April 16, 2026

BOARD OF EDUCATION
SUMMIT, NEW JERSEY

The Board of Education held a Meeting on Thursday, April 16, 2026 beginning at 6:05 PM in the Summit H.S. Library/Media Center. Those present: Ms. Cohn, presiding, Mr. Cho, Mr. Gundersen, Mr. Hanley, Ms. Kelly, and Mr. Mahecha. Ms. Justice was absent. There were 60 members of the public in attendance.

Also present were Mr. Hough, Superintendent of Schools (virtual), Ms. Zeno, Interim School Business Administrator/Board Secretary, Ms. Sarno, Assistant Business Administrator, Mr. Gardella, Director of Human Resources, Mr. Margolis, Director of Special Services, and Ms. Rocco, Director of Curriculum & Instruction.

## 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. Recognition of Teachers and Support Staff of the Year

### Teachers of the Year

*Kelly Klaif - Kindergarten Teacher, Wilson Primary Center*
*Christina Werthmann - Grade One Teacher, Brayton Elementary School*
*Myung Shin - Learning Workshop Teacher - Franklin Elementary School*
*Melissa Fusari - Learning Workshop Teacher - Jefferson Elementary School*
*Caitlin Gabriele - Grade 3 Teacher - Lincoln-Hubbard Elementary School*
*Juliana Venezio - Special Education Teacher - Washington Elementary School*
*Justin Liss - Special Education Teacher - Lawton C. Johnson Summit Middle School*
*Morgan Mohlmann - Special Education Teacher - Summit High School*

### Support Staff of the Year

*Stephanie Gabrielli-Schelhorn - Inclusion Aide - Jefferson Primary Center*
*Kathy Byers - Inclusion Aide - Wilson Primary Center*
*Natalia Graziano - Inclusion Aide - Brayton Elementary School*
*Angeline Fletcher - Inclusion Aide - Franklin Elementary School*
*Julie Vlass - Inclusion Aide - Jefferson Elementary School (not attending)*
*Willie Lyles - Custodian - Lincoln-Hubbard Elementary School*
*Karen De la Masa - Inclusion Aide - Washington Elementary School*
*Kate Lord - Inclusion Aide - Washington Elementary School*
*Matthew DeFonzo - Inclusion Aide - Lawton C. Johnson Summit Middle School*
*Luis Andrade - Custodian - Summit High School*

## PRESIDENT'S ANNOUNCEMENTS

Ms. Cohn spoke about the following:

- Pleasure of celebrating these teachers and support staff for their excellence
- On behalf of the Board…we thank you

Mr. Hough added his thanks to the teachers and support staff of the year for their commitment to the Summit School community.

The Board took a 5-minute recess.

SUPERINTENDENT'S REPORT

Mr. Hough welcome our new hire here tonight.

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

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

A. 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 |
|---|---|---|---|---|---|
| Kristin Doran | LDTC | LHES/LCJSMS | MA-Step-15, $82,372 | July 1, 2026 for the 2026-2027 school year | Brenda Horetsky |

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

Mr. Hough spoke about the following:
- Arts & athletic events throughout the district

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:

B. Resolve to review the Superintendent's recommendation of the suspensions for the period of 3/1/2026 - 3/31/2026 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 2/5/2026 - 3/9/2026 and review the Superintendent's recommendation of the HIB investigation(s) for the period of 3/3/2026 - 3/19/2026. 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 – Lily Silver

The report included spring signing for student athletes, seal of biliteracy exams, AP exams, sports update, and a school pep rally. Prom tickets go on sale this week.

ADDITIONS/REVISIONS TO THE AGENDA

Ms. Zeno announced the additions/revisions to the agenda.

COMMITTEE REPORTS

A. Education and Student Activities/Services Committee – Mr. Cho reported on the following: 5th grade to 6th grade transition session program; Google Class software tools managed by the teachers
B. Operations Committee – Mr. Hanley reported on the following: Pomptonian Food Service update; facilities update including roofing; emerging transportation needs; exploration of additional partnerships with the City
C. Policy Committee – Mr. Mahecha reported on the following: review of the policies related to gifts, grants and donations
D. Communications Committee – Mr. Mahecha reported on the following: upcoming Wellness Symposium; NJSLA standardized testing; annual communications survey; budget process communication this year vs. last year
E. Negotiations and Personnel Committee – Ms. Cohn reported that the committee did not meet
F. Liaison Reports – No report

PUBLIC COMMENT

A. Public Comment on Items on the Agenda - none

B. Public Comment on Items not on the Agenda

A teacher spoke on behalf of the district's eleven FPPA teachers and shared that teachers in their department, unlike others, teach a 6th period without additional compensation.

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

APPROVAL OF BOARD MINUTES

Mr. Hanley 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. March 18, 2026 Special Budget Meeting
2. March 19, 2026 Regular Meeting
3. March 26, 2026 Special Budget Meeting
4. April 9, 2026 Special Meeting & Executive Session

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

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 April Bills List as listed below:

| | | | |
|---|---|---|---|
| 1. | Regular Bills | Fund 10 | $2,002,656.38 |
| 2. | Special Revenue | Fund 20 | $ 139,258.72 |
| 3. | Capital Projects | Fund 30 | $ 37,154.00 |

| | | | |
|---|---|---|---|
| 4. | Enterprise Fund | Fund 60 | $ - 0 - |
| | Sub Total All Funds | | $2,179,069.10 |
| 5. | Food Service | Fund 61 | $ 239,835.20 |
| | Total All Funds | | $2,418,904.30 |

B. Approval of the monthly payroll for March 2026 - $5,,475,899.85

C. Approval of budget adjustments and line-item transfers for February 2026

D. Approval of Secretary and Treasurer's Report for February 2026

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 February 2026 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 from Rebecca Muston to the Summit H.S. Music program of a Yamaha P690 piano, bench, and stand valued at $351.98

H. Approval to accept the donation from the Franklin School PTO in the amount of $700 to fund the 14 additional hours needed for the Franklin 5th grade yearbook coordinators as part of the after-school enrichment program

I. Approval to accept the donation from the Wilson Primary Center PTO in the amount of $5,904.99 to fund the following classroom items:

| | | |
|---|---|---|
| 1. | Carpets for classrooms | $4,693.81 |
| 2. | Markerboard | 410.40 |
| 3. | ABA Listening Centers | 800.78 |

J. Approval to accept the donation from SHS 6th Man, Inc. in the amount of $17,570 to fund the SHS boys' and girls' basketball grant positions for the 2025-2026 season

K. Approval to accept the following donations to be used for the district Wellness Symposium on April 28,2026:

| | |
|---|---|
| Franklin School PTO | $200.00 |
| Jefferson School PTO | $ 50.00 |
| Lincoln-Hubbard PTO | $200.00 |
| Washington PTO | $200.00 |
| WPC PTO | $100.00 |

L. Approval to accept the donation from the Lincoln-Hubbard PTO in the amount of $1,376.78 to fund the Liberty Science Center field trip bus

M. Approval of (1) Year Software License Agreement with Systems 3000, Inc.,740 Broad Street, Suite 1, Shrewsbury, NJ 07702 effective July 1, 2026 through June 30, 2027 at a cost of $34,040

N. Approval for David Field to provide CPR training to up to 45 Summit staff members at a rate of $25 per person

O. Approval for the CPR Certifications with the Red Cross at $42 per person for up to 45 Summit staff members

P. Approval of Amendment to Settlement Agreement and General Release between Summit Board of Education and parents of student #4383639898 as per attorney recommendation

Q. Approval of the Nonpublic School Technology Initiative Program updated spending plan for Kent Place School in the amount of $24,167.91
*Note: Replaces cancelled Eastern Datacomm order in the amount of $23,894 (approved on the March 19, 2026 agenda)*

R. Approval of contract renewal with Panorama Education, Inc., 24 School Street, Boston, MA 02108 for access to Student Success Platform Licenses/Services to integrate with SIS Software, effective April 5, 2026 through June 4, 2027, at a cost of $50,500

Motion was seconded by Mr. Hanley. 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 of Change Order Allowance Request Number A-27 from GPC, Inc. to oversee the installation of the video wall TV Studio at a cost of $26,469.84, which includes a two year labor warranty from the High School Addition and Alterations contract, to be deducted from the project's contingency allowance.

B. Approval of Change Order requests-A-08 from GPS Inc:
1. To furnish and install relays for the Tamper and Flow Switches for the sprinkler system at a cost of $1,306.98 at the Tatlock Field House to be deducted from the project's contingency allowance.
2. To eliminate removal and roofing of five (5) roof top fan curbs and one TRU curb, resulting in a credit of -$5,866.54 at the Tatlock Field House to be credited to the overall project costs.

C. Approval of Change Order overall Credit request #29 from GPS Inc: for temporary heating costs, plus the credit for the model change in HVAC units, resulting in a net deduction of -$21,270.25 at the Tatlock Field House to be credited to the overall project costs.

D. **EI Associates - Architectural and Engineering Services**

Resolved, that the Summit Board of Education approve the change in scope design work to the professional services contract previously awarded to EI Associates in the amount of $33,800. The design change would include preparation of specifications and drawings plus project oversight in Roof Section "F' at the Jefferson ES.

E. **EI Associates - Architectural and Engineering Services**

Resolved, that the Summit Board of Education approve the change in scope of work in the amount of $37,900 to the roofing professional services contract previously awarded to EI Associates (June 2025). The design change would be to serve as the Board of Education's representation at the Brayton ES, Jefferson ES, Summit MS and Summit HS roof improvements to include one visit per week for all schools during the duration of construction and prepare videos and reports on construction compliance and progress.

F. Approval of Resolutions related to the submission of an Application to the State of New Jersey by the Summit Public Schools Board of Education to replace the Generator at the Lawton C. Johnson Middle School as follows:

WHEREAS, The Board of Education of Summit Public Schools in the County of Union County, NJ (the "Board"), would like to proceed with school facilities project consisting generally of a generator replacement in kind with the addition of a backup generator at Lawton C. Johnson Middle School; and

WHEREAS, the Board now seeks to take steps in order to proceed with the Project;

NOW, THEREFORE BE IT RESOLVED, In accordance with the requirement of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves all plans prepared in connection with the Project and the Board further authorizes the submission of the same to their County Superintendent of Schools and the New Jersey Department of Education for approval by Parette Somjen Architects. This project is designated Capital Reserve and the Board is not seeking state funding.

THEREFORE BE IT FURTHER RESOLVED, that the Board hereby authorizes, if necessary, the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

THEREFORE BE IT FURTHER RESOLVED, that the School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determination of the Board set forth in this resolution, including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

G. Approval of Change Order request #CO-13 from DeSesa Engineering Co., Inc. to replace HVAC mini split condensing units at a total cost of $18,825.50 from the High School HVAC Upgrades contract, to be added to the overall project cost.

H. Approval of Change Order request #CO-07 from GPC, Inc. for the following work at the Tatlock Field House: Install bollards, replace water valves, install brick to opening within existing wall door frames, install concrete pads due to grade differences, finalize asphalt, parking lot side ramp and handrails, for a total cost of $35,190.48. These items will be deducted from the contract allowance, with no change to the contract sum.

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

PERSONNEL

Mr. Hanley moved the following items under Personnel:

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

A. Approval of the following Changes of Assignment:
   1. Christine Murray, from Inclusion Aide, Summit High School, to Inclusion Aide, Wilson Primary Center, effective March 20, 2026 for the 2025 - 2026 school year
   2. Sayre Brandstatter, from Substitute Teacher, District, to Long-Term Physical Education Teacher Substitute, Summit High School, $265/day, effective April 6, +2026, end date tbd, covering Erin Fogarty
   3. Andrea Baykir, from Grade 4 Teacher, Franklin Elementary School to IDEAS Teacher, Brayton, Franklin, Jefferson, Lincoln-Hubbard, and Washington Elementary Schools, effective September 2, 2026, for the 2026-2027 school year, covering Brittany Goodman
   4. Shari Lovenheim, from School Psychologist, Washington Elementary School, to extend current position to May 5, 2026, covering Kendall Bush, effective May 6, 2026 through June 18, 2026, School Psychologist, Jefferson Elementary School, covering Marissa Bruder
   5. Jemel Brinson, Custodian, Lincoln-Hubbard Elementary School, to Head Custodian, Lincoln-Hubbard Elementary School, Custodian-3, Step-15, $63,269, effective July 1, 2026, for the 2026-2027 school year
   6. Kimberly Sheridan, from Inclusion Aide, Franklin Elementary School, to Long-Term Teacher Substitute, Franklin Elementary School, $265/day, effective May 5, 2026 for the remainder of the 2025-2026 school year, covering Meg McCue
   7. Nancy Dos Santos, from Substitute Teacher, District, to Long-Term Teacher Substitute, Lincoln-Hubbard Elementary School, $265/day, effective April 7, 2026 through April 24, 2026, covering Carrie Odgers Lax
   8. Robin Cornelison, from Inclusion Aide, Franklin Elementary School, to Inclusion Aide, Lawton C. Johnson Summit Middle School, effective September 2, 2026 for the 2026-2027 school year
   9. Curtis Holtgrefe, from Long-Term Band Teacher Substitute, Brayton, Lincoln-Hubbard and Washington Elementary Schools, to Substitute Teacher, District, $125/day, effective April 30, 2026
   10. David Mero, from Long-Term Physical Education Teacher Substitute, Jefferson and Wilson Primary Centers, to Substitute Teacher, District, $125/day, effective April 10, 2026
   11. Nancy Dos Santos, from Long-Term Teacher Substitute, Lincoln-Hubbard Elementary School, to Long-Term Teacher Substitute, Washington Elementary School, $265/day, effective April 27, 2026, for the 2025-2026 school year, for Lisa Bolton

B. Approval of maternity leave/family leave for the following staff:
   1. Kendall Bush, School Psychologist, Special Services, paid leave effective December 15, 2025 through January 30, 2026 (January 21 & 30, 2026 are unpaid sick days), unpaid leave effective February 2, 2026 through May 6, 2026 (revised from the September 11, 2025, December 18, 2025, and January 15, 2026 Agendas)
   2. Travis Smith, Physical Education Teacher, Jefferson and Wilson Primary Centers, unpaid leave effective January 5, 2026 through April 13, 2026 (revised from the November 13, 2025 Agenda)
   3. Alicia Mule, Science Teacher, Lawton C. Johnson Summit Middle School, paid leave effective September 2, 2026 through September 15, 2026, unpaid leave effective

September 16, 2026 through December 15, 2026, unpaid child care leave effective December 16, 2026 through June 30, 2027

4. Rachel Williams, Inclusion Aide, Jefferson Primary Center, unpaid leave effective April 7, 2026 (.5), April 8, 2026 through May 1, 2026
5. Laurene Dickinson, Communications Officer, District, paid leave effective March 2, 2026 through April 23, 2026, paid vacation days effective April 24, 2026 through May 15, 2026 and December 9, 2026 through December 31, 2026, unpaid leave effective May 18, through August 12, 2026, unpaid child care leave effective August 13, 2026 through December 8, 2026 (revised from the December 18 2025 and March 19, 2026 Agendas)
6. Nardin Gerges, Inclusion Aide, Summit High School, unpaid leave effective April 7, 2026, end date tbd
7. Linda Paserchia, Senior Accounts Clerk, Central Office, unpaid leave effective March 27, 2026 (PM), end date tbd
8. Theodora Amiel, Special Education Teacher, Jefferson Primary Center, paid leave effective March 16, 2026 through May 1, 2026 (April 30, 2026 and May 1, 2026 are unpaid sick days), unpaid leave effective May 4, 2026 through October 14, 2026 (revised from the December 18, 2025 Agenda)

C. 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 |
|---|---|---|---|---|---|---|
| Sean McGuiness | Part-Time Custodian (night) | LCJSMS | Custodian-1, Step-2 | $27,030.65 (prorated) | May 18, 2026 or sonner, for the 2025-2026 school year | Melendez |

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

| Name | Position | Salary | Effective |
|---|---|---|---|
| Iris Nunez | Clerical Substitute | $18/hour | April 17, 2026 |
| Dora Luz Sanchez Lucero | Clerical Substitute | $18/hour | April 27, 2026 (or sooner) |

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

| Name | Position | School | Effective |
|---|---|---|---|
| Wendy Donat | Social Studies Teacher | SHS | July 1, 2026 |

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

| Name | Position | School | Effective |
|---|---|---|---|
| Hannah Rothstein | English Teacher | SHS | June 30, 2026 |
| Norah Mallaney | Grade 5 Teacher | WES | June 30, 2026 |

| | | | |
|---|---|---|---|
| Julia Cicchino | Drama Teacher | LCJSMS | June 30, 2026 |
| Derek J. Jess | Business Administrator/Board Secretary | Central Office | June 30, 2026 |
| Jessica Breznak | Art Teacher | BES | April 16, 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 |
|---|---|---|
| Thomas Amundson | $125/day | April 6, 2026 |
| Erika Green | $125/day | March 30, 2026 |
| Jaretzi Sandre | $125/day | April 6, 2026 |
| Nicole Raslowsky | $125/day | May 18, 2026 (or sooner) |
| Anuradha Dontha | $125/day | May 18, 2026 (or sooner) |
| Jaime Inglesino | $125/day | May 18, 2026 (or sooner) |

H. Approval to pay Jefferson staff member, Karen Nedo, to work for the Jefferson Elementary School Breakfast Program as a substitute, $29.07/hour, for the 2025-2026 school year (funded through Title 1)

I. Approval of Vanessa Hernandez and Leslie Cestona, as advisors for the IT workshops/help desk sessions for the 2025-2026 school year, up to 8 hours, at the curriculum rate of $50/hour (funded by the Gottesman Fund)

J. Approval to pay Simone Baskerville $80/per game, as a certified football clock operator for Summit High School Flag Football games for the 2026 spring athletic season

K. Approval to pay the following Brayton Elementary School staff for the Afterschool Spring Disc Gold, from April 9, 2026 through May 21, 2026, at the curriculum rate of $50/hour (funded by the Brayton PTO):

1. Christopher Miller - up to 27 hours
2. Christopher Wisbeski - up to 15 hours
3. Erin Corea - up to 15 hours
4. Mary Rodriguez - up to 15 hours
5. Kimberly Leary - up to 14 hours

L. Approval to pay Elizabeth Berberich, Summit High School, $76.83/class for teaching an extra 6th period, effective April 6, 2026 through May 1, 2026, covering David Howarth

M. Approval to pay the following Summit High School staff for teaching an extra 6th period, effective April 7, 2026 through June 30, 2026, covering Angela Wolkiser:

1. Sheltered Physics - Sunita Viswanath - $90.24/class
2. AP Physics 1 - Jeremy Morman - $100.30/class
3. Physics - Benjamin Fischer - $66.23/class

N. Approval to pay Simone Baskerville, Summit High School, $82.76/class, for teaching an extra 6th Physics period, effective April 6, 2026 through June 30, 2026, covering Angela Wolkiser

O. Approval to pay the following musicians for their participation in the Lawton C. Johnson Summit Middle School Pit Orchestra for the production of Matilda (paid through the LCJSMS Student Activities Account)
   1. Bill McCabe - piano - $1,000.
   2. Justin Toomey, trombone - $1,000.

P. Approval of the following Franklin elementary School staff to be co-advisors for the after-school Yearbook Club, up to 60 hours, 30 hours each, at the curriculum rate of $50/hour, paid via timesheet (funded by the Franklin PTO) (amended from the December 18, 2025 Agenda):
   1. Michelle DeCastro
   2. Nicole Finnegan

Q. Approval to Abolish the Middle School Office Secretary, Twelve-month, Job Classification V, job description (see attached)

R. Approval of the Separation Agreement for Employee #10238, effective June 30, 2026

S. Approval to appoint the following as AP Proctors during the 2025-2026 school year, $19/hour, paid via timesheet:
   1. Henry Aaron
   2. Emma Akian
   3. Kaitlyn Marques
   4. Beth Mattoon
   5. Margaret McCullough
   6. Molly Walsh

T. Approval of the following staff to be paid for any hours worked outside of their contractual hours to proctor the AP Exams at $19/hour, paid via timesheet:
   1. Lara Drewes
   2. Jennifer Illis
   3. Chiara Levy

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

POLICIES & REGULATIONS

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

Mr. Mahecha moved the following items under Policies & Regulations:

First Reading
P & R - Gifts, Grants and Donations

Second Reading
0142.1 - Bylaw - Nepotism (M) Revised
P 1220 - Employment of Chief School Administrator (M) Revised

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

ADJOURNMENT

Motion by Mr. Hanley, seconded by Ms. Kelly, and carried to adjourn the meeting at 7:06 PM.

Respectfully submitted,

Dora E. Zeno
Interim School Business Administrator/Board Secretary
Summit Public Schools