



LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

Monday, September 17, 2018
Livingston High School – Auditorium – 7:00 p.m.

In accordance with Policy #9131, the Livingston Board of Education members, district administration, and staff will treat students, parents/guardians and other members of the public with respect and expect the same consideration in return. The district is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

In accordance with Bylaw #0168, the Livingston Board of Education will be video recording and posting its open public meetings on the district website. The Board reserves the right to edit the video tape prior to posting to protect the privacy of students and staff.

Any member of the public may record the proceedings of a public meeting of the Board in a manner that does not interrupt the proceedings, inhibit the conduct of the meeting, distract Board members or other observers present at the meeting, or violate the privacy of students and staff.

The Board will permit the use of tape recorder(s), video camera(s) or live streaming only when notice of such intended use has been given to the Board Secretary five days in advance of the meeting. Any camera(s) must be operated in an inconspicuous location in the meeting room. The Board reserves the right to request a copy of the tape.

The presiding officer shall determine when any recording device interferes with the conduct of a Board meeting and may order that an interfering device be removed.

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. Pledge of Allegiance / Roll Call

D. Superintendent's Report

E. Board Reports

F. Approval of Minutes

The Superintendent recommends the following:

1. Special Voting Meeting Minutes of July 30, 2018
2. Voting Meeting Minutes of August 15, 2018

3. Executive Session Minutes of April 23, 2018; May 7, 2018; May 14, 2018; May 21, 2018; June 4, 2018; June 14, 2018; June 18, 2018; June 25, 2018; June 28, 2018; July 10, 2018; July 17, 2018; July 25, 2018; July 30, 2018 and August 15, 2018

ROLL CALL VOTE

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. RECOMMENDATIONS FOR APPROVAL

1. PROGRAM/CURRICULUM

There is no motion.

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 2018-2019 for five (5) Livingston student with disabilities and for Extended School Year 2018 (Summer Programs) for two (2) Livingston students 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 2018-2019 school year:

BILINGUAL EVALUATIONS

The Bilingual Child Study Team	\$1,000.00/evaluation
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BEHAVIORAL TRAINING & ASSISTANCE / APPLIED BEHAVIORAL ANALYSIS

ABAskills, LLC	\$175.00/hour
Caldwell University-Center For Autism & ABA	\$200.00/hour

CHILD STUDY TEAM EVALUATIONS

Carey, Kelly	\$400.00/evaluation
Deutsch, Rita	\$400.00/evaluation

MUSIC THERAPY

Jammin’ Jenn \$125.00/hour

VOCATIONAL

Revolution New Jersey, Inc. \$75.00/hour

2.3 District Nursing Services Plan

Resolved, that the Livingston Board of Education approves the District Nursing Services Plan for the 2018-2019 school year.

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	\$1,413,671.34
12	Regular	573,937.19
20	Regular	14,476.98
60	Cafeteria	137.00
	TOTAL	<u>\$2,002,222.51</u>

Regular Checks	77338-77605	\$2,002,085.51
Cafeteria Checks	1062-1063	137.00
	TOTAL	<u>\$2,002,222.51</u>

3.2 Board Secretary Report – July 2018

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for July 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 July 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	4,286,620		
(11) Current Expense		18,727,465	3,995,674
(12) Capital Outlay		783,847	1,978,235
(20) Special Revenue Fund	269,487		
(30) Capital Projects Fund	636,451		
(40) Debt Service Fund	241,345		
Total:	\$5,433,903	\$19,511,312	\$5,973,909

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of July 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 2018-2019 budget for July 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>
0320	Purch. Prof-Educational Services	\$500	
0420	Clean/Repair Maintenance	\$910	
0580	Travel		\$4,859
0600	Supplies and Maintenance		\$11,065
0610	General Supplies	\$29,973	
0640	Textbooks		\$15,459
	TOTALS	\$31,383	\$31,383

3.4 Conferences and Overnight Trips

Resolved, that the Livingston Board of Education approves *James O'Neill, Steven Robinson, Lisa Capone-Steiger, Susan Burman, Charles August, Pamela Chirls* and *Ronnie Konner*, Interim Superintendent of Schools, Business Administrator, Assistant Superintendent, Human Resources Manager and Board of Education members to attend the New Jersey School Boards Association Workshop in Atlantic City, New Jersey from October 22 to 25, 2018 at a cost not to exceed \$700 each.

Resolved, that the Livingston Board of Education approves *Erin Borino, James Novotny, Kenneth Zushma* and *Alek Sadiwynk*, Director of Instructional Technology, PreK-12 Business Ed/FCS/TDE Supervisor and technology education teachers to attend the New Jersey School Boards Association Workshop in Atlantic City, New Jersey from October 23 to 24, 2018 at a cost not to exceed \$350 each.

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

3.5 Field Trips

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

3.6 Tuition Students (Receiving)

Resolved, that the Livingston Board of Education approves the acceptance of the following tuition students for the 2018-2019 school year:

Student(s)	School	Tuition
OOD-1	Elementary	\$54,648
OOD-1 ESY	Elementary	\$3,193
OOD-2	Elementary	\$51,581
OOD-3	Elementary	\$33,560

3.7 State Aid Adjustment

Resolved, pursuant to N.J.S.A. 18A22-8.1 and N.J.A.C. 6A:23A-13.3(d), the Livingston Board of Education has chosen to appropriate the \$866,126 received as 2018-2019 additional State Aid. The additional aid will be budgeted in account number 11-000-291-270-7079-12 for health benefits.

3.8 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Case #06-18 which is on file at the Board of Education office.

3.9 Changes to Annual Meeting Calendar

Resolved, that the Livingston Board of Education approves the following changes to the Annual Meeting Calendar:

1. Cancellation of the November 12, 2018 Workshop Meeting
2. Change November 19, 2018 Voting to a Workshop Meeting
3. Addition of November 26, 2018 Voting Meeting

4. Cancellation of the December 3, 2018 Workshop Meeting

3.10 Policies and Regulations

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

Policies

Administration

Policy #1613 - Disclosure and Review of Applicant's Employment History (M) (new to district)

Program

Policy #2430 – Co Curricular Activities (M) (with revisions)

Policy #2431 – Athletic Competition (M) (with revisions)

Teaching Staff Members

Policy #3212 - Attendance (M) (with revisions)

Students

Policy #5116 – Education of Homeless Children (M) (with revisions)

Policy #5339 - Screening for Dyslexia (M) (with revisions)

Policy #5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (with revisions) (changes made since 7/10/18, back on for first reading)

Operations

Policy #8330 – Student Records (M) (with revisions)

Regulations

Administration

Regulation #1613 - Disclosure and Review of Applicant's Employment History (M) (new to district)

Program

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

Students

Regulation #5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (with revisions) (changes made since 7/10/18, back on for first reading)

Operations

Regulation #8330 – Student Records (M) (new to district)

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

Policies

Students

Policy #5350 – Student Suicide Prevention (M) (with revisions)

Policy #5533 – Student Smoking (M)

Policy #5610 – Suspension (M) (with revisions)

Operations

Policy #8462 – Reporting Potentially Missing or Abused Children (M) (with revisions)

Regulations

Program

Regulation #2431.2 - Medical Examination Prior To Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M)

Students

Regulation #5350 – Student Suicide Prevention (M) (completely rewritten)

Resolved, that the Livingston Board of Education abolishes Policy #3244 - In-Service Training in accordance with recommendations from Strauss Esmay, as the content has been encompassed into Policy #3240 - Professional Development for Teachers and School Leaders (M), which was most recently revised on January 29, 2018.

Resolved, that the Livingston Board of Education has reviewed the following policies and has determined that no changes are required at this time:

Policy #3124 – Employment Contract (Teaching Staff Members)

Policy #4124 – Employment Contract (Support Staff Members)

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>Nadia Bacher</i>	Teacher of Art	Resignation	Elementary	August 30, 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	3/2/18-4/2/18	4/3/18-8/30/18**	NA	NA
<i>Doreen Gugger</i>	Teacher of ESL	MPM/MPE	12/3/18-1/11/19	1/14/19-4/5/19**	4/8/19-6/30/19	8/29/19
<i>Kristen Murray*</i>	Elementary School Teacher	Hillside	8/29/18-10/3/18	10/4/18-1/3/19**	1/4/19-4/19/19	4/22/19

**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. All appointments are contingent upon reference checks in accordance with P.L. 2018, c.5.

Name	Location	Title	Tenure Track/LOA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
<i>Virginia Ackerman</i>	MPMS	Teacher of ESL	Leave Replacement	Doreen Gugger	MA+32	1	\$65,326 (pro-rated)	11/26/18
<i>Melissa Mondanaro</i>	Elementary	Teacher of Art	Tenure Track	Nadia Bacher	BA	1	\$52,515 (pro-rated)	8/30/2018
<i>Melvin Hinson</i>	Harrison	Playground Aide	NA	NA	NA	NA	\$16.50/hr	9/4/2018
<i>Carmen Rivera</i>	Transportation	25-Hour Bus Driver	NA	NA	25 Hr BD	4	\$22,597 (pro-rated)	9/24/18
<i>Colleen Pisciotti</i>	Transportation	25-Hour Bus Driver	NA	NA	25 Hr BD	6	\$24,699 (pro-rated)	9/12/18
<i>Gloria Goode-Brown</i>	Transportation	Bus Aide	NA	NA	Bus Aide	1	\$11,865 (pro-rated)	9/13/18

**begins 60-day probationary period
 **as amended from previous agenda*

Resolved, that the Livingston Board of Education approves the appointment of the ABA Discrete Trial TA's and Instructional Aides as listed on ***Attachment D***.

4.4 Substitutes

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes for the 2018-2019 school year:

Teachers

*Gabrielle Salerno
 Tametha Hill*

Security (\$25.00/hr)

*Vincent Corrado
 Howard Toffey
 Vincent Kulik
 Thomas Manzi
 Michael Murphy
 Joseph Sullivan*

Name	Location	Title	Leave Replacement or Long Term Sub	Replacing	Salary	Effective Date
<i>Colleen Currao*</i>	RHE	Lead Playground Aide	Long Term Substitute	Donna Pepe	\$18.54/hr	8/23/18 - TBD

**as amended from a previous agenda*

4.5 Extra Work Pay

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

4.6 Stipends

Resolved, that the Livingston Board of Education approves the Livingston High School Athletic Stipends as listed on **Attachment F**.

4.7 Lateral Moves

Resolved, that the Livingston Board of Education approves 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 September 1, 2018.

4.8 Contract Adjustments

Resolved, that the Livingston Board of Education approves the contract adjustment as listed on **Attachment H**.

ROLL CALL VOTE

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;
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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 September 17, 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.

PROPOSED FUTURE AGENDA ITEMS (dates subject to change)

October 8, 2018 (*workshop*)

- Conference with the Livingston Education Association
- Public Hearing for District and School HIB Self-Assessment Report
- Student Safety Data System Report (Report Period 2)
- PARCC Testing
- Summer Curriculum Writing Report

October 15, 2018 (*voting*)

November 19, 2018 (*workshop*)

- Budget Goals
- Assessment Update

November 26, 2018 (*voting*)

- NJQSAC Statement of Assurance

December 10, 2018 (*voting*)

- Comprehensive Annual Financial Report
- Counseling Report – LHS Report on Graduates for Class of 2018
- New Course Offerings
- Approval of Comprehensive Annual Financial Report (Corrective Action Plan)

January 7, 2019 (*reorganization*)