



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

Monday, February 5, 2018

Executive Session – Administration Building – Large Conference Room – 6:45 p.m.

Public Session - Administration Building – Large Conference Room – 7:00 p.m.

### **I. OPEN SESSION**

#### **A. Call to Order – Pamela Chirls, 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 2, 2018 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:

- Legal Matter and Personnel

Action may be taken upon return to public session. The full length of the meeting is anticipated to be approximately 15 minutes 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. Workshop Items**

1. First Draft of Budget Presentation

#### **F. Superintendent's Report**

1. ADAPT Survey
2. *Born to Be Wild* Book Chat

## **G. Board Reports**

1. Finance and Facilities Committee
2. Curriculum Committee
3. Performing Arts
4. LACD

## **II. VOTING ITEMS**

### **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**

## **III. ITEMS TO BE VOTED ON FEBRUARY 12, 2018**

### **1. PROGRAM/CURRICULUM**

#### **1.1 Textbook**

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

### **2. STUDENT SERVICES**

#### **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 B***.

### **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	\$826,971.30

12	Regular	32,578.04
20	Regular	147,178.80
60	Cafeteria	<u>198,192.37</u>
	<b>TOTAL</b>	<b><u>\$1,204,920.51</u></b>

Regular Checks	74584-74955	\$1,006,728.14
Cafeteria Checks	1023-1028	<u>198,192.37</u>
	<b>TOTAL</b>	<b><u>\$1,204,920.51</u></b>

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

**Whereas**, the Livingston Board of Education has received the Report of the Board Secretary for December 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 December 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	8,382,395	10,000	
(11) Current Expense		27,920,237	3,533,719
(12) Capital Outlay		373,428	3,178,235
(20) Special Revenue Fund	61,899		
(30) Capital Projects Fund	2,060,477		
(40) Debt Service Fund	110,008		
Total:	10,614,779	28,303,665	6,711,954

**Whereas**, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of December 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 Field Trips**

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

### **3.4 Conferences and Overnight Trips**

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

### **3.5 Rejection of Bids – Soil Removal at the Livingston Fire Station**

**Resolved**, that the Livingston Board of Education is rejecting all of the seven bids received on November 28, 2017, for the soil removal at the Livingston Fire Station. All bids exceeded the budget for the project.

### **3.6 Settlement Agreement**

**Resolved**, that the Livingston Board of Education approves the Settlement Agreement for Case #01-18 which is on file at the Board of Education office.

## **4. PERSONNEL**

### **4.1 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>Oshaira Pichardo*</i>	LHS	School Counselor	First Year Tenure Track	Alison Abrams	MA	4	\$61,637 (pro-rated)	3/12/18

*\*amended from a previous agenda*

### **4.2 Transfers**

**Resolved**, that the Livingston Board of Education approves the transfers as indicated on ***Attachment E***.

### **4.3 Substitutes**

**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:

#### **Custodians**

*Fabian Yearwood (\$15.50/hr)*

#### **4.4     Extra Work Pay**

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

#### **4.5     Stipends**

**Resolved**, that the Livingston Board of Education approves *Jose Ra*, Custodian, to receive \$625 stipend for obtaining his boiler's license, effective February 1, 2018.

#### **4.6     Lateral Moves**

**Resolved**, that the Livingston Board of Education amends contract changes to be made for the certificated staff members listed on ***Attachment G*** 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 February 1, 2018.

### **5. MISCELLANEOUS**

#### **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 January.

### **H. 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.

### **I. Old Business**

1. Policy #0168 – Recording Board Meetings  
Policy #5516 – Use of Electronic Communication and Recording Devices (ECRD)(M)

### **J. New Business**

## **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 February 5, 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.