



LIVINGSTON BOARD OF EDUCATION WORKSHOP/VOTING MEETING AGENDA

Monday, November 13, 2017

Executive Session – LHS Large Conference Room – 6:00 p.m.
Public Session - Livingston High School Auditorium – 7:30 p.m.

I. OPEN SESSION

A. Call to Order – Ronnie Konner, 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 3, 2017 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:

- Legal Issues

Action will be taken upon return to public session. The full length of the meeting is anticipated to be approximately 90 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. Presentation

1. Hillside Elementary School – Maker Space

F. Superintendent's Report

1. Random Student Drug Testing
2. Ski Club

3. AEE-EduAcross Proposal with YMCA

G. Workshop Items

1. District Goals
2. Board Goals
3. Board Budget Goals
4. Assessment Update

H. Board Reports

1. Committee Reports
2. NJSBA Workshop 2017

I. 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 NJQSAC – Statement of Assurance

Whereas, the Superintendent of Livingston in the County of Essex is required to hold a public meeting to present the District's Statement of Assurance annually, and

Whereas, the Livingston Board of Education in the County of Essex is required to approve and to attest to the accuracy of the District's Statement of Assurance, and

Whereas, the Livingston Board of Education in the County of Essex has reviewed the District's Statement of Assurance and hereby approves this document.

Now Therefore Be It Resolved, that the Livingston Board of Education does hereby authorize the Superintendent of Schools to submit the attached Statement of Assurance to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2 (e)

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>Andrew Krupa</i>	Supervisor of Health & PE	Retirement	District	December 31, 2017
<i>Dawn Whitehurst-Jackson</i>	ABA Discrete Trial TA	Resignation	BHE	October 13, 2017
<i>Anna Synowiec-Dulligan</i>	ABA Discrete Trial TA	Resignation	BHE	October 20, 2017
<i>Lea DiFonzo</i>	Instructional Aide	Resignation	MPMS	November 10, 2017

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 NOVEMBER 20, 2017:

1. **PROGRAM/CURRICULUM**

1.1 **Textbooks and DVDs**

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

1.2 **Student Teacher**

Resolved, that the Livingston Board of Education approves the following student to serve as a student teacher in the district:

<u>Intern</u>	<u>Location</u>	<u>Cooperating Teachers</u>	<u>Dates</u>
Jesse Lab	Livingston High School	Dawn Feeley and David Mead	1/22/18-5/4/18

1.3 **Summer Curricula Projects**

Resolved, that the Livingston Board of Education approves the summer curricula projects written in July and August 2017.

2. STUDENT SERVICES

2.1 Out of District Placements

Resolved, that the Livingston Board of Education approves placement for the academic year 2017-2018 for four (4) 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 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:

BILINGUAL EVALUATIONS

Learning Tree Multicultural/Multilingual Evaluation & Consulting, Inc. \$780.00/evaluation

HOME/HOSPITAL INSTRUCTION

Stepping Forward Counseling Center, LLC \$75.00/hour

CLINICAL COUNSELING SUPERVISION

Booker, Laura \$75.00/hour

3. BUSINESS

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	\$2,950,418.21
12	Regular	535,638.20
20	Regular	210,367.10
60	Cafeteria	<u>224,640.62</u>
	TOTAL	<u>\$3,921,064.13</u>

Regular Checks	72953-73611	\$3,696,423.51
Cafeteria Checks	1005-1012	<u>224,640.62</u>
	TOTAL	<u>\$3,921,064.13</u>

3.2 Board Secretary Report – September 2017

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for September 30, 2017, 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 September 30, 2017, 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	9,109,604		
(11) Current Expense		32,852,077	3,848,239
(12) Capital Outlay		130,194	3,178,235
(20) Special Revenue Fund	157,795		
(30) Capital Projects Fund	2,205,126		
(40) Debt Service Fund	110,008		
Total:	\$11,582,533	\$32,982,271	\$7,026,474

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of September 30, 2017, 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 September 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	\$10,000	
0600	Supplies and Materials		\$9,400

0610	General Supplies			\$600
		TOTALS	\$10,000	\$10,000

3.4 Field Trips

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

3.5 Conferences and Overnight Trips

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

3.6 IDEA Grant Application

Resolved, that the Livingston Board of Education approves the submission of an amendment to the 2017-2018 IDEA grant application.

3.7 Settlement Agreements

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Case #11-17 which is on file at the Board of Education office.

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Case #12-17 which is on file at the Board of Education office.

3.8 Change Order

Resolved, that the Livingston Board of Education approves the following change order that has been approved by the architect and construction manager:

Framan Mechanical, Inc. – HVAC Upgrades at Gymnasium for BH, COL and HMS	
Original Contract	\$1,603,000.00
Previously approved change orders	<u>0</u>
Contract sum prior to additional change orders	\$1,603,000.00
Change Order #2 – Coordination and reschedule of manpower to assist Owner move in. Deduct \$9,459.19 from allowance. Remaining allowance closed out.	(\$11,848.64)
	<u>\$1,591,151.36</u>

4. PERSONNEL

4.1 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>Dr. Emily Sortino*</i>	Principal	MPE	1/8/18-3/30/18	4/2/18-4/13/18**	NA	4/16/18
<i>Sheily Chang*</i>	Elementary School Teacher	MPE	1/15/18-3/16/18	3/19/18-4/27/18**	NA	4/30/18
<i>Mollyann Piegari</i>	TOSD	Harrison	1/29/18-2/23/18	2/26/18-4/27/18**	NA	4/30/18
<i>Laura Kirkpatrick*</i>	TOSD	MPMS	9/15/17-11/10/17	11/13/17-1/1/18**	NA	1/2/18
<i>Nicole Mount*</i>	Elementary School Teacher	MPE	4/17/17-5/18/17	5/19/17-6/23/17 & 8/31/17-11/23/17**	11/24/17-6/30/18	9/1/18
<i>Catherine Steege</i>	School Social Worker	LHS	3/12/18-4/2/18	NA	4/3/18-5/11/18	5/14/18
<i>Samantha Dengel</i>	Teacher of Mathematics	LHS	2/5/18-4/6/18	4/9/18-6/30/18**	NA	8/29/18

*as amended from a previous agenda

**Designates time counted toward NJFLA/FMLA

4.2 **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/LOA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
<i>Lauren Atkins*</i>	LHS	Teacher of Technology Education	Third Year Tenure Track	NA	BA	3	\$53,645 (pro-rated)	8/30/17
<i>Giulia Melucci</i>	RHE	Elementary School Teacher	Leave Replacement	Jessica Ayars	MA	1	\$59,446 (pro-rated)	3/5/18-6/30/18
<i>Massimo Bagnasco</i>	LHS	Custodian	NA	John Leitch	C	1	\$39,638 (pro-rated)	11/15/17
<i>Lauren Vultaggio</i>	Collins	Playground Aide	NA	NA	NA	NA	\$14.00/hr	10/11/17
<i>Connie Lam</i>	Harrison	Playground Aide	NA	NA	NA	NA	\$14.00/hr	10/23/17
<i>Stephanie DiSarro</i>	RHE	Playground Aide	NA	NA	NA	NA	\$14.00/hr	10/16/17

*as amended from a previous agenda

Resolved, that the Livingston Board of Education approves the appointment of the Teaching Assistants and Instructional Aides as listed on ***Attachment E***.

4.3 Substitutes

Resolved, that the Livingston Board of Education approves the appointment of *Mary Mulligan* as a long-term substitute Teacher of Health & PE at Livingston High School (replacing June Van Driel) from November 8, 2017 through January 31, 2018. Ms. Mulligan will be compensated at the rate of \$262/day for this assignment.

Resolved that the Livingston Board of Education approves the appointment of *Sharon Yasner* as a long-term substitute Instructional Aide at Riker Hill Elementary School (replacing Giulia Melucci) from March 1, 2018 through June 30, 2018. Ms. Yasner will be compensated at the rate of \$120 per day 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

Kristina Berrios

Patricia Valatka

Dana Pottheiser

Joseph Ratner

Robert Zhang

Helen Derrot (retired)

Stephen Lemos

Patricia Kelly

Jeannette Ng

Secretary

Connie Lam (\$14.00/hr)

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment F** as Certified Substitutes. These individuals are currently employed by the District and hold valid NJ instructional certificates. In the event these individuals are called upon to serve as a substitute in a self-contained classroom, they will be compensated an additional \$50/day for that assignment.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment G** as Substitute Teachers. These individuals are currently employed by the District and are properly certified to serve as substitute teachers within the classroom, if needed.

4.4 Extra Work Pay

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

4.5 Stipends

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

Resolved, that the Livingston Board of Education approves the individuals on **Attachment J** for athletic stipends at Livingston High School in accordance with the contract between the LBOE and the LEA.

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

5. MISCELLANEOUS

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 September.

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.

IV. 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 November 13, 2017 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.