



LIVINGSTON BOARD OF EDUCATION WORKSHOP/VOTING MEETING MINUTES

May 13, 2025

Public Session - Livingston High School Auditorium - 7:00 p.m.

A **Workshop/Voting Meeting** of the Livingston Board of Education was held on this date in the Livingston High School Auditorium and via a Facebook livestream. The meeting was called to order at 7:00 p.m. by Seth Cohen, 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 2, 2025 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: Pamela Chirls, Seth Cohen, Fang Gong, Parul Khemka, Inna Yelisevich and Darcy Bialick

Also in Attendance: Dr. Daniel Fishbein, Jessica Rapp, Lisa Capone-Steiger, Mark Stern, Susan Burman and Joann Goldberg

Superintendent's Report

Staff Recognition Awards Ceremony

This year's LPS Teachers of the Year and LPS Support Personnel of the Year were celebrated.

Dr. Baretto acknowledged Courtney Ferraro from Burnet Hill Elementary School, Mrs. Cebula acknowledged Danielle Cataldo from Collins Elementary School, Mr. Garcia acknowledged Lauren Herrera from Harrison Elementary School, Mrs. Marzulla and Dr. Gramata (via video) acknowledged Kristina Dugan from Hillside Elementary School, Dr. Dolan acknowledged Jim Diegnan from Mount Pleasant Elementary School, Mrs. Benavides acknowledged Karen Montalto from Riker Hill Elementary School, Mrs. O'Leary acknowledged Dina Ferraro from Mount Pleasant Middle School, Mr. Kelly acknowledged Tom Truscello from Heritage Middle School and Mr. Mohammed acknowledged Diane Sigalas from Livingston High School. Mrs. Rehman acknowledged Lisa LeBlanc as the LPS Educational Services Professional of the Year.

Mr. Garcia acknowledged Kevin Gibson of Buildings & Grounds at Harrison Elementary as the LPS Educational Support Personnel of the Year.

Conference with Livingston Education Association

Melissa DeAngelus, President of LEA; Kristen Trebbe, Vice President; Ivette Morano, Executive Liaison; Katy Quillen, Treasurer, Danielle Cohen and Lisa Bonvini, ESP Members at Large for Special Education and Paraprofessionals held their semi-annual conference with the Board.

Mrs. DeAngelus said that they heard at the April 29 meeting that the superintendent search will begin in the fall and offered their help in any way that is needed.

Mrs. DeAngelus addressed the LEA's concerns about the multi unit housing being built in town and its impact on the schools and staff. More students means the need for more classrooms and a strain on our current facilities. She expressed that we will need more teaching staff and their goal is to retain staff, not to overload them with additional teaching services. Additional hiring costs more money and they know our budget is tight. They are happy the board is asking the State to increase the cap to 4% to help alleviate the strain on our budget and is committed to working with them in any way that is needed.

Mrs. DeAngelus thanked the board for bringing back the middle school sports program and the school website coordinator position. She has been asking advisors of clubs to take attendance throughout this year so that they can work with the district to ensure stipends are being allocated properly or if some of the money can be reallocated to start new clubs.

On behalf of the Board, Mr. Cohen thanked the LEA Executive Board for expressing their concerns. He added that they value their input as we progress down the superintendent search path, took their feedback while serving on the Long Range Facilities Planning Committee about the expansion of homes in town and welcomes discussing all stipend opportunities that can be created for our students and educators.

The remaining board members expressed their appreciation for how the LEA collaborates with the board for the betterment of the students and staff.

Board Reports

Mr. Cohen announced that we will be holding a Five-on-Five Meeting with the Township Council on June 11 at 7:00 p.m. in the Mount Pleasant Middle School Auditorium and looks forward to a productive conversation.

Mr. Cohen added that on the Township Council's agenda tonight, there are two items that directly affect the schools and he is hopeful they will pass. One is a resolution on PILOTs and the other is a parking ordinance to help with parking at the high school.

Mrs. Chirls thanked Riker Hill for hosting some of them to see the mural in the front hallway that was created by the entire school community.

Mrs. Khemka also attended Riker Hill to view the mural as well as the multicultural night at Heritage Middle School.

The board members all congratulated Mrs. Chirls on receiving her certificate as a Master Board Member and Certified Board Leader.

Mrs. Khemka also congratulated all of the educators who work to make the schools wonderful.

Mrs. Gong attended the NJSBA Delegate Assembly on May 10 and forwarded the information to Dr. Fishbein to share with the rest of the board.

Student Representative's Report

Miss Bialick explained that this week marks the second week of AP testing. With a record number of students taking exams and a record number of AP classes offered by the high school, she said organizing students and faculty for this AP exam season posed a serious challenge. Miss Bialick spoke on behalf of the entire student body in thanking the administration for the tremendous effort it took to prepare for AP testing and create a seamless testing experience that allows LHS students to thrive and perform to the absolute best of their ability. Moreover, she would like to thank the fantastic and tremendously dedicated AP level teachers who work tirelessly to get students prepared to take the exams in May. She added that this is no easy feat

as our AP teachers must move through the curriculum on an accelerated timeline, which is due to LHS starting later than the majority of other schools across the country.

Miss Bialick continued that following this final week of AP testing, the Senior Internship Program will begin. This year, a record high number of seniors plan to participate in the internship program, which continues to grow each year since the program's creation. The internship allows seniors to get authentic experience in their desired field and this experience comes at a critical time as many universities require students to declare their major, or start taking classes that will provide credit towards their major very quickly after classes begin. Through the senior internship, students can get some training in fields that are related to their intended major and ensure that the pathway they are leaning towards is suitable for them in practice.

Approval of Minutes

Mrs. Khemka moved the following:

1. Public Hearing on Budget/Voting Meeting Minutes of April 29, 2025
2. Public Opening of Executive Session Meeting Minutes of May 6, 2025

Mrs. Chirls seconded the motion.

ROLL CALL VOTE: Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen
Nayes - None

Public Comment

Anay Khemka, HMS student, requested the district incorporate ASL into the LPS curriculum. Mr. Khemka explained ASL accounts for 2.9% of the population and by including this language in the LPS curriculum, not only are we providing a path for our students to include a marginalized community, we are offering an alternative language for current LPS students that have difficulty learning spoken foreign languages. Mr. Khemka provided a handout for the administration to review.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Mrs. Chirls moved the following:

1.1 Dual Enrollment Course

Resolved, that the Livingston Board of Education approves to offer a Dual Enrollment course in Multivariable Calculus in partnership with The College of New Jersey for the 2025–2026 academic year.

1.2 Student Teacher Partnerships

Resolved, that the Livingston Board of Education approves partnerships between Livingston Public Schools and the following colleges and universities for the placement of student teachers during the 2025–2026 academic year:

Montclair State University,
William Paterson University
Rowan University
The College of New Jersey
Caldwell University,
Fairleigh Dickinson University

May 13, 2025

1.3 Student Teacher Classroom Observation

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

1.4 Student Internship Program

Resolved, that the Livingston Board of Education approves students participating in the Senior Internship Program to work a minimum of 20 hours per week between May 19 and June 19, 2025 at the businesses as shown on **Attachment B**.

Mrs. Khemka seconded the motion.

ROLL CALL VOTE: Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen
Nayes - None

BUSINESS

Mrs. Khemka 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>
10,11,12	Operating Budget (checks 111546-111848; adv 306-308)	\$6,182,383.98
20	Operating Budget (checks 111546-111848; adv 306-308)	\$234,267.95
60	Cafeteria (checks 60094-60097)	\$240,123.47
	TOTAL	\$6,656,775.40

3.2 Transfers

Whereas, the Superintendent of Schools recommends certain transfers among accounts in the 2024-2025 budget for April 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 as shown on **Attachment C**.

3.3 Conferences and Overnight Trips

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

3.4 Student Activity Fee

Resolved, that the Livingston Board of Education approves the student activity fee of \$100 per student at Heritage Middle School and \$200 per student at Livingston High School for those who participate in athletic and co-curricular activities in which the district expends funds for the 2025-2026 school year.

3.5 Facility Rental Fees and Usage Tiers

Resolved, that the Livingston Board of Education approves the facility rental fees and usage tiers that will go into effect July 1, 2025 for the 2025-2026 school year as shown on **Attachment E**.

3.6 Sale of SRECs

Resolved, that the Livingston Board of Education designates the Business Administrator/Board Secretary to act on behalf of the Board as the officer to sell and to award the Solar Renewable Energy Certificates (SRECs). The SRECs will be sold via a competitive auction through SRECTrade, San Francisco, California at no cost per SREC and the Business Administrator/Board Secretary shall report in writing the result of the sale to the Board.

3.7 New Jersey State Interscholastic Athletic Association

Resolved, that the Livingston Board of Education approves the enrollment of Livingston High School as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interscholastic athletic program sponsored by NJSIAA for the 2025-2026 school year.

3.8 Award of Contract - Statistical Forecasting

Whereas, the Livingston Board of Education is committed to providing a high-quality education for all students; and

Whereas, accurate demographic data is essential for informed decision-making in areas such as resource allocation, program development, and long-range planning; and

Now, Therefore, Be It Resolved, that the Livingston Board of Education hereby approves the hiring of Statistical Forecasting, a demographer, to collect, analyze, and report on student and community demographic data to inform school district decisions at a cost of \$17,000.00.

3.9 Ecological Systems by Water Wizard, LLC - Change Order

Resolved, that the Livingston Board of Education approves the change order with Ecological Systems by Water Wizard, LLC in the amount of \$49,500. The contract was originally approved on August 13, 2024, to replace five solar inverters in three locations, at a total cost of \$119,050.

3.10 Annual Appointments

Resolved, that the Livingston Board of Education approves the following appointments for the 2025-2026 school year which are in effect until changed by resolution:

Board Secretary/SBA	Jessica Rapp
Custodian of Records	Jessica Rapp
OPRA Representative	Jessica Rapp
Public Agency Compliance Officer (PACO)	Jessica Rapp

Qualified Purchasing Agent
 Treasurer of School Monies
 Assistant Board Secretary
 AHERA Coordinator
 Integrated Pest Management Coordinator
 Right to Know Officer
 504 Compliance Officer
 Affirmative Action Officers
 Anti-Bullying Coordinator
 Homeless Liaison
 School Safety Specialist
 Title IX Coordinator
 Auditor of School District
 Architect of Record
 Bond Counsel
 Broker of Record Risk Management
 Broker of Record Health Benefits
 Continuing Disclosure Agent
 School Physician
 Board Attorney
 Special Counsel
 Livingston Public Broadcasting Executive Board

Jessica Rapp
 Rene Metzgar
 Kylie McGlew
 James Perrette
 James Perrette
 James Perrette
 Lisa Capone-Steiger
 Lisa Capone-Steiger and Charles Raphael
 Lisa Capone-Steiger
 Sinead Crews
 Shawn Kelly
 Lisa Capone-Steiger
 PKF O'Connor Davies
 DiCara Rubino Architects
 Wilentz, Goldman & Spitzer, P.A.
 Brown & Brown Metro, LLC
 IMAC Insurance Agency
 Phoenix Advisors
 Dr. Michael Kelly
 Cleary Giacobbe Alfieri Jacobs, LLC
 Machado Law Group, LLC
 Stu Bodow, Don Schwartz, Jonathan Aronoff

3.11 Bylaws, Policies and Regulations

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

Regulation #2415 - Title I Services (M)
 Policy #2416.01 - Postnatal Accommodations for Students
 Policy #3421.13 - Postnatal Accommodations
 Policy #4421.13 - Postnatal Accommodations
 Regulation #5200 - Attendance (M)
 Policy #9163 - Spectator Code of Conduct for Interscholastic Events (M)

Resolved, that the Livingston Board of Education agrees to suspend Bylaw #0131 and approve the following regulation for second reading and adoption:

Regulation #5530 - Substance Abuse (M) (Revised)

Mrs. Chirls seconded the motion.

ROLL CALL VOTE: Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen
 Nays - None

PERSONNEL

Mrs. Khemka moved the following:

4.1 Resignations & Retirements

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

Name	Position	Reason	Location	Last Day of Employment
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<i>Thomas O'Dowd</i>	Teacher of Physical Science	Retirement	LHS	June 30, 2025
<i>Cynthia Shah</i>	Occupational Therapist	Resignation	HMS	June 30, 2025
<i>Georgette Bach</i>	Playground Aide	Resignation	RHE	June 30, 2025

**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
<i>Efthemia DiPrenda</i>	BHE	PRIDE	8/25/2025-9/26/2025	9/29/2025-11/28/2025 & 12/1/2025-1/19/2026**	NA	1/20/2026
<i>Melanie Bonanne</i>	Collins (transfer)	Elementary School Teacher	8/25/2025-9/1/2025	9/3/2025-11/28/2025**	12/1/2025-6/30/2026	8/26/2026
<i>Isabella Gardner*</i>	MPE	TOSD	4/1/2025-5/8/2025 (.5)	5/8/2025 (.5)-5/27/2025 & 5/28/2025-6/30/2025 & 8/25/2025-10/20/2025**	NA	10/21/2025
<i>Helana Mikhael</i>	Harrison	Instructional Aide	NA	5/14/2025-6/30/2025**	NA	8/25/2025

**as amended from a previous agenda*

***Designates time counted toward NJFLA/FMLA*

4.3 Transfers

Resolved, that the Livingston Board of Education approves the personnel transfers as listed on **Attachment F**.

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>Chloe Saperstein</i>	MPE	Elementary School Teacher	First Year Tenure Track	M. Dyer	MA	1	\$64,568	8/25/2025
<i>Devyn DiPasquale</i>	MPE	Elementary School Teacher	First Year Tenure Track	D. Triana (transfer)	BA	1	\$56,568	8/25/2025

<i>Victoria Gonzalez</i>	LHS	Teacher of Health & PE	First Year Tenure Track	T. Floruss	BA	1	\$56,568	8/25/2025
<i>Nicole Alzamora</i>	LHS	TOSD	First Year Tenure Track	D. Buonomo (transfer)	MA	12	\$87,100	8/25/2025
<i>Amanda Benmorits</i>	BHE	PRIDE	First Year Tenure Track	New	BA	2	\$57,568	8/25/2025
<i>Sevgi Tugce Yalt</i>	MPMS	Teacher of Math	First Year Tenure Track	K. Youtz	2MA	5	\$75,018	8/25/2025
<i>Sarina Maros</i>	LHS	TOSD	First Year Tenure Track	M. Nicola	MA	9	\$79,568	8/25/2025
<i>Julia Greenberg</i>	MPMS	Teacher of Art	One Year Leave Replacement	A. Pefanis	BA	1	\$56,568	8/25/2025

**as amended from a previous agenda*

***salary will remain the same at the same step for the 2025-26 SY*

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 2024-2025 school year:

Teachers

Chloe Saperstein

Debra Lewis

Thomas Valdez

Donna Weiss

Substitute Secretary

Amber van de Beek (\$20/hr)

Custodial

Erjon Dudushi (\$18.50/hr)

4.6 2025-2026 Reappointments

Resolved, that the Livingston Board of Education approves the contracts between the LBOE and *Lisa Capone-Steiger*, Assistant Superintendent, the LBOE and *Mark Stern*, Assistant Superintendent, the LBOE and *Jessica Rapp*, School Business Administrator/Board Secretary. These contracts will commence on July 1, 2025 and end on June 30, 2026. Copies of these contracts are on file at the Board Office and have been approved by the Executive County Superintendent.

Resolved, that the Livingston Board of Education approves the reappointment of non-tenured certificated staff for the 2025-2026 school year as shown on ***Attachment G.***

Resolved, that the Livingston Board of Education approves the reappointment of tenured certificated staff for the 2025-2026 school year as shown on ***Attachment H.***

Resolved, that the Livingston Board of Education approves the reappointment of security staff for the 2025-2026 school year as shown on ***Attachment I.***

Resolved, that the Livingston Board of Education approves the reappointment of support staff for the 2025-2026 school year as shown on ***Attachment J.***

Resolved, that the Livingston Board of Education approves the reappointment of Supervisors for the 2025-2026 school year as shown on **Attachment K**.

Resolved, that the Livingston Board of Education approves the reappointment of certificated Administrators for the 2025-2026 school year as shown on **Attachment K**.

Resolved, that the Livingston Board of Education approves the reappointment of non-affiliated staff for the 2025-2026 school year as shown on **Attachment L**.

Resolved, that the Livingston Board of Education approves the reappointment of IT Support Specialists for the 2025-2026 school year as shown on **Attachment M**.

4.7 Withholding of Increment

Resolved, that the Livingston Board of Education approves the increment withholding of the 2025-2026 increment, including conventional increment, annual employment increment, adjustment increment, longevity increment and any salary increase of Employee #7301, with the increment to be restored only by future action of the Livingston Board of Education.

4.8 Summer Work

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment N** to work over the summer of 2025 at the Summer Academy Program at the approved rate.

4.9 NJDOE High Intensity Tutoring Grant

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment O** to be paid for work performed in the High Intensity Tutoring program at the rate of \$64.94 per hour (not to exceed 2 hours per person per day for the duration of the program). The program will run from January 15, 2025 - June 12, 2025. These positions are funded through the NJDOE High Intensity Tutoring Grant (acct #20-451-100-100-1033-12).

4.10 Lateral Moves

Resolved, that the Livingston Board of Education approves the lateral moves as listed on **Attachment P**.

4.11 Contract Adjustments

Resolved, that the Livingston Board of Education approves the contract adjustments as listed on **Attachment Q**.

4.12 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the extra period assignments as listed on **Attachment R**.

4.13 Longevity

Resolved, that the Livingston Board of Education approves the individuals on **Attachment S** for longevity on July 1, 2025 for 10-month employees and September 1, 2025 for 12-month employees.

4.14 Job Descriptions

Resolved, that the Livingston Board of Education approves the following job description(s):

Assistant Principal (Acting)
Livingston Lens Facilitators
School Website Coordinator (Stipend Position)

4.15 Memorandum of Understanding

Resolved, that the Livingston Board of Education approves the Memorandum of Understanding (MOU) between itself and the Livingston Education Association dated May 13, 2025 pertaining to Middle School Sports.

Resolved, that the Livingston Board of Education approves the Memorandum of Understanding (MOU) between itself and the Livingston Education Association dated May 13, 2025 pertaining to School Website Coordinators.

Resolved, that the Livingston Board of Education approves the Memorandum of Understanding between itself and the Livingston Education Association dated May 13, 2025 pertaining to the Nurse Coordinator.

Resolved, that the Livingston Board of Education approves the Memoranda of Understanding between itself and the Livingston Education Association, dated May 13, 2025 regarding working from home.

Resolved, that the Livingston Board of Education approves the Memoranda of Understanding between itself and the Livingston Education Association, dated May 13, 2025 regarding salary guides for 35-hour bus drivers.

4.16 Position Tracking Records for the 2025-2026 School Year

Resolved, that the Livingston Board of Education approves the following actions for position tracking records for the 2025-2026 school year:

Reactivate PTR	Abolish PTR	Create PTR
3125-070-RSPK6-002	2475-050-SPED712-001	2475-070-SPEDPK6-015
	2475-050-SPED712-030	2475-070-SPEDPK6-016
		0222-060-ADMIN-002
		3117-050-CST712-006

Mrs. Chirls seconded the motion.

Mrs. Khemka requested the costs associated in budgeting for the new job descriptions under resolution 4.14.

ROLL CALL VOTE: Ayes - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen
Nays - None

MISCELLANEOUS

Mrs. Khemka 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 - Mrs. Chirls, Mrs. Gong, Mrs. Khemka, Mrs. Yelisevich, Mr. Cohen
Nayes - None

Old Business

There was no old business.

New Business

There was no new business.

ADJOURNMENT

At 8:10 p.m., Mrs. Gong made a motion to adjourn the meeting.

Mrs. Khemka seconded the motion.

Vote all in favor.

Respectfully submitted,



Jessica Rapp
Board Secretary