



LIVINGSTON BOARD OF EDUCATION WORKSHOP/VOTING MEETING AGENDA

Monday, December 4, 2017

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

- Negotiations and Legal Issues

Action will be taken upon return to public session. The full length of the meeting is anticipated to be approximately one hour 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. Workshop Items

1. Comprehensive Annual Financial Report – Wiss and Company
2. LHS Report on Graduates for Class of 2017

F. Superintendent's Report

G. Board Reports

H. 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

4. PERSONNEL

The Superintendent recommends the following:

4.1 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>Michelle Bent</i>	CO	Communications & Community Outreach Coordinator	NA	Marilyn Lehren	NA	NA	\$70,000 (pro-rated)	1/2/18

4.2 Resignations

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

Name	Position	Reason	Location	Last Day of Employment
<i>Wade Stokes</i>	Custodian (Nights)	Resignation	LHS	November 22, 2017
<i>Lisa Canella</i>	Playground Aide	Resignation	MPE	December 11, 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 DECEMBER 11, 2017:

1. PROGRAM/CURRICULUM

1.1 Textbooks

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

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 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:

FORENSIC PSYCHOLOGIST

Ron Dumont, Ed.D. \$200.00/hour

HOME/HOSPITAL INSTRUCTION

Brookfield Educational Services Program \$60.00/hour

PHYSICAL THERAPY

Oxford \$500.00/evaluation

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	\$981,792.00
12	Regular	198,403.64
20	Regular	84,397.73
60	Cafeteria	7,520.65
	TOTAL	\$1,272,114.02

Regular Checks	73612-73875	\$1,264,593.37
Cafeteria Checks	1013-1017	<u>7,520.65</u>
	TOTAL	<u>\$1,272,114.02</u>

3.2 Board Secretary Report – October 2017

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for October 31, 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 October 31, 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	9,381,445		
(11) Current Expense		33,120,159	3,848,239
(12) Capital Outlay		202,993	3,178,235
(20) Special Revenue Fund	218,865		
(30) Capital Projects Fund	2,058,761		
(40) Debt Service Fund	110,008		
Total:	\$11,769,079	\$33,323,152	\$7,026,474

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of October 31, 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 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>
0420	Clean/Repair Maintenance	\$1,400	
0600	Supplies and Materials	\$4,550	
0610	General Supplies		\$5,950
	TOTALS	\$5,950	\$5,950

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 Comprehensive Annual Financial Report

Resolved, that the Livingston Board of Education accepts the June 30, 2017 audit report.

3.7 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Case #13-17 which is on file at the Board of Education office.

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>Sarah Stefanakis</i>	School Psychologist	RHE	2/5/18-3/2/18	3/5/18-3/30/18**	NA	4/2/18
<i>Diana Yellen*</i>	Elementary School Teacher	BHE	10/23/17-12/29/17	1/1/18-4/6/18**	4/9/18-6/30/18	8/29/18
<i>Deena</i>	Elementary	Collins	10/9/17-	12/18/17-	4/2/18-	8/29/18

<i>DeMaio*</i>	School Teacher		12/15/17	3/30/18**	6/30/18	
<i>Nealon Simpson</i>	Custodian	BHE	10/24/17-11/14/17	NA	11/15/17-12/15/17	12/18/17

**as amended from a previous agenda*

***Designates time counted toward NJFLA/FMLA*

4.2 Appointments

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 amends the appointment of *Carol Marano* as a long-term substitute Teacher of Spanish and French (replacing Lisa LeBlanc) at Heritage Middle School from September 12, 2017, through **February 1, 2018**. Ms. Marano will be compensated \$262 per day worked for this assignment.

4.4 Extra Work Pay

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

4.5 Stipends

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

4.6 Memorandum of Understanding

Resolved, that the Livingston Board of Education approves the Memorandum of Understanding between the Livingston Board of Education and the Livingston Education Association dated December 11, 2017.

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 November

I. 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.

J. Old Business

K. New Business

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 December 4, 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.