



## **LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES**

August 13, 2024

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

A **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 a Facebook Livestream. The meeting was called to order at 7:00 p.m. by Pamela Chirls, 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, 2024 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, Fang Gong, Parul Khemka and Darcy Bialick

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

### **Board Reports**

There were no board reports.

### **Student Representative's Report**

Miss Bialick explained that fall sports are starting their pre-pre-season and Lancer clubs are running events and fundraisers. In addition, senior Suraj Nistala has developed a collaborative app focused on keeping students informed on the many high level courses offered at LHS. This app will allow past students to leave reviews on the AP and Honors courses they took in prior years to give younger Lancers an opportunity to understand the hours of homework and studying involved and perceived difficulty of a course before they decide to enroll.

### **Approval of Minutes**

Mrs. Khemka moved the following:

1. Voting Meeting Minutes of July 16, 2024
2. Voting Meeting Minutes of July 25, 2024

Mr. Cohen seconded the motion.

**ROLL CALL VOTE** - Ayes - Ms. Arnette, Mr. Cohen, Mrs. Gong, Mrs. Khemka, Mrs. Chirls  
Abstain - Mr. Cohen (on 7/25/24 only)  
Nays - None

## **Public Comment**

There was no public comment.

## **RECOMMENDATIONS FOR APPROVAL**

### **PROGRAM/CURRICULUM**

Mrs. Khemka moved the following:

#### **1.1 Textbooks/DVDs**

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

#### **1.2 Student Teachers**

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

Mr. Cohen seconded the motion.

**ROLL CALL VOTE** - Ayes - Ms. Arnette, Mr. Cohen, Mrs. Gong, Mrs. Khemka, Mrs. Chirls  
Nayes - None

### **STUDENT SERVICES**

Mr. Cohen moved the following:

#### **2.1 Out of District Placements**

**Resolved**, that the Livingston Board of Education approves placement for the academic year 2024-2025 for 14 (fourteen) Livingston students with disabilities and for Extended School Year 2024 (Summer Programs) for ten (10) 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 C.***

#### **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 2024-2025 school year:

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

Rethink	\$271.08/student
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#### **CHILD STUDY TEAM EVALUATIONS**

Pitre, Francesca	\$500.00/evaluation
	\$100.00/meeting

#### **ITINERANT TEACHER OF THE DEAF SERVICES**

Summit Speech School	\$225.00/hour
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#### **SCHOOL SOCIAL WORKER**

Benjamin, Sara	\$100.00/hour
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#### **SPEECH THERAPIST**

Oxford	\$93.00/hour
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Mrs. Khemka seconded the motion.

**ROLL CALL VOTE** - Ayes - Ms. Arnette, Mr. Cohen, Mrs. Gong, Mrs. Khemka, Mrs. Chirls  
Nayes - 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.

<b><u>Fund</u></b>	<b><u>Name</u></b>	<b><u>Amount</u></b>
10, 11, 12	Operating Budget (checks 107231-107437)	2,794,632.95
20	Grants (checks 107231-107383 )	248,568.52
60	Cafeteria (checks 60054)	130,506.45
	<b>TOTAL</b>	<b>\$3,173,707.92</b>

### **3.2 Transfers**

**Whereas**, the Superintendent of Schools recommends certain transfers among accounts in the 2023-2024 and 2024-2025 budget for July 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 D.***

### **3.3 Conferences and Overnight Trips**

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

### **3.4 Receipt of Funds for NonPublic State Aid**

**Resolved**, that the Livingston Board of Education approves the acceptance of funds for the fiscal year 2024-2025 NonPublic State Aid for the following amounts for respective programs:

Nonpublic Nursing Service	\$197,080.00
Nonpublic Security Aid	\$310,780.00
Nonpublic Technology Aid	\$71,785.00
Nonpublic Textbook Aid	\$40,810.00

### **3.5 Livingston Huaxia Chinese School**

**Resolved**, that the Livingston Board of Education enters into a contract with the Livingston Huaxia Chinese School for the use of facilities at Mount Pleasant Middle School for the 2024-2025 school year.

### **3.6 Livingston Chinese School**

**Resolved**, that the Livingston Board of Education enters into a contract with the Livingston Chinese School for the use of facilities at Heritage Middle School for the 2024-2025 school year.

### **3.7 The WorkPlaceGroup**

**Resolved**, that the Livingston Board of Education approves the agreement with The WorkPlaceGroup to provide recruitment services for the Payroll Manager position, at a fixed cost of \$8,000.

### **3.8 Update to Financial Depositories and Signatures**

**Resolved**, that the Livingston Board of Education updates the signatures on the following account:

Somerset Regal Bank			
Account Title and Number		Signature(s)	
Riker Hill Elementary School School Account 0108010612		Brooke Benavides Deborah Paoella Jessica Rapp	Any 2

### **3.9 Approval of Five (5) Solar Inverter Replacements - Three Locations**

**Whereas**, a recommendation was made by the Superintendent of Schools to the Livingston Board of Education ("Board") to seek a contract for Five (5) Solar Inverter Replacements - Three Locations.

**Whereas**, the equipment was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

**Whereas**, on Tuesday, August 6, 2024, the Board received one bid from potential bidders in accordance with N.J.S.A. 18A:18A-1, *et seq.*;

**Whereas**, upon review of the bid submitted by the apparent low bidder, Ecological Systems by Water Wizard, LLC, together with the bid specifications and N.J.S.A. 18A:18A-1 *et seq.* for the equipment, the Board has determined that the bid submitted by Ecological Systems by Water Wizard, LLC is the lowest responsible bidder; and

**Now, Therefore Be It Resolved**, that the Board awards the Five (5) Solar Inverter Replacements - Three Locations to Ecological Systems by Water Wizard, LLC at a total contract amount of \$119,050.

### **3.10 Award of Contract - Fox Fence Enterprises**

**Resolved**, that the Livingston Board of Education enters into a contract with Fox Fence Enterprises to replace the roofs of Heritage Middle School and Burnet Hill School, at a total cost

of \$701,000.00. ROD Grant funding, in the amount of \$379,850.00, will be utilized for these projects.

### **3.11 Bylaws, Policies and Regulations**

**Resolved**, that the Livingston Board of Education approves the abolishment of the following Bylaw:

Bylaw #0164.6 - Remote Public Board Meetings During a Declared Emergency (M)

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

Bylaw #0141 - Board Member Number and Term (with revisions)

Bylaw #0155.1 - Board Member Participation at Board Meetings Using Electronic Device (new to district)

Policy #2200 - Curriculum Content (M) (with revisions)

Policy #3160 - Physical Examination (M) (with revisions)

Regulation #3160 - Physical Examination (M) (with revisions)

Policy #4160 - Physical Examination (M) (with revisions)

Regulation #4160 - Physical Examination (M) (with revisions)

Regulation #5200 - Attendance (M) (with revisions)

Policy #5350 - Student Suicide Prevention (M) (with revisions)

Policy #8420- Emergency and Crisis Situations (M) (with revisions)

Policy #8467 - Firearms and Weapons (M) (with revisions)

Regulation #8467 - Firearms and Weapons (M) (with revisions)

Policy #9181 - Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (with revisions)

Mrs. Khemka seconded the motion.

**ROLL CALL VOTE** - Ayes - Ms. Arnette, Mr. Cohen, Mrs. Gong, Mrs. Khemka, Mrs. Chirls  
Nayes - None

### **PERSONNEL**

Ms. Arnette moved 4.1 to 4.10 including walk-in item 4.3a and a replacement of *Attachment G*:

#### **4.1 Resignations & Retirements**

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

<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Location</b>	<b>Last Day of Employment</b>
<i>Michele Jacobsen</i>	TOSD	Retirement	RHE	February 1, 2025
<i>Diane Sikora</i>	Instructional Aide	Retirement	MPMS	June 30, 2024
<i>Sara D'Egidio</i>	Instructional Aide	Resignation	Harrison	June 30, 2024
<i>Toni Lynn Sisbarro</i>	Life Skills TA	Resignation	LHS	June 30, 2024

<i>Alyson Goldstein</i>	ABA Discrete Trial TA	Resignation	HMS	June 30, 2024
<i>Shanaelle Sommervil</i>	ABA Discrete Trial TA	Resignation	BHE	June 30, 2024

*\*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>Sara Osmer</i>	LHS	Teacher of Math	8/28/2024-2/6/2025 (charged half days)	2/7/2025-6/30/2025** (charged half days)	NA	8/25/2025
<i>Holli Gibbs*</i>	TOSD	RHE	6/13/2024-6/30/2024	8/28/2024-11/20/2024**	11/21/2024-12/13/2024	12/16/2024
<i>Kathryn Pezzullo</i>	Elementary School Teacher	Hillside	12/9/2024-1/15/2025	1/16/2025-4/10/2025**	4/11/2025-6/30/2025	8/25/2025
<i>Toni Lynn Sisbarro</i>	Instructional Aide	LHS	3/5/2024-5/3/2024	5/6/2024-6/7/2024**	NA	6/10/2024
<i>Genevieve Finnegan</i>	Elementary School Teacher	RHE	11/18/2024-1/14/2025	1/15/2025-4/9/2025**	4/10/2025-6/30/2025	8/25/2025

*\*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
<i>Brittany Gajewski</i>	LHS	Dean of Students	First Year Tenure Track	A. Mohammed	LAA LHS AP	1	\$120,174, plus \$1500 2 MAs (prorated)	8/14/2024
<i>Dawn Feeley</i>	LHS	Supervisor of Social Studies (7-12)	First Year Tenure Track	C. Raphael	LSA	3	\$125,201, plus \$5,040 longevity, prorated	8/15/2024
<i>Jennifer Suarez</i>	CO	Payroll Manager	NA	A. Connolly	NA	NA	\$93,000 (prorated)	8/12/2024
<i>Thomas O'Dowd</i>	LHS	Teacher of Physical Science	First Year Tenure Track***	R. Fabrizio	MA	16	\$100,700	8/28/2024
<i>Sevgi Tugce Akinci Yalt</i>	MPMS	Teacher of Math	Leave Replacement	K. Brenneck	2MA	1	\$68,990 (prorated)	8/28/2024-2/7/2025

<i>Kristi Nalick</i>	Harrison	TOSD	First Year Tenure Track	S. Kiene	MA	13	\$90,490	8/28/2024
<i>Catherine Bitar</i>	Hillside	TOSD	First Year Tenure Track	transferred position from BHE	BA	2	\$56,090	8/28/2024
<i>Dr. Thiago Leite</i>	MPM	Teacher of English	First Year Tenure Track	A. Rosone	D	12	\$96,990	8/28/2024
<i>Jami Cerrato*</i>	BHE	TOSD	Leave Replacement	C. Haggerty	BA	1	\$55,390	Upon issuance of certificate by NJDOE
<i>Caroline Clark Jordan</i>	RHE	TOSD	First Year Tenure Track	see item 4.3 re: transfers	MA	12	\$86,490	10/14/2024 or upon release of current contract
<i>Angela Tone</i>	LHS	Administrative Secretary	First Year Tenure Track	S. Nedza (transfer)	AS-10	5	\$49,632, plus \$1,200 BA degree	8/22/2024
<i>Geoffrey Rothrock</i>	HMS	Security Liaison (.5)	NA	R. Risch	Security Liaison	5	\$28,577*** * plus \$1,200 for degree	8/28/2024
<i>Anabela Asparrin</i>	Transportation	25-Hr Bus Driver	NA	NA	25-HR BD	9	\$32,655	8/28/2024
<i>Lynette Cepeda</i>	Transportation	25-Hr Bus Driver	NA	NA	25-HR BD	9	\$32,655	8/28/2024

\*as amended from a previous agenda

\*\*begins 60-day probationary period

\*\*\*retired teacher

\*\*\*\*(.5) of Step 5 of the Security Liaison guide

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

#### **4.3a 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>Rebecca Campbell</i>	Hillside	Elementary School Teacher	One Year Leave Replacement	P. Bauer	MA	2	\$64,090	8/28/2024

#### **4.4 Transfer of Positions**

**Resolved**, that the Livingston Board of Education approves the transfer of the open tenure track Teacher of Students with Disabilities position at LHS to Riker Hill Elementary School and the transfer of the leave replacement Teacher of Students with Disabilities position at Riker Hill Elementary to LHS, resulting in the following position tracking records for the 2024-2025 school year:

2475-050-SPED712-030-LR

2475-118-SPEDPK6-002

#### **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**

*Lauri Brown*  
*Barbara Ann Casale*  
*Anika Patel*  
*Ann Zullo*  
*Gail Harrison*  
*Samantha Greco*  
*Rebecca Cullen*  
*Joseph McCarthy*

##### **Custodial**

*Kadraya Kyte (\$18.50/hr)*  
*Miguel Sewell-Fields (\$18.50/hr)*  
*Carlos Huapaya (\$18.50/hr)*

#### **4.6 Extra Period Assignments**

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

#### **4.7 Lateral Moves**

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

#### **4.8 Stipends**

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment I** for District stipends for the 2024-2025 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 J** for co-curricular stipends at Mt. Pleasant Middle School for the 2024-2025 school year in accordance with the contract between the LBOE and the LEA.

**Resolved**, that the Livingston Board of Education approves *Khayani Reese* for the Student Equity Advisor stipend (.5) (\$1,289.50) at Mt. Pleasant Middle School for the 2023-2024 school year in accordance with the contract between the LBOE and the LEA.

**Resolved**, the Livingston Board of Education approves the reallocation of a one-year stipend for an Assistant to the Principal position at Mt. Pleasant Middle School from the contract between itself and the Livingston Supervisors Association to the Livingston Education Association for the 2024-2025 school year. The \$10,000 stipend will be split between *Kathleen Youtz*, *Michael Altomare* and *Denise Urbanski*.

**Resolved**, that the Livingston Board of Education amends the individuals listed on **Attachment K** to be paid for the stipends as listed in the 2023-2028 LAA contract.



**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment L** for athletic stipends at Livingston High School for the 2024-2025 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 M** for co-curricular stipends at Livingston High School for the 2024-2025 school year in accordance with the contract between the LBOE and the LEA.

#### **4.9 Summer Work**

**Resolved**, that the Livingston Board of Education approves *Dina Ferraro* to work over the summer of 2024 at the Summer Intervention Program at \$64.94/hr. (effective July 1, 2024)

**Resolved**, that the Livingston Board of Education approves the team leaders on **Attachment N** to work up to six hours over the summer of 2024. Individuals will be compensated at the hourly rate approved for curriculum writing.

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment O** to participate in summer curriculum writing during the summer of 2024 at the approved rate.

#### **4.10 IDEA Basic and IDEA Preschool Salary Allocations**

**Resolved**, that the Livingston Board of Education approves and reallocates the salaries of the individuals listed on **Attachment P** to be funded through the IDEA Basic and IDEA preschool grants.

On behalf of the Board, Mrs. Chirls congratulated Mrs. Feeley and Ms. Gajewski on their new positions.

**ROLL CALL VOTE** - Ayes - Ms. Arnette, Mr. Cohen, Mrs. Gong, Mrs. Khemka, Mrs. Chirls  
Nayes - 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. Khemka seconded the motion.

**ROLL CALL VOTE** - Ayes - Ms. Arnette, Mr. Cohen, Mrs. Gong, Mrs. Khemka, Mrs. Chirls  
Nayes - None

#### **Old Business**

There was no old business.

#### **New Business**

There was no new business.

## **ADJOURNMENT**

At 7:07 p.m., Ms. Arnette made a motion to adjourn the meeting.

Mr. Cohen seconded the motion.

Vote all in favor.

**Respectfully submitted,**



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**Jessica Rapp**  
**Board Secretary**