

**LIVINGSTON SCHOOL DISTRICT
LIVINGSTON, NEW JERSEY**

**BOARD OF EDUCATION
VOTING MEETING MINUTES**

Wednesday, January 16, 2013

A **Voting Meeting** of the Livingston Board of Education was held on this date in the Livingston High School Auditorium. The meeting was called to order at 7:30 p.m. by the Board President, Ronnie Spring, who announced that adequate notice of this meeting had been provided by amendment to notice approved at the Board's reorganization meeting on January 7, 2013 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.

Members Present: Pamela Chirls, Barry Funt, David Jasin, Ronnie Spring, Leslie Winograd and Moshe Pasternak

Also in Attendance: Brad Draeger, Steven Robinson, Mary Oates, Lawrence Russell, Thomas Douglas, Joann Goldberg and approximately 30 members of the public

SUPERINTENDENT'S REPORT

1. Staff Survey

Dr. Draeger reviewed the results of the staff survey that was given in December.

2. Mid-Year Budget Review

Mr. Robinson presented a mid-year budget review explaining actual revenues and expenditures to date and offered a projection of where we will end up as we move through the second half of the school year.

3. Security Update

Dr. Draeger reviewed the ways we plan to improve security in the aftermath of the Newtown shooting. These include training of substitute teachers in emergency management, upgrading Monmouth Court systems to include cameras and buzzers at the front entrance, interior locking of classroom doors, upgrading intercom systems to include an all-call feature in every classroom, upgrading the intercom systems so any classroom can call 911, adding additional security cameras to the budget and making minor improvements to the front entrances to ensure we can view multiple camera angles.

4. Facility Update 2012-2037

Dr. Draeger reviewed the referendum that is under consideration for additional elementary school classrooms and media centers as well as ADA compliance at the high school. Dr. Draeger reviewed our current room capacities and usage, the three most recent demographic studies and approved housing developments that will affect enrollment. Dr. Draeger also explained why construction is being considered now and not in the future.

The Board discussed the possible referendum and will meet again next Wednesday, January 23 to make an official vote as to whether or not to move forward to bring a question to the public on March 12th.

BOARD BUSINESS

1. Board Member Code of Ethics

Mr. Anthony Sciarillo of Lindabury, McCormick, Estabrook & Cooper reviewed the School Ethics Act and ten part Code of Ethics that all Board members are required to follow. The Board members signed the required Acknowledgement of Receipt which is kept on file in the Business Office.

BOARD REPORTS

There were no Board Reports.

APPROVAL OF MINUTES

Mrs. Winograd moved the following:

Resolved, that the Livingston Board of Education approves the minutes of the December 10, 2012 meeting.

Dr. Jasin seconded the motion.

ROLL CALL VOTE: Ayes – Mr. Funt, Mrs. Winograd
Abstain – Mrs. Chirls, Dr. Jasin, Mr. Spring
Nays – None

Mrs. Winograd moved the following:

Resolved, that the Livingston Board of Education approves the minutes of the January 7, 2013 meeting.

Mr. Funt seconded the motion.

ROLL CALL VOTE: Ayes – Mrs. Chirls, Mr. Funt, Dr. Jasin, Mrs. Winograd, Mr. Spring
Nays – None

PUBLIC INPUT ON AGENDA ITEMS ~ up to 15 minutes

Allison Rosenberg, 45 Martin Road, had come with security questions that were answered by Dr. Draeger's report. Mrs. Rosenberg suggested there be a security committee put in place so that parents can offer their input. Dr. Draeger suggested discussion at the PTA level with Principal input might be a better avenue.

Bernard Searle, 14 Washington Court, stated Dr. Draeger's report did not present anything to indicate where the children of the new housing developments would be placed. Dr. Searle asked what the additional cost would be to add more classrooms and suggested the Board should consider adding more classrooms than the plans show in the referendum presentation.

Mark Annett, 53 Hillside Avenue, stated Hillside School needed these renovations many years ago. Mr. Annett also stated that a small percentage of students come from new housing and that most come from turnover housing.

Joyce Gore, 7 Claremont Avenue, was part of the Long Range Planning Committee that looked at some of these same recommendations years ago. Ms. Gore suggests looking at redistricting in lieu of soft borders. Ms. Gore also inquired when the Board meets with the Livingston Education Association.

MOTIONS BY CONTENT AREA

PROGRAM/CURRICULUM

Mrs. Winograd moved the following:

1.1 Student Teacher

Resolved, that the Livingston Board of Education approves the following staff member to serve as a student teacher in the district:

<u>Student Teacher</u>	<u>School</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Carly Sorace*	Hillside School	Laura Ciuffreda	1/16/13-5/7/13

*Carly Sorace is replacing Amanda DeCaito who was previously approved on the December 10, 2012 agenda.

Dr. Jasin seconded the motion.

ROLL CALL VOTE: Ayes – Mrs. Chirls, Mr. Funt, Dr. Jasin, Mrs. Winograd, Mr. Spring
Nays – None

STUDENT SERVICES

Mrs. Winograd moved the following:

2.1 Out-of-District Placements

Resolved, that the Livingston Board of Education approves placement for the academic year 2012-2013 for three (3) Livingston students 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 A**.

2.2 Related Services/Medical Consultants

Resolved, that the Livingston Board of Education approves the following consultants that will be utilized to provide related services for the 2012–2013 school year:

PSYCHIATRIC EVALUATIONS

Fennelly, Bryan \$600.00/evaluation

HOME SUPPORT SERVICES

Four Winds Hospital \$54.00/hour

Mr. Funt seconded the motion.

ROLL CALL VOTE: Ayes – Mrs. Chirls, Mr. Funt, Dr. Jasin (abstain from 2.1), Mrs. Winograd, Mr. Spring
Nays – None

BUSINESS

Mrs. Winograd moved 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	\$1,803,273.67
12	Regular	232,396.44
20	Regular	216,979.96
30	Referendum	12,432.00
60	Cafeteria	78,203.05
	TOTAL	\$2,343,285.12

Regular Checks	47006-47517	\$2,252,650.07
Referendum Checks	495	12,432.00
Cafeteria Checks	218-219	78,203.05
	TOTAL	\$2,343,285.12

3.2 Board Secretary Report – November 2012

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for November 30, 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 November 30, 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	4,025,872		
(11) Current Expense		5,711,366	2,962,991
(12) Capital Outlay		763,157	1,787,522
(13) Special Schools			
(20) Special Revenue Fund	83,981	536,249	
(30) Capital Projects Fund	782,761		
(40) Debt Service Fund	1,466,213		
Total:	\$6,358,827	\$7,010,772	\$4,750,513

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of November 30, 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 January 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>
0100	Salaries		\$34
0220	Social Security Contributions		\$30,000
0249	Other Retirement Contrib DCRP	\$30,000	
0270	Health Benefits		\$272,850
0330	Purchased Professional	\$20,200	
0339	Other Prof Services		\$5,200
0420	Clean/Repair Maintenance	\$41,963	
0440	Rentals	\$116,148	
0500	Other Purchased Serv		\$20,000
0514	Cont Services (Sped)	\$100,000	
0530	Communications/Telephone		\$2,510
0600	Supplies and Materials	\$22,850	
0610	General Supplies	\$2,407	
0640	Textbooks		\$2,974
	Totals	<u>\$333,568</u>	<u>\$333,568</u>

3.4 Field Trips

Resolved, that the Livingston Board of Education approves the field trips as outlined in **Addendum B**.

3.5 Board Member Assignments

Resolved, that the Livingston Board of Education approves the president's designation of the following assignments as noted on **Addendum C**.

3.6 Architect Services

Resolved, that the Livingston Board of Education approves the following proposal from Di|Cara Rubino Architects:

1. Livingston Board of Education Offices – Addition and interior alterations in the amount of \$189,500.

3.7 New York Giants Youth Football Camp

Resolved, that the Livingston Board of Education approves the New York Giants Youth Football Camp to be held the week of July 15-19, 2013 at Livingston High School for a rental fee of \$4,000.

3.8 Marzano Research Laboratory, LLC

Resolved, that the Livingston Board of Education enters into a contract with Marzano Research Laboratories, LLC to provide staff development on February 26 and 27, 2013 at a total cost of \$11,600.

3.9 Approval of Conferences/Overnight Trips

Resolved, that the Livingston Board of Education approves *Tina Renga*, Director of Guidance, to attend the SUCH Counselor Tour from April 28 to May 1, 2013 in Saratoga Springs, New York, at a cost not to exceed \$500.

3.10 Stipulation of Settlement

Resolved, that the Livingston Board of Education approves the Stipulation of Settlement Agreement for Student #183101 in the amount of \$58,290 towards the cost of educational services from April 17, 2012 through August 2014.

3.11 Change Orders

Resolved, that the Livingston Board of Education approves the following change orders that have been approved by the construction manager and architect:

Frank C. Gibson – Administrative Building		
Original contract		\$97,765.00
Previously approved change orders		<u>0</u>
Contract sum prior to additional change orders		\$97,765.00
Change Order #1 – Credit to the contract the unused allowance.		(\$8,000.00)
Revised contract		<u>\$89,765.00</u>

Laumar Roofing Company – Livingston High School		
Original contract		\$532,000.00
Previously approved change orders		<u>0</u>
Contract sum prior to additional change orders		\$532,000.00
Change Order #1 – Credit to the contract the unused allowance.		(\$32,500.00)
Revised contract		<u>\$499,500.00</u>

Tormee Construction – Mount Pleasant Elementary School		
Original contract		\$1,945,000.00
Previously approved change orders		<u>69,421.00</u>
Contract sum prior to additional change orders		\$2,104,421.00
Change Order #14 – Provide and install new ceiling and lighting fixtures in CST Room.		\$3,591.00
Revised contract		<u>\$2,018,012.00</u>

Tormee Construction – Riker Hill Elementary School		
Original contract		\$3,826,412.00
Previously approved change orders		<u>108,431.21</u>
Contract sum prior to additional change orders		\$3,934,843.21
Change Order #18 – Provide additional code remediation. Deduct \$8,795 from allowance.		\$0
Revised contract		<u>\$3,934,843.21</u>

Tormee Construction – Heritage Middle School		
Original contract		\$9,781,588.00
Previously approved change orders		<u>311,724.42</u>
Contract sum prior to additional change orders		\$10,093,312.42
Change Order #41 – Supply and install new door in men's faculty toilet and provide and install nine aluminum veneer panels to cover the existing condensate opening in the existing wall after old unit ventilator was removed.		\$7,892.00
Revised contract		<u>\$10,101,204.42</u>

3.12 Policies

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

Policy #0143.2 – Student Representatives to the Board of Education

Mrs. Chirls seconded the motion.

ROLL CALL VOTE: Ayes – Mrs. Chirls, Mr. Funt, Dr. Jasin, Mrs. Winograd, Mr. Spring
Nays – None

PERSONNEL

Dr. Jasin moved the following:

4.1 Resignations

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

Name	Position	Reason	Location	Last Day of Employment
<i>Samantha Leone</i>	Instructional Aide	Resignation	Harrison	1/4/2013
<i>Lynne Ann Collier</i>	Instructional Aide	Resignation	HMS	1/15/2013
<i>Peter Daniel Fox</i>	Maintenance	Retirement	District	2/28/13
<i>Paul Stefany</i>	Teacher of Music	Retirement	District	6/30/13
<i>Kevin Kanaley</i>	Maintenance	Retirement	District	9/30/2013
<i>Sarah Vescio</i>	Instructional Aide	Resignation	Harrison	1/25/2013

4.2 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>Lydia Austin*</i>	Teacher of English	MPMS	11/14/12-1/1/13	1/2/13-1/10/13 and 1/11/13-2/12/13 **	NA	2/13/13

**As amended from a previous agenda*

***designated as FMLA or NJFLA*

4.3 Transfers

Resolved, that the Livingston Board of Education approves the transfers of the personnel listed on **Addendum D**.

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 or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
<i>Patricia Mattia</i>	LHS	Secretary	First Year Tenure Track	Mary Kate Rulka	OS-10	4	\$37,732, plus \$1,200 BA (pro-rated)	1/7/13
<i>Greville Honore**</i>	MPE	Custodian	NA	Rubens Arantes	C	1	\$38,118, plus \$950 (night), plus \$625 (black seal)	1/2/13
<i>Zayvia Gabriel**</i>	MPMS	Custodian	NA	Robert Myers	C	1	\$38,118, plus \$950 (night), plus \$625 (black seal)	1/2/13
<i>Rebecca Bauer</i>	Collins	Playground Aide	NA	NA	NA	NA	\$12.50/hour	1/15/13

**as amended from a previous agenda*

***probationary period waived*

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed on **Addendum E** as Instructional Aides for the 2012-13 school year.

Resolved, that the Livingston Board of Education approves *Howard Toffey* as the District School Residency Officer for the period of January 1, 2013 - June 30, 2013 at the rate of \$25.00 per hour.

4.5 Substitutes

Resolved, that the Livingston Board of Education approves the appointment of *Wendy Straussman* as a long term substitute Instructional Aide at Collins Elementary School from September 10, 2012 through until further notice. Ms. Straussman will be compensated at the rate of \$120 per day for these assignments.

Resolved, that the Livingston Board of Education amends the appointment of *Stephen Schiable* as a long term substitute Teacher of Social Studies at Livingston High School (replacing Lori Perez) from September 1, 2012 until **February 6, 2013**. Mr. Schiable will be compensated at the rate of \$255 per day for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of *Jennifer Glick* as a long term substitute Media Specialist at Mount Pleasant Elementary School (replacing Lenore Piccoli) from February 4 through March 15, 2013. Ms. Glick will be compensated at the rate of \$255 per day 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

Daniella Novitskaya
Mary Sue Rossinow
Danielle Cohen
Kimberly Byrne
Ruth Seiden
Phillip Yap-Diangco
Mariel Jacobs
Heather Terzian
Victoria Fiore
Ilene Rosenbaum

Custodians

Chris Pedini (\$12.00/hr.)
Ylli Alliu (\$13.00/hr.)

Bus Driver

David C. Kronen

Secretaries

Phillip Yap-Diangco (\$13.50/hr.)
Carol Callahan (\$13.50/hr.)

4.6 Extra Work Pay

Resolved, that the Livingston Board of Education approves the payments as listed on **Addendum F** for work performed.

Resolved, that the Livingston Board of Education approves payment for work days in a higher paying position for *Zuilda Duarte* (from 10/1/12-11/19/12) per Article X, Section II, A of the LEA contract (page 53 2011-2014 version). She substituted for Sergio Jara as the LHS Head Custodian.

Resolved, that the Livingston Board of Education approves the individual listed on **Addendum G** for payment.

Resolved, that the Livingston Board of Education approves the individuals listed on **Addendum H** for payment in accordance with Article IX, II, C of the contract between the Livingston Board of Education and the Livingston Supervisor's Association.

Resolved, that the Livingston Board of Education approves the individuals listed on **Addendum I** to work on January 30, 2013 assisting in conducting sports physicals. They will be compensated at their per diem or hourly rate for all hours worked.

Resolved, that the Livingston Board of Education approves the individuals listed on **Addendum J** as game workers for the 2012-13 school year.

Resolved, that the Livingston Board of Education approves the individuals listed on **Addendum K** for payment for curriculum writing.

4.7 Stipends

Resolved, that the Livingston Board of Education approves *Michael Iradi* for Basketball Intramurals at Mt. Pleasant Middle School. Mr. Iradi will replace Erica DeRosa, who was previously approved for this position.

4.8 Mentor Fees

Resolved, that the Livingston Board of Education approves the individual on **Addendum L** listed as an assigned mentor to receive payment in accordance with the schedule listed.

4.9 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the individual listed on **Addendum M** for extra period assignments as indicated.

Mrs. Winograd seconded the motion.

ROLL CALL VOTE: Ayes – Mrs. Chirls, Mr. Funt, Dr. Jasin, Mrs. Winograd, Mr. Spring
 Nays – None

OLD BUSINESS

Dr. Draeger announced that Mr. Robinson will bring forth an energy usage update to the February 4th meeting.

PUBLIC COMMENT ~ up to 15 minutes

Bernard Searle, 14 Washington Court, asked about transfers into the rental and cont services categories. Mr. Robinson explained the rental transfer is for our copiers. We are in the process of switching to another copier company and this money will be credited back to us upon the return of the machines. The contracted services is for money transferred into the Special Education budget because transportation expenses are higher than budgeted.

Mark Annett, 53 Hillside Avenue, suggested the next staff survey be mandatory for employees.

Bernard Searle, 14 Washington Court, suggested someone have a conversation with the developer of Squiretown because he heard most of those units will be single bedroom rentals.

ADJOURNMENT

At 11:05, Mrs. Winograd made a motion to adjourn the meeting.

Mr. Funt seconded the motion.

Respectfully submitted,

Steven K. Robinson
Board Secretary