



## **LIVINGSTON BOARD OF EDUCATION WORKSHOP/VOTING MEETING AGENDA**

April 16, 2024

Executive Session - Administration Building - 6:30 p.m.

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

### **I. OPEN SESSION**

#### **A. Call to Order – Pamela Chirls, President**

#### **B. Reading of Meeting Notice**

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.

#### **C. 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:

- personnel and student matters

Action may be taken upon return to the public session. The full length of the meeting is anticipated to be approximately 30 minutes; and be it

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

### **ROLL CALL VOTE**

#### **D. Pledge of Allegiance / Roll Call**

#### **E. Superintendent's Report**

1. Academic Calendar Discussion
  - 2025-2026 SY
  - 2024-2025 SY
2. Enrollment and Staffing Update

## **F. Board Reports**

## **G. Student Representative's Report**

## **H. Public Comment**

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. To protect the privacy of all students and staff, concerns regarding individual students and staff members should generally be addressed by first meeting with the appropriate administrative staff.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public comment at every meeting of the Board.

Public participation shall be permitted only as indicated in accordance with Board Bylaw No. 0167.

Public participation shall be extended to residents of this district, persons having a legitimate interest in the actions of this Board, persons representing groups in the community or school district, representatives of firms eligible to bid on materials or services solicited by the Board, and employees and pupils of this district, except when the issue addressed by the participant is subject to remediation by an alternate method provided for in policies or contracts of the Board.

Public participation is not an opportunity to engage in a dialogue with the Board and shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if appropriate;
2. A participant is limited to three (3) minutes' duration; elapsed time will be determined through the use of a timing device operated by the Board Secretary;
3. No participant may speak more than once and there shall be no yielding of time among speakers;
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually;
5. There shall be no cross dialogue between the participant and the Board and/or Administration;
6. Upon conclusion of a participant's remarks, the presiding officer will acknowledge the individual's remarks and may respond and/or direct a member of the Administration to respond to an inquiry following the participant's remarks or at the conclusion of the public participation session.

The presiding officer may:

- a. Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, or irrelevant;
- b. Request any individual to leave the meeting when that person does not observe reasonable decorum;
- c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
- d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and
- e. Waive these rules when necessary for the protection of privacy or the efficient administration of the Board's business.

N.J.S.A. 2C:33-8

N.J.S.A. 10:4-12

## **II. RECOMMENDATIONS FOR APPROVAL**

### **3. BUSINESS**

The Superintendent recommends the following:

#### **3.1 Technology Purchases**

**Resolved**, that the Livingston Board of Education approves the amended amendment to Sales Order No. NJ-ESCNJ-121820-FY21-19158758 with Comcast Enterprise Services for internet and broadband services in the amount of \$2,705 per month.

**Resolved**, that the Livingston Board of Education approves the purchase from Broadcast Integration Services, LLC for Production Servers in the amount of \$59,975 and Integration, Design, Fabrication and Installation Services for Livingston High School in the amount of \$21,640.

### **3.2 Conferences and Overnight Trips**

**Resolved**, that the Livingston Board of Education approves *Dan Quackenbush* and *Delaney Hoffman* to chaperone approximately 11 students attending the DECA Competition from April 27 to May 1, 2024 in Anaheim, California.

**Resolved**, that the Livingston Board of Education approves *Cheryl Coursen* and *Michael Ladolcetta* to chaperone approximately five students attending the M3 Challenge Awards Ceremony from April 28 to 29, 2024 in New York City.

## **ROLL CALL VOTE**

### **4. PERSONNEL**

The Superintendent recommends the following:

#### **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>Dr. Matthew J. Block</i>	Superintendent	Retirement	CO	June 30, 2024
<i>Susan Siniscal</i>	Instructional Aide	Retirement	MPMS	June 30, 2024
<i>Dawn Elsasser</i>	25-Hr Bus Driver	Retirement	Transportation	June 30, 2024
<i>Mary Kate O'Brien</i>	School Counselor	Resignation	HMS	June 30, 2024
<i>Deniz Schwartz</i>	Teacher of Art	Resignation	LHS	June 30, 2024
<i>Sarah Tighe</i>	Elementary School Teacher	Resignation	RHE	June 30, 2024
<i>Brynn Minghenelli</i>	Elementary School Teacher	Resignation	Collins	June 30, 2024
<i>Caitlin Wittjohann</i>	PRIDE Teacher	Resignation	BHE	June 30, 2024
<i>Ann DeFazio</i>	Teacher of Biology	Resignation	LHS	June 30, 2024
<i>Bonnie Goldman</i>	Instructional Aide	Resignation	Harrison	June 30, 2024
<i>Maria Reed</i>	Playground Aide	Resignation	RHE	April 22, 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:

<b>Name</b>	<b>Location</b>	<b>Position</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>Kimberly Brenneck</i>	MPMS	Teacher of Math	8/29/2024-10/11/2024	10/14/2024-1/10/2025**	1/13/2025-1/31/2025	2/1/2025
<i>Dr. Mary Kate Pretto</i>	LHS	Assistant Principal	7/29/2024-9/13/2024 & 9/16/2024-10/23/2024** & 12/9/2024-1/1/2025	10/24/2024-12/6/2024**	NA	1/2/2025
<i>Carly Haggerty</i>	BHE	TOSD	9/4/2024-10/14/2024	10/17/2024-10/28/2024 & 10/29/2024-1/28/2025**	1/29/2025-6/30/2025	8/27/2025
<i>Amanda Buyes</i>	LHS	Teacher of English	8/29/2024-10/11/2024	10/14/2024-1/10/2025**	1/13/2025-1/20/2025	1/21/2025
<i>Emily Burger*</i>	BHE	Elementary School Teacher	2/19/2024-5/14/2024	5/15/2024-6/20/2024 & 8/29/2024-10/16/2024**	NA	10/17/2024
<i>Kristi Braschi*</i>	LHS	Teacher of Math	4/5/2024-5/15/2024 & 5/16/2024-5/28/2024**	5/29/2024-6/20/2024 & 8/29/2024-10/17/2024**	10/18/2024-6/30/2025	8/27/2025
<i>William Peklo</i>	LHS	TOSD	3/11/2024-4/5/2024**	4/8/2024-5/27/2024**	NA	5/28/2024
<i>Stephanie Crosby*</i>	Collins	Reading Interventionist	1/29/2024-3/8/2024 & 3/11/2024-4/4/2024**	4/5/2024-6/7/2024**	NA	6/10/2024
<i>Jamal Chavis</i>	BHE	ABA Discrete Trial TA	4/8/2024-4/12/2024	4/15/2024-4/23/2024**	NA	4/24/2024
<i>Brian Carr</i>	LHS	TOSD	4/29/2024-5/10/2024**	NA	NA	5/13/2024
<i>Ria DeVito*</i>	Harrison	Teacher of Health & PE	3/28/2024-6/19/2024 & 6/20/2024-6/30/2024**	8/29/2024-11/20/2024**	11/21/2024-6/30/2025	8/27/2025
<i>Melissa Muirhead*</i>	LHS	Teacher of Biology	6/3/2024-6/30/2024	8/29/2024-11/21/2024**	11/22/2024-1/3/2025	1/6/2025
<i>Aubrey Amorim*</i>	RHE	Elementary School Teacher	2/19/2024-4/10/2024	4/11/2024-6/30/2024**	NA	8/29/2024

<i>Alan Predestin*</i>	Transportation	25-Hr Bus Driver	9/11/2023-10/9/2023** & 4/5/2024**	10/10/2023-11/3/2023** & 3/25/2024-4/4/2024**	NA	4/8/2024
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*\*as amended from a previous agenda*

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

*\*\*\*schedule varies from teaching staff members*

### 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>Dr. Maura Tuite</i>	CO	Director of Secondary Special Education	First Year Tenure Track	S. Middleton	NA	NA	\$172,000 *** (prorated)	6/17/2024
<i>Kelly Gallagher</i>	LHS	Teacher of Biology & Chemistry	First Year Tenure Track	A. DeFazio	MA	11	\$82,490	8/29/2024
<i>Beatriz Lavin</i>	LHS	Teacher of Spanish	First Year Tenure Track	W. Gelman	MA	12	\$86,490	8/29/2024
<i>Danielle Maxwell</i>	HMS	School Counselor	First Year Tenure Track	M. O'Brien	MA	3	\$65,090	8/29/2024
<i>Karen Sanchez</i>	MPMS	Teacher of Spanish	First Year Tenure Track	E. Goldstein	MA+32 (2MA)	13	\$98,440	8/29/2024
<i>Shiyun Wong</i>	Collins	Playground Aide	NA	NA	NA	NA	\$18/hr	4/9/2024
<i>Cheryl Lenoir</i>	MPE	Playground Aide	NA	NA	NA	NA	\$18/hr	4/9/2024
<i>Yvette Archelus</i>	RHE	Playground Aide	NA	NA	NA	NA	\$18/hr	4/9/2024

*\*as amended from a previous agenda*

*\*\*begins 60-day probationary period*

*\*\*\*salary will be the same for the 2024-2025 school year*

### 4.4 Substitutes

**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>Jordan Eglow*</i>	BHE	PRIDE Teacher	Long-Term Substitute	C. Wittjohann	\$315/day	3/1/2024
<i>Colleen Cornell</i>	LHS	Cooperative Education Coordinator	Long-Term Sub	NA	\$200/day	4/17/2024-6/20/2024

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

#### **4.5 Longevity**

**Resolved**, that the Livingston Board of Education approves the individuals listed on **Attachment AA** for longevity retroactive to September 1, 2023.

#### **ROLL CALL VOTE**

#### **5. MISCELLANEOUS**

The Superintendent recommends the following:

##### **5.1 HIB Report**

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

#### **ROLL CALL VOTE**

### **III. PREVIEW OF APRIL 30, 2024 AGENDA**

#### **Public Hearing on Budget**

1. Presentation
  2. Discussion
  3. Questions and Comments from Public
- Speakers are asked to stand and state name for the board and public
  - Speakers may raise their hand, state their name for the board and speak through the webinar
  - Each person may speak once with a three (3) minute time limit until all who wish to be heard have had an opportunity to speak

#### **Adoption of 2024-2025 Budget**

#### **Approval of Minutes**

##### **PROGRAM/CURRICULUM**

- 1.1 Textbooks/DVDs**
- 1.2 Student Teachers**
- 1.3 Field Trips**

##### **STUDENT SERVICES**

- 2.1 Out of District Placements**
- 2.2 Related Services/Medical Consultants**

##### **BUSINESS**

- 3.1 Payment of Bills**
- 3.2 Board Secretary Report – February 2024**
- 3.3 Transfers**
- 3.4 Conferences and Overnight Trips**
- 3.5 Union County Educational Services Commission**
- 3.6 Essex Regional Educational Services Commission**
- 3.7 Donation**
- 3.8 Acceptance of Funds for the Additional or Compensatory Special Education and Related Services (ACSERS) Program**
- 3.9 Safety Grant**
- 3.10 Subscription Bus Pricing**
- 3.11 Approval: Recognize and Cancel Outstanding Checks**

**I. Old Business**

**J. New Business**

**IV. ADJOURNMENT**

**EXECUTIVE SESSION**

**Whereas**, N.J.S.A. 10:4-1 et seq., also known as the "Sunshine Law," authorizes a public body to meet in executive or private session under certain limited circumstances, and

**Whereas**, said law requires the Board to adopt a resolution at a public hearing before it can meet in such an executive or private session, now, therefore, be it

**Resolved**, by the Livingston Board of Education that:

- (A) It does hereby determine that it is necessary to meet in executive session on April 16, 2024 to discuss the matters stipulated, in conformance with the subsections of said act which are indicated.
1. Matter rendered confidential by federal law, state statute or rule of court.
  2. Matter in which the release of information would impair a right to receive federal funds.
  3. Matter, the disclosure of which would constitute an unwarranted invasion of individual privacy unless the individual concerned shall request in writing that the same be disclosed publicly.
  4. Collective bargaining matters.
  5. Matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates, etc. where it would adversely affect the public interest if discussion were disclosed.
  6. Tactics and techniques utilized in protecting public property where disclosure could impair protection.
  7. Investigation of violations or possible violations of law.
  8. Pending or anticipated litigation or contract negotiation other than collective bargaining agreement.
  9. Personnel matters unless the individual employees or appointees affected requested that such matter be discussed at a public meeting.
  10. Deliberations occurring after a public hearing that may result in the imposition of a specific civil penalty.
- (B) The matters discussed will be made public when confidentiality is no longer required and formal action pursuant to said discussion shall take place only at a meeting to which the public has been invited.
- (C) No action will be taken.

## **LBOE Agenda Planning/Future Agenda Items**

### **JANUARY**

#### **Meetings and Workshops**

- Board Reorganization
- Election of Board Officers
- Board Member Committee Assignments
- BOE Meeting Calendar
- LPS Budget Calendar
- Submission of Financial Disclosure
- Mandatory Training Requirements
- Review of ACFR or Action Items

#### **Presentations**

- LHS Report on Graduates from Counseling
- Annual Comprehensive Financial Report

#### **Professional Development**

- Code of Ethics with BOE Attorney

#### **Executive Sessions**

- BOE Retreat
- Establish CSA Evaluation Schedule

### **FEBRUARY**

#### **Meetings and Workshops**

- Academic Calendar Discussion, two years out

#### **Presentations**

- Update on Diversity, Equity, and Inclusion
- District Goals: Mid-Year Update
- First Presentation of LPS Budget
- Second Presentation of LPS Budget

#### **Executive Sessions**

- CSA Evaluation Process: Meet with the NJSBA representative and review the CSA evaluation process and timeline

### **MARCH**

#### **Presentations**

- Third Presentation of LPS Budget
- Fourth Presentation of LPS Budget
- Final Presentation and BOE Adoption of Tentative Budget (before the deadline to Essex County)
- Board Goals Update

#### **Executive Sessions**

- NJSBA CSA Evaluation (to meet July 1st statutory deadline for CSA evaluation)
- NJSBA Board Self-Evaluation

### **APRIL**

#### **Meetings and Workshops**

- Public Hearing and Adoption of Budget
- Subscription Bus Pricing
- Safety Grant
- Comprehensive Equity Plan (every 3 years/SOA annually)

#### **Presentations**

- Superintendent Goals Planning and Update

#### **Executive Sessions**

- Board and CSA pre-conference for evaluation

### **MAY**

#### **Meetings and Workshops**

- Livingston Education Association: Second Conference
- Personnel Appointments
- Governor's Educator of the Year Ceremony
- Annual Appointments
- Sale of SRECs
- General Education Out-of-District Tuition Rates
- New Jersey State Interscholastic Athletic Association

#### **Presentations**

- End-of-Year District Goals Report (by CSA)

#### **Executive Sessions**

- Board Self-Evaluation
- CSA Evaluation Process
- Tenure Recommendations (BOE Review of Files)
- End-of-Year, All-Staff Review

### **JUNE**

#### **Meetings and Workshops**

- LHS Student Representative to BOE
- Staff Retirement Ceremony
- Seal of Biliteracy
- Non-Affiliated Appointments
- Summer Appointments (work, project, curriculum)
- Compliance with PL 2015, Chapter 47
- Transfer of Current Year Surplus to Capital Reserve
- Bus Evaluation Drills Report

#### **Presentations**

- SEPAC
- End-of-Year Report on Board Goals (by BOE)
- Board Self-Evaluation, review, and reflection

#### **Executive Sessions**

- CSA Evaluation
  - CSA completes CSA Evaluation
  - BOE completes CSA Evaluation
  - CSA and BOE meet to discuss CSA Evaluation

### **JULY**

#### **Meetings and Workshops**

- Property, Liability, and WC Insurance
- Board Goals and Action Plans
- District Professional Development Plan
- Review and Approval of Curriculum Writing Plans and Process

### **AUGUST**

#### **Meetings and Workshops**

- Open Campus Lunch

#### **Presentations**

- Enrollment Update
- District Goals and Action Plans
- Student progress at key grade levels and the NJ Student Learning Standards results, including the performance of student subgroups on state tests as appropriate and allowable.



## **SEPTEMBER**

### **Meetings and Workshops**

- Board Goals
- Mentoring Plan
- Remote Learning Plan

## **OCTOBER**

### **Meetings and Workshops**

- Approval of Nursing Services Plan
- Livingston Education Association: First Conference
- Annual review of MOA and law enforcement operations with the Board President
- Public Hearing of District and School HIB Self-Assessment Report

### **Presentations**

- Summer Curriculum Writing
- NJSLA Results

## **NOVEMBER**

### **Meetings and Workshops**

- Board Budget Goals
- Technology Plan: review and approval
- Comprehensive Maintenance Plan: review and approval

### **Presentations**

- LPS Assessment Update

## **DECEMBER**

### **Meetings and Workshops**

- QSAC SOA

### **Presentations**

- National Merit Semi-Finalists Recognition Ceremony
- New LPS Course Offerings

### **Professional Development**

- New BOE member orientation

**Longevity**  
**Effective and retroactive to September 1, 2023**

*15 Years of Service*

*Bridget Marshall*

*Angela Raiola*