

**LIVINGSTON SCHOOL DISTRICT
LIVINGSTON, NEW JERSEY**

**BOARD OF EDUCATION
VOTING MEETING AGENDA**

Tuesday, October 16, 2012 – 7:30 p.m.
Livingston High School – Auditorium

A. CALL TO ORDER AND STATEMENT BY PRESIDENT

Adequate notice of this meeting has been provided by amendment to notice approved at the Board's voting meeting on February 13, 2012 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *The Alternative Press*, *Patch.com* and Livingston Township Clerk.

B. FLAG SALUTE

C. ROLL CALL

Barry Funt
Charles Granata
Bonnie Granatir
Ronnie Spring
Leslie Winograd
Moshe Pasternak

D. SUPERINTENDENT'S REPORT

E. BOARD REPORTS

F. DISCUSSION ITEMS

1. Long Range Facility Plan
2. Calendar Discussion
 - 2013-2014
 - 2014-2015

G. APPROVAL OF MINUTES

The Superintendent recommends the following:

Resolved, that the Livingston Board of Education approves the minutes of the September 10, 2012 and September 24, 2012 meetings.

Resolved, that the Livingston Board of Education approves the executive session minutes from June 4, 2012, July 23, 2012, August 21, 2012, September 10, 2012 and September 24, 2012.

ROLL CALL VOTE

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

An excerpt from Policy #0167 adopted on January 10, 2011 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.

I. MOTIONS BY CONTENT AREA

1. PROGRAM/CURRICULUM

The Superintendent recommends the following:

1.1 Textbooks/DVDs

Resolved, that the Livingston Board of Education approves the following textbooks/DVDs as shown on [Addendum A](#).

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 placement for the academic year 2012-2013 for eight (8) Livingston students with disabilities and for the Extended School Program 2012 (Summer Programs) for one (1) Livingston student with disabilities, 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 as shown on [Addendum B](#).

ROLL CALL VOTE

3. BUSINESS

The Superintendent recommends the following:

3.1 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	\$1,976,550.80
12	Regular	323,012.51
20	Regular	194,669.77
30	Referendum	333,591.39
60	Cafeteria	15,731.88
	TOTAL	\$2,843,556.35

Regular Checks	45371-46117	\$2,494,233.08
Referendum Checks	482-488	333,591.39
Cafeteria Checks	215	15,731.88
	TOTAL	\$2,843,556.35

3.2 **Board Secretary Report – August 2012**

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for August 31, 2012, 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 August 31, 2012, 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	10,383,146		
(11) Current Expense		14,801,285	3,220,618
(12) Capital Outlay		840,291	1,529,895
(13) Special Schools			
(20) Special Revenue Fund	441,738	1,160,494	
(30) Capital Projects Fund	526,867		
(40) Debt Service Fund	1		
Total:	\$11,351,752	\$16,802,070	\$4,750,513

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of August 31, 2012, 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.

3.3 **Transfers**

Whereas, the Superintendent of Schools recommends certain transfers among accounts in the 2012-2013 budget for August 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>
0600	Supplies and Materials		\$225
0610	General Supplies	\$1,308	
0640	Textbooks		\$1,083
	Totals	\$1,308	\$1,308

3.4 Field Trips

Resolved, that the Livingston Board of Education approves the field trips as outlined in [Addendum C](#).

3.5 Violence and Vandalism and HIB Report

Resolved, that the Livingston Board of Education approves the Annual District Report and District HIB Summary Report for the Electronic Violence and Vandalism Reporting System (EVVRS) for the 2011-2012 Report Period 2.

3.6 Teacher’s College

Resolved, that the Livingston Board of Education enters into an agreement with Teachers College, Columbia University, Reading and Writing Project for professional development services in the amount of \$92,800 paid with NCLB Federal Grant Funds broken down as follows:

Burnet Hill \$16,000	Collins \$14,400	Harrison \$16,000
Hillside \$16,000	MPE \$14,400	Riker Hill \$16,000

3.7 Joint Transportation Agreement with Morris-Union Jointure Commission

Resolved, that the Livingston Board of Education enters into a joint transportation agreement for the 2012-2013 school year with the Morris-Union Jointure Commission to provide transportation to DCL – Warren at a cost of \$66,174.75 and a per diem rate for an aide of \$59.29 and to provide transportation to Stepping Stones at a cost of \$42,142.50 and a per diem rate for an aide of \$65.88.

3.8 Amendment to Turner Contract

Whereas, on May 13, 2010, the Livingston Township Board of Education (“Board”) entered into an Agreement with Turner Construction Company (“Turner”) to provide Construction Management Services in connection with several construction projects (“Project”) which are being subsidized by bond referendum funds; and

Whereas, the Board has determined that the services being provided by Turner are being performed in an effective and efficient manner; and

Whereas, Turner has proposed to provide the Services for the amount of Fourteen Thousand Three Hundred and Ninety-Five Dollars (\$14,395.00) in accordance with its proposal, when it was determined that additional pre-referendum services were necessary to prepare the school district

to enter into a referendum, which price is consistent with previous services rendered and which the Board has determined is reasonable and in the best interests of the Board; and

Whereas, the terms and conditions of the Agreement shall remain substantially the same.

Now Therefore, Be It Resolved that the Board of Education amend the Turner Contract in the amount of Fourteen Thousand Three Hundred and Ninety-Five Dollars \$14,395.00; and

Be It Further Resolved, that all other provisions of the Agreement shall remain in full force and effect.

3.9 Magellan Behavioral Health Services

Resolved, that the Livingston Board of Education approves the contract with Magellan Health Services from January 1, 2013 through December 31, 2014 to provide an Employee Assistance Program to all employees of Livingston Public Schools.

3.10 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement Agreement regarding Student #161539.

3.11 Approval of Conferences

Resolved, that the Livingston Board of Education approves *Elaine Bakke* and *Kevin Wittmaack*, Language Arts/Reading and English Supervisors, to attend the NCTE Annual Convention from November 15 to 18, 2012 in Las Vegas, Nevada at a cost not to exceed \$1,600 each.

Resolved, that the Livingston Board of Education approves *Lizbeth Sanchez*, World Language Supervisor, to attend the American Council on the Teaching of Foreign Languages (ACTFL) Conference from November 16 to 18, 2012, in Philadelphia, Pennsylvania, at a cost not to exceed \$850.

Resolved, that the Livingston Board of Education approves *James Novotny*, Technology Supervisor, to attend the International Technology Engineering Educators Association (ITEEA) Conference from March 7 to 10, 2013, in Columbus, Ohio, at a cost not to exceed \$1,300.

3.12 Policies

Resolved, that the Livingston Board of Education has reviewed the following policy and finds that no changes need to be made at this time:

Policy #[2415.04](#)- Title I – District-Wide Parental Involvement (M)

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

Policy #[2340](#) – Field Trips (replaces Policy # 6153 (NJSBA))

Policy #[2431.4](#) – Concussion Testing and Return to Plan (M) (with revisions)

Policy #[2622](#) – Student Assessments (M) (with revisions)

ROLL CALL VOTE

4. PERSONNEL

The Superintendent recommends the following:

4.1 Leaves of Absences

Resolved, that the Livingston Board of Education accepts the leaves of absences of:

Name	Position	Location	LOA w/pay and benefits	LOA w/o pay, but with benefits	Extended LOA w/o pay or benefits	Return Date
<i>Anthony Lepore</i>	Custodian	LHS	7/13/12-8/14/12 and 9/4/12-9/7/12	8/20/12-8/31/12**	NA	9/10/12
<i>Anthony Lepore</i>	Custodian	LHS	NA	10/4/12-11/8/12**	NA	11/11/12

*As amended from a previous agenda

**designated as FMLA or NJFLA

4.2 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 or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
<i>Dr. Allison Crerar</i>	LHS	Supervisor of Alternative Programs and Services	First Year Tenure Track	Dr. Kim Buxenbaum	LSA	3	\$101,865 (pro-rated) plus \$2,100 for PhD	Upon release of current contract
<i>Carla Cavallo</i>	District	Occupational Therapist	First Year Tenure Track	Migdalea Vargas	MA	12	\$80,950 (pro-rated)	Upon release of current contract
<i>Mary Mulligan</i>	HMS	Teacher of Health & PE	Leave Replacement	Krista Faust	MA+32	1	\$63,455	10/22/12
<i>Ann Marie Mansfield</i>	RHE	Playground Aide	NA	NA	NA	NA	\$12.50/hour	9/1/12
<i>Julie Opat</i>	RHE	Playground Aide	NA	NA	NA	NA	\$12.50/hour	10/15/12

*as amended from a previous agenda

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed on [Addendum D](#) as Instructional Aides for the 2012-13 school year.

Resolved, that the Livingston Board of Education amends the salary of *Pearl Bowman* in her capacity as a Playground Aide to \$15.00 per hour, retroactive to September 1, 2012.

4.3 Substitutes

Resolved, that the Livingston Board of Education extends the appointment of *Sarah Siegel* as a long-term substitute Teacher of Middle School Science at Heritage Middle School (replacing Kristin Bergen) until December 14, 2012. Ms. Siegel will continue to be compensated at the rate of \$255 per day for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of *George Firrincili* as a long-term substitute School Counselor at the Alternative High School (replacing Dr. Kim Buxenbaum) from October 15, 2012 until further notice. Mr. Firrincili will be compensated at the rate of \$255 per day for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of *Stacey Kunion* as a long-term substitute Elementary School Teacher at Mt. Pleasant Elementary School (replacing Nicole Emaus) from November 19, 2012 until December 21, 2012. Ms. Kunion will be compensated at the rate of \$255 per day for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of *Annette Romano* as a long-term substitute Secretary at Livingston High School (replacing Patricia Sullivan) from October 8, 2012 until November 16, 2012. Ms. Romano will be compensated at the rate of \$15/hour for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes for the 2012-2013 school year:

Teachers

Stephanie Lentine

David Nicolato

Matthew Brill

Ellen Reich

Karen Mendez

Cheri Ratner

Custodians

Joyce Gardner (\$15.00/hour)

Ed Sental (\$15.00/hour)

Shawn Aughey (\$11.00/hour)

4.4 Extra Work Pay

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

4.5 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement and Release Agreement regarding Employee #4470.

4.6 Longevity

Resolved, that the Livingston Board of Education approves *David Cohen*, Teacher of the Handicapped at Livingston High School, for 15 years of longevity (\$2,340), effective and retroactive to September 1, 2012.

4.7 Stipends

Resolved, that the Livingston Board of Education approves the Livingston High School Co-Curricular Stipends for the 2012-13 school year as listed on [Addendum F](#).

4.8 Sports Physicals

Resolved, that the Livingston Board of Education approves the individuals listed on [Addendum G](#) to work on October 17, 2012 assisting in conducting sports physicals. They will be compensated at their hourly rate for all hours worked.

4.9 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the individuals listed on [Addendum H](#) for extra period assignments from October 8, 2012 through the end of the 2012-13 school year. These individuals will be compensated at the percentage of their annual salary as indicated.

ROLL CALL VOTE

J. OLD BUSINESS

K. PUBLIC COMMENT ~ up to 15 minutes

An excerpt from Policy #0167 adopted on January 10, 2011 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)

October 29, 2012 (workshop)

- District Testing Presentation

November 12, 2012 (voting)

- Statement of Assurance – QSAC

November 19, 2012 (workshop)

- Strategic Plan – English Language Arts (ELA) Curriculum Grades K-5 (Strand 1)
- Strategic Plan – Cost Analysis Grants and Shared Service Agreements and Update on Shared Services with Livingston Township including TV Production Services (Strands 5 and 7)

December 10, 2012 (voting)

January 7, 2013 (reorganization)

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 October 16, 2012 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.

M. MISCELLANEOUS

1. Suspension and HIB Report ([September](#))