

**LIVINGSTON SCHOOL DISTRICT
LIVINGSTON, NEW JERSEY**

**BOARD OF EDUCATION
VOTING MEETING AGENDA**

Monday, December 8, 2008 – 7:30 p.m.
Administration Building – Board Room

A. CALL TO ORDER AND STATEMENT BY PRESIDENT

Adequate notice of this meeting has been provided by amendment to notice approved by the Board's organization meeting on April 30, 2008 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune* and Livingston Township Clerk.

B. FLAG SALUTE

C. ROLL CALL

Natalie Agajanov
Antonio Calcado
Sheri Goldberg
Stanley Graboski
Charles Granata
Bonnie Granatir

D. SUPERINTENDENT'S REPORT

E. BOARD REPORT

F. APPROVAL OF MINUTES

The Superintendent recommends the following:

Resolved, that the Livingston Board of Education approves the minutes of the November 17, 2008 and November 24, 2008 meetings.

ROLL CALL VOTE

G. PUBLIC INPUT ON AGENDA ITEMS ~ up to 15 minutes

An excerpt from Policy #0167 adopted on December 13, 2004 states that The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

Public participation shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
2. Each statement made by a participant shall be limited to three minutes' duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually.

The portion of the meeting during which the participation of the public is invited shall be limited to fifteen minutes, or at the discretion of the presiding officer.

H. MOTIONS BY CONTENT AREA

1. PROGRAM/CURRICULUM

1.1 Textbooks/DVDs

Resolved, that the Livingston Board of Education approves the following textbook:

TITLE TEXTBOOK	AUTHOR/PUBLISHER	YEAR	GRADE/ SUBJECT
<i>Introduction to Technology</i>	Glencoe Alan J. Pierce Dennis Karwatka	2005	Technology Grades 6-8

1.2 Student Teachers/Interns

Resolved, that the Livingston Board of Education approves the following college students to perform student teaching in the district from January through May, 2009:

<u>Student Teacher</u>	<u>School</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Carol Jo Cohn	Mt. Pleasant Elementary	Margaret Mitchell	1/20 - 5/15
Angela Marchell	Mt. Pleasant Elementary	Christina Zambrio	1/14 - 5/5

ROLL CALL VOTE

2. STUDENT SERVICES

The Superintendent recommends the following:

2.1 Out-of-District Placements

Resolved, that the Livingston Board of Education approves placements for the academic year 2008-2009 for three (3) handicapped Livingston students, as classified and recommended by the Child Study Team in facilities with tuition costs to be determined within the limits established by the New Jersey Board of Education.

<u>Student(s)</u>	<u>School</u>	<u>Tuition</u>
1	Rancocas Valley Regional High School (behavioral disabilities)	\$10,891.00
1	P.G. Chambers School (multiple disabilities)	\$17,165.00
1	Somerset Hills School (behavioral disabilities)	\$54,384.00

2.2 Related Services/Medical Consultants

Resolved, that the Livingston Board of Education approves the following list of consultants that will be utilized to provide related services and medical evaluations for the 2008-2009 school year:

ABA Therapist

Judith Cresci \$70.50/hour

Child Study Team – Evaluations

Martha Rohr (Psychological) \$400.00/evaluation

ROLL CALL VOTE

3. BUSINESS

The Superintendent recommends the following:

3.1 Comprehensive Annual Financial Report – Corrective Action Plan

Resolved, that the Livingston Board of Education approves the Corrective Action Plan for the recommendations included in the Comprehensive Annual Financial Audit.

3.2 NJQSAC – DPRs and Statement of Assurance

Whereas, the Livingston Board of Education in the County of Essex is undergoing evaluation under NJQSAC for the 2008-2009 school year, and

Whereas, N.J.A.C. 6A:30-3.2 (f) requires participating school districts to hold a public meeting to approve the submission of the district’s DPR responses and the Statement of Assurance with respect to this process, and

Whereas, the Livingston Board of Education in the County of Essex has reviewed the districts DPR responses and Statement of Assurance and hereby approves these documents.

Now Therefore Be It Resolved, that the Livingston Board of Education does hereby authorize the Superintendent of Schools to submit the attached DPR and Statement of Assurances to the Commissioner of Educations in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f)

3.3 Approval of Revision to Strategic Plan

Resolved, that the Livingston Board of Education approves the revisions to the 2008-2012 Strategic Plan.

3.4 Payment of Bills

Whereas, the Board Secretary has audited certain vendor claims as required by N.J.S.A. 18A:19-2 and Board Policy 6470 and presented them to the Livingston Board of Education with the recommendation they be paid, now therefore be it

Resolved, that the Livingston Board of Education approves the payment of the following bills in the amounts listed and attach a complete copy of these bills to the minutes of this meeting.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
10 & 11	Regular Checks	\$2,480,404.60
12	Regular Checks	\$460,699.37
20	Regular Checks	\$97,418.08
30	Referendum Checks	\$2,939,245.03
60	Cafeteria	\$67,565.53
	TOTAL	<u>\$6,045,332.61</u>

Regular Checks	24160-24555	\$3,038,522.05
Referendum Checks	200-205	\$2,939,245.03
Cafeteria	103	\$67,565.53
	TOTAL	<u>\$6,045,332.61</u>

3.5 Board Secretary Report – October 2008

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for October 31, 2008, consisting of:

- 1) Interim Balance Sheets
- 2) Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
- 3) Schedule of Revenues - Actual Compared with Estimated
- 4) Statement of Appropriations Compared with Expenditures and encumbrances, and

Whereas, the Livingston Board of Education has received the report of the Treasurer for October 31, 2008, which report is in agreement with the Report of the Board Secretary, and

Whereas, these reports show the following balances on the date indicated:

	Cash Balance	Appropriation Balance	Fund Balance
(10) General Current Exp. Fund	9,453,190		
(11) Current Expense		10,505,624	2,034,794
(12) Capital Outlay		44,887	1,239,049
(13) Special Schools			
(20) Special Revenue Fund	239,699	1,162,265	
(30) Capital Projects Fund	21,877,815		
(40) Debt Service Fund			
Total	<u>\$31,570,704</u>	<u>\$11,712,776</u>	<u>\$3,273,843</u>

Whereas, pursuant to N.J.A.C. 6:20-212(d), the board secretary has certified that as of October 31, 2008, no budgetary line item account has obligations and payments contractual orders which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8, 18A:22-8.1, now therefore be it

Resolved, the Livingston Board of Education accepts the above referenced reports and certification and directs that they be made part of this resolution by reference, and be it

Further Resolved, the Livingston Board of Education certifies that, after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge no major account or fund has been over-expended in violation of N.J.A.C.6:20-2.13(d) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3.6 Transfers

Whereas, the Superintendent of Schools recommends certain transfers among accounts in the 2008-2009 budget for October pursuant to Board of Education Policy 6422, now therefore be it

Resolved, that the Livingston Board of Education ratify transfers pursuant to N.J.S.A. 18A:22-8.1 and N.J.A.C. 6:20-2A.10:

<u>Object</u>	<u>Description</u>	<u>To</u>	<u>From</u>
330	Purchased Professional	\$5,000	
580	Travel		\$5,000
590	Misc. Purchased Services		\$750
610	General Supplies		\$3,525
640	Textbooks	\$3,525	
800	Miscellaneous	\$750	
Totals		<u>\$9,275</u>	<u>\$9,275</u>

3.7 Approval of Conferences

Resolved, that the Livingston Board of Education approves *Annice Benamy*, Music Teacher, to attend the 51st MENC Eastern Division Biennial In-Service Conference in Providence, Rhode Island, from March 12 to 15, 2009, at no cost to the district.

3.8 School District Travel

Resolved, that the Livingston Board of Education establishes an annual maximum amount of \$1,500 per employee (regular business travel) for which prior Board approval is not required.

3.9 Camp Invention

Resolved, that the Livingston Board of Education approves Camp Invention, a science based summer camp program, to be held at Collins Elementary School from August 10-14, 2009.

3.10 Construction Change Orders

Vanas Construction		
Original contract		\$36,065,000.00
Previously approved change orders		<u>3,213,120.70</u>
Contract sum prior to additional change orders		<u>\$39,278,120.70</u>
Change Order #89 – District decided not to execute the work previously approved in Change Order #69 (additional lockers in science wing)		(\$11,453.00)
Change Order #90 – Provide for acceptable subsurface for VCT installation in room C-109.		\$1,417.00
Change Order #91 – Relocate wiremold in room E118 as required by field condition.		\$588.29
Change Order #92 – Secure existing above ceiling wiring 2 nd floor corridors.		\$22,567.39
Change Order #93 – Sprinkler modifications.		\$2,672.00
Change Order #94 – Replace existing Media Center rooftop unit.		\$85,878.27
Change Order #95 – Provide and install new air handling and condensing unit for the Auditorium.		\$123,516.41
Change Order #96 – Credit for existing 2 nd and 3 rd tier ceilings above corridor ceiling.		(\$7,700.00)
Change Order #97 – Provide vacuum breakers for faucets in the science wing addition.		\$9,581.00
Revised contract		<u>\$39,505,188.06</u>

3.11 Policies

Resolved, that the Livingston Board of Education approves the following policies for first reading:

Policy [#1530](#) – Equal Employment Opportunities (M) (replaces prior policy, with revisions)

Policy [#1550](#) – Affirmative Action Program for Employment & Contract Practices/Employment Practices Plan (M) (replaces prior policy, with revisions)

Policy [#5350](#) - Pupil Suicide Prevention (new to district)

Policy [#9120](#) – Public Relations Program (M) (replaces prior policy, with revisions)

Resolved, that the Livingston Board of Education approves the following policies for second reading and adoption:

Policy [#0174](#) – Legal Services (M) (replaces previous Policy # 0174 - Role of the Board Attorney)

Policy [#0177](#) – Professional Services (M) (New to District)

ROLL CALL VOTE

4. PERSONNEL

The Superintendent recommends the following:

4.1 Resignations

Resolved, that the Livingston Board of Education accepts the resignations of:

Name	Position	Reason	Location	Effective Date
<i>Jeffrey Truppo</i>	Principal	Resignation	Collins	1/17/09 (or sooner if replacement is found)
<i>Gino Duarte</i>	Playground Aide	Resignation	Hillside	11/2/408

4.2 Leaves of Absence

Resolved, that the Livingston Board of Education approves a leave of absence for *Beth Smargiassi*, part-time Kindergarten Teacher at Riker Hill Elementary School, from January 5, 2009 through February 17, 2009, with pay. The Board further approves a leave of absence commencing on February 18, 2009 through June 30, 2010, without pay. Mrs. Smargiassi intends to return to the district in September 2010 for the 2010-2011 school year. In Mrs. Smargiassi's absence this year, Mrs. Lockwood (job share partner) will assume the teaching responsibilities five days per week.

Resolved, that the Livingston Board of Education approves a leave of absence for *Shannon Healey*, Grade 7 Mathematics Teacher at Heritage Middle School, from March 16, 2009 through April 10, 2009, with pay and benefits. The Board further approves a child care leave of absence from April 13, 2009 through the end of the school year, without pay but with benefits. Mrs. Healey plans to return to her position in September 2009.

4.3 Transfer

Resolved, that the Livingston Board of Education approves a short-term transfer for *Jodi Goldman*, to Mt. Pleasant Middle School as a Grade 6 Language Arts Teacher effective January 5, 2009 through the end of the school year. Ms. Goldman will be replacing Mrs. Kathalyn Messano who will be on a leave of absence.

4.4 Appointments

Resolved, that the Livingston Board of Education approves the applications indicated below (*) for emergent hiring for the following appointments under the requirements of N.J.S.A. 18A:16-1 et. seq., N.J.S.A. 18A:39.17 et. seq.; N.J.S.A. 18A:6-4.13 et. seq.

Name	Location	Title	Tenure Track/LOA Replacement	Replacing	Guide	Step	Salary	Effective Date
<i>Nora Lichtenstein</i>	BHE	Reading Specialist	First Year Tenure Track	Mary Ellen Nordstedt	MA+32	14	\$96,935 + \$3,250 longevity	1/5/09
<i>Linda Ann Mesenbrink</i>	RHE	Playground Aide	NA	NA	NA	NA	\$10.50/hour	12/9/08
<i>Jennifer Lee</i>	Hillside	Grade 3 Teacher	Leave Replacement	Jodi Goldman (see transfers above)	BA	2	\$44,317 (pro-rated)	12/1/08
<i>Maria Esposito</i>	HMS	Custodian	NA	Edwin Tomlinson (transferred shift)	C	3	\$36,846 + \$950 (night stipend) (pro-rated)	12/15/08

4.5 Student Worker

Resolved, that the Livingston Board of Education approves the appointment of *Genna Cherichello* as a student worker in the curriculum department from December 29, 2008 through January 23, 2009 at the rate of \$10.00 per hour.

4.6 Substitutes

Resolved, that the Livingston Board of Education approves the individuals listed below as substitutes for the district during the 2008-2009 school year:

Leslie Heller
Barbara Lalic
Lauren Rubino
Randy Thau Sapiro (retired teacher)
Caryn Pernick (secretary)

4.7 Stipends

Resolved, that the Livingston Board of Education approves the following stipend appointments:

LHS – Computer Lab – Valerie Pronko & Colleen Cornell (split)
LHS – All School Production-Director – Jackie Washack (retired)

Resolved, that the Livingston Board of Education approves the revisions to Heritage Middle School stipends for 2008-2009 as noted (highlighted) on [Addendum A](#).

4.8 Extra Work Pay

Resolved, that the Livingston Board of Education approves the payments as listed on [Addendum B](#) for work performed.

Resolved, that the Livingston Board of Education approves payment of \$453.20 to *Christopher Purdue*, Teacher of Health & PE, for working an additional section for 10 weeks during the fall of 2008.

ROLL CALL VOTE

K. PUBLIC COMMENT ~ up to 15 minutes

An excerpt from Policy #0167 adopted on December 13, 2004 states that The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

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ADJOURNMENT

L. PROPOSED FUTURE AGENDA ITEMS (dates subject to change)

January 12, 2009 (*voting*)

- Uniform State Memorandum of Agreement
- Approval of Key Learning Principles

January 26, 2009 (*workshop*)

- First Draft of Budget
- Strand Cost Analysis
- Teacher's College Presentation
- Calendar Discussion
- Construction Update - LHS

February 2, 2009 (*voting*)

February 23, 2009 (*workshop*)

- Construction Update - LHS

March 2, 2009 (*voting*)

- Approval of Tentative Budget
- Approval of Professional Development Plan

March 23, 2009 (*Public Hearing on the Budget*)

April 13, 2009 (*voting*)

April 27, 2009 (*Reorganization*)

May, 2009 (*workshop*)

- Strategic Planning – Grading and Reporting to Parents (Strand 1)
- Strategic Planning – Social Studies Curriculum for Grades K-12
- LMAC Drug Survey Presentation

June, 2009 (*workshop*)

- Staff Development Committee

CLOSED SESSION

1. Legal Matters
2. Negotiations
3. Personnel

Whereas, N.J.S.A. 10:4-1 et seq., also known as the "Sunshine Law," authorizes a public body to meet in executive or private session under certain limited circumstances, and

Whereas, said law requires the Board to adopt a resolution at a public hearing before it can meet in such an executive or private session, now, therefore, be it

Resolved, by the Livingston Board of Education that:

- (A) It does hereby determine that it is necessary to meet in executive session on December 8, 2008 to discuss the matters stipulated, in conformance with the subsections of said act which are indicated.
1. Matter rendered confidential by federal law, state statute or rule of court.
 2. Matter in which the release of information would impair a right to receive federal funds.
 3. Matter, the disclosure of which would constitute an unwarranted invasion of individual privacy unless the individual concerned shall request in writing that the same be disclosed publicly.
 4. Collective bargaining matter.
 5. Matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates, etc. where it would adversely affect the public interest if discussion were disclosed.
 6. Tactics and techniques utilized in protecting public property where disclosure could impair protection.
 7. Investigation of violations or possible violations of law.
 8. Pending or anticipated litigation or contract negotiation other than collective bargaining agreement.
 9. Personnel matters unless the individual employees or appointees affected requested that such matter be discussed at a public meeting.
 10. Deliberations occurring after a public hearing that may result in the imposition of a specific civil penalty.
- (B) The matters discussed will be made public when confidentiality is no longer required and formal action pursuant to said discussion shall take place only at a meeting to which the public has been invited.

ROLL CALL VOTE

ADJOURNMENT

M. MISCELLANEOUS

1. Suspension Report ([November](#))