



LIVINGSTON BOARD OF EDUCATION REORGANIZATION MEETING AGENDA

Monday, January 7, 2019

Executive Session – Administrative Building Large Conference Room – 6:00 p.m.

Public Session –Administrative 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.

A. Call to Order – Steven K. Robinson, Business Administrator

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 30 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

E. Election Results – November 6, 2018

(Officially certified by the Board of Elections)

For three year term (vote for two) on the Board of Education

Pamela Chirls – 5715

Ronnie Konner – 5339

Todd Goren – 4046

Rachel Selvin – 3994

F. Swearing in of New Board Members

G. Election of President

ROLL CALL VOTE

H. Board President Takes Chair

I. Election of Vice President

ROLL CALL VOTE

J. President/Vice President Comments

K. 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.

L. Rules for School Governance

Resolved, the Livingston Board of Education adopts all bylaws, policies and regulations in effect on January 7, 2019 in compliance with N.J.S.A. 18A: 11-1.

ROLL CALL VOTE

M. Curricula and Textbooks

Resolved, that the Livingston Board of Education adopts all curricula and textbooks of record on January 7, 2019 in compliance with N.J.S.A. 18A: 33-1 and 34.1.

ROLL CALL VOTE

N. Bylaws, Policies & Regulations

Resolved, that the Livingston Board of Education approves all bylaws, policies and regulations previously adopted by the Board to date.

ROLL CALL VOTE

O. Official Newspapers/Media Outlets

Resolved, that the Livingston Board of Education designates *The Star Ledger*, *The West Essex Tribune* and *The Alternative Press* as official newspapers and media outlets for legal notices and other obligations.

ROLL CALL VOTE

P. Financial Depositories and Signatures

Whereas, _____ has been elected president and _____ has been elected vice president of the Board of Education; and

Whereas, Steven K. Robinson has been appointed Secretary of the Board; and

Whereas, Steven K. Robinson has been appointed Treasurer of School Monies; and now therefore be it

Resolved, the Livingston Board of Education establish the following bank accounts at Regal Bank, Livingston, New Jersey and that Regal Bank is hereby requested, authorized and directed to honor all checks, draft and other orders for the payment of money drawn in the name of the Board of Education in the following accounts when bearing the true or approved facsimile signature(s) indicated:

Regal Bank		
<u>Account Title and Number</u>	<u>Signature(s)</u>	
BOE School District of Livingston General Account 0108010471	Board President and Steven K. Robinson and James O'Neill	
BOE School District of Livingston Referendum 0108010505	Board President and Steven K. Robinson and James O'Neill	
Livingston Board of Education Payroll Account 0108010463	Board President and Steven K. Robinson	
Livingston Board of Education Payroll Agency Account 0108010414	Board President and Steven K. Robinson	
Burnet Hill Elementary School School Account 0108010547	Sara Bright Iona Francis-Santa Cruz Steven K. Robinson	<i>Any 2</i>
Collins Elementary School School Account 0108010562	Timothy Hart Stefanie Lichtstein Steven K. Robinson	<i>Any 2</i>
Harrison Elementary School School Account 0108010539	Cynthia Healy Patricia Fernandez Steven K. Robinson	<i>Any 2</i>
Hillside Elementary School	Carlos Gramata	<i>Any 2</i>

School Account 0108010570		Gina Ioviero Steven K. Robinson	
Mount Pleasant Elementary School School Account 0108010521		Dr. Emily Sortino Gail Witt Steven K. Robinson	<i>Any 2</i>
Riker Hill Elementary School School Account 0108010612		Debra Ostrowski Deborah Paoella Steven K. Robinson	<i>Any 2</i>
Mount Pleasant Middle School School Account 0108010554		Andrew Espinoza Gina Covello Steven K. Robinson	<i>Any 2</i>
Heritage Middle School School Account 0108010513		Shawn Kelly Robert Grosso Chrystie Young Christina Woytas Steven K. Robinson	<i>Any 2</i>
Livingston High School Activity Account 0108010588		Mark Stern Bronawyn O'Leary Jenna McCarthy Danielle Rosenzweig Steven K. Robinson	<i>Any 2</i>
Livingston High School Activity Account 0108010588		Mark Stern Bronawyn O'Leary Jenna McCarthy Danielle Rosenzweig Steven K. Robinson	<i>Any 2</i>
Livingston High School Athletic Account 0108010604		Mark Stern Bronawyn O'Leary Jenna McCarthy Danielle Rosenzweig Richard Porfido Steven K. Robinson	<i>Any 2</i>
Livingston High School Special Account 0108010596		Mark Stern Bronawyn O'Leary Jenna McCarthy Danielle Rosenzweig Steven K. Robinson	<i>Any 2</i>
Livingston Board of Education Board Secretary's Petty Cash 0108010489		James O'Neill Steven K. Robinson Patricia Ramos	<i>Any 2</i>
Livingston Board of Education Capital Reserve Fund Account 0108010448		Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos	
Livingston Board of Education Unemployment Trust Fund Account 0108010455		Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos	
Livingston Board of Education Cafeteria 0108010430		Steven K. Robinson or Patricia Ramos	

Livingston Board of Education FSA 0108010422	Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos
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State of New Jersey - Cash Management Fund	
<u>Account Title and Number</u>	<u>Signature(s)</u>
Livingston Board of Education Regular Account 171-000068497	Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos
Livingston Board of Education Capital Reserve Fund 171-000091480	Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos
Livingston Board of Education Unemployment Trust Fund 171-000030538	Wire Transfers to other Board of Education Accounts Only Steven K. Robinson Patricia Ramos

ROLL CALL VOTE

Q. Establishment of Annual Meeting Calendar

Resolved, the Livingston Board of Education approves the following meeting calendar for 2019–2020:

January, 2019		August, 2019	
7	<i>Reorganization</i>	14 (Wed)	<i>Voting</i>
28	<i>Voting</i>		
February, 2019		September, 2019	
11	<i>Workshop</i>	9	<i>Workshop</i>
25	<i>Voting</i>	23	<i>Voting</i>
March, 2019		October, 2019	
11	<i>Workshop</i>	7	<i>Workshop</i>
18	<i>Voting</i>	14	<i>Voting</i>
April, 2019		November, 2019	
1	<i>Workshop</i>	11	<i>Workshop</i>
29	<i>Public Hearing/Voting</i>	18	<i>Voting</i>
May, 2019		December, 2019	
6	<i>Executive Session on Personnel (6:00 p.m.)</i>	9	<i>Voting</i>
13	<i>Workshop/Voting</i>		
20	<i>Voting</i>		

June, 2019		January, 2020	
3	<i>Workshop</i>	6	<i>Reorganization</i>
17	<i>Voting</i>		
July, 2019			
17 (Wed)	<i>Voting</i>		

Both voting and workshop meetings are to commence at 7:00 p.m. in the Administration Building, 11 Foxcroft Drive, unless otherwise indicated.

ROLL CALL VOTE

R. PERSONNEL

The Superintendent recommends the following:

4.1 Resignations

Resolved, that the Livingston Board of Education accept the resignations of:

Name	Position	Reason	Location	Last Day of Employment
<i>Alexandra Sapir</i>	Elementary School Teacher	Resignation	Harrison	December 31, 2018
<i>Janyne Vasel</i>	School Nurse	Resignation	HMS	February 8, 2019
<i>Kristen Markey-Skeffington</i>	School Psychologist	Resignation	MPMS	February 8, 2019
<i>Shannon Lorenzo</i>	Teacher of Spanish	Resignation	LHS	February 8, 2019 or earlier if a replacement can be found.
<i>Melissa Salandra</i>	Teacher of ESL	Resignation	BHE	NA
<i>Casey Friedman</i>	ABA Discrete Trial TA	Resignation	BHE	January 4, 2019
<i>Daniel Sullivan</i>	Instructional Aide	Resignation	BHE	December 31, 2018
<i>Rebecca Leschinsky</i>	Instructional Aide	Resignation	HMS	December 31, 2018
<i>Dana Pottheiser</i>	Instructional Aide	Resignation	HMS	December 31, 2018

4.2 Appointments

Resolved, that the Livingston Board of Education approve 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>Dr. Frank Ruggiero</i>	District	PreK-12 Supervisor of World Language/ESL	First Year Tenure Track	Carmen Michael	LSA	3	\$116,380, plus \$2,400 for Doctorate (pro-rated)	4/8/19 or earlier if released by current Distirct
<i>Brenda Perry **</i>	MPE	Elementary School Teacher	First Year Tenure Track	Antoinette Cherichello	BA+32	3	\$58,163 (pro-rated)	1/1/19
<i>Kelley Miller</i>	Harrison	Elementary School Teacher	Leave Replacement	Kristen Szelingowski	MA	1	\$59,624 (pro-rated)	1/1/19
<i>Nicole Edelson</i>	Harrison	Elementary School Teacher	First Year Tenure Track	Alexandra Sapir	BA+32	4	\$58,925 (pro-rated)	12/17/18
<i>Iona Francis-Santa Cruz</i>	BHE	First Secretary	First Year Tenure Track	Annette Ferreira	FS-10 Mo. > 7/12	4	\$44,791, plus \$1,200 BA (pro-rated)	12/17/18
<i>Vanessa Barboza</i>	LHS	Secretary	First Year Tenure Track	Lorraine Haenggi	OS-12 mo. >7/12	6	\$53,821, plus \$1,200 for BA degree (pro-rated)	1/14/19
<i>Samuel Kalb</i>	HMS	Teacher of Social Studies	Leave Replacement	Helene McNanna	NA	NA	\$263/day	1/1/19-4/2/19

***as amended from previous agenda*

ROLL CALL VOTE

S. 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

T. **Public Comment ~ up to 15 minutes**

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U. **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 January 7, 2019 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 28, 2019 (*voting*)

- Board Member Assignments
- Board Member Code of Ethics
- Roles and Responsibilities of the Board
- Bus Evacuation Drills Report

February 11, 2019 (*workshop*)

- Present First Draft of Budget
- Calendar Discussion

February 25, 2019 (*voting*)

- Budget Discussion Featuring Student Services and Personnel

March 11, 2019 (*workshop*)

- Teacher of the Year Recognition
- Budget Discussion Featuring Curriculum, Facilities and Technology

March 18, 2019 (*voting*)

- Adoption of Tentative Budget

April 1, 2019 (*workshop*)

April 29, 2019 (*Public Hearing/Voting*)

- Transportation Contracts
- Subscription Bus Pricing

May 6, 2019 (*Executive Session on Personnel*)

January 7, 2019

May 13, 2019 (*Workshop/Voting*)

- Conference with the Livingston Education Association
- Board Goals
- Personnel Appointments

May 20, 2019 (*voting*)

- Annual Appointments
- Sale of SRECs
- Out of District Tuition Rates
- New Jersey State Interscholastic Athletic Association

June 3, 2019 (*workshop*)

- Student Representative to the Board
- Retirement Ceremony
- SEPAC

June 17, 2019 (*voting*)

- Superintendent Summer Approval to Hire
- ESS Renewal
- Summer Work Appointments
- Curriculum Writer Names and Locations
- Summer Project Appointments
- Compliance with PL 2015, Chapter 47
- Transfer of Current Year Surplus to Capital Reserve
- Bus Evacuation Drills Report

July 17, 2019 (*voting*)

- Property, Liability and WC Insurance
- Food Service Renewal
- Out of District Placements for 2019-2020
- Related Services and Medical Consultants for 2019-2020
- Extended School Year Out of District Placements Summer 2019

August 14, 2019 (*voting*)

- Enrollment Update
- Travel and Conferences Expenses
- Livingston Chinese School Contract
- Livingston Huaxia Chinese School Contract
- YMCA Contract

September 9, 2019 (*workshop*)

September 23, 2019 (*voting*)

- Approval of Student Safety Data System Report (2018-2019 School Year)
- District Nursing Services Plan

October 7, 2019 (*workshop*)

- Public Hearing for District and School HIB Self-Assessment Report
- Student Safety Data System Report
- PARCC Testing

October 14, 2019 (*voting*)

- Conference with the Livingston Education Association
- Summer Curriculum Writing Update

January 7, 2019

November 11, 2019 (*workshop*)

- Board Budget Goals
- Assessment Update

November 18, 2019 (*voting*)

- NJQSAC Statement of Assurance

December 9, 2019 (*voting*)

- Comprehensive Annual Financial Report
- Counseling Report – LHS Report on Graduates for Class of 2019
- New Course Offerings
- Approval of Comprehensive Annual Financial Report (Corrective Action Plan)

January 6, 2020 (*reorganization*)