



LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

Monday, March 19, 2018

Executive Session - Administration Building Large Conference Room – 6:00 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:

- To review confidential documents and personnel

Action may be taken upon return to public session. The full length of the meeting is anticipated to be approximately 60 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. Mount Pleasant Middle School Student Presentation

F. Superintendent's Report

1. Student Recognition / Essex County Student Recognition
2. National Student Walkout
3. Chamber of Commerce

4. School Calendar 2017-2018
5. Budget/State Aid

G. Board Reports

1. LTV
2. Read Across America

H. Approval of Minutes

The Superintendent recommends the following:

1. Voting Meeting Minutes of January 29, 2018
2. Workshop/Voting Meeting Minutes of February 5, 2018
3. Voting Meeting Minutes of February 12, 2018
4. Workshop/Voting Meeting Minutes of March 5, 2018
5. Executive Session Minutes of September 25, 2017; October 9, 2017; October 16, 2017; November 13, 2017; November 20, 2017; December 4, 2017; December 11, 2017; January 2, 2018; January 24, 2018; January 29, 2018; February 5, 2018; February 12, 2018 and March 5, 2018

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

There is no action.

2. STUDENT SERVICES

The Superintendent recommends the following:

2.1 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:

CHILD STUDY TEAM EVALUATIONS

ACES – Assessments, Counseling, & Educational Support, LLC

\$900.00/evaluation
\$125.00/hour

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	\$1,678,097.76
12	Regular	99,532.50
20	Regular	212,784.72
60	Cafeteria	229,164.43
	TOTAL	<u>\$2,219,579.41</u>

Regular Checks	74956-75280	\$1,990,414.98
Cafeteria Checks	1029-1031	229,164.43
	TOTAL	<u>\$2,219,579.41</u>

3.2 Board Secretary Report – January 2018

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for January 31, 2018, 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 January 31, 2018, 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	5,541,908	12,222	

(11) Current Expense		26,776,975	3,533,719
(12) Capital Outlay		328,538	3,178,235
(20) Special Revenue Fund			
(30) Capital Projects Fund	2,064,117		
(40) Debt Service Fund			
Total:	\$7,606,025	\$27,117,735	\$6,711,954

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of January 31, 2018, 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 January 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		\$25,000
0320	Purch Prof-Educational Services		\$140,000
0512	Cont. Services (Other)	\$6,000	
0513	Cont. Services Joint		\$6,000
0566	Tuition Pri Scl Handicapped	\$140,000	
0610	General Supplies	\$24,500	
0640	Textbooks	\$500	
	TOTALS	\$171,000	\$171,000

3.4 Field Trips

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

3.5 Conferences and Overnight Trips

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

3.6 Change Order

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

D & S Land Development LLC – Administration Building		
Original Contract		\$799,000.00
Previously approved change orders		<u>0</u>
Contract sum prior to additional change orders		\$799,000.00
Change Order #1 – Remove and replace poor soil on side parking lot and remove excess soil from Fire House property after stockpiling.		\$40,750.00
New Contract Sum		<u>\$839,750.00</u>

3.7 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Case #02-18 which is on file at the Board of Education office.

3.8 Policies and Regulations

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

Policies

Program

Policy #2418 - Section 504 of the Rehabilitation Act Of 1973 –Students (M) (new to district)

Teaching Staff Members

Policy #3125 – Employment of Teaching Staff Members (M) (with revisions)

Policy #3160 – Physical Examination (M) (with revisions)

Policy #3431.1 – Family Leave (M) (with revisions)

Policy #3437 – Military Leave (with revisions)

Support Staff

Policy #4160 – Physical Examination (M) (with revisions)

Policy #4431.1 – Family Leave (M) (with revisions)

Policy #4437 – Military Leave (with revisions)

Operations

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

Policy #8630 – Bus Driver/Bus Aide Responsibility (M) (with revisions)

Regulations

Teaching Staff Members

Regulation #3160 - Physical Examination (M) (new to district)

Support Staff Members
 Regulation #4160 – Physical Examination (M) (new to district)

Operations
 Regulation #8630 – Emergency School Bus Procedures (M) (new to district)

3.9 School Calendar 2017-2018

Resolved, that the Livingston Board of Education approves the following changes to the 2017-2018 school calendar:

- Last day of school for grades PK-11 will be June 22, 2018
- Additional school day on Saturday, April 28, 2018 for students in grade 12

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>Linda Weiss</i>	Teacher of Spanish	Retirement	HMS	June 30, 2018
<i>Marilyn Elman</i>	Teacher of Spanish	Retirement	HMS	June 30, 2018
<i>Kathleen Pizzano</i>	School Nurse	Retirement	HMS	June 30, 2018
<i>Merle Gehman</i>	Teacher of Business Education	Retirement	LHS	June 30, 2018
<i>Jalissa Diaz</i>	Office Support (PT)	Resignation	Central Office	June 30, 2018
<i>Christine Lekhrajmal</i>	ABA Discrete Trial TA	Resignation	BHE	March 23, 2018
<i>Nancy Sabato</i>	Instructional Aide	Resignation	BHE	February 28, 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>Joanna Mirsky</i>	Teacher of English	HMS	6/6/18-6/30/18	8/29/18-11/23/18**	NA	11/26/18
<i>Sarah Stefanakis*</i>	School Psychologist	RHE	2/5/18 - 3/2/18	3/5/18 – 4/27/18**	NA	4/30/18
<i>Maxine Davner*</i>	Instructional Aide	Hillside	2/26/18 – 3/9/18 (.5)	NA	3/9/18 (.5) – 3/22/18	3/23/18
<i>Nadia Bacher*</i>	Teacher of Art	Elementary	3/2/18-4/3/18	4/4/18-6/21/18** & 8/29/18-9/5/18**	NA	9/6/18
<i>Anthony Belton*</i>	Bus Driver	Transportation	5/21/18-9/24/18	NA	NA	9/25/18
<i>Nicole George</i>	Intervention & Enrichment Specialist	BHE	NA	4/2/18 – 5/4/18**	NA	5/7/18
<i>Catherine Steege*</i>	School Social Worker	LHS	3/12/18-4/3/18	NA	4/4/18-5/11/18	5/14/18

*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	Replac ing	Guide	Step	Salary	Effective Date
<i>Melissa Mondanaro</i>	Elementary	Teacher of Art	Leave Replacement	Nadia Bacher	BA	1	\$52,358 (pro-rated)	3/5/18-6/30/18
<i>Kristina Duda</i>	LHS	Teacher of Students with Disabilities	Leave Replacement	Jennifer Fredericks	MA	1	\$59,446 (pro-rated)	3/19/18-6/30/18
<i>Yooree Gillman</i>	LHS	Teacher of Mathematics	Leave Replacement	Samantha Dengel	MA	1	\$59,446 (pro-rated)	3/1/18
<i>Roberto Mero</i>	Transportation	25-Hr Bus Driver	NA	NA	25 HR-BD	5	\$23,399 (pro-rated)	3/5/18
<i>Romana Dhanoa</i>	Riker Hill	Playground Aide	NA	NA	NA	NA	\$14.00/hr	2/27/18
<i>Kara Mazza</i>	MPE	Playground Aide	NA	NA	NA	NA	\$14.00/hr	2/28/18

Margaret Davis	RHE	Playground Aide	NA	NA	NA	NA	\$14.00/hr	3/19/18
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**begins 60-day probationary period*

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

4.4 Substitutes

Resolved, that the Livingston Board of Education approves the appointment of *Nabila Ammar* as a long-term substitute Teacher of Students with Disabilities (replacing Melissa Giannopoulos) at Harrison Elementary School from March 12, 2018, through June 21, 2018. Ms. Ammar will be compensated \$262 per day worked for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of *Gina Rossell* as a long-term substitute Elementary School Teacher (replacing Wendy Weiner) at Burnet Hill Elementary School from February 26, 2018, through April 23, 2018. Ms. Rossell will be compensated \$262 per day worked for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of *Patricia Christiano* as a long-term substitute Instructional Aide (replacing Gina Rossell) at Burnet Hill Elementary School from February 26, 2018, through April 23, 2018. Ms. Christiano will be compensated \$120 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

Romona Twiddle
Karen Goodman
Sayer Collins

Custodians

Antron Allen (\$15.50/hr)
Jude Usifoh (\$15.50/hr)
Martin Stewart (\$15.50/hr)

4.5 Extra Work Pay

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

4.6 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 approves *Kevin Gibson*, Custodian, to receive \$625 stipend for obtaining his boiler's license, effective and retroactive to February 28, 2018.

4.7. Memorandum of Agreement

Resolved, that the Livingston Board of Education approves the Memorandum of Agreement between the Livingston Board of Education and the Livingston Education Association regarding Article XI, Section II (Stipends).

4.8 Mentor Fees

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

4.9 Sports Physicals

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment G** for work performed assisting the school physician with sports physicals on June 12, 2018. They will be compensated at their hourly rate for all work performed.

4.10 Separation Agreement

Resolved, that the Livingston Board of Education approves the Separation of Service Agreement with Employee #4294 and further accepts the resignation of said employee effective February 1, 2019.

4.11 IDEA Basic Salary Allocations

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

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 February.

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.

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.

K. Old Business

L. 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 March 19, 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.