTS	JES/SES	$265/day	January 26, 2026 with two overlap days at $125/day, end date tbd	Rupa Ruffin

B. Approval of the following Changes of Assignment:
1. Greta Teixeira, from Recess/Lunch Aide & Substitute, Franklin Elementary School, to Inclusion Aide, Franklin Elementary School, Aide-Step-1, $41,390 (prorated), effective January 6, 2026, for the 2025-2026 school year

C. Approval of maternity leave/family leave for the following staff:
1. Marissa Bruder, School Social Worker, Jefferson Elementary School, paid leave effective June 1, 2026 through June 12, 2026, unpaid leave effective September 2, 2026 through December 3, 2026

2. Megan McCue, Grade 3 Teacher, Franklin Elementary School, paid leave effective May 5, 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
3. Samantha Barrows, Learning Workshop/Basic Skills Teacher, Franklin Elementary School, paid leave effective April 17, 2026 through June 12, 2026, (part-time employee time prorated as she works 2.5 days per week), unpaid leave effective September 2, 2026 through December 3, 2026
4. Amelia Kropa, Special Education Teacher, Lawton C. Johnson Summit Middle School, paid leave effective December 10, 2025 through February 8, 2026, unpaid leave effective February 9, 2026 through May 11, 2026, unpaid child-care leave effective May 12, 2026 through December 10, 2026 (revised from the August 21, 2025 Agenda)
5. Kendall Bush, School Psychologist, Special Services, paid leave effective December 15, 2025 through January 29, 2026, unpaid leave effective January 30, 2026 through May 1, 2026 (revised from the September 11, 2025 and December 18, 2025 Agendas)
6. Rupa Ruffin, Behavior Analyst, Jefferson Elementary School, paid leave effective January 26, 2026 through March 11, 2026, unpaid leave effective March 12, 2026 through June 12, 2026 (January 26,2026 is a .5 pm sick day) (revised from the October 9, 2025 Agenda)
7. Jessica O'Connor, BSI/LW Teacher, Washington Elementary School, paid leave effective December 10, 2025 through February 5, 2026, unpaid leave effective February 6, 2026 through May 8, 2026 (revised from the October 9, 2025 and December 18, 2025 Agendas)

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
Maria Sancho	Recess/LunchAide	FES	n/a	$38/hour	January 30, 2026, or sooner	Suleyma Salazar Mena
Paul English	Recess/Lunch Aide	FES	n/a	$38/hour	January 30, 2026, or sooner	Greta Teixeira
Peter Nikolakopoulos	Maintenance	District	Custodian 4-Step-16	$72,518 (prorated)	February 17, 2026 or sooner	Rich Hughes
Andrew Sfiris	Auditorium Manager	LCJSMS/SHS	n/a	$50/hour	January 30, 2026 or sooner	n/a

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

Name	Position	School	Effective
Meredith Warmington	STEAM Teacher	WES	July 1, 2026

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

Name	Position	School	Effective
Maria Beard	Cafeteria/Playground Aide	WES	March 6, 2026
Emilio Torres	Staff Accountant for Payroll	Central Office	February 17, 2026
Elizabeth Mongno	Mathematics Teacher	SHS	March 10, 2026, or sooner should a replacement be found
Suleyma Salazar-Mena	Cafeteria/Playground Aide	FES	December 17, 2025

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
Nancy Pedro	$125/day	January 16, 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
Darrel Turner	Sub Custodian	$17/hour	January 7, 2026
Maria Beard	Sub Lunch Aide	$38/hour	March 9, 2026

I. Approval to pay Allison White, Franklin Elementary School, for the Franklin Musical Stagecraft, up to 30 hours, at the curriculum rate of $50/hour, effective February 2, 2026 through March 14, 2026 (funded by the FES PTO)

J. Approval of the following Franklin Elementary staff for Afterschool Winter Enrichment Classes at the curriculum rate of $50/hour, up to 1 hour/week for 6 weeks starting January 19, 2026 (funded by the FES PTO):

1. Robin Cornelison - Backgammon
2. Michelle DeCastro - Crafty Corner
3. Jill Mills - Stop Motion Animation
4. Kaitlyn Ng - Bracelet Making

K. Approval to pay Jacqueline Mattoon for Spring 2025 Track Assistant Coaching, $7,576, Step-1, for the 2024-2025 school year

L. Approval to pay Daniel Duffy, Summit High School, the stipend for Non-Athletic Generic, Ski and Snowboard Club, $2,269.5 from September 2025 to January 2026 (revised from the November 2025 Agenda)

M. Approval to pay Rory Gallagher, Summit High School, the stipend for Non-Athletic Generic, Ski and Snowboard Club, $2,269.5 from February 2026 to June 2026

N. Approval of Cristina Casani, Lawton C. Johnson Summit Middle School, for Peer Leadership, $50/hour up to 70 hours, SEF Grant #F25202, paid via timesheet

O. Approval to pay Ronald Cooper, $8,105.58 for 21.5 unused vacation days

P. Approval to pay Shane Zeigler, $13,541.44 for 25 unused vacation days

Q. Approval of the following staff for the summer FLASH program 2025-2026:
1. Bonnie Weinstein, Coordinator $9,750.
2. Matthew Carder, Assistant Coordinator $8,750.

R. Approval of the following Brayton Elementary Staff for Afterschool Enrichment, Chess Class, at the curriculum rate of $50/hour for 5 weeks effective January 12, 2026 through February 13, 2026 (funded by the BES PTO):
1. Christopher Miller - up to 8 hours
2. Mary Rodriguez - up to 8 hours

S. Approval of the following 2025-2026 salary adjustments due to advanced degrees earned, for the following staff members, effective February 1, 2026:
1. Lauren Ponzio - 2nd Masters - $850
2. Juana Rodriguez - 2nd Masters - $850
3. Luz Maria Hartley - MA, Step 5-6
4. Kelly Wright - MA+30, Step-14
5. Katelyn George - Doc Step-7-8
6. Staci Kaplan - 2nd Masters - $850, MA+30-Step-22
7. Caroline Guinee - MA, Step 5-6
8. Heidi Orlando - BA+15, Step 7-8

T. Approval of the following winter 2025-2026 coaches to move from Volunteer to Athletic Volunteer status:
1. Tom Thompson - Wrestling
2. Trey Richardson - Wrestling
3. Michael Nyitray - Boys Ice Hockey

U. Approval of SEF Grant #F25203, for the following staff members for 15 hours of mentoring at the curriculum rate of $50/hour, not to exceed $750/each:
1. Jeffrey Zieleniewski
2. Stefanie Jurista
3. Chloe Genakos
4. Kevin Zaleski
5. Kate Polles
6. Olympia Balzer
7. Grace O'Brien
8. Maddie MacArthur
9. Peter Citera
10. Tonya Ramsey
11. Larry Johnson
12. Riley Clark
13. Juana Rodriguez
14. Theresa Martin
15. Dennis Marcantonio

V. Rasha Naser, Staff Accountant, District, $90,000 (prorated), effective March 20, 2026 or sooner, for the 2025-2026 school year

Motion was seconded by Ms. Justice. 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 7:02 PM.

Respectfully submitted,

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