



## LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

Monday, November 26, 2018

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.*

### 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:

- Negotiations and Personnel

Action may be taken upon return to public session. The full length of the meeting is anticipated to be approximately 60 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. Superintendent's Report**

**F. Board Reports**

**G. Approval of Minutes**

The Superintendent recommends the following:

1. Voting Meeting Minutes of October 15, 2018

**ROLL CALL VOTE**

**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. RECOMMENDATIONS FOR APPROVAL**

**1. PROGRAM/CURRICULUM**

The Superintendent recommends the following:

**1.1 Software**

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

**1.2 Student Teachers**

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

Name	School	Type of Placement	In-District Location	Assigned Staff	Date
Lucy Zheng	Montclair State University	Elementary Education	Harrison	Kristin Szelingowski	Nov. 27 – Dec. 20, 2018
Maria Lijoi	County College of Morris	Social Studies	Mount Pleasant Middle	Erica DeRosa	Nov. 27 – Dec. 20, 2018
Erin Scanlon	Monmouth University	Speech Language Pathologist	Mount Pleasant Middle	Leigh Brown	Jan. 1 – June 30, 2019
Rebecca Leshchinsky	Caldwell University	Elementary Education	Hillside Elementary	Pam Richardson	Jan. 22 – May 10, 2019 Sept. – Dec. 2019
Naomi Silverman	Yeshiva University	Speech-Language Pathology	Burnet Hill	Brittany Arrington	Jan. 22 – May 13, 2019

**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 2018-2019 for twelve (12) Livingston student with disabilities and for Extended School Year 2018 (Summer Programs) for two (2) 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 2018-2019 school year:

**BEHAVIORAL TRAINING & ASSISTANCE / APPLIED BEHAVIORAL ANALYSIS**

New Jersey Coalition for Inclusive Education, Inc.	\$1,600.00/full day
Hand Over Hand, LLC	BCBA Supervision \$150.00/hour
	Behavior Therapy \$80.00/hour

**CLINICAL SUPERVISION**

Melissa Woronoff, Psy.D.	\$200.00/hour
--------------------------	---------------

**NEUROLOGICAL/NEURODEVELOPMENTAL EVALUATIONS**

Atlantic Health System	\$675.00/evaluation
Goryeb Children’s Hospital – Morristown Med. Ctr./Overlook Med. Ctr.	
Saint Joseph’s Children’s Hospital	\$450.00/evaluation

**OCCUPATIONAL THERAPIST**

Morris Union Jointure Commission	\$200.00/hour
NJY – Round Lake	\$125.00/hour

**PHYSICAL THERAPIST**

Morris Union Jointure Commission  
P.G. Chambers School

\$225.00/hour  
\$84.00/hour

**SPEECH AND LANGUAGE THERAPIST**

Morris Union Jointure Commission  
NJY – Round Lake  
P.G. Chambers School

\$240.00/hour  
\$125.00/hour  
\$84.00/hour

**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	\$3,075,436.94
12	Regular	443,609.95
20	Regular	178,628.72
60	Cafeteria	<u>186,142.98</u>
	<b>TOTAL</b>	<b><u>\$3,883,818.59</u></b>

Regular Checks	78170-78778	\$3,697,675.61
Cafeteria Checks	1067-1076	<u>186,142.98</u>
	<b>TOTAL</b>	<b><u>\$3,883,818.59</u></b>

**3.2 Board Secretary Report – September 2018**

**Whereas**, the Livingston Board of Education has received the Report of the Board Secretary for September 30, 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 September 30, 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	8,882,084		
(11) Current Expense		12,280,300	3,996,013
(12) Capital Outlay		400,623	1,978,235
(20) Special Revenue Fund	359,254		
(30) Capital Projects Fund	3,138,210		
(40) Debt Service Fund	357,847		
Total:	\$12,737,395	\$12,680,923	\$5,974,248

**Whereas**, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of September 30, 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 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>
0610	General Supplies	\$2,731		
0640	Textbooks			\$2,731
	<b>TOTALS</b>	<b>\$2,731</b>		<b>\$2,731</b>

### 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 On-Tech Consulting**

**Resolved**, that the Livingston Board of Education authorizes the Business Administrator to enter into a Letter of Intent with On-Tech Consulting, Inc. to complete the Universal Service Fund (E-Rate) application process for the 2019-2020 school year. The district will pay On-Tech an amount equal to 10% of any funding received.

### **3.7 Settlement Agreement**

**Resolved**, that the Livingston Board of Education approves the Settlement Agreement for Case #07-18 which is on file at the Board of Education office.

### **3.8 Sale of Retired Buses**

**Resolved**, that the Livingston Board of Education approves the sale of three retired buses via GovDeals in the amount of \$3,429.50.

### **3.9 Policies and Regulations**

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

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)

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

*Policies*

*Program*

Policy #2464 – Gifted and Talented Students (M) (with revisions)

Policy #2467 – Surrogate Parents and Foster Parents (M) (with revisions)

*Teaching Staff Members*

Policy #3281 – Inappropriate Staff Conduct (with revisions)

*Support Staff Members*

Policy #4281 – Inappropriate Staff Conduct (with revisions)

**Resolved**, that the Livingston Board of Education has reviewed the following policy and has determined that no changes are needed at this time:

Policy #2340 – Field Trips

**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>Antoinette Cherichello</i>	Elementary School Teacher	Retirement	MPE	December 31, 2018
<i>Sally E. Peele</i>	Administrative Secretary	Retirement	LHS	December 31, 2018
<i>Barbara Rosato</i>	Teacher of Business Education	Retirement	MPMS	June 30, 2019
<i>Carmen Michael</i>	K-12 Supervisor of World Language/ESL	Resignation (resuming teaching)	District	December 31, 2018
<i>Kala Miller</i>	Elementary School Teacher	Resignation	Collins	October 26, 2018
<i>Camila del Castillo</i>	Teacher of Spanish	Resignation	LHS	December 21, 2018
<i>Samantha Adamo</i>	ABA Discrete Trial TA	Resignation	BHE	November 6, 2018
<i>Nicolette Guerro</i>	ABA Discrete Trial TA	Resignation	BHE	October 26, 2018
<i>Christine Ghosh</i>	Instructional Aide	Resignation	Hillside	November 14, 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>Laurie Bisconti</i>	Teacher of Social Studies	HMS	8/29/18-11/5/18	11/6/18-2/5/19**	2/6/19-TBD	TBD

<i>Janice Einsbruch*</i>	Instructional Aide	MPE	8/29/18-9/28/18	NA	10/1/18-10/19/18	10/22/18
<i>Michael Pizzone*</i>	Teacher of Social Studies	LHS	NA	10/16/18-11/6/18**	NA	11/7/18
<i>Dina Lawrence</i>	Teacher of Math	LHS	3/13/19-4/19/19	4/22/19 - 6/30/19 & 8/29/19-9/19/19**	9/20/19-1/24/20	1/27/20
<i>Alexandra Sapir</i>	Elementary School Teacher	Harrison	10/11/18-11/14/18 (.5)	NA	11/14/18 (.5)-	TBD

*\*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 listed 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. 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>Carmen Michael</i>	LHS	Teacher of Spanish	Tenured	Camila del Castillo	MA+32	16	\$110,998, plus \$2,340 longevity	1/1/19
<i>Brenda Perry ***</i>	MPE	Elementary School Teacher	First Year Tenure Track	Antoinette Cherichello	BA+32	1	\$56,802	1/1/19
<i>Alyssa Lee**</i>	Collins	Elementary School Teacher	First Year Tenure Track	Kala Miller	BA	4	\$54,528 (pro-rated)	12/3/18
<i>Kevin Visioli**</i>	HMS	Teacher of English	Leave Replacement	Joanna Mirsky	MA	1	\$59,624 (pro-rated)	5/29/18-11/27/18
<i>Laura Almgren</i>	MPE	Elementary School Teacher	Leave Replacement	Jamie Geltzeiler (transfer)	MA	1	\$59,624 (pro-rated)	11/19/18
<i>Danielle Imbimbo**</i>	MPE/LHS/MPMS	School Counselor	Leave Replacement	Jennifer Kelner	MA+32	1	\$65,326	8/29/18
<i>Annette Ferriera</i>	CO	Administrative Assistant (non-affiliated)	Tenured	Julie Giannopoulos	NA	NA	\$62,500 (pro-rated)	As soon as replacement can be found for BHE
<i>Brian Cappadonna</i>	HMS	Custodian (Days)	NA	Denis Zaimaj	1	C	\$40,023 plus \$625 for Black Seal	11/26/2018
<i>Micheline Crawford</i>	Collins	Playground Aide	NA	NA	NA	NA	\$15.50/hr	10/29/2018

*\*begins 60-day probationary period*

*\*\*as amended from a previous agenda*



\*\*\*change in status, but no change in classroom assignment

**Resolved**, that the Livingston Board of Education approves the appointment of the ABA Discrete Trial TA's and Instructional Aides as listed on **Attachment F**.

**4.5 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:

<b>Name</b>	<b>Location</b>	<b>Title</b>	<b>Leave Replacement or Long Term Sub</b>	<b>Replacing</b>	<b>Salary</b>	<b>Effective Date</b>
<i>Eileen Riddle</i>	BHE	Elementary School Teacher	Long-Term Sub	Susan Fjeldal	Salary plus \$50/day	10/10/18-10/31/18
<i>Nicole Edelson</i>	Harrison	Elementary School Teacher	Long-Term Sub	Alexandra Sapir	\$263/day	10/19/18-TBD

**Teachers**

- Denise Galluzzo*
- Leslie Brauman*
- Frank Bakirtzis*
- Joseph Callaghan*
- Michael Corvelli*
- Elizabeth DePasquale*
- James Dzera*
- Emily Fischer*
- Dave Johnson*
- Vera Mirashi*
- Maria Ryan*
- William Streiter*
- Eric Zuckerman*

**Custodial**

- Felice Romano (\$15.50/hr)*

**Security**

- Keith Laverty (\$25/hr)*

**Resolved**, that the Livingston Board of Education approves the individuals listed on **Attachment G** 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 H** 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.

**4.6 Extra Work Pay**

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

**Resolved**, that the Livingston Board of Education approves *Pao Tseng*, School Nurse, to be paid her hourly rate of pay for the transport of students which requires a nurse.

**Resolved**, that the Livingston Board of Education approves *Karin Kott*, Teacher of Music, to be paid \$56.86/hour for the fifteen extra lessons during the 2018-2019 school year.

#### **4.7 Stipends**

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

**Resolved**, that the Livingston Board of Education approves the Livingston High School Co-Curricular Stipends as listed on **Attachment K**.

**Resolved**, that the Livingston Board of Education approves the Heritage Middle School Co-Curricular Stipends as listed on **Attachment L**.

#### **4.8 Job Description**

**Resolved**, that the Livingston Board of Education approves the revised job description:

*Student Assistance Counselor*

#### **4.9 Mentor Fees**

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment M** 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 *Jason Daily*, Teacher of Television Production, to be compensated an additional \$170.58 per day from October 8, 2018 up to October 17, 2018.

**Resolved**, that the Livingston Board of Education approves the individual listed on **Attachment N** for extra period assignments in accordance with the contract between the LBOE and the LEA.

#### **4.11 Memorandum of Agreements (MOAs)**

**Resolved**, that the Livingston Board of Education approves the MOAs between the Livingston Education Association and itself.

### **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 October.

### ROLL CALL VOTE

#### 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

### 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 November 26, 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)**

December 10, 2018 (*voting*)

- Comprehensive Annual Financial Report
- Elementary Math Pilot Update
- Counseling Report – LHS Report on Graduates for Class of 2018
- New Course Offerings
- Approval of Comprehensive Annual Financial Report (Corrective Action Plan)

January 7, 2019 (*reorganization*)