



## LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Monday, November 20, 2017

Executive Session – HMS Faculty Room – 6:45 p.m.

Public Session - Heritage Middle School Media Center – 7:00 p.m.

A **Voting Meeting** of the Livingston Board of Education was held on this date in the Heritage Middle School Media Center. The meeting was called to order at 7:00 p.m. by the Board President, Ronnie Konner, who announced that adequate notice of this meeting had been provided by amendment to notice approved at the Board's reorganization meeting on January 3, 2017 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.

Members Present: Charles "Buddy" August, Pamela Chirls, Ronnie Konner, Samantha Messer, George Shen and Evan Tong

Also in Attendance: Christina Steffner, Steven Robinson, Lisa Capone-Steiger, Susan Burman, Joann Goldberg and approximately 30 members of the public and staff

Mrs. Chirls 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:

- Legal Settlements

Action will be taken upon return to 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. Shen seconded the motion.

Vote all in favor.

Mrs. Konner reconvened the public session at 7:00 p.m.

Mrs. Konner offered a moment of silence in memory of Dr. Herbert Richard Andlauer.

## **Superintendent's Report**

### 1. HIB Procedures

Mrs. Steiger reviewed the district's HIB procedures, who the anti-bullying specialists are in the district and how they are trained, the goals and programming designed to address anti-bullying efforts and social-emotional growth and explained the difference between conflict and HIB. Mrs. Steiger added any adult who is made aware of a potential HIB must report that to the building principal within that school day. Mrs. Steiger provided links for parents to find additional HIB information. The presentation will be available on our website.

### 2. December 6 Random Student Drug Testing Panel

Mrs. Steffner announced she is cancelling the December 6 panel and tabling further discussions specific to random student drug testing. Mrs. Steffner added while she believes that random student drug testing is a powerful tool in the fight against adolescent substance abuse, it must be part of a comprehensive approach. Mrs. Steffner added they need to spend time ensuring our students and parents understand the strategies that are part of our current, comprehensive approach before continuing the conversation about random student drug testing.

Mrs. Steffner will continue to hold workshops and focus groups with experts to educate and engage all stakeholders in ways to help our students make healthy decisions. Mrs. Steffner continued we will also revise our health curriculum.

## **Board Reports**

Mr. August attended the Townwide Safety Committee where traffic at the elementary schools and leaf and snow removal were among some of the items discussed.

Mrs. Chirls explained the curriculum committee report was circulated to all board members and they will discuss items when necessary prior to their vote.

Mr. Shen and Mrs. Konner attended the Diversity Committee Meeting where Martin Luther King Jr. day was discussed. Mr. Shen added they are trying to bring the community together and welcome additional members.

Mrs. Chirls and Mrs. Konner attended the World Language Honor Society.

Mrs. Konner attendee the Essex Regional Education Services Commission meeting and is part of the Health and Wellness Committee that Mrs. Steffner has put together to look at the aspects of the Strategic Plan having to do with health and wellness. One of the items discussed at the meeting is putting together a survey on the culture and climate of the district.

## **Approval of Minutes**

Mr. August moved the following.

### 1. Voting Meeting Minutes of October 16, 2017

Ms. Messer seconded the motion.

**ROLL CALL VOTE** – Ayes – Mr. August, Mrs. Chirls, Ms. Messer, Mr. Shen, Mrs. Konner  
Nays – None

## **Public Input on Agenda Items ~ up to 15 minutes**

Jeff Lichtstein, 46 Heron Road, confirmed we are pushing back the discussion on random student drug testing for the remainder of this school year and suggested an opt in program. Mr. Lichtstein thanked Mrs. Steffner for bringing this topic to light.

Justin Alpert, 45 Amherst Place, would like to understand what the systemic problem is in the schools adding if kids are violating the rules, we need to speak with them and their parents to change the culture.

Dr. Matthew Koff, 13 Rumson Road, requested data specific to Livingston about drug use. Mrs. Chirls suggested he attend the LMAC meeting on December 5 in the Community Center.

James Calderon, 17 Claremont Avenue, requested the comments from the last meeting on the HIB claim stay in the minutes. Mr. Calderon also asked if there is discipline for students who engage in activities outside of school with regard to substance abuse.

Mrs. Steffner replied we students do not receive discipline from the school for actions taken on weekends.

Skylar Alpert, 56 Amherst Place, asked for clarification that there will be new discussions on drug testing.

Mrs. Steffner responded she wants everyone to understand the strategies we already have in place before discussing adding drug testing to our program.

Sasha Koff, 13 Rumson Road, requested we communicate the cancellation of the panel to everyone.

Brian Bradley, 82 Elmwood Drive, thanked Mrs. Steffner for postponing random student drug testing and asked what the proper procedure is to get a personal opinion from board members on a voting item?

Mrs. Konner and Mrs. Steffner explained a board member is only a board member at the table. This allows for transparency and for everyone to hear everything at the same time. When a board member is out in public, they are an ordinary citizen.

Mr. Bradley asked the board members if they are for or against random student drug testing.

Ms. Messer replied she is for it. Mr. August replied he is unsure and wants more information. Mrs. Konner replied she wants more information. Mrs. Chirls replied she is concerned about the health and safety of our children and would like to see a more integrated approach using the resources we have at the high school. Mr. Shen replied he is for it.

Sundee Amin, 6 Washington Court, stated there was a lot of uneasiness in the community because they felt this was a done deal. Mr. Amin suggested engaging and working with the community.

Carl Schaerf, 5 Balmoral Drive, stated there are a lot of civil liberties questions surrounding this issue and is happy that the community was heard.

Joyce Gore, 7 Claremont Drive, suggested televising board meetings to reach more of the community.

Mike Ramer, 22 Mohawk Drive, stated they need data to analyze this problem and suggested calling on the community to get help.

Mrs. Konner suggested those in the community who wish to be involved in helping with this issue join LMAC.

Sage Blinderman, 18 East Drive, stated the decision to table the issue is the right one.

## **RECOMMENDATIONS FOR APPROVAL**

### **PROGRAM/CURRICULUM**

Mr. August moved the following:

#### **1.1 Textbooks and DVDs**

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

#### **1.2 Student Teacher**

**Resolved**, that the Livingston Board of Education approves the following student to serve as a student teacher in the district:

<u>Intern</u>	<u>Location</u>	<u>Cooperating Teachers</u>	<u>Dates</u>
Jesse Lab	Livingston High School	Dawn Feeley and David Mead	1/22/18-5/4/18

#### **1.3 Summer Curricula Projects**

**Resolved**, that the Livingston Board of Education approves the summer curricula projects written in July and August 2017.

#### **1.4 Approval of District Goals**

**Resolved**, that the Livingston Board of Education approves the district goals for the 2017-2018 school year as shown on **Attachment B**.

#### **1.5 Approval of Board Goals**

**Resolved**, that the Livingston Board of Education approves the board goals for the 2017-2018 school year as shown on **Attachment C**.

Mr. Shen seconded the motion.

**ROLL CALL VOTE** – Ayes – Mr. August, Mrs. Chirls, Ms. Messer, Mr. Shen, Mrs. Konner  
Nays – Ms. Messer on 1.1, Attachment A, Measuring Up

## **STUDENT SERVICES**

Mr. August moved the following:

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

**Resolved**, that the Livingston Board of Education approves placement for the academic year 2017-2018 for four (4) Livingston students with disabilities, as classified and recommended by November 20, 2017

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 D**.

**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 2017-2018 school year:

**BILINGUAL EVALUATIONS**

Learning Tree Multicultural/Multilingual Evaluation & Consulting, Inc. \$780.00/evaluation

**HOME/HOSPITAL INSTRUCTION**

Stepping Forward Counseling Center, LLC \$75.00/hour

**CLINICAL COUNSELING SUPERVISION**

Booker, Laura \$75.00/hour

Ms. Messer seconded the motion.

**ROLL CALL VOTE** – Ayes – Mr. August, Mrs. Chirls, Ms. Messer, Mr. Shen, Mrs. Konner  
Nays – None

**BUSINESS**

Mrs. Chirls 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	\$2,950,418.21
12	Regular	535,638.20
20	Regular	210,367.10
60	Cafeteria	<u>224,640.62</u>
	<b>TOTAL</b>	<b><u>\$3,921,064.13</u></b>

Regular Checks	72953-73611	\$3,696,423.51
Cafeteria Checks	1005-1012	<u>224,640.62</u>
	<b>TOTAL</b>	<b><u>\$3,921,064.13</u></b>

**3.2 Board Secretary Report – September 2017**

**Whereas**, the Livingston Board of Education has received the Report of the Board Secretary for September 30, 2017, 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, 2017, 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	9,109,604		
(11) Current Expense		32,852,077	3,848,239
(12) Capital Outlay		130,194	3,178,235
(20) Special Revenue Fund	157,795		
(30) Capital Projects Fund	2,205,126		
(40) Debt Service Fund	110,008		
Total:	\$11,582,533	\$32,982,271	\$7,026,474

**Whereas**, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of September 30, 2017, 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 2017-2018 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>
0320	Purch. Prof-Educational Services	\$10,000	
0600	Supplies and Materials		\$9,400
0610	General Supplies		\$600
	<b>TOTALS</b>	<b>\$10,000</b>	<b>\$10,000</b>

### 3.4 Field Trips

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

### 3.5 Conferences and Overnight Trips

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

### 3.6 IDEA Grant Application

**Resolved**, that the Livingston Board of Education approves the submission of an amendment to the 2017-2018 IDEA grant application.

### 3.7 Settlement Agreements

**Resolved**, that the Livingston Board of Education approves the Settlement Agreement for Case #11-17 which is on file at the Board of Education office.

**Resolved**, that the Livingston Board of Education approves the Settlement Agreement for Case #12-17 which is on file at the Board of Education office.

### 3.8 Change Order

**Resolved**, that the Livingston Board of Education approves the following change order that has been approved by the architect and construction manager:

<b>Framan Mechanical, Inc. – HVAC Upgrades at Gymnasium for BH, COL and HMS</b>		
<b>Original Contract</b>		<b>\$1,603,000.00</b>
Previously approved change orders		<u>0</u>
Contract sum prior to additional change orders		\$1,603,000.00
Change Order #2 – Coordination and reschedule of manpower to assist Owner move in. Deduct \$9,459.19 from allowance. Remaining allowance closed out.		(\$11,848.64)
		<b><u>\$1,591,151.36</u></b>

### 3.9 Ski Club

**Resolved**, that the Livingston Board of Education approves the establishment of a ski club at Livingston High School with the requirement that there be no cost to the district.

Ms. Messer seconded the motion.

**ROLL CALL VOTE** – Ayes – Mr. August (abstain check #73472), Mrs. Chirls (abstain check #s 73496, 73036, 73083, 73156, 73157, 73158, 73269, 73590, 73593), Ms. Messer, Mr. Shen (abstain check #73297), Mrs. Konner (abstain check #73526)  
Nays – None

**PERSONNEL**

Ms. Messer moved the following:

**4.1 Leaves of Absences**

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

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>LOA w/pay and benefits</b>	<b>LOA w/o pay, but with benefits (if applicable)</b>	<b>Extended LOA w/o pay or benefits</b>	<b>Return Date</b>
<i>Dr. Emily Sortino*</i>	Principal	MPE	1/8/18-3/30/18	4/2/18-4/13/18**	NA	4/16/18
<i>Sheily Chang*</i>	Elementary School Teacher	MPE	1/15/18-3/16/18	3/19/18-4/27/18**	NA	4/30/18
<i>Mollyann Piegari</i>	TOSD	Harrison	1/29/18-2/23/18	2/26/18-4/27/18**	NA	4/30/18
<i>Laura Kirkpatrick*</i>	TOSD	MPMS	9/15/17-11/10/17	11/13/17-1/1/18**	NA	1/2/18
<i>Nicole Mount*</i>	Elementary School Teacher	MPE	4/17/17-5/18/17	5/19/17-6/23/17 & 8/31/17-11/23/17**	11/24/17-6/30/18	9/1/18
<i>Catherine Steege</i>	School Social Worker	LHS	3/12/18-4/2/18	NA	4/3/18-5/11/18	5/14/18
<i>Samantha Dengel</i>	Teacher of Mathematics	LHS	2/5/18-4/6/18	4/9/18-6/30/18**	NA	8/29/18
<i>Diana Yellen*</i>	Elementary School Teacher	BHE	10/23/17-12/1/17	12/4/17-3/9/18**	3/12/18-6/30/18	8/29/18
<i>Patricia LeGrand</i>	Bus Aide	Transportation	NA	NA	11/28/17 – 12/5/17	12/6/17

*\*as amended from a previous agenda*

*\*\*Designates time counted toward NJFLA/FMLA*

## 4.2 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.

Name	Location	Title	Tenure Track/LOA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
<i>Lauren Atkins*</i>	LHS	Teacher of Technology Education	Third Year Tenure Track	NA	BA	3	\$53,645 (pro-rated)	8/30/17
<i>Kristen De La Rosa</i>	MPMS	Teacher of Social Studies	Leave Replacement	Julie Nersesian	BA	1	\$52,358 (pro-rated)	11/27/17
<i>Giulia Melucci</i>	RHE	Elementary School Teacher	Leave Replacement	Jessica Ayars	MA	1	\$59,446 (pro-rated)	3/5/18-6/30/18
<i>Kathleen Guzman</i>	LHS	School Counselor	First Year Tenure Track	Richard Owens	MA	4	\$61,637 (pro-rated)	12/18/17
<i>Massimo Bagnasco</i>	LHS	Custodian	NA	John Leitch	C	1	\$39,638 (pro-rated)	11/15/17
<i>Lauren Vultaggio</i>	Collins	Playground Aide	NA	NA	NA	NA	\$14.00/hr	10/11/17
<i>Connie Lam</i>	Harrison	Playground Aide	NA	NA	NA	NA	\$14.00/hr	10/23/17
<i>Stephanie DiSarro</i>	RHE	Playground Aide	NA	NA	NA	NA	\$14.00/hr	10/16/17

*\*as amended from a previous agenda*

**Resolved**, that the Livingston Board of Education approves the appointment of the Teaching Assistants and Instructional Aides as listed on **Attachment G**.

## 4.3 Substitutes

**Resolved**, that the Livingston Board of Education approves the appointment of *Mary Mulligan* as a long-term substitute Teacher of Health & PE at Livingston High School (replacing June Van Driel) from November 8, 2017 through January 31, 2018. Ms. Mulligan will be compensated at the rate of \$262/day for this assignment.

**Resolved** that the Livingston Board of Education approves the appointment of *Sharon Yasner* as a long-term substitute Instructional Aide at Riker Hill Elementary School (replacing Giulia Melucci) from March 1, 2018 through June 30, 2018. Ms. Yasner will be compensated at the rate of \$120 per day for this assignment.

**Resolved**, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes for the 2017-2018 school year:

### Teachers

*Kristina Berrios*  
*Patricia Valatka*  
*Dana Pottheiser*  
*Joseph Ratner*

Robert Zhang  
Helen Derrot (retired)  
Stephen Lemos  
Patricia Kelly  
Jeannette Ng

**Secretary**

Connie Lam (\$14.00/hr)

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

**4.4 Extra Work Pay**

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

**4.5 Stipends**

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

Mr. August seconded the motion.

**ROLL CALL VOTE** – Ayes – Mr. August, Mrs. Chirls, Ms. Messer, Mr. Shen, Mrs. Konner  
Nays – None

**MISCELLANEOUS**

Mr. August moved 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.

Mr. Shen seconded the motion.

**ROLL CALL VOTE** – Ayes – Mr. August, Mrs. Chirls, Ms. Messer, Mr. Shen, Mrs. Konner  
Nays – None

**Public Comment ~ up to 15 minutes**

There was no public comment.

**ADJOURNMENT**

The Board wished everyone a Happy Thanksgiving.

At 8:10 p.m., Mr. August made a motion to adjourn the meeting.

Mr. Shen seconded the motion.

**Respectfully submitted,**

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**Steven K. Robinson**  
**Board Secretary**