



LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

Monday, February 12, 2018

Executive Session – Administration Building – Large Conference Room – 6:30 p.m.

Public Session - Administration Building – Large Conference Room – 7:00 p.m.

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. 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 Matter and 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 / Roll Call

E. Heritage Middle School Presentation

F. Superintendent's Report

1. *Born to Be Wild*
2. Budget Discussion Featuring Special Education and Personnel (including discussion on Class Size Policy #2312)

G. Board Reports

1. Parent Forum
2. Diversity Committee
3. Policy #0155 – Board Committees

H. Approval of Minutes

The Superintendent recommends the following:

1. Voting Meeting Minutes of January 29, 2018
2. Workshop/Voting Meeting Minutes of February 5, 2018

ROLL CALL VOTE

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. RECOMMENDATIONS FOR APPROVAL

1. PROGRAM/CURRICULUM

The Superintendent recommends the following:

1.1 Textbook

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

ROLL CALL VOTE

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 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***.

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	\$826,971.30
12	Regular	32,578.04
20	Regular	147,178.80
60	Cafeteria	<u>198,192.37</u>
	TOTAL	<u>\$1,204,920.51</u>

Regular Checks	74584-74955	\$1,006,728.14
Cafeteria Checks	1023-1028	<u>198,192.37</u>
	TOTAL	<u>\$1,204,920.51</u>

3.2 Board Secretary Report – December 2017

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for December 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 December 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	8,382,395	10,000	
(11) Current Expense		27,920,237	3,533,719
(12) Capital Outlay		373,428	3,178,235
(20) Special Revenue Fund	61,899		
(30) Capital Projects Fund	2,060,477		
(40) Debt Service Fund	110,008		

Total:	10,614,779	28,303,665	6,711,954
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Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of December 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 Field Trips

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

3.4 Conferences and Overnight Trips

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

3.5 Rejection of Bids – Soil Removal at the Livingston Fire Station

Resolved, that the Livingston Board of Education is rejecting all of the seven bids received on November 28, 2017, for the soil removal at the Livingston Fire Station. All bids exceeded the budget for the project.

3.6 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Case #01-18 which is on file at the Board of Education office.

3.7 Acceptance of Grant

Resolved, that the Livingston Board of Education approves the acceptance of a \$500 grant from the Exxon Mobil Educational Alliance Program.

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>Barbara Kaplan</i>	Teacher of Spanish	Retirement	LHS	June 30, 2018
<i>Michael Collins</i>	Teacher of Social Studies	Retirement	LHS	June 30, 2018
<i>Susan Meyers</i>	Instructional Aide	Retirement	LHS	June 15, 2018
<i>Arnecia Henson</i>	Instructional Aide	Resignation	LHS	February 7, 2018
<i>Marilyn Blom-Nash</i>	Playground Aide	Resignation	Harrison	February 2, 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>Mollyann Piegari*</i>	TOSD	Harrison	1/29/18-2/23/18	2/26/18-5/25/18**	5/29/18-6/30/18	8/29/18
<i>Niobel Torres</i>	TOSD	LHS	5/14/18-6/30/18	8/29/18-11/2/18**	NA	11/5/18
<i>Kristi DeMiceli</i>	TOSD	MPE	5/24/18-6/30/18	8/29/18-11/23/18**	11/26/18-6/30/19	8/29/19
<i>Diane Salvatori</i>	Instructional Aide	BHE	NA	NA	3/1/18 – TBD	TBD
<i>Gerardina Forster</i>	Occupational Therapist	Collins	NA	8/29/18-11/23/18**	11/26/18-2/8/19	2/11/19
<i>Maxine Davner</i>	Instructional Aide	Hillside	3/1/18-3/14/18 (.5)	3/14/18 (.5)-3/30/18**	NA	4/2/18

**as amended from a previous agenda*

***Designates time counted toward NJFLA/FMLA*

4.3 Transfers

Resolved, that the Livingston Board of Education approves the transfers as indicated on **Attachment E**.

4.4 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>Oshaira Pichardo*</i>	LHS	School Counselor	First Year Tenure Track	Alison Abrams	MA	4	\$61,637 (pro-rated)	3/12/18
<i>Gennarino DeLuca</i>	MPMS	Custodian	NA	Greville Honore (new appt)	C	1	\$39,638 (pro-rated)	1/29/18
<i>Marken Hyka</i>	Collins	Custodian (nights)	NA	Easton Hyatt (transfer)	C	1	\$39,638 (pro-rated) plus \$975 for nights and \$625 for Black Seal	3/1/18**
<i>Helene McNanna*</i>	HMS	Teacher of Social Studies	Leave Replacement	Vanessa Vito	D	1	\$68,163 (pro-rated)	2/8/18-6/30/18

**amended from a previous agenda
 **begins 60 day probationary period*

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

4.5 Substitutes

Resolved, that the Livingston Board of Education amends the appointment of *Kristina Duda* as a long-term substitute Teacher of Students with Disabilities (replacing Kerri Beinhacker) at Heritage Middle School from December 18, 2017, through **January 31, 2018**. Ms. Duda was compensated \$100 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

*Danielle Stecki
 Austin Biss
 Ehrya Jean Kang*

Secretaries

Coco Sung (\$14.00/hr)

Custodians

Fabian Yearwood (\$15.50/hr)

4.6 Extra Work Pay

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

4.7 Stipends

Resolved, that the Livingston Board of Education approves *Jose Ra*, Custodian, to receive \$625 stipend for obtaining his boiler's license, effective February 1, 2018.

Resolved, that the Livingston Board of Education accepts the resignation of *Michael Russo* as Assistant Boys Lacrosse Coach for Livingston High School for the 2017-2018 school year.

4.8 Lateral Moves

Resolved, that the Livingston Board of Education amends contract changes to be made for the certificated staff members listed on **Attachment H** 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 February 1, 2018.

4.9 Mentor Fees

Resolved, that the Livingston Board of Education approves the individuals **Attachment I** listed as assigned mentors to receive payment in accordance with the schedule listed.

4.10 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the individual listed on **Attachment J** for an extra period assignment for the dates listed.

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 January.

ROLL CALL VOTE

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.

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K. Old Business

Policy #0168 – Recording Board Meetings

L. 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 February 12, 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.