



LIVINGSTON BOARD OF EDUCATION WORKSHOP/VOTING MEETING AGENDA

Monday, April 2, 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:

- A legal issue, personnel and to review confidential documents

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. Workshop Items

1. Update on District Goals
2. ADAPT Survey
3. Policy 0168 – Recording Board Meetings
4. Policy 8505 – Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M)

F. Board Reports

G. 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. VOTING ITEMS

3. BUSINESS

The Superintendent recommends the following:

3.1 Tentative School District Budget for 2018-2019

Be It Resolved that the tentative budget be approved for the 2018-2019 School Year using the 2018-2019 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
2018-2019 Total Expenditures	\$111,862,445	\$1,791,343	\$8,117,825	\$121,771,613
Less: Anticipated Revenues	\$6,072,383	\$1,791,343	\$960,970	\$8,824,696
Taxes to be Raised	\$105,790,062	-----	\$7,156,855	\$112,946,917

The budget above includes utilization of the health care cost adjustments in the amount of \$991,963.

And to advertise said budget in the West Essex Tribune in accordance with the form suggested by the State Department of Education and according to the law; and

Be It Further Resolved, that a public hearing be held at the Administration Building, 11 Foxcroft Drive, Livingston, New Jersey, on May 7, 2018 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2018-2019 school year.

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>Jaimee Mirsky</i>	Teacher of English	Retirement	LHS	June 30, 2018
<i>Wendy Rosenberg</i>	Teacher of Art	Retirement	HMS	June 30, 2018
<i>Jane Fischer</i>	LDT-C	Retirement	RHE/LHS	June 30, 2018
<i>Pasqualina N. Vescio</i>	Teacher of Italian	Retirement	HMS	June 30, 2018
<i>Robin West</i>	Elementary School Teacher	Retirement	Harrison	June 30, 2018
<i>Geraldine DiPopolo</i>	Administrative Assistant	Retirement	Central Office	June 30, 2018
<i>Lauren Castoro</i>	Elementary School Teacher	Resignation	Hillside	June 30, 2018
<i>Fiorella Arena</i>	Teacher of Spanish	Resignation	Hillside/Collins	June 30, 2018
<i>Arlene Gleicher</i>	Instructional Aide	Resignation	MPE	March 30, 2018
<i>Julianne Tuscano</i>	Instructional Aide	Resignation	HMS	April 5, 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>Erin Lurie</i>	Elementary School Teacher	RHE	6/7/18-6/30/18	8/29/18-11/23/18**	11/26/18-6/30/19	8/29/19
<i>Rita Arbuckle</i>	Bus Driver	Transportation	3/19/18-6/1/18	6/4/18-6/30/18**	NA	8/29/18
<i>Susan Siniscal</i>	Instructional Aide	MPMS	3/26/18-3/30/18	4/2/18-4/27/18**	NA	4/30/18
<i>Jennifer Fredericks*</i>	TOSD	LHS	3/14/18-4/9/18	4/10/18-5/3/18 & 5/4/18-6/21/18 &	10/4/18-11/2/18	11/5/18

				8/29/18-10/3/18**		
<i>Maxine Davner*</i>	Instructional Aide	Hillside	2/26/18-3/9/18		3/12/18-3/22/18	3/23/28
<i>Nadia Bacher*</i>	Teacher of Art	Elementary	3/2/18-4/2/18	4/3/18-6/21/18**&8/29/18-9/4/18**	NA	9/5/18
<i>Vanessa Stock*</i>	Teacher of Social Studies	HMS	2/6/18-5/11/18	5/14/18-6/21/18 &8/29/18-10/10/18**	10/11/18-6/30/19	8/29/19
<i>Catherine Steege*</i>	School Social Worker	LHS	3/12/18-3/30/18	NA	4/2/18-5/11/18	5/14/18
<i>Amelia Rieth*</i>	Elementary School Teacher	Collins	3/1/18-4/20/18	4/23/18-6/21/18**	NA	8/29/18
<i>Michele Green*</i>	Elementary School Teacher	Harrison	1/17/18-4/27/18	4/30/18-5/3/18 &5/4/18-6/21/18 &8/29/18-10/3/18**	10/4/18-1/1/19	1/2/19
<i>Marlena Baird*</i>	LDT-C	Collins	1/29/18-4/2/18	4/3/18-6/30/18**	NA	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/L OA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
<i>Leena Daswani</i>	MPMS	Teacher of English	First Year Tenure Track	Michael Krenek	BA+32	8	\$65,109	8/29/18
<i>Brittany Gajewski</i>	LHS	Teacher of Social Studies/ Psychology	First Year Tenure Track	Michael Collins	MA	4	\$61,822	8/29/18

*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 A**.

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

III. ITEMS TO BE VOTED ON APRIL 23, 2018

Approval of Minutes

1. Workshop/Voting Meeting Minutes of March 5, 2018
2. Voting Meeting Minutes of March 19, 2018
3. 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, March 5, 2018 and March 19, 2018

PROGRAM/CURRICULUM

1.1 Textbooks and DVDs

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

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 C***.

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:

FEEDING EVALUATIONS

Children's Specialized Hospital – Feeding Evaluation

- \$713.00 / Speech Evaluation
- \$660.00 / Occupational Therapy Evaluation
- \$276.00 / Nutrition Evaluation
- \$644.00 / Psychology Diagnostic Evaluation

BUSINESS

3.1 Board Secretary Report – February 2018

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for February 28, 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 February 28, 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	4,976,281	12,222	
(11) Current Expense		25,747,995	3,533,719
(12) Capital Outlay		117,973	3,178,235
(20) Special Revenue Fund			
(30) Capital Projects Fund	2,066,097		
(40) Debt Service Fund	19,565		
Total:	\$7,061,943	\$25,878,190	\$6,711,954

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of February 28, 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.

3.2 Transfers

Whereas, the Superintendent of Schools recommends certain transfers among accounts in the 2017-2018 budget for February 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		\$20,000
0420	Clean/Repair Maintenance	\$150	
0610	General Supplies	\$49,850	
0622	Energy-Gas		\$30,000

	TOTALS	\$50,000	\$50,000
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3.3 Violence and Vandalism and HIB Report

Resolved, that the Livingston Board of Education approves the District Report of Violence and Vandalism and District HIB Summary for the 2017-2018 Report Period 1.

3.4 Joint Transportation Agreement with Sussex County Regional Transportation Cooperative

Resolved, that the Livingston Board of Education enters into a jointure with Sussex County Regional Transportation Cooperative for participation in transportation services for the 2018-2019 school year.

Resolved, that the Livingston Board of Education enters into a jointure with Sussex County Regional Transportation Cooperative for participation in transportation services for Public, Athletic Events and Extracurricular/Field Trips for the 2018-2019 school year.

3.5 Joint Transportation Agreement with Educational Services Commission of Morris County

Resolved, that the Livingston Board of Education enters into a jointure with Educational Services Commission of Morris County for participation in transportation services for the 2018-2019 school year.

3.6 Joint Transportation Agreement with Essex Regional Educational Services Commission

Resolved, that the Livingston Board of Education enters into a jointure with Essex Regional Educational Services Commission for participation in transportation services for the 2018-2019 school year.

3.7 Joint Transportation Agreement with West Orange School District

Resolved, that the Livingston Board of Education enters into a jointure with West Orange School District for the 2017-2018 school year.

3.8 Subscription Bus Pricing

Resolved, that the Livingston Board of Education establishes a subscription bus rate of \$810 round trip and \$405 one way per child for the 2018-2019 school year.

3.9 Field Trips

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

3.10 Conferences and Overnight Trips

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

3.11 ACES Gas Resolution

Resolved, that the Livingston Board of Education approves the resolution as shown on *Attachment F*.

3.12 ACES Electric Resolution

Resolved, that the Livingston Board of Education approves the resolution as shown on *Attachment G*.

3.13 Policies and Regulations

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

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 #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)

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;
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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

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 April 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.