



**LIVINGSTON BOARD OF EDUCATION
REORGANIZATION/VOTING MEETING AGENDA**

Tuesday, January 2, 2018 – 7:00 p.m.
Administration Building – Large Conference Room

A. Call to Order – Steven K. Robinson, Business Administrator

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 4, 2016 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

D. Election Results – November 7, 2017

(Officially certified by the Board of Elections)

For three year term (vote for one) on the Board of Education

Charles August – 3524

James Calderon – 1946

E. Swearing in of New Board Members

F. Election of President

ROLL CALL VOTE

G. Board President Takes Chair

H. Election of Vice President

ROLL CALL VOTE

I. President/Vice President Comments

J. Rules for School Governance

Resolved, the Livingston Board of Education adopts all bylaws, policies and regulations in effect on January 2, 2018 in compliance with N.J.S.A. 18A: 11-1.

ROLL CALL VOTE

K. Curricula and Textbooks

Resolved, that the Livingston Board of Education adopts all curricula and textbooks of record on January 2, 2018 in compliance with N.J.S.A. 18A33-1 and 34.1.

ROLL CALL VOTE

L. Bylaws, Policies & Regulations

Resolved, that the Livingston Board of Education approves all bylaws, policies and regulations previously adopted by the Board to date.

ROLL CALL VOTE

M. Official Newspapers/Media Outlets

Resolved, that the Livingston Board of Education designates *The Star Ledger*, *The West Essex Tribune* and *The Alternative Press* as official newspapers and media outlets for legal notices and other obligations.

ROLL CALL VOTE

N. Financial Depositories and Signatures

Whereas, _____ has been elected president and _____ has been elected vice president of the Board of Education; and

Whereas, Steven K. Robinson has been appointed Secretary of the Board; and

Whereas, Steven K. Robinson has been appointed Treasurer of School Monies; and now therefore be it

Resolved, the Livingston Board of Education establish the following bank accounts at Regal Bank, Livingston, New Jersey and that Regal Bank is hereby requested, authorized and directed to honor all checks, draft and other orders for the payment of money drawn in the name of the Board of Education in the following accounts when bearing the true or approved facsimile signature(s) indicated:

Regal Bank		
Account Title and Number	Signature(s)	
BOE School District of Livingston General Account 0108010471	Board President and Steven K. Robinson and Christina Steffner	
BOE School District of Livingston Referendum 0108010505	Board President and Steven K. Robinson and Christina Steffner	
Livingston Board of Education Payroll Account 0108010463	Board President and Steven K. Robinson	
Livingston Board of Education Payroll Agency Account 0108010414	Board President and Steven K. Robinson	
Burnet Hill Elementary School School Account 0108010547	Sara Bright Jessica Byrne Steven K. Robinson	<i>Any 2</i>
Collins Elementary School School Account 0108010562	Timothy Hart Stefanie Lichtstein Steven K. Robinson	<i>Any 2</i>
Harrison Elementary School School Account 0108010539	Cynthia Healy Patricia Fernandez Steven K. Robinson	<i>Any 2</i>
Hillside Elementary School School Account 0108010570	Carlos Gramata Gina Ioviero Steven K. Robinson	<i>Any 2</i>
Mount Pleasant Elementary School School Account 0108010521	Dr. Emily Sortino Gail Witt Steven K. Robinson	<i>Any 2</i>
Riker Hill Elementary School School Account 0108010612	Jo E. Tandler Deborah Paoletta Steven K. Robinson	<i>Any 2</i>
Mount Pleasant Middle School School Account 0108010554	Debra Ostrowski Andrew Espinoza Lily Tremari Steven K. Robinson	<i>Any 2</i>
Heritage Middle School School Account 0108010513	Shawn Kelly Robert Grosso Chrystie Young Christina Woytas Steven K. Robinson	<i>Any 2</i>
Livingston High School Activity Account 0108010588	Mark Stern Bronawyn O'Leary Jenna McCarthy Danielle Rosenzweig Steven K. Robinson	<i>Any 2</i>
Livingston High School Activity Account 0108010588	Mark Stern Bronawyn O'Leary Jenna McCarthy Danielle Rosenzweig Steven K. Robinson	<i>Any 2</i>

Livingston High School Athletic Account 0108010604	Mark Stern Bronawyn O'Leary Jenna McCarthy Danielle Rosenzweig David Cohen Steven K. Robinson	<i>Any 2</i>
Livingston High School Special Account 0108010596	Mark Stern Bronawyn O'Leary Jenna McCarthy Danielle Rosenzweig Steven K. Robinson	<i>Any 2</i>
Livingston Board of Education Board Secretary's Petty Cash 0108010489	Christina Steffner Steven K. Robinson Patricia Ramos	<i>Any 2</i>
Livingston Board of Education Capital Reserve Fund Account 0108010448	Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos	
Livingston Board of Education Unemployment Trust Fund Account 0108010455	Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos	
Livingston Board of Education Cafeteria 0108010430	Steven K. Robinson or Patricia Ramos	
Livingston Board of Education FSA 0108010422	Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos	

State of New Jersey - Cash Management Fund		
<u>Account Title and Number</u>		<u>Signature(s)</u>
Livingston Board of Education Regular Account 171-000068497		Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos
Livingston Board of Education Capital Reserve Fund 171-000091480		Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos
Livingston Board of Education Unemployment Trust Fund 171-000030538		Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos

ROLL CALL VOTE

O. Establishment of Annual Meeting Calendar

Resolved, the Livingston Board of Education approves the following meeting calendar for 2018–2019:

January, 2018		August, 2018	
2 (Tues)	<i>Reorganization/Workshop</i>	15 (Wed)	<i>Voting</i>
29	<i>Voting</i>		
February, 2018		September, 2018	
5	<i>Workshop</i>	4 (Tues)	<i>Workshop</i>
12	<i>Voting</i>	17	<i>Voting</i>
March, 2018		October, 2018	
5	<i>Workshop</i>	8	<i>Workshop</i>
19	<i>Voting</i>	15	<i>Voting</i>
April, 2018		November, 2018	
9	<i>Workshop</i>	12	<i>Workshop</i>
23	<i>Public Hearing/Voting</i>	19	<i>Voting</i>
May, 2018		December, 2018	
7	<i>Executive Session on Personnel (6:00 p.m.)</i>	3	<i>Workshop</i>
14	<i>Workshop/Voting</i>	10	<i>Voting</i>
21	<i>Voting</i>		
June, 2018		January, 2019	
4	<i>Workshop</i>	7	<i>Reorganization</i>
18	<i>Voting</i>		
July, 2018			
18 (Wed)	<i>Voting</i>		

Both voting and workshop meetings are to commence at 7:00 p.m. in the Administration Building, 11 Foxcroft Drive, unless otherwise indicated.

ROLL CALL VOTE

P. Superintendent’s Report

1. Academic Calendar for 2019-2020

Q. Board Reports

R. 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.

S. OTHER VOTING ITEMS

1. PROGRAM/CURRICULUM

The Superintendent recommends the following:

1.1 School Psychologist Externship

Resolved, that the Livingston Board of Education approves the following student to serve as a school psychologist extern in the district:

<u>Extern</u>	<u>Location</u>	<u>Cooperating Psychologists</u>	<u>Dates</u>
Jared Hammond	HMS	Dr. Kristin Pannorfi	1/2/18-5/15/18
	RH	Dr. Sarah Stefanakis	
	BH	Dr. Mallory Seidman	

1.2 Educational Leadership Intern

Resolved, that the Livingston Board of Education approves the following individual to serve as an Educational Leadership Intern in the district:

<u>Intern</u>	<u>Location</u>	<u>Cooperating Administrator</u>	<u>Dates</u>
Stephen Schiable	LHS	Mark Stern	1/2/18-5/15/18

1.3 Student Teacher

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

<u>Intern</u>	<u>Location</u>	<u>Cooperating Administrator</u>	<u>Dates</u>
Stephen Lemos	RH	Karen Montalto	1/22/18-5/11/18

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 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 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 2017-2018 school year:

BEHAVIOR SPECIALIST

North Jersey Outreach/KDDS TOO, Inc.

\$150.00/hour

PSYCHIATRIC EVALUATIONS

Livingston Healthcare, LLC

\$700.00/evaluation

VOCATIONAL ASSESSMENT

Revolution New Jersey, Inc.

2,750.00/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	\$564,043.88
12	Regular	227,420.00
	TOTAL	<u>\$791,463.88</u>

Regular Checks	73877-73942	\$791,463.88
	TOTAL	<u>\$791,463.88</u>

3.2 Field Trips

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

3.3 ESEA Participation Action Plan

Resolved, that the Livingston Board of Education approves the submission of the ESEA Participation Action Plan.

3.4 Conferences and Overnight Trips

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

3.5 Policies and Regulations

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

Administration

Policy #1310 – Employment of School Business Administrator/Board Secretary (with revisions)
Policy #1510 – Americans with Disabilities Act (M) (with revisions)

Teaching Staff Members

Policy #3111 – Creating Positions (with revisions)
Policy #3125.2 – Employment of Substitute Teachers (with revisions)
Policy #3126 – District Mentoring Program (completely rewritten)
Policy #3141 – Resignation (with revisions)
Policy & Regulation #3240 - Professional Development for Teachers and School Leaders (M) (with revisions)

Students

Policy #5410 – Promotion and Retention (with revisions)

ROLL CALL VOTE

4. PERSONNEL

The Superintendent recommends the following:

4.1 Resignations

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

Name	Position	Reason	Location	Last Day of Employment
<i>Alison Abrams</i>	School Counselor	Resignation	LHS	February 9, 2018 (or earlier if a replacement can be hired).
<i>Rosemary Gonzalo</i>	TOSD	Resignation	LHS	February 16, 2018

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>Nadia Bacher</i>	Teacher of Art	Elementary	3/12/18-4/6/18	4/9/18-4/27/18**; 4/30/18-6/30/18** & 8/29/18-10/2/18**	NA	10/3/18
<i>Lisa LeBlanc</i>	Technology Coach	HMS	4/2/18-5/22/18	5/23/18-6/30/18**	NA	8/29/18
<i>Benjie Beriso</i>	Custodian	MPMS	NA	NA	3/6/18-3/12/18	3/13/18
<i>Lucy Lee</i>	Teacher of Chinese	LHS	NA	NA	12/18/17-12/22/17	1/2/18

<i>Melissa Giannopoulos</i>	TOSD	Harrison	3/19/18-5/11/18	5/14/18-6/30/18**	NA	8/29/18
<i>Kerri Beinhacker</i>	TOSD	HMS	12/6/17-1/1/18	1/2/18-2/8/18**	NA	2/9/18
<i>Jessica Blomn</i>	Teacher of Health & PE	MPMS	NA	1/2/18-4/6/18**	NA	4/9/18
<i>Michele Green</i>	Elementary School Teacher	Harrison	4/17/18-6/8/18	6/9/18-6/30/18** & 8/29/18-11/9/18**	11/12/18-1/1/19	1/2/19
<i>Jennifer Fredericks</i>	TOSD	LHS	3/26/18-4/19/18	4/20/18-5/2/18 & 5/3/18-6/21/18 & 8/29/18-10/2/18**	10/3/18-11/2/18	11/3/18
<i>Stephanie Robinson</i>	Elementary School Teacher	Collins	5/17/18-6/30/18	8/29/18-11/23/18**	11/26/18-12/14/18	12/17/18
<i>Lindsey Gursky</i>	Elementary School Teacher	Hillside	3/19/18-5/7/18	5/8/18-10/8/18**	10/9/18-1/1/19	1/2/19
<i>Nealon Simpson*</i>	Custodian	BHE	10/24/17-11/14/17	NA	11/15/17-1/15/18	1/16/18

*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>Judy LoBianco</i>	District	Supervisor of Health & PE	First Year Tenure Track	Andrew Krupa	LSA	14	\$143,325 (pro-rated)	3/5/18-6/30/18
<i>Kristen Markey-Skeffington</i>	Collins	School Psychologist	Leave Replacement	Marlena Baird (LDT-C)	MA+32	1	\$65,130 (pro-rated)	1/29/18-6/30/18
<i>Helene McNanna</i>	HMS	Teacher of Social Studies	Leave Replacement	Vanessa Vito	D	1	\$68,163 (pro-rated)	2/5/18-6/30/18
<i>Mary Mulligan</i>	LHS	Teacher of Health & PE	Leave Replacement	June Van Driel	MA+32	1	\$65,130 (pro-rated)	11/8/17-6/30/18
<i>Melissa Serrani</i>	Hillside	Elementary School Teacher	Leave Replacement	Lindsey Gursky	MA	2	\$60,101 (pro-rated)	3/12/18

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

4.4 Substitutes

Resolved, that the Livingston Board of Education amends 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 15, 2017**. Ms. Yasner will be compensated \$262 per day worked for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of *Kristina Duda* as a long-term substitute Teacher of Students with Disabilities (replacing Kerri Beinbacher) at Heritage Middle School from December 18, 2017, through April 10, 2018. Ms. Duda will be compensated \$100 per day until her CEAS as a Teacher of Students with Disabilities is issued by the NJDOE licensing department. She will then be compensated at the long-term substitute teacher rate of \$262 per day worked for this assignment, retroactive to the 1st day of the month of issuance of her certificate.

Resolved, that the Livingston Board of Education approves the appointment of *Kimberly Krentcil* as a long-term substitute Teacher of Health & PE (replacing Jessica Blomn) at Mt. Pleasant Middle School from January 2, 2018, through January 31, 2018. Ms. Krentcil 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

Thomas DeNigris

Kaitlin Homberg

Adrianna Reyes

Kristina Duda

Tonianne Daniello

4.5 Stipends

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 accepts the resignation of *Lucia Santarella* as the Coordinator of ESL effective December 31, 2017.

4.6 Public Agency Compliance Officer (P.A.C.O.)

Resolved, that the Livingston Board of Education appoints *Steven K. Robinson* as the district's Public Agency Compliance Officer (P.A.C.O.).

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.

ROLL CALL VOTE

T. 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;
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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.

U. 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 January 2, 2018 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.