



LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

Monday, October 16, 2017

Executive Session – 6:00 p.m. Livingston High School Large Conference Room
Public Voting Meeting – 7:00 p.m. Livingston High School Auditorium

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. Executive Session

Whereas, the Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters; now, therefore be it

Resolved, that the Livingston Board of Education adjourns to closed session to discuss:

- A collective bargaining matter

Action will be taken upon return to public session. The full length of the meeting is anticipated to be approximately one hour; and be it

Further Resolved, the minutes of this closed session be made public when the need for confidentiality no longer exists.

D. Pledge of Allegiance / Roll Call

E. Superintendent's Report

1. Conference with the Livingston Education Association
2. Future Ready Schools – Mrs. Erin Borino
3. District Goals

F. Board Reports

G. Approval of Minutes

The Superintendent recommends the following:

1. Voting Meeting of September 25, 2017
2. Workshop/Voting Meeting of October 9, 2017

ROLL CALL VOTE

H. 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 and DVDs

Resolved, that the Livingston Board of Education approves the following DVD as shown on **Attachment A**.

1.2 Student Teacher/Nursing Intern

Resolved, that the Livingston Board of Education approves the following student to serve as a student teacher/nursing intern in the district:

<u>Intern</u>	<u>Location</u>	<u>Cooperating Teacher</u>	<u>Cooperating Nurse</u>	<u>Dates</u>
Amy Heuer	LHS	Nancy Ooms	Carolyn Ross	8/31/17-12/20/17

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 2017-2018 for four (4) Livingston students with disabilities and for the Extended School Year Program 2017 (Summer Programs) for one (1), 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 2017-2018 school year:

AUDIOLOGICAL SERVICES

Saint Barnabas Ambulatory Care Center – CAP \$700.00/evaluation

AUGMENTATIVE/ALTERNATIVE COMMUNICATION & ASSISTIVE TECHNOLOGY

Cerebral Palsy of North Jersey – ATLAS Division \$750.00/evaluation

CHILD STUDY TEAM EVALUATIONS

Dunbabin, Elise \$400.00/evaluation

Petrozzino, Jane \$400.00/evaluation

MULTISENSORY READING INSTRUCTION

Lindamood Bell \$152.00/hour

NEUROLOGICAL/NEURODEVELOPMENTAL EVALUATIONS

Atlantic Health System \$675.00/evaluation

Saint Joseph’s Children’s Hospital \$450.00/evaluation

OCCUPATIONAL THERAPIST

NJY – Round Lake \$125.00/hour

SPEECH AND LANGUAGE THERAPIST

NJY – Round Lake \$125.00/hour

VISUALLY IMPAIRED SERVICES

New Jersey Commission of the Blind and Visually Impaired \$4,500.00/student – Level 2

ROLL CALL VOTE

3. 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	\$2,220,599.99
12	Regular	1,261,073.02
20	Regular	94,144.64
30	Referendum	195,988.27
60	Cafeteria	1,000.40
	TOTAL	\$3,772,806.32

Regular Checks	72441-72952	\$3,575,817.65
Referendum Checks	706-709	195,988.27
Cafeteria Checks	470-473, 1001-1005	<u>1,000.40</u>
	TOTAL	<u>\$3,772,806.32</u>

3.2 Board Secretary Report – August 2017

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for August 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 August 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	10,238,633		
(11) Current Expense		34,901,431	3,848,239
(12) Capital Outlay		329,339	3,178,235
(20) Special Revenue Fund	240,020		
(30) Capital Projects Fund	2,250,988		
(40) Debt Service Fund	110,008		
Total:	\$12,839,649	\$35,230,770	\$7,026,474

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of August 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 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>
0420	Clean/Repair Maintenance	\$550	
0600	Supplies and Materials		\$594
0610	General Supplies		\$147
0640	Textbooks	\$191	
	TOTALS	\$741	\$741

3.4 Field Trips

Resolved, that the Livingston Board of Education approves the field trips as shown on **Attachment C**.

3.5 Conferences and Overnight Trips

Resolved, that the Livingston Board of Education approves *Christina Steffner, Steven Robinson, Patricia Boland, Lisa Capone-Steiger, Tom Douglas, Pamela Chirls, Ronnie Konner and Ronnie Spring*, Superintendent, Business Administrator, Assistant Superintendents, Technology Manager and Board Members, to attend the New Jersey School Boards Association Workshop in Atlantic City, New Jersey from October 25 to 27, 2016 at a cost not to exceed \$720 each.

Resolved, that the Livingston Board of Education approves *Chrystie Young*, Assistant Principal, to attend the Visual Learning Plus Foundation Day on October 10, 2017 in Hempstead, New York at a cost not to exceed \$400.

Resolved, that the Livingston Board of Education approves *Marybeth Kopacz*, Director of Curriculum, Instruction and Professional Development, to attend the Literacy Leadership Summit 2017 from November 1 to 3, 2017, in Nashville, Tennessee, at no cost to the district.

Resolved, that the Livingston Board of Education approves *Natalie Topylko, Tom Douglas, Technology Manager and Erin Borino*, Educational Technologist, to attend the NJ Association of School Administrators Techspo'18 from January 25 to 26, 2018, in Atlantic City, New Jersey, at a cost not to exceed \$800 each.

Resolved, that the Livingston Board of Education approves *Christina Steffner*, Superintendent, to attend the AASA's National Conference on Education from February 14-17, 2018 in Nashville, TN at a cost not to exceed \$2,300.

Resolved, that the Livingston Board of Education approves *Lucy Lee and Amro Mohammed*, World Language teacher and Dean of Students, to chaperone approximately 15 students visiting China from March 22 to 31, 2018, at no cost to the district.

3.6 Board Member Assignments

Resolved, that the Livingston Board of Education approves the revised president's designation of the following assignments to include both a Curriculum and a Finance and Facilities Committee as noted on **Attachment D**.

3.7 Participation in Future Ready Schools NJ

Whereas, the Livingston Board of Education first seeks to support the identification of a Future Ready Schools – New Jersey district team lead and create a team of FRS-NJ specialists that infuse Digital Learning across multiple disciplines including: math, technology, media, arts, science, language arts, and Career and Technical Education.

Whereas, the Livingston Board of Education will support and promote the development of individual school Future Ready teams that infuse Digital Learning across multiple disciplines including: math, technology education, media, arts, science, language arts, and Career and Technical Education.

Therefore, it is resolved that the Livingston Board of Education agrees to participate in the Future Ready Schools – New Jersey.

We hereby appoint Erin Borino to be the district's liaison to the Future Ready Schools – New Jersey, who will report to the board upon the completion of tasks for the certification program.

We do hereby recognize that Erin Borino will be the responsible agent at the district level to carry out the district's commitment for its schools to participate in Future Ready Schools – New Jersey.

We agree to follow through with the district's commitment and support our schools achieve certification through the Future Ready Schools – New Jersey Certification Program.

3.8 Policies and Regulations

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

Policy #8505 – Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M)

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

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

Regulation #8467 - Weapons (M)

Resolved, that the Livingston Board of Education issues the following regulation:

Regulation #0155 - Board Committees

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>Richard Owens</i>	School Counselor	Retirement	LHS	December 31, 2017
<i>John Palatucci</i>	Teacher of Music	Retirement	RHE/Collins/Harrison	June 30, 2018
<i>Marilyn Lehren</i>	Manager of Communications & Community Outreach	Resignation	Central Office	October 20, 2017
<i>Bonnie Platek</i>	Instructional Aide	Resignation	Collins	October 6, 2017
<i>Michael Harris</i>	Instructional Aide	Resignation	LHS	October 11, 2017
<i>Angela Wyatt-Frazier</i>	Playground Aide	Resignation	MPE	September 26, 2017
<i>Adam Elgarhi</i>	Instructional Aide	Resignation	HMS	September 29, 2017
<i>Megan McGinley</i>	Instructional Aide	Resignation	HMS	September 29, 2017
<i>Gabrielle Titone</i>	Instructional Aide	Resignation	Hillside	October 18, 2017
<i>Meagan Montesano</i>	Instructional Aide	Resignation	Harrison	October 19, 2017
<i>Antoinette Burns</i>	Instructional Aide	Resignation	Harrison	October 20, 2017
<i>Brooke Jenkinson</i>	Instructional Aide	Resignation	LHS	October 24, 2017

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>Laura Kirkpatrick*</i>	TOSD	MPMS	9/5/17-10/13/17	10/16/17-1/1/18**	NA	1/2/18
<i>Arbena Asani*</i>	Custodian	MPE	4/26/17-5/31/17 (.5)	5/31/17 (.5)-8/23/17**	8/24/17-9/15/17	9/18/17
<i>Vanessa Vito</i>	Teacher of Social Studies	HMS	2/12/18-4/6/18	4/9/18-6/21/18 & 8/29/18-9/5/18**	9/6/18-6/30/19	9/1/19
<i>Christine Siti*</i>	School Counselor	Harrison	9/25/17-1/8/18	1/9/18-2/8/18 & 2/9/18-5/18/18**	5/21/18-6/30/18	8/29/18
<i>Jessica Ayars</i>	Elementary School Teacher	RHE	3/12/17-4/17/18	4/18/18-6/30/18 & 8/29/18-9/19/18**	9/20/18-9/30/18	10/1/2018
<i>Sheily Chang</i>	Elementary School Teacher	MPE	1/15/18-3/2/18	3/5/18-4/27/18**	NA	4/30/18
<i>Samantha Weisberg</i>	Teacher of Mathematics	HMS	1/17/18-2/1/18	NA	2/2/18-5/11/18	5/14/18
<i>Carolyn Otte</i>	ABA Discrete Trial TA	BHE	10/2/17-10/6/17	NA	10/9/17-11/17/17	11/20/17

*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>Lyndsay George*</i>	BHE/MPE	Elementary School Teacher	One Year Leave Replacement	Stephanie Mora/Sheily Chang	BA+16	2	\$54,850	8/30/17
<i>Mary Kate O'Brien</i>	Harrison	School Counselor	Leave Replacement	Christine Siti	MA	2	\$60,101 (pro-rated)	10/16/17
<i>Tiffany Mazza</i>	Hillside	Playground Aide	NA	NA	NA	NA	\$14.00/hr	10/9/17

*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 E**.

4.4 Substitutes

Resolved, that the Livingston Board of Education approves the appointment of *Sharon Yasner* as a long-term substitute Elementary School Teacher (replacing Melissa Lowenthal) at Burnet Hill Elementary School from November 6, 2017, through December 11, 2017. Ms. Yasner will be compensated \$262 per day worked for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of *Sharon Petrillo* as a long-term substitute PRIDE Teacher (replacing Caroline Gower) at Burnet Hill Elementary School from August 30, 2017, through September 29, 2017. Ms. Petrillo will be compensated \$262 per day worked for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes for the 2017-2018 school year:

Teachers

William Boni

Charles Epstein

Colleen Currao

Nurses

Kathleen Maurice

Custodians

Massimo Bagnasco (\$15.50/hr)

Kimberley Hyatt (\$15.50/hr)

4.5 Extra Work Pay

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

4.6 Stipends

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

Resolved, that the Livingston Board of Education rescinds the appointment of *Christina Mamangakis-Evans* as Gay Straight Alliance Advisor at Livingston High School for the 2017-2018 school year.

Resolved, that the Livingston Board of Education rescinds the appointment of *Melissa Pelullo* as Science Olympiad Advisory at Livingston High School for the 2017-2018 school year.

Resolved, that the Livingston Board of Education accepts the resignation of and rescinds the appointment of *Byron Hamby* as Assistant Boys Basketball Coach at Livingston High School for the 2017-2018 school year.

4.7 Summer Work

Resolved, that the Livingston Board of Education approves the curriculum writers as reflected on ***Attachment I*** at the approved rate(s).

4.8 Home Instruction Personnel Approval and Rates

Resolved, that the Livingston Board of Education adopts the rate as specified in Article XX on page 97 of the LEA contract for all individuals providing home instruction for the 2017-2018 school year, whether currently or formerly employed by the district, regardless of the capacity in which the individual is/was employed, provided proper certification is held. Furthermore, with this resolution, the Board authorizes all appropriately certified current employees, retirees and approved substitutes of the district to serve as home instructors for the 2017-2018 school year, provided they have not had a break in service and have appropriate criminal history review authorization on file with the district.

4.9 Reappointments

Resolved, that the Livingston Board of Education reappoints the individual listed on ***Attachment J*** as Playground Aide for the 2017-2018 school year.

4.10 Lateral Move

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

4.11 IDEA Basic and IDEA Preschool Salary Allocations

Resolved, that the Livingston Board of Education approves the reallocation of a portion of the salaries of the individuals listed on ***Attachment L*** to be funded through the IDEA Basic and IDEA preschool grants.

4.12 ESEA Title I and Title IIA Salary Allocations

Resolved, that the Livingston Board of Education approves the reallocation of a portion of the salaries of the individuals listed on ***Attachment M*** to be funded through the ESEA grant.

4.13 Job Description

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

Communication and Community Outreach Coordinator

ROLL CALL VOTE

5. **MISCELLANEOUS**

The Superintendent recommends the following:

5.1 **HIB Report**

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

5.2 **Suspension Report**

Resolved, that the Livingston Board of Education approves the Suspension Report for the month of September.

ROLL CALL VOTE

I. **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.

III. **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 October 16, 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.