



LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

November 19, 2024

Executive Session - Administration Building - 6:45 p.m.

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 6:47 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: Dr. Daniel Fishbein, Jessica Rapp, Lisa Capone-Steiger, Mark Stern, Susan Burman and Joann Goldberg

Ms. Arnette moved the following:

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:

- student matters

Action may be taken upon return to the public session. The full length of the meeting is anticipated to be approximately 15 minutes; and be it

Further Resolved, the minutes of this closed session be made public when the need for confidentiality no longer exists.

Mr. Cohen seconded the motion.

Vote all in favor.

At 7:03 p.m., Mrs. Chirls reconvened the public meeting.

Superintendent's Report

Dr. Fishbein wished everyone a Happy Thanksgiving and reminded all that we have an early dismissal on Wednesday, November 27.

Board Reports

Mrs. Chirls proposed gathering all of the board member's NJSBA materials from the October workshop and she will create a brief PowerPoint to share their training with the public at our next meeting.

Birthday wishes were shared for Mrs. Chirls, whose birthday is today and to Mrs. Khemka, whose birthday is tomorrow.

Mrs. Khemka attended Shiv's Third Eye Mental Health Fair and thanked the group for putting it together and sharing some great resources.

Student Representative's Report

Miss Bialick referenced a news article in *TAPinto Livingston* that highlighted the success of 11 high school seniors who were named national merit scholars semifinalists along with several other "commended students." Miss Bialick continued that a few weeks ago we all saw the presentation on highschoolers test scores both on AP testing the SAT and the ACT and while the results were very promising, showing the LHS students are far ahead of national and state averages, we cannot ignore that issues with testing have been persevering. Our seniors are going through the college application process at a difficult time, test optional policies are slowly being disbanded, but their effects still loom large, nationwide averages have been skewed, only students with exemplary test scores submit them for consideration as part of their applications, meaning that averages have gone upwards for nearly every college that had test optional policies. This has left students in a state of intense uncertainty as it is unclear whether one's test scores are acceptable for a school when taking into consideration these skewed averages. Even further, the SAT has already gone digital and the ACT is moving to the digital format. Overall, the significant changes that have occurred regarding standardized testing are a source of anxiety among students. The only way administrators can further support them is to provide more insight on when to submit test scores and how to alter traditional preparation and tutoring methods to accommodate new testing formats.

Dr. Fishbein explained that the Guidance Department does provide test optional counseling to students whose scores were within or above the recommended average or range published by the college, even if test-optional, and to students who sent their scores with their application. Dr. Fishbein added that students who felt they had scores that strengthened their application sent them and that some colleges or specific majors have continued to, or have returned to, requiring test scores. In addition, some Scholarship opportunities require **test scores** to be sent to be considered.

Approval of Minutes

Mr. Cohen moved the following:

1. Voting Meeting Minutes of October 29, 2024
2. Five-on-Five Meeting Minutes of November 11, 2024
3. Workshop/Voting Meeting Minutes of November 12, 2024

Mrs. Khemka seconded the motion.

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

Public Comment

Michelle Amin, mentioned a program provided by the HSA at LHS. The HSA coordinated with a community member in town to provide an ACT/SAT diagnostic test to interested students. The cost to parents was \$30 and the evening after the test, the coordinator held a Zoom to go through what the diagnostic scores meant and how answers are reviewed. Mrs. Amin suggested this program should be something the high school counseling department brings in for students, rather than the HSA.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Mr. Cohen moved the following:

1.1 Field Trips

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

Mrs. Khemka 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 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:

ASSISTIVE TECHNOLOGY ASSESSMENT

Bergen County Special Services \$1,100/evaluation

BEHAVIORAL TRAINING & ASSISTANCE / APPLIED BEHAVIORAL ANALYSIS

Sunbelt Staffing \$90.00/hour

BILINGUAL EVALUATIONS

Learning Tree Multicultural/Multilingual Evaluation & Consulting, Inc. \$850/evaluation

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.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
10,11,12	Operating Budget (checks 109005-109356 ;adv 236-598)	\$7,862,121.53
20	Grants (checks 109005-109356 ;adv 236-598)	\$187,353.44
60	Cafeteria (checks 60080- 60081)	\$531,178.66
	TOTAL	\$8,580,653.63

3.2 Board Secretary Report – October 2024

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for October 31, 2024, 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 October 31, 2024, 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	\$8,708,526.45	\$111,230,131.88	\$5,720,541.87
(11) Current Expense			
(12) Capital Outlay			
(20) Special Revenue Fund	\$717,961.37	\$3,057,904.05	(\$120,310.73)
(30) Capital Projects Fund	\$2,032,629.34	\$1,619,600	\$3,638,310.50
(40) Debt Service Fund	(\$2,808,862.64)	\$1,084,212.99	\$174,139.87
Total:	\$8,650,254.52	\$116,991,848.92	\$9,412,681.51

Whereas, pursuant to N.J.A.C. 6A:23A-16.10(c3), the Board Secretary has certified that as of October 31, 2024, 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. 6A:23A-16.10(c4) 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 2024-2025 budget for October 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 B**.

3.4 Conferences and Overnight Trips

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

Resolved, that the Livingston Board of Education approves *Will Peklo* and *Dorte Poyner* to chaperone approximately 10 to 15 members of the LHS Chess Team participating in the National K-12 Chess Championships at the Gaylord National Convention Center in National Harbor, Maryland from December 6 to 8, 2024.

Resolved, that the Livingston Board of Education approves the addition of *David Richards* as a chaperone for approximately 90 members of the LHS Ski and Snowboarding Club on daily ski trips to Camelback Resort in Tannersville, PA, on January 11 and 25, 2025; February 8 and 22, 2025 and March 8, 2025.

3.5 Board Budget Calendar

Resolved, that the Livingston Board of Education approves the board budget calendar for the 2025-2026 budget year as shown on **Attachment D**.

3.6 Change to LBOE Annual Public Meeting Calendar

Resolved, that the Livingston Board of Education approves changing the date of the Reorganization Meeting from January 7, 2025 to January 2, 2025.

3.7 Comprehensive Maintenance Plan

Resolved, that the Livingston Board of Education approves the submission of the district's Comprehensive Maintenance Plan for the 2024-2025 school year to the Essex County Superintendent.

3.8 Health and Safety Checklist

Resolved, that the Livingston Board of Education approves the submission of the Health and Safety Evaluation of School Buildings Checklist for the 2024-2025 school year to the Essex County Superintendent.

3.9 Purchase - Economy Paper and Restaurant Supply Company, Inc.

Resolved, that the Livingston Board of Education approves PO#25-001524 in the amount of \$49,478.58 for the purchase and installation of a walk-in freezer at Livingston High School.

3.10 Purchase - Crossroads Pavement Maintenance LLC

Resolved, that the Livingston Board of Education approves PO#25-001624 in the amount of \$47,700.00 for the removal and disposal of existing pavement and the installation of an ADA sidewalk ramp at Burnet Hill School.

3.11 New Jersey Schools Insurance Group North Jersey Educational Insurance Fund Indemnity and Trust Agreement – Resolution to Join/Renew Membership

Resolved, that the Livingston Board of Education approves the renewal of our membership with the New Jersey Schools Insurance Group for the period of July 1, 2024 through July 1, 2027 as shown on **Attachment E**.

3.12 Student Safety Data System

Resolved, that the Livingston Board of Education, accepts the Student Safety Data System report as presented for the 2023-2024 school year.

3.13 Approval of Amended 2024-2025 Academic School Calendar

Resolved, that the Livingston Board of Education approves the amended 2024-2025 school calendar as shown on **Attachment F** which allocates February 18, 2025 as a make-up day for Heritage Middle School due to the power outage on November 11, 2024.

3.14 Policies and Regulations

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

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

Ms. Arnette seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mr. Cohen, Mrs. Gong, Mrs. Khemka,
Mrs. Chirls (abstain on check #109206 only)
Nays - None

PERSONNEL

Mr. Cohen 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
Dina Lawrence	Teacher of Math (.6)	Resignation	LHS	November 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>Diane Sigalas</i>	LHS	Teacher of Biology	2/10/2025-3/31/2025	4/1/2025-6/30/2025**	NA	8/25/2025
<i>Jayne Merlo-Chiaramonte*</i>	HMS	TOSD	12/9/2024-2/26/2025	2/27/2025-5/29/2025**	5/30/2025-6/30/2025	8/25/2025
<i>Kathryn Pezzullo*</i>	Hillside	Elementary School Teacher	12/12/2024-1/15/2025 & 1/16/2025-2/6/2025**	2/7/2025-4/10/2025**	4/11/2025-6/30/2025	8/25/2025
<i>Shawna Byer*</i>	MPMS	ELA Teacher	11/1/2024-1/1/2025	1/2/2025-3/27/2025**	3/28/2025-6/30/2026	9/1/2026 or earlier, based upon district calendar

**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 G**.

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>Leonardo Zeoli</i>	LHS	Teacher of Math	First Year Tenure Track	D. Lawrence	BA	2	\$56,090 (prorated)	12/2/2024
<i>Dr. Jenna Ficacci*</i>	MPM/RHE	School Psychologist (LINKS)	First Year Tenure Track	Dr. Lauren Stern	D	17	\$118,718 (prorated)	1/2/2025
<i>Cynthia D'Andrea*</i>	LHS	Teacher of Social Studies	First Year Tenure Track	D. Feeley	MA	15	\$98,000 (prorated)	11/11/2024
<i>Whitney Forte</i>	RHE	Custodian (Nights)	NA	D. Strickchani	C	1	\$43,595 plus \$975 for Nights (prorated)	11/18/2024
<i>Klejdi Sllava</i>	LHS	Custodian	NA	I. Sahatqiu (transfer)	C	1	\$43,595 (prorated)	11/4/2024

**as amended from a previous agenda*

***begins 60-day probationary period*

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

Alison Barmas
Debra Gomer
Ousseynou Gueye
Caitlin Sadowski

Custodial

Johnis Dupuis (\$18.50/hr)
Rosangela Pena (\$18.50/hr)

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

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
<i>Emily Verniero*</i>	MPE	Elementary School Teacher	Long Term Sub	B. Perry	\$277/day**	10/30/2024 - 1/13/2025

**amended from previous agenda*

***to be paid the difference between their current daily rate and the rate quoted above*

4.6 Extra Period Assignments

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

4.7 Contract Adjustments

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

4.8 Stipends

Resolved, that the Livingston Board of Education approves the individuals on **Attachment K** 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.

Resolved, that the Livingston Board of Education rescinds the appointments of *James Giuliani* and *Stephanie Fox* as coaches for the Ski Team stipend 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 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 Heritage Middle School for the 2024-2025 school year in accordance with the contract between the LBOE and the LEA.

4.9 ESEA Grant

Resolved, the Livingston Board of Education amends the approval of the individuals listed on **Attachment N** to work at the ELL Family Nights in November 2024 and April 2025, at the rate of \$52.91/hour, not to exceed 2 hours per person. These funds will be paid through the ESEA Title III Grant (Account number: 20-241-100-1033-12).

Ms. Arnette seconded the motion.

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 7:21 p.m., Mr. Cohen made a motion to adjourn the meeting.

Ms. Arnette seconded the motion.

Vote all in favor.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jessica Rapp", is written over a horizontal line.

Jessica Rapp, Board Secretary