



LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

Monday, December 8, 2014 – 7:00 p.m.
Livingston High School – Media Center

I. OPEN SESSION

A. Call to Order – Barry Funt, President

B. Reading of Meeting Notice

Adequate notice of this meeting has been provided by amendment to notice approved at the Board's reorganization meeting on January 6, 2014 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *The Alternative Press* and the Livingston Township Clerk.

C. Pledge of Allegiance / Roll Call

D. Superintendent's Report – Mr. O'Neill

1. Budget Goals

E. Board Reports

F. Presentations – Ms. Oates

1. Secondary Course Offerings 2015-2016

G. Presentation of Comprehensive Annual Financial Report – Wiss and Company

H. Approval of Minutes

The Superintendent recommends the following:

1. Voting Meeting Minutes of November 24, 2014
2. Closed Session Minutes of September 29, October 20, October 29, November 10 and November 24, 2014

ROLL CALL VOTE

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

An excerpt from Policy #0167 adopted on January 10, 2011 and reviewed on March 4, 2013 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.

II. RECOMMENDATIONS FOR APPROVAL

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 **Attachment A**.

1.2 Social Worker Intern

Resolved, that the Livingston Board of Education approves the following college student to serve as a social worker intern in the district:

<u>Student</u>	<u>School</u>	<u>Cooperating Social Worker</u>	<u>Dates</u>
Sara Rafter	Burnet Hill	JeeNa Krzastek	1/5/15-5/31/15

1.3 Student Teacher

<u>Student</u>	<u>School</u>	<u>Cooperating Teachers</u>	<u>Dates</u>
Michelle Krayer	Harrison and Livingston High School	Michlele Matten Joshua Salzman	1/5/15-5/15/15

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 2014-2015 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 **Attachment B**.

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 2014-2015 school year:

MUSIC THERAPIST

Montclair State University – John J. Cali School of Music \$375.00/evaluation

NEUROLOGICAL EVALUATION

Dr. Elliot Grossman \$300.00/evaluation

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	862,368.95
12	Regular	212,593.32
20	Regular	68,451.90
30	Referendum	930,898.08
TOTAL		<u>\$2,074,312.25</u>

Regular Checks	57712-57878	1,143,414.17
Referendum Checks	604	930,898.08
TOTAL		<u>\$2,074,312.25</u>

3.2 Board Secretary Report – October 2014

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for October 31, 2014, 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, 2014, 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	7,584,703		
(11) Current Expense		13,085,997	3,593,973
(12) Capital Outlay		1,324,185	2,833,887
(20) Special Revenue Fund	11,797		
(30) Capital Projects Fund	7,929,960		
(40) Debt Service Fund	451,196		
Total:	\$15,977,656	\$14,410,182	\$6,427,860

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of October 31, 2014, 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 2014-2015 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>
0270	Health Benefits		\$12,000
0320	Purch. Prof-Educational Services	\$6,724	
0420	Clean/Repair Maintenance	\$1,100	
0610	General Supplies	\$2,046	
0640	Textbooks	\$2,130	
	Totals	\$12,000	\$12,000

3.4 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 Financial Audit.

3.5 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 13 to 17, 2015 at Livingston High School for a rental fee of \$4,000.

3.6 Policies & Regulations

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

Policy #2361 – Acceptable Use of Computer Networks/Computers & Resources (M) (with revisions)

Policy #5120 – Assignment of Pupils (M) (with revisions)

Policy #5306 – Health Services to Non-Public Schools (M) (with revisions)

Policy #5308 - Student Health Records (M) (with revisions)

Policy #5310 – Health Services (M) (with revisions)

Policy #5331 – Management of Life Threatening Allergies in School (M) (with revisions)

Policy #5339 – Screening for Dyslexia (M) (new to district)

Policy #5512 – Harassment, Intimidation & Bullying (M) (with revisions)

Policy #5530 – Substance Abuse (M) (with revisions)

Policy #5620 – Expulsion (new to district)

Policy #5755 – Equity in Educational Programs and Services (M) (new to district)

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

Regulation #1240 – Evaluation of Superintendent (M)

Regulation #1330 – Evaluation of School Business Administrator (M)

Regulation #1400 – Job Descriptions (M)

Regulation #1530 – Equal Employment Opportunities (M)

Regulation #1550 – Affirmative Action Program for Employment and Contract Practices (M)

Regulation #3160 – Physical Examination (M)

Regulation #3221 – Evaluation of Teachers (M)

Regulation #3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)

Regulation #3223 – Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals (M)

Regulation #3224 – Evaluation of Principals, Vice Principals and Assistant Principals (M)

Regulation #4160 – Physical Examination (M)

3.7 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Student #203108 which is on file at the Board of Education office.

3.8 Change Orders

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

ARCO Construction – Livingston High School	
Original Contract	\$299,500.00
Previously approved change orders	<u>0</u>
Contract sum prior to additional change orders	\$299,500.00
Change Order #1 – Provide labor and materials for two new HVAC curbs to be installed. Deduct \$2,475 from allowance of \$25,000. Since contract is complete, receive credit for unused allowance.	(\$22,525.00)
	\$276,975.00

Patock Construction Corp. – BH, COL, HAR, HIL and RH	
Original Contract	\$12,172,240.00
Previously approved change orders	<u>0</u>
Contract sum prior to additional change orders	\$12,172,240.00
Change Order #2 – Provide labor and materials to remove the installed footing rebar for the COL Media Center addition per direction of the Livingston Building Department and reinstall in a board formed trench so that footings can be poured in accordance with Township directive. Deduct \$9,545 from allowance.	\$0
Change Order #3 – Provide labor and materials for additional excavation and foundation construction at HAR and to export excess soils from the various district sites. Deduct \$35,593 from allowance.	\$0
Change Order #4 – Provide labor and materials to remove unsuitable soil from trenched areas pursuant to AEL testing reports at BH and HIL and provide new structural fill for proper bearing. Deduct \$6,364 from allowance.	\$0
	\$12,172,240.00

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	Last Day of Employment
<i>Scott Axmann</i>	Assistant Principal	Resignation	HMS	June 30, 2015

4.2 Leaves of Absences

Resolved, that the Livingston Board of Education approves 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>Lindsay Perelman</i>	Teacher of Students with Disabilities	MPMS	3/9/15-5/1/15	5/4/15-9/25/15**	9/28/15-6/30/16	9/1/16
<i>Dakashna Lang</i>	Teacher of English	HMS	4/6/15-5/1/15	5/4/15-6/30/15**	NA	9/1/15
<i>Scott Axmann</i>	Assistant Principal	HMS	9/23/14-2/28/15	3/1/15-3/31/15	4/1/15-6/30/15	NA

*As amended from a previous agenda

**designated as FMLA or NJFLA

4.3 Transfers

Resolved, that the Livingston Board of Education approves the transfers as listed on **Attachment C**.

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>Kimberly Byrne</i>	<i>MPMS</i>	<i>Teacher of Mathematics</i>	<i>LOA Replacement</i>	<i>Mitch Wasserman</i>	<i>BA</i>	<i>1</i>	<i>\$51,983 (pro-rated)</i>	<i>1/20/15-6/30/15</i>
<i>Carmen Sapio</i>	<i>Harrison</i>	<i>Playground Aide</i>	<i>NA</i>	<i>NA</i>	<i>NA</i>	<i>NA</i>	<i>\$14/hr</i>	<i>12/4/14</i>

*as amended from previous agenda

**probationary period waived

Resolved, that the Livingston Board of Education approves the appointment of the aides as listed on **Attachment D**.

4.5 Substitutes

Resolved, that the Livingston Board of Education amends their appointment of *Sharon Yasner* as a long-term substitute teacher at Riker Hill Elementary School (replacing Anna Maria Corino) from September 1, 2014 through **January 7, 2015**. Ms. Yasner will be compensated at the rate of \$260 per day for this assignment.

Resolved, that the Livingston Board of Education amends their appointment of *Marilyn Muzikar* as a long-term substitute Teacher of Family & Consumer Science at Mt. Pleasant Middle School (replacing Laura Richards) from December 4, 2014 until further notice. Muzikar will be compensated at the rate of \$260 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 2014-2015 school year:

Teachers

Yanisse Oliveras-Hsia

Kevin Philemon

*Marci Rosenstark** (retired teacher)

**as amended from a previous Agenda*

Nurses

Lila Kurzum

Custodians/Maintenance

Jagdesheer Roopchand (\$11.50/hr)

Jerome Valerie (\$11.50/hr)

Denis Zaimaj (\$11.50/hr)

Security

Thomas Manzi (\$20/hr)

4.6 Extra Work Pay

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

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed on **Attachment F** as 1:1 aides for students involved in a before- school co-curricular activity.

4.7 Extra Period Assignment

Resolved, that the Livingston Board of Education approves the individual listed on **Attachment G** for an extra period assignment. Individuals will be compensated up to 20% of their salary to a maximum of 20% of BA Step 7.

4.8 Stipends

Resolved, that the Livingston Board of Education accepts the resignation of *Keith Chaudruc* as the Assistant Winter Track Coach at Livingston High School and appoints *Dr. Nancy Petryna* to this position at a stipend amount of \$7,656.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment H** as athletic coaches at Livingston High School for the 2014-2015 school year.

ROLL CALL VOTE

J. PUBLIC COMMENT ~ up to 15 minutes

An excerpt from Policy #0167 adopted on January 10, 2011 and reviewed on March 4, 2013 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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K. MISCELLANEOUS

1. Suspension and HIB Report (November)

III. ADJOURNMENT

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, 2014 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.
- (C) No action will be taken.

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

January 5, 2015 (*reorganization*)