



## **LIVINGSTON BOARD OF EDUCATION VOTING/WORKSHOP MEETING AGENDA**

Monday, September 11, 2017  
Livingston High School Auditorium – 8:00 p.m.

### **I. OPEN SESSION**

#### **A. Call to Order – Ronnie Konner, 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 3, 2017 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**

#### **E. Board Reports**

#### **F. 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**

#### **3. BUSINESS**

The Superintendent recommends the following:

### 3.1 Annual Appointments

**Resolved**, that the Livingston Board of Education approves *Bronawyn O'Leary* as the District's Title IX Coordinator for the 2017-2018 school year.

### 3.2 Application and Receipt of Funds for ESEA (Elementary and Secondary Education Act) Grant

**Resolved**, that the Livingston Board of Education approves the submission and acceptance of the funds for the fiscal year 2017-2018 ESEA grant as follows:

Title I Part A	\$132,773
Title II Part A	\$76,044
Title III	\$18,361
Title III Immigrant	\$9,822
Title IV	\$10,000

## 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>Laura Linenberg</i>	Instructional Aide	Resignation	Collins	6/30/17
<i>Keith Laverty</i>	PT Security	Resignation	HMS	6/30/17
<i>Carolyn Montanez</i>	Instructional Aide	Resignation	Hillside	6/30/17
<i>Ellen Stuart</i>	Instructional Aide	Resignation	Collins	6/30/17
<i>Marie Jeana Agbayani</i>	Playground Aide	Resignation	Collins	6/30/17
<i>Gabrielle Salerno</i>	Instructional Aide	Resignation	MPMS	6/30/17
<i>Isabella Cocuzza</i>	Instructional Aide	Resignation	MPMS	6/30/17

<i>Evelyn DeMaio</i>	Kindergarten Aide	Resignation	BHE	6/30/17
<i>Veronica DiStasi</i>	ABA Discrete Trial TA	Resignation	BHE	NA
<i>Tracey Espinosa</i>	ABA Discrete Trial TA	Resignation	BHE	9/15/17

#### 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 (if applicable)	Extended LOA w/o pay or benefits	Return Date
<i>Mary Barrasso*</i>	Elementary School Teacher	Harrison	8/30/17-9/26/17	9/27/17-12/20/17**	12/21/17-6/30/19	9/1/19
<i>Rosario Tauro*</i>	Secretary	HMS	8/24/17-10/9/17	10/10/17-12/15/17**	NA	12/18/17
<i>Diana Yellen</i>	Elementary School Teacher	BHE	10/23/17-12/29/17	1/1/18-4/6/18**	4/9/18-6/30/18	8/29/18

*\*as amended from a previous agenda*

*\*\*Designates time counted toward NJFLA/FMLA*

#### 4.3 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>Jenna McCarthy</i>	LHS	Assistant Principal	First Year Tenure Track	Dr. Greg Vacca	LHS AP	1	\$108,158 (pro-rated)	9/1/17
<i>Sinead Crews</i>	LHS	Director of School Counseling Services	First Year Tenure Track	Tina Renga	NA	NA	\$112,500 (pro-rated)	9/1/17
<i>Lyndsay George</i>	BHE	Elementary School Teacher	Leave Replacement	Stephanie Mora	BA+16	2	\$54,850 (pro-rated)	8/30/17-12/1/17
<i>Asha Sohan</i>	LHS	Teacher of Biology	First Year Tenure Track	Jenna McCarthy	BA	1	\$52,358	8/30/17
<i>Meghan Clark</i>	BHE/Harrison	Elementary School Teacher	One Year Leave Replacement	Karin Pinto/Diana Yellen	BA	1	\$52,358	8/30/17

<i>Amy Kessler</i>	LHS	School Counselor	First Year Tenure Track	Sinead Crews	MA+16	10	\$79,348	8/30/17
<i>Leala Baxter*</i>	District	Pre-K-6 ELA Supervisor	First Year Tenure Track	Marybeth Kopacz	LSA-12	9	\$130,650	9/19/17
<i>Maria Rubio</i>	Transportation	Bus Driver (25 hours)	NA	NA	25 Hr Bus Driver	5	\$23,399 <i>(plus up to 10 hours of training)</i>	8/30/17
<i>Ertha Piverger</i>	Transportation	Bus Driver (25 hours)	NA	NA	25 Hr Bus Driver	4	\$22,380 <i>(plus up to 10 hours of training)</i>	8/30/17

*\*amended from previous agenda*

**Resolved**, that the Livingston Board of Education approves the appointment of the Teaching Assistants and Instructional Aides as listed on **Attachment A**.

**Resolved**, that the Livingston Board of Education approves *Sharon Petrillo* as a certified substitute (replacing Caroline Gower) at Burnet Hill Elementary at an extra \$50.00 per day in the assignment.

#### **4.4 Stipends**

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment B** for co-curricular stipends at Livingston High School in accordance with the contract between the LBOE and the LEA.

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment C** for co-curricular stipends at Heritage Middle School in accordance with the contract between the LBOE and the LEA.

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment D** for co-curricular stipends at Mt. Pleasant Middle School in accordance with the contract between the LBOE and the LEA.

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment E** for athletic stipends at Livingston High School in accordance with the contract between the LBOE and the LEA.

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment F** for Elementary stipends in accordance with the contract between the LBOE and the LEA.

#### **4.5 Affirmative Action Officers**

**Resolved**, that the Livingston Board of Education amends the appointment of *Andrew Espinoza* and *Chrystie Young* as the district's Affirmative Action officers for the 2017-2018 school year on the July 19, 2017 agenda to also include *Amro Mohammed*.

#### **4.6 Summer Work**

**Resolved**, that the Livingston Board of Education approves the individuals listed on **Attachment G** to be paid for work performed at Monmouth Court Campus over the summer of 2017.

**4.7 Mentor Fees**

**Resolved**, that the Livingston Board of Education approves the individuals **Attachment H** listed as assigned mentors to receive payment in accordance with the schedule listed.

**4.8 Transfers**

**Resolved**, that the Livingston Board of Education approves the transfers of the individuals on **Attachment I**.

**4.9 Lateral Moves**

**Resolved**, that the Livingston Board of Education approves contract changes to be made for the certificated staff members listed on **Attachment J** who completed course work with passing grades and are eligible for a lateral move on the contract guide. The salary adjustments are effective and retroactive to September 1, 2017.

**4.10 Extra Period Assignments**

**Resolved**, that the Livingston Board of Education approves the individuals listed on **Attachment K** for extra period assignments.

**Resolved**, that the Livingston Board of Education rescinds its approval for *Jesse Carr* to teach an extra period assignment. Mr. Carr will be unable to assume the additional class due to scheduling conflicts.

**4.11 Superintendent Merit Goals**

**Resolved**, that the Livingston Board of Education accepts the merit goals for the 2017-2018 school year for *Christina Steffner* which have been approved by the Essex County Office of Education as reflected on **Attachment L**.

**4.12 Job Descriptions**

**Resolved**, that the Livingston Board of Education approves the following job descriptions:

*Dean of Students*  
*Director of School Counseling Services (replaces Director of Guidance)*

**ROLL CALL VOTE**

**III. WORKSHOP/ITEMS TO BE VOTED ON SEPTEMBER 25, 2017**

**PROGRAM/CURRICULUM**

**1.1 Student Intern**

**Resolved**, that the Livingston Board of Education approves the following individual to serve as a student intern in the district:

<u>Intern</u>	<u>Location</u>	<u>Cooperating Teachers</u>	<u>Dates</u>
Kristina Duda	Heritage	Pamela Ciccarino and Jason Charney	8/31/17-12/20/17

## **STUDENT SERVICES**

### **2.1 Out of District Placements**

**Resolved**, that the Livingston Board of Education approves placement for the academic year 2017-2018 for six (6) 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 **Attachment M**.

### **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 2017-2018 school year:

#### **BEHAVIORAL TRAINING & ASSISTANCE / APPLIED BEHAVIORAL ANALYSIS**

ABAskills, LLC \$175.00/hour

#### **HOSPITAL INSTRUCTION**

Professional Education Services, Inc. \$44.00/hour  
Saint Clare's Hospital \$55.00/hour

#### **MUSIC THERAPY**

Jammin' Jenn Music Therapy \$125.00/hour

#### **OCCUPATIONAL THERAPY**

Oxford \$87.00/hour  
P.G. Chambers \$75.00/hour

#### **PHYSICAL THERAPY**

Oxford \$87.00/hour  
P.G. Chambers \$75.00/hour

#### **SPEECH AND LANGUAGE THERAPY**

Creative Speech Solutions, LLC \$90.00/hour  
Oxford \$93.00/hour  
P.G. Chambers \$75.00/hour

### **2.3 District Nursing Services Plan**

**Resolved**, that the Livingston Board of Education approves the District Nursing Services Plan for 2017-2018.

## **BUSINESS**

### **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	\$948,647.51
12	Regular	976,446.09
20	Regular	71,837.49
30	Referendum	198,294.46
60	Cafeteria	68.90
	<b>TOTAL</b>	<b>\$2,195,294.45</b>

Regular Checks	72150-72440	\$1,996,931.09
Referendum Checks	705	198,294.46
Cafeteria Checks	467-468	68.90
	<b>TOTAL</b>	<b>\$2,195,294.45</b>

### **3.2 Board Secretary Report – July 2017**

**Whereas**, the Livingston Board of Education has received the Report of the Board Secretary for July 31, 2017, 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 July 31, 2017, 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	2,648,685		
(11) Current Expense		37,135,425	3,848,239
(12) Capital Outlay		491,246	3,178,235
(20) Special Revenue Fund	49,739		
(30) Capital Projects Fund	2,447,185		
(40) Debt Service Fund			
Total:	\$5,145,609	\$37,626,671	\$7,026,474

**Whereas**, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of July 31, 2017, 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 2017-2018 budget for July 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>
0260	Workmen's Compensation		\$1,325
0420	Clean/Repair Maintenance	\$6,740	
0520	Insurance	\$1,325	
0600	Supplies and Materials		\$5,200
0610	General Supplies		\$11,265
0640	Textbooks	\$9,725	
	<b>TOTALS</b>	<b>\$17,790</b>	<b>\$17,790</b>

**3.4 Parental Contract for Student Transportation**

**Resolved**, that the Livingston Board of Education approves the parental contact for student transportation for student #770029 from July 6, 2017 to June 20, 2018 at a cost not to exceed \$5,880.08.

**3.5 Violence and Vandalism and HIB Report**

**Resolved**, that the Livingston Board of Education approves the Annual District Report and District HIB Summary under the Electronic Violence and Vandalism Reporting System (EVVRS) for the 2016-2017 Report Period 2 as shown on **Attachment N**.

**3.6 Morris County Cooperative Pricing Council**

**Whereas**, the Morris County Cooperative Pricing Council ("MCCPC") was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties; and

**Whereas**, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

**Whereas**, the Livingston Board of Education desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency to **renew** its



membership in the MCCPC for the period of October 1, 2016 through September 30, 2021.

**Be It Resolved**, by the Livingston Board of Education, County of Essex, State of New Jersey as follows:

1. The Business Administrator/Board Secretary of the Livingston Board of Education hereby authorizes the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2011 pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is for **renewal** of membership in the MCCPC for a five (5) year period from October 1, 2016 through September 30, 2021.
2. The Livingston Board of Education is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement, to Randolph Township as Lead Agency of the MCCPC.
3. This Resolution shall take effect immediately upon final passage according to law.
4. All appropriate Livingston Board of Education officials are authorized and directed to perform all required acts to affect the purpose of this Resolution.

**3.7 Revised Tuition Student (Receiving)**

**Resolved**, that the Livingston Board of Education approves the revised acceptance of the following tuition student for the 2017-2018 school year:

<b>Student(s)</b>	<b>School</b>	<b>Tuition</b>
OOD-5	Elementary	\$52,889

**3.8 Settlement Agreement**

**Resolved**, that the Livingston Board of Education approves the Settlement Agreement for Case #10-17 which is on file at the Board of Education office.

**3.9 Policies and Regulations**

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

- Policy #0155 – Board Committees
- Policy #0164 – Conduct of Board Meeting
- Policy #5620 – Expulsion (M)
- Policy #8550 – Unpaid Meal Charges (M)

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

- Regulation #8465 - Hate Crimes and Bias-Related Acts (M)
- Regulation #8467 - Weapons (M)

**3.10 State Aid Adjustment**

**Resolved**, pursuant to N.J.S.A. 18A22-8.1 and N.J.A.C. 6A:23A-13.3(d), the Livingston Board of Education has chosen to appropriate the \$314,520 received as 2017-2018

additional State Aid. The additional aid will be budgeted in account number 11-000-291-270-7079-12 for health benefits.

## **PERSONNEL**

### **4.1 Extra Work Pay**

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

## **MISCELLANEOUS**

### **5.1 HIB Report**

**Resolved**, that the Livingston Board of Education accepts the findings of HIB cases.

## **G. 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.

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.

## **IV. ADJOURNMENT**

### **EXECUTIVE 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 September 11, 2017 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.