



LIVINGSTON BOARD OF EDUCATION PUBLIC HEARING ON BUDGET/VOTING MEETING MINUTES

Tuesday, April 25, 2023

Public Session - Hybrid Meeting - Administration Building - 7:00 p.m.

A **Public Hearing on the Budget/Voting Meeting** of the Livingston Board of Education was held on this date in the large conference room in the Administration Building and via Zoom and Facebook Live. The meeting was called to order at 7:00 p.m. by Vineeta Khanna, Board President, who announced that adequate notice of this meeting has been provided by amendment to notice approved at the Board's reorganization meeting on January 3, 2023 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *TAPinto Livingston* and the Livingston Township Clerk.

Members Present: Jenissa Arnette, Pamela Chirls, Seth Cohen, Vineeta Khanna and Parul Khemka

Members Absent: Jeffrey Xu

Also in Attendance: Dr. Matthew Block, Dora Zeno, Lisa Capone-Steiger, Mark Stern, Susan Burman and Joann Goldberg

There was a moment of silence for Gerry Walker, retired principal at LHS, who had a 34 year career at Livingston Public Schools.

Public Hearing on Budget

1. Presentation

Dr. Block reviewed highlights contained in the 2023-2024 budget. These include additional staff to support mental health, ESL, Math at MPMS and HMS, PE and Health at the elementary level, and three teaching staff members at the elementary level, if needed, due to increasing enrollment to keep class sizes within guidelines. The budget also includes the continuation of after school mental health programs, Care Solace Services, Math in Focus, enhanced STEAM instruction in all elementary schools, the creation of active learning environment spaces in each of our schools, focus on ESL and equity work, an investment in an online platform to ensure curricular transparency with our community, multiple facility projects and updates to our technology.

Ms. Zeno explained that the budget being adopted tonight is an investment in the community and equates to an annual increase of \$141 on a home assessed at \$700,000. The budget is posted on our website.

2. Discussion

Mr. Cohen and Mrs. Khanna expressed support that this budget is well invested in our children and our community's future.

3. Questions and Comments from Public

There were no questions or comments from the public.

Mr. Cohen moved the following:

Adoption of 2023-2024 Budget

Resolved, that the Livingston Board of Education approves the 2023-2024 Proposed School District Budget:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
2023-2024 Total Appropriations	\$134,833,470	\$2,472,718	\$7,695,050	\$145,001,238
Less: Anticipated Revenues	\$ 17,809,432	\$2,472,718	\$1,759,252	\$ 22,041,402
Taxes to be Raised	\$117,024,038	-0-	\$5,935,798	\$122,959,836

Further, Be it Resolved, that the Livingston Board of Education includes in the budget a capital reserve withdrawal in the amount of \$2,228,638 for:

LHS Boiler Rebuild	\$50,000
MPM Boiler Rebuild	\$100,000
Public Address System (BH, HIL, RH)	\$349,638
Fire Panel Upgrade (HIL)	\$29,000
Modular Units (BH and HIL)	\$1,700,000
Total	\$2,228,638

Mrs. Chirls seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khemka, Mrs. Khanna
Nays - None

Mrs. Khanna asked that the resolution to appoint our new business administrator be moved up in the agenda.

Mrs. Khemka moved the following:

4.4 Appointment of School Business Administrator/Board Secretary

Resolved, that the Livingston Board of Education approves the contract between the LBOE and *Thomas Lambe* (School Business Administrator/Board Secretary). The contract will commence on July 1, 2023 and end on June 30, 2024. A copy of this contract is on file at the Board Office and has been approved by the Executive County

Mrs. Chirls seconded the motion.

Dr. Block highlighted Mr. Lambe's credentials and the board welcomed him to the district.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khemka, Mrs. Khanna
Nays - None

Superintendent's Report

Dr. Block introduced the high school Fire Robotics team, Jaehee Lee, Aditya Jatania, Raphael Steinberg, Stacey Teytel, Aahana Agrawal, Karim Barakat and Anirudh Srivastava, who came to the meeting to express their gratitude for the board's support and to share their experiences from the past season.

Dr. Block presented a short video explaining how flexible seating creates a positive impact and engagement in learning activities for students. There is money included in the budget towards transforming our classrooms throughout the district into flexible active learning environments.

Dr. Block reviewed the search and interview process that the district equity committee underwent to find an equity auditor who is research based and would work closely with us to evaluate the work we are doing and set goals for the work that needs to be done. The audit process will take four to six months and at the end, the audit team will provide us a report containing both qualitative and quantitative data. The approval of the auditor is on tonight's agenda for approval.

In the spirit of the equity discussion, Mrs. Khemka and Mrs. Khanna suggested our food service provider include vegetarian menu options, other than salad, for students and Ms. Zeno responded that we are in the process of requesting RFPs for food services and she will make sure this is one of the items addressed.

Dr. Block announced that the district will be receiving a safety grant in the amount of \$16,217 from NJSIG and that the funds will be used to install new GPS technology in all of our bus fleet.

Dr. Block announced that on May 3, there will be a parent forum on the college admissions process at the high school for high school families.

Dr. Block announced that on May 30, we will be holding a spring safety forum that will include a speaker from the organization Grief Speaks.

Dr. Block announced that on June 8, there will be an open topic end-of-year forum held at the Heritage Middle School Media Center.

Dr. Block continued that it is autism awareness month and that the LACD is holding a "shine a light on autism" walk and that other activities are being held throughout the district.

Dr. Block continued that we are still working on how best to address the 2024-2025 school calendar to provide an earlier ending time in June while trying to preserve a February break for staff and students.

Dr. Block announced we have reached agreements with all three associations and that tonight, the board will be voting to ratify all of them. Dr. Block provided highlights of the negotiated agreements and offered congratulations to everyone involved on the negotiations teams for successfully coming to these agreements.

Mr. Carlos Gramata, on behalf of the LAA, Mr. Brian Carey, on behalf of the LSA and Mr. Anthony Rosamilia, on behalf of the LEA, each took a moment to thank everyone involved on their negotiations teams for successfully bringing these agreements to completion.

Dr. Block offered condolences to Anthony Schmaus, a long time music teacher at the high school who passed away.

Mr. Stern spoke about and gave thanks to Gerry Walker for the leadership he provided to everyone as high school principal with his integrity, humanity and humor. During his tenure as principal, Mr. Walker guided the staff and students through the events as they unfolded on 9-11 and Livingston was recognized under the National Blue Ribbon Schools Program.

Board Reports

Mrs. Khanna attended an LTV meeting a few days ago.

Approval of Minutes

Mr. Cohen moved the following:

1. Voting Meeting Minutes of March 20, 2023
2. Workshop/Voting Meeting Minutes of April 18, 2023

Mrs. Khemka seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khemka, Mrs. Khanna
Nays - None

Public Input on Agenda Items ~ up to 15 minutes

Libby Barak, 51 Elmwood Drive, thanked the board for organizing an equity audit through a third party but is concerned about the timing. Mrs. Barak suggested changing the words "will" complete to "will be able" to compete in an effort to provide equity for students with disabilities to participate in extracurricular activities.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Mrs. Chirls moved the following:

1.1 Student Teachers

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

1.2 Field Trips

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

Ms. Arnette seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khemka, Mrs. Khanna
Nays - None

STUDENT SERVICES

Ms. Arnette moved the following:

2.1 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 2022-2023 school year.

ASSISTIVE TECHNOLOGY EVALUATIONS

Adam Krass Consulting, LLC

\$1,500.00/evaluation

BILINGUAL EVALUATIONS

Bilingual Child Study Team

\$1,100.00/evaluation

2.2 The Partnerships for Educational Equity and Research (PEER) Lab d/b/a a2z equity coaching inc

Resolved, that the Livingston Board of Education approves the proposal with The Partnerships for Educational Equity and Research (PEER) Lab d/b/a a2z equity coaching, inc., to conduct a district-wide equity audit in an amount not to exceed \$95,960.

Mrs. Khemka seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khemka, Mrs. Khanna
Nays - None

BUSINESS

Mr. Cohen moved 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	\$1,139,949.10
12	Regular	\$70,415.60
20	Regular	\$128,272.35
60	Cafeteria	\$11,170.00
	TOTAL	\$1,349,807.05

Regular Checks	101235-101414	\$1,338,637.05
Cafeteria	1466	11,170.00
	TOTAL	\$1,349,807.05

3.2 Board Secretary Report – February 2023

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for February 28, 2023, 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 February 28, 2023, 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	\$19,669,148.97		
(11) Current Expense		\$4,232,350.20	\$14,677,013.58
(12) Capital Outlay		\$2,518,554.89	\$4,826,849.00
(20) Special Revenue Fund	\$621,623.03	\$1,628,881.96	
(30) Capital Projects Fund	\$4,560,530.46		
(40) Debt Service Fund	\$0.00		
Total:	\$24,851,302.46	\$8,379,787.05	\$19,503,862.58

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of February 28, 2023, 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 2022-2023 budget for February 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>
0100	Salaries		171,191.22
0270	Health Benefits		55,649.25
0290	Employee Benefits	500.00	
0299	Employee Benefits	6,862.50	
0300	Purch Prof-Technical Services	347.03	
0330	Purchased Professional	4,870.68	
0331	Legal Services	48,674.69	
0332	Audit Fees	1,250.00	
0420	Clean/Repair Maintenance		35,940.71
0440	Rentals/Lease Purchase	14,045.00	
0450	Construction Services		27,222.56
0490	Other Purch Prop Serv		1,400.00
0530	Communications/Telephone		960.00
0564	Tuition County Vocational School District-Special	575.10	
0580	Travel		535.54
0590	Misc Purch Services	468.10	
0600	Supplies and Materials		25,939.65
0610	General Supplies	63,460.45	
0622	Energy-Gas	171,736.50	
0731	Instructional Equipment	5,665.99	
0832	Interest Lease Purchase	733.39	
0890	Other Objects		350.50
	TOTALS	\$319,189.43	\$319,189.43

3.4 Conferences and Overnight Trips

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

Resolved, that the Livingston Board of Education approves *Hal Mordkoff* and *Cynthia Cooney* to chaperone approximately 14 students attending the FBLA National Leadership Conference from June 26 through July 1, 2023 in Atlanta, Georgia, at no cost to the district.

3.5 Union County Educational Services Commission

Resolved, that the Livingston Board of Education authorizes the Union County Educational Services Commission to coordinate and administer the transportation for all applications submitted to the district for the 2023-2024 school year.

3.6 Gloucester County Special Services School District

Resolved, that the Livingston Board of Education approves participation in a cooperative transportation agreement with Gloucester County Special Services School District for the 2023-2024 school year.

3.7 Safety Grant

Resolved, that the Livingston Board of Education approves the submission of a grant application for the 2023 Safety Grant Program through the New Jersey School Insurance Group's

NJEIF Subfund for the purpose described in the application, in the amount of \$16,217.00, for a period July 1, 2023 to June 30, 2024.

3.8 Subscription Bus Pricing

Resolved, that the Livingston Board of Education establishes a subscription bus rate of \$810 round trip and \$405 one way per child for the 2023-2024 school year.

3.9 Cyber Security Contract

Resolved, that the Livingston Board of Education approves the contract with Arctic Wolf Networks, Inc. for cyber security services to protect the district's electronic technology in the amount of \$141,022.20 for the 2023-2024 school year. This contract is awarded under the Extraordinary Unspecifiable Service (UES) bidding exemption.

3.10 Bylaws, Policies & Regulations

Resolved, that the Livingston Board of Education abolishes Regulation #0155.

Resolved, that the Livingston Board of Education approves the following Bylaws, Policies and Regulations for first reading:

Bylaw #0155 - Board Committees
Policy #2423 - Bilingual & ESL Education (M)
Regulation #2423 - Bilingual & ESL Education (M)
Policy #5512 - Harassment, Intimidation, or Bullying (M)
Policy #8330 - Student Records (M)
Regulation #8330 - Student Records (M)

Ms. Arnette seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khemka, Mrs. Khanna
Nays - None

PERSONNEL

Mrs. Chirls moved 4.1 through 4.3 and 4.5 through 4.13:

4.1 Resignations & Retirements

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

Name	Position	Reason	Location	Last Day of Employment
<i>Jill Johnson</i>	Teacher of Math	Resignation	LHS	June 30, 2023
<i>Lisa Schlesinger</i>	LDTTC	Resignation	Hillside	June 30, 2023
<i>Amy Mercado</i>	Technology Coach	Resignation	Collins/ Hillside	June 30, 2023
<i>Lovely Stphard</i>	25 Hr Bus Driver	Resignation	Transportation	April 21, 2023

**as amended from a previous agenda*

4.2 Leaves of Absences

Resolved, that the Livingston Board of Education approves the leaves of absences of:

Name	Location	Position	LOA w/pay and benefits	LOA w/o pay, but with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date
AnnMarie Mansfield*	RHE	Kindergarten Aide	1/30/2023	1/31/2023 - 4/28/2023**	NA	5/1/2023
Christine Siti*	Harrison	School Counselor	3/28/2023-5/22/2023	5/23/2023-6/30/2023 & 8/30/2023-10/20/2023**	10/23/2023-11/3/2023	11/6/2023
Natalie Pacholec*	LHS	TOSD	1/23/2023-3/10/2023	3/13/2023-6/2/2023**	NA	6/5/2023
Kathleen Giordano	RHE	School Nurse	3/30/2023-4/11/2023**	4/12/2023-4/28/2023**	NA	5/1/2023
Onelia Rodriguez	HMS	Custodian	NA	4/3/2023-5/12/2023**	NA	5/15/2023
Jordan Montgomery*	BHE/MPE	Teacher of Art	3/6/2023-5/12/2023	5/15/2023-5/31/2023 & 6/1/2023-11/1/2023**	NA	11/2/2023
Danielle Felcher	LHS	Teacher of Health & PE	NA	NA	8/30/2023-6/30/2024	8/30/2024
Jennifer Torres	LHS	Teacher of English	9/14/2023-11/24/2023	11/27/2023-3/1/2024**	3/4/2024-4/5/2024	4/8/2024

*as amended from a previous agenda

**Designates time counted toward NJFLA/FMLA

4.3 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
Jill McLaughlin	RHE	Elementary School Teacher	Leave Replacement	G. Melucci	BA	4	\$56,300 (prorated)	3/6/2023-6/30/2023
Maria Suarez	Transportation	25-Hr Bus Driver	NA	NA	BD	9	\$31,212 (prorated)	5/8/2023

4.5 Substitutes

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes on an as-needed basis for the 2022-2023 school year:

Teachers

Matthew Lee

Lisa Mascera

Michele Jackson

April 25, 2023

Michael Horn
Yanger Douglas Tan

Security

Kurt Paster (\$25/hr)

Custodian

David Held (\$18.50/hr)

Peter Marcel (\$18.50/hr)

Resolved, that the Livingston Board of Education approves the appointment of the individual(s) listed below to serve as long-term substitutes as reflected below:

Name	Location	Title	Leave Replacement or Long Term Sub	Replacing	Salary	Effective Date
Eric Moeltner	LHS	Teacher of Health & PE	Long Term Sub	T. Floruss	\$275/day	2/1/2023 - TBD
Marie Cuenca	HMS	Teacher of French (.8)	Long Term Sub	R. Morrison	\$220/day	4/24/2023 - TBD
Meghan Dufford*	RHE	Kindergarten Aide	Long Term Sub	A Mansfield	\$130/day	1/30/2023-4/28/2023
Colleen Cornell	LHS	Cooperative Education Coordinator	Long-Term Sub	NA	\$200/day	5/1/2023-6/22/2023

**amended from previous agenda*

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment D** as certified substitutes. These individuals are currently employed by the District. In the event these individuals are called upon to serve as a substitute, they will be compensated an additional \$50/day (\$10/period) for that assignment.

4.6 Extra Work Pay

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

4.7 Stipends

Resolved, that the Livingston Board of Education approves the individuals on **Attachment F** for co-curricular stipends at Heritage Middle School for the 2022-2023 school year in accordance with the contract between the LBOE and the LEA.

Resolved, that the Livingston Board of Education approves the individuals on **Attachment G** for co-curricular stipends at Livingston High School for the 2022-2023 school year in accordance with the contract between the LBOE and the LEA.

4.8 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment H** for extra period assignments during the 2022-2023 school year.

4.9 Mentor Fees

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

4.10 ESSER Grant

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment J** for the *Harrison Project Achieve* and *Riker Hill Project Achieve* at the rate of \$61.81 per hour, not to exceed 96 hours total. This program will be paid through ESSER Evidence-Based Comprehensive Beyond the School Day Activities Grant funds.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment J** for the *Collins Project Achieve* and *Mt. Pleasant Elementary Project Achieve* at the rate of \$61.81 per hour, not to exceed 20 hours each. This program will be paid through ESSER Evidence-Based Comprehensive Beyond the School Day Activities Grant funds.

4.11 ESEA Grant

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment K** for the *ELL Homework Help* at the rate listed. This program will be paid through ESEA Title III Immigrant grant funds.

4.12 Job Descriptions

Resolved, that the Livingston Board of Education approves the changes to the following job descriptions:

Instructional Aide
Teacher Assistant - Life Skills
Job Coach

4.13 Approval of Tentative Agreements for Successor Contracts

Resolved, that the Livingston Board of Education approves the tentative agreements dated December 19, 2022 and February 8, 2023 between the Livingston Education Association and the Livingston Board of Education for a successor contract from July 1, 2023 through June 30, 2028.

Resolved, that the Livingston Board of Education approves the tentative agreement dated March 28, 2023 between the Livingston Supervisors Association and the Livingston Board of Education for a successor contract from July 1, 2023 through June 30, 2028.

Resolved, that the Livingston Board of Education approves the tentative agreement dated April 10, 2023 between the Livingston Education Association and the Livingston Board of Education for a successor contract from July 1, 2023 through June 30, 2028.

Mr. Cohen seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khemka, Mrs. Khanna
Nays - None

MISCELLANEOUS

Mr. Cohen moved the following:

5.1 HIB Report

Resolved, that the Livingston Board of Education accepts the findings of HIB cases.

Mrs. Chirls seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khemka, Mrs. Khanna
Nays - None

Public Comment ~ up to 15 minutes

Libby Barak, 51 Elwood Drive, asked why there are a high number of school psychologists resigning from the district.

Natalie Tsur, West Essex Tribune, asked for an explanation as to the difference between Bylaw 0155 and Regulation 0155.

Mrs. Burman responded there was duplication between the two so we are keeping the bylaw and abolishing the regulation.

Old Business

There was no old business.

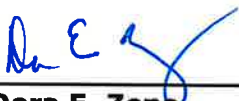
New Business

There was no new business.

ADJOURNMENT

At 8:45 p.m., Mr. Cohen made a motion to adjourn the meeting. Mrs. Khemka seconded the motion.

Respectfully submitted,



Dora E. Zeno
Interim Board Secretary

April 25, 2023