



## LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

Monday, December 10, 2018

Administration Building - Large Conference Room – 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**

1. Comprehensive Annual Financial Report
2. Counseling Report – LHS Report on Graduates for Class of 2018
3. New Course Offerings

#### **E. Board Reports**

1. Social Media Policy Discussion

**F. Approval of Minutes**

The Superintendent recommends the following:

1. Workshop/Voting Meeting Minutes of November 19, 2018
2. Voting Meeting Minutes of November 26, 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**

The Superintendent recommends the following:

**1.1 Textbooks**

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

**1.2 Student Teachers**

**Resolved**, that the Livingston Board of Education approves the following student teacher assignments:

<b>Name</b>	<b>School</b>	<b>Type of Placement</b>	<b>In-District Location</b>	<b>Assigned Staff</b>	<b>Date</b>
Alex Satin	Yeshiva University	Speech Language Pathologist	Mount Pleasant Middle	Leigh Brown	Jan. 22 – May 13 , 2019 (Mon, Thurs, Fri)
Miriam Garber	Columbia University	Secondary Mathematics	LHS	Michelle Winter	December 10-20, 2018

**ROLL CALL VOTE**

**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 2018-2019 school year:

**CHILD STUDY TEAM EVALUATIONS**

Manley, Nancy

\$400.00/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.

<b><u>Fund</u></b>	<b><u>Name</u></b>	<b><u>Amount</u></b>
10&11	Regular	\$1,364,617.69
12	Regular	20,422.40
20	Regular	156,485.58
	<b>TOTAL</b>	<b><u>\$1,541,525.67</u></b>

Regular Checks	78779-79048	\$1,541,525.67
	<b>TOTAL</b>	<b><u>\$1,541,525.67</u></b>

**3.2 Board Secretary Report – October 2018**

**Whereas**, the Livingston Board of Education has received the Report of the Board Secretary for October 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 October 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	3,453,279		
(11) Current Expense		11,962,919	3,996,013
(12) Capital Outlay		373,232	1,978,235
(20) Special Revenue Fund	367,439		
(30) Capital Projects Fund	3,141,543		
(40) Debt Service Fund	357,847		
Total:	\$7,320,108	\$12,336,151	\$5,974,248

**Whereas**, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of October 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 October 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>
0260	Workmen's Compensation			\$5,380
0420	Clean/Repair Maintenance	\$800		
0520	Insurance	\$5,380		
0610	Supplies			\$800
	<b>TOTALS</b>	<b>\$6,180</b>		<b>\$6,180</b>

### 3.4 Field Trips

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

**3.5 Conferences and Overnight Trips**

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

**3.6 Policies and Regulations**

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

Policies

*Program*

Policy #2415.06 – Unsafe School Choice Option (M) (with revisions)

Policy #2622 – Student Assessments (M) (with revisions)

*Students*

Policy #5330 – Administration of Medication (M) (with revisions)

Regulations

*Administration*

Regulation #1510 – Americans with Disabilities Act (M) (with significant mandated revisions)

*Operations*

Regulation #8420.5 – Asbestos Release (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>Patricia Folinusz</i>	Teacher of Science	Retirement	MPMS	June 30, 2019
<i>Diane Zambito</i>	Teacher of Science	Retirement	MPMS	June 30, 2019
<i>Camila del Castillo*</i>	Teacher of Spanish	Resignation	LHS	December 14, 2018
<i>Anne Sarasohn</i>	Elementary School Teacher	Resignation	Collins	December 31, 2018

*\*as amended from previous agenda*

**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>Erika Yersak*</i>	TOSD	Hillside	8/29/18-10/10/18	10/11/18-1/10/19**	NA	1/11/19
<i>Laurie Bisconti*</i>	Teacher of Social Studies	HMS	8/29/18-11/5/18	11/6/18-1/1/19**	NA	1/2/19
<i>Angela Raiola</i>	Elementary School Teacher	Harrison	NA	1/7/19-3/29/19**	NA	4/1/19
<i>Melissa Giannopoulos</i>	TOSD	Harrison	12/4/18-1/14/19	1/15/19-4/9/19**	4/10/19-6/30/19	8/29/19

\*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>Lorraine Haengi</i>	LHS	Administrative Secretary	Second Year Tenure Track	Sally Peele	AS>7/12	3	\$49,922 (pro-rated)	1/1/19
<i>Nicole Redden</i>	BHE	PRIDE Teacher	First Year Tenure Track	Caroline Gower	BA+16	1	\$54,397 (pro-rated)	12/17/18
<i>Courtney Capizzi</i>	Harrison	TOSD	First Year Tenure Track	Wendy Kohn	BA	9	\$64,846 (pro-rated)	12/17/18
<i>Alan Predestin</i>	Transportation	25 Hour Bus Driver	NA	NA	25-Hr Bus Driver	3	\$21,857 (pro-rated)	12/3/18
<i>Robert Stecki</i>	Harrison	Playground Aide	NA	NA	NA	NA	\$15.50/hr	11/26/18

\*begins 60-day probationary period

\*\*as amended from previous agenda

### 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

*Clark Murphy*

### 4.5 Extra Work Pay

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

#### **4.6 Stipends**

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

**Resolved**, that the Livingston Board of Education rescinds the appointment of *Jennifer Williams* as Spring Musical Choreographer at Livingston High School.

#### **4.7 Contract Adjustments**

**Resolved**, that the Livingston Board of Education approves the contract adjustment for the security personnel as listed on **Attachment F** in accordance with the Memorandum of Understanding that was approved on November 28, 2018.

### **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 November.

### **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:

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#### **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 December 10, 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)**

January 7, 2019 (*reorganization*)