



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

Monday, April 23, 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:

- 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. Riker Hill Elementary School Student Presentation**

#### **F. Presentations**

1. Committee Structure and Responsibilities - Charlene Peterson from NJSBA

#### **G. Superintendent's Report**

1. Budget Forums

2. Community Safety Forums
3. Parent Program, Dr. Laurence Westreich
4. Diversity Training

#### **H. Board Reports**

1. Finance and Facilities Committee
2. Curriculum Committee
3. Diversity Committee
4. Sports Council
5. Livingston Municipal Alliance Committee
6. Musical, Heritage Middle School
7. Intergenerational Prom
8. Youth Forum
9. Israel 70<sup>th</sup> Celebration

#### **I. Approval of Minutes**

The Superintendent recommends the following:

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

#### **ROLL CALL VOTE**

#### **J. 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 novel and DVD as shown on ***Attachment A***.

## 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 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:

#### 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

## 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	\$2,211,514.54
12	Regular	47,081.56
20	Regular	166,157.18
60	Cafeteria	<u>347,210.48</u>

	<b>TOTAL</b>	<b><u>\$2,771,963.76</u></b>
Regular Checks	75281-75828	\$2,424,753.28
Cafeteria Checks	1032-1039	<u>347,210.48</u>
	<b>TOTAL</b>	<b><u>\$2,771,963.76</u></b>

### **3.2 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.

### **3.3     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

### **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 C***.

### **3.10 Conferences and Overnight Trips**

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

### **3.11 ACES Gas Resolution**

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

### **3.12 ACES Electric Resolution**

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

### **3.13 Essex Regional Educational Services Commission**

**Resolved**, that the Livingston Board of Education renews its contract with the Essex Regional Educational Services Commission for the 2018-2019 school year to provide the following services required by law:

Chapters 192/193

Public School Child Study Team (including Addendum for Additional Services)

Public School Home Instruction

IDEA-B

Nursing Services for Nonpublic Schools

### **3.14 Safety Grant**

**Resolved**, that the Livingston Board of Education approves the submission of a grant application for the 2018 Safety Grant Program through the New Jersey School Insurance Group's NJEIF Subfund for the purpose described in the application, in the amount of \$14,852.73 for period July 1, 2018 to June 30, 2019.

### **3.15 Keystone Purchasing Network (KPN)**

**Resolved**, that the Livingston Board of Education enters into an agreement with the Keystone Purchasing Network (KPN).

### **3.16 Approval of Contract – Removal and Replacement of Synthetic Turf Field**

**Resolved**, that the Livingston Board of Education approves the contract for the removal and replacement of the synthetic turf field at Livingston High School to FieldTurf USA, Inc. for a total of \$456,687.54 through the Keystone Purchasing Network (KPN). The price is based on a quote from February 26, 2018 with a cost of \$503,778.54 and an alternate deduct of \$47,091.00 to reuse the existing infill material.

### **3.17 "Living Bridge" Grant**

**Resolved**, that the Livingston Board of Education accepts a grant in the amount of \$20,000 from the Jewish Federation of Greater Metro West NJ which will be used to

create a FIRST Robotics FTC Robotics Team consisting of seven students from Livingston High School and seven students from Arad, Israel.

### **3.18 Policies and Regulations**

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

#### **Policies**

Policy #0168 – Recording Board Meetings (with revisions)

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

**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)

### **ROLL CALL VOTE**

#### **4. PERSONNEL**

The Superintendent recommends the following:

##### **4.1 Resignations**

**Resolved**, that the Livingston Board of Education accepts the resignations of:

<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Location</b>	<b>Last Day of Employment</b>
<i>Robin Patton</i>	TOSD	Retirement	LHS	June 30, 2018
<i>Thomas Walsh</i>	Teacher of Physics	Retirement	LHS	September 30, 2018
<i>Lenore Argen</i>	Intervention/ Enrichment Specialist	Retirement	HMS	June 30, 2018
<i>Laurie Jung</i>	School Nurse	Retirement	LHS	June 30, 2018
<i>Diane Preziosi</i>	Secretary	Retirement	Transportation	June 30, 2018
<i>Carole Ostrowe</i>	Instructional Aide	Retirement	HMS	June 30, 2018
<i>Joelle Smith</i>	Teacher of Mathematics	Resignation	LHS	June 30, 2018
<i>Lauren Atkins</i>	Teacher of Technology Education	Resignation	LHS	June 30, 2018
<i>Stephanie Kilpatrick</i>	Elementary School Teacher	Resignation	BHE	June 30, 2018
<i>Peter Astras</i>	TOSD	Resignation	LHS	June 30, 2018
<i>Janis Radziszewski</i>	ABA Discrete Trial TA	Resignation	BHE	April 27, 2018
<i>Darcey Gohring</i>	Instructional Aide	Resignation	Harrison	April 26, 2018

#### **4.2 Leaves of Absences**

**Resolved**, that the Livingston Board of Education approves the leaves of absences of:

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>LOA w/pay and benefits</b>	<b>LOA w/o pay, but with benefits (if applicable)</b>	<b>Extended LOA w/o pay or benefits</b>	<b>Return Date</b>
<i>Daniella Buonomo-Gramata</i>	TOSD	LHS	5/28/18-6/21/18	8/29/18-11/23/18**	11/26/18-2/1/19	2/4/19
<i>Jennifer Lernihian</i>	School Psychologist	Collins	4/2/18-4/9/18 (.5)	4/9/18 (.5)-4/27/18**	NA	4/30/18
<i>Jessica Blomn*</i>	Teacher of Health & PE	MPMS	4/9/18-5/9/18	1/2/18-4/6/18**	NA	5/10/18



<i>Diane Salvatori*</i>	Instructional Aide	BHE	NA	NA	2/28/18 – 5/2/18	5/3/18
<i>Carolyn Catanzarite</i>	Bus Aide	Transportation	4/13/18 – 4/30/18	NA	5/1/18 – 5/28/18	5/29/18
<i>Catherine Steege*</i>	School Social Worker	LHS	3/12/18 - 4/2/18	NA	4/3/18 - 5/11/18	5/14/2018
<i>Diana Yellen*</i>	Elementary School Teacher	BHE	10/23/17 – 5/11/18	5/14/18 – 6/21/18**	NA	8/29/2018
<i>Sofia Fernandez</i>	Teacher of Spanish	BHE/RHE	4/24/18 – 5/22/18	5/23/18 – TBD**	NA	TBD

*\*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>Danielle Felcher</i>	LHS	TOSD	First Year Tenure Track	Rosemary Gonzalo	MA	5	\$62,431 (pro-rated)	4/9/18
<i>Isabel Vila</i>	HMS	Teacher of Spanish	First Year Tenure Track	Marilyn Elman	MA	7	\$64,031	8/29/18
<i>Alyssa Thievon</i>	HMS	Teacher of Spanish	First Year Tenure Track	Linda Weiss	MA	4	\$61,822	8/29/18
<i>Erika Dent</i>	HMS	TOSD	First Year Tenure Track	Ruth Manning	MA	5	\$62,618	8/29/18

*\*begins 60-day probationary period*

### 4.4 Substitutes

**Resolved**, that the Livingston Board of Education approves the appointment of *Elena Waessa-Riabinina* as a long-term substitute Teacher of Music (replacing Melissa Waton-Cohen) at Burnet Hill & Riker Hill Elementary Schools from March 19, 2018, through June 21, 2018. Ms. Waessa-Riabinina will be compensated \$262 per day worked for this assignment.

**Resolved**, that the Livingston Board of Education approves the appointment of *Teseline Joseph* as a long-term substitute School Social Worker at Collins Elementary and Livingston High Schools from April 5, 2018, through June 21, 2018. Ms. Joseph will be compensated \$262 per day worked for this assignment.

**Resolved**, that the Livingston Board of Education approves the appointment of *Brett Coleman* as a long-term substitute Teacher of Health & PE (replacing John Manfreda) at Burnet Hill Elementary School from April 17, 2018, through May 30, 2018. Mr. Coleman will be compensated \$262 per day worked for this assignment.

**Resolved**, that the Livingston Board of Education amends 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 13, 2018. Ms. Rossell will be compensated \$262 per day worked for this assignment.

**Resolved**, that the Livingston Board of Education approves the appointment of *Blair Godfrey* as a long-term substitute Instructional Aide (replacing Wendy Straussman) at Burnet Hill Elementary School from April 2, 2018, through June 21, 2018. Ms. Godfrey will be compensated \$120 per day worked for this assignment.

**Resolved**, that the Livingston Board of Education approves the appointment of *Rebecca Leshchinsky* as a long-term substitute Instructional Aide (replacing Julianne Tuscano) at Heritage Middle School from April 16, 2018, through June 21, 2018. Ms. Leshchinsky will be compensated \$120 per day worked for this assignment.

**Resolved**, that the Livingston Board of Education approves the appointment of *Vivianna Machuca* as a long-term substitute ABA Discrete Trial TA (replacing Christine Lekhrajmal) at Burnet Hill Elementary School from April 23, 2018, through June 21, 2018. Ms. Machuca will be compensated \$170 per day worked for this assignment.

**Resolved**, that the Livingston Board of Education amends 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 June 21, 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**

*Scott Kessel*  
*Shane McLaughlin*  
*Pasquale DeSalvo*  
*Jules Greenwald*  
*Alice Carmody*  
*Patrick Ryneerson*  
*Michael DeSacia*  
*Terri Gilbert (retired)*

**4.5    Extra Work Pay**

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

**4.6    Stipends**

**Resolved**, that the Livingston Board of Education approves *Theodore Paris* and *Nuhi Ramani*, Maintenance Personnel, for the electrical journeyman stipend as approved on the March 19, 2018 agenda, effective and retroactive to April 1, 2018.

**Resolved**, that the Livingston Board of Education approves the individual on ***Attachment H*** for co-curricular stipends at Heritage Middle School in accordance with the contract between the LBOE and the LEA.

#### **4.7     Mentor Fees**

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

#### **4.8     Job Description**

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

Bus Driver (with revisions)

#### **4.9     Extra Period Assignments**

**Resolved**, that the Livingston Board of Education approves the individuals listed on ***Attachment J*** for extra period assignments.

### **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 March.

### **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 April 23, 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.