



LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

Tuesday, June 21, 2022

Executive Session - Hybrid Meeting - 6:00 p.m.

Public Session - Hybrid Meeting at Administration Building – 7:00 p.m.

This is a public meeting of the Board of Education. The Livingston Board of Education will be video recording and posting its open public meetings on the district website. The Board reserves the right to edit the videotape prior to posting to protect the privacy of students and staff.

The Board's Bylaw #0168 allows videotaping and livestreaming of public meetings with prior approval from the Board Secretary. Any member of the public may record the proceedings of a public meeting of the Board in a manner that does not interrupt the proceedings, inhibit the conduct of the meeting, distract Board members or other observers present at the meeting, or violate the privacy of students and staff. The Board will permit the use of tape recorder(s), video camera(s) or live streaming only when notice of such intended use has been given to the Board Secretary five days in advance of the meeting. Any camera(s) must be operated in an inconspicuous location in the meeting room. The Board reserves the right to request a copy of the tape. The presiding officer shall determine when any recording device interferes with the conduct of a Board meeting and may order that an interfering device be removed.

While the Board of Education discourages the videotaping/livestreaming of students without written parental consent, public meetings are not subject to the same restrictions as other school events. Please be aware that you and your children may be videotaped or livestreamed as a result of your participation at this meeting.

In accordance with Policy #9131, the Livingston Board of Education members, district administration, and staff will treat students, parents/guardians and other members of the public with respect and expect the same consideration in return. The district is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

I. OPEN SESSION

A. Call to Order – Mr. Seth Cohen, 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 4, 2022 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:

- student matter, negotiations, personnel and a real property transfer

Action may be taken upon return to public session. The full length of the meeting is anticipated to be approximately 60 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. SEPAC

F. Board Reports

G. Approval of Minutes

The Superintendent recommends the following:

1. Voting Meeting Minutes of May 24, 2022
2. Workshop/Voting Meeting Minutes of June 7, 2022
3. Public Portion of Executive Session Meeting Minutes of June 14, 2022
4. Executive Session Meeting Minutes of March 22, 2022; April 5, 2022; April 26, 2022; May 9, 2022; May 12, 2022; May 24, 2022; June 7, 2022 and June 14, 2022

ROLL CALL VOTE

H. Public Input on Agenda Items ~ up to 15 minutes

An excerpt from Policy #0167 adopted on December 13, 2004, revised on January 10, 2011 and reviewed on March 4, 2013 and January 23, 2017 states that 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.

Public participation 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, place of residence, and group affiliation, if appropriate;
2. Each statement made by a participant shall be limited to three minutes' duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually.

The portion of the meeting during which the participation of the public is invited shall be limited to fifteen minutes, or at the discretion of the presiding officer.

II. RECOMMENDATIONS FOR APPROVAL

1. PROGRAM/CURRICULUM

The Superintendent recommends the following:

1.1 Student Teachers

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

ROLL CALL VOTE

2. STUDENT SERVICES

The Superintendent recommends the following:

2.1 Out of District Placements

Resolved, that the Livingston Board of Education approves placement for the academic year 2022-2023 for thirty-two (32) Livingston students with disabilities and for Extended School Year 2022 (Summer Programs) for twenty-five (25) Livingston student 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 B**.

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 2022-2023 school year:

BEHAVIORAL TRAINING & ASSISTANCE / APPLIED BEHAVIORAL ANALYSIS

ABA Skills	\$175.00/hour
------------	---------------

BILINGUAL CHILD STUDY TEAM EVALUATIONS

Learning Tree	\$850.00/evaluation
---------------	---------------------

CHILD STUDY TEAM EVALUATIONS

Carey, Kelly	\$475.00/evaluation \$100.00/meeting
--------------	---

NURSING SERVICES

Bayada Home Health Care, Inc.	LPN \$50.00/hour RN \$62.00/hour
Starlight Homecare Agency, Inc.	LPN \$48.00/hour RN \$60.00/hour
White Glove Community Care, Inc.	LPN \$50.00/hour RN \$60.00/hour

OCCUPATIONAL THERAPIST

Oxford Consulting Services, Inc.	\$87.00/hour
Shah, Cynthia	\$88.74.00/hour \$310.59/evaluation

PHYSICAL THERAPIST

Miller, Diana	\$88.74/hour \$358.83/evaluation
Oxford Consulting Services, Inc.	\$87.00/hour

SPEECH THERAPIST

Creative Speech Solutions	\$90.00/hour \$350.00/evaluation
Oxford Consulting Services, Inc.	\$93.00/hour

TEACHER OF THE DEAF

Summit Speech School	\$195.00/hour
----------------------	---------------

THERAPIST OF THE VISUALLY IMPAIRED

VISTAS Educational Partnership	\$170.00/hour
--------------------------------	---------------

VISION THERAPY

State of New Jersey, Commission of the Blind

\$2,200.00/Level-1 Service
\$14,600.00/Level-3 Service

2.3 Great Schools Partnership, Inc.

Resolved, that the Livingston Board of Education approves the contract with Great Schools Partnership, Inc. to provide coaching and technical assistance in support of the learning and planning efforts around educational equity, anti-racism, diversity and inclusion initiated by the district for the 2022-2023 school year.

2.4 Contract for Supervisory Services for L.I.N.K.S.

Be It Resolved, Drs. Eric Herschman and Susan Herschman have the experience and expertise to provide professional development for mental health services. Drs. Eric Herschman and Susan Herschman have provided a proposed Agreement, dated September 1, 2022 regarding the nature of their services to the satisfaction of the Board.

Be It Further Resolved, that Drs. Eric Herschman and Susan Herschman be approved by the Board of Education for the period September 1, 2022 through June 30, 2023 at the professional fees provided in the proposed Agreement.

Be It Further Resolved, that this appointment is made without advertising for bids because the services rendered are professional services as defined by the statute and not subject to competitive bidding.

ROLL CALL VOTE

3. BUSINESS

The Superintendent recommends 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	1,439,854.02
12	Regular	19,128.98
20	Regular	223,347.72
60	Cafeteria	125,757.12
	TOTAL	<u>1,808,087.84</u>

Regular Checks	97217-97619	1,682,330.72
Cafeteria	1373-1374	125,757.12
	TOTAL	<u>1,808,087.84</u>

3.2 Board Secretary Report – April 2022

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for April 30, 2022, 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 April 30, 2022, 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	9,801,227	4,661,177	
(11) Current Expense			11,830,746
(12) Capital Outlay		91,656	4,389,775
(20) Special Revenue Fund	152,810	1,487,658	
(30) Capital Projects Fund	4,545,176		
(40) Debt Service Fund	165,773		
Total:	14,664,986	6,240,491	16,220,521

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of April 30, 2022, 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 2021-2022 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:

<u>Object</u>	<u>Description</u>	<u>To</u>	<u>From</u>
100	Salaries	100,000	
220	Social Security Contributions	55,000	
241	Other Retirement Cont. Reg		30,000
242	Other Retirement Contributions		25,000
270	Health Benefits		225,643
320	Purch Prof Educational Services		25,500
339	Other Purch Prof Services	1,000	
420	Clean/Repair/Maintenance		1,367
423	Software Maintenance		14,350
440	Rentals/Lease purchase	14,350	
450	Construction services		1,638
514	Contracted Services (Sp Ed)	100,000	
590	Misc Purch Services		700
600	Supplies and Materials	27,843	
610	General Supplies		1,133
731	Instructional Equipment	1,638	
890	Other Objects	25,500	
	TOTALS	\$325,331	\$325,331

3.4 Transfer of Current Year Surplus to Capital Reserve

Whereas, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

Whereas, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

Whereas, the Livingston Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

Whereas, the Livingston Board of Education has determined that up to \$2,500,000 is available for such purpose of transfer;

Now, Therefore, Be It Resolved by the Livingston Board of Education that it hereby authorizes the district's School Business Administrator to make a transfer up to \$2,500,000 consistent with all applicable laws and regulations.

3.5 Travel and Conferences Expenses

Whereas, the State of New Jersey has enacted P.L. 2007 An Act Concerning School District Accountability requiring boards of education to annually approve the total amount of funds budgeted for travel and conferences for all faculty, staff, administration and board members; and

Whereas, the ACT became effective on March 15, 2007, and requires prior approval of all travel and conference costs before they are incurred; and

Whereas, there are three categories of travel and conferences that faculty, staff, administrators and board members generally attend, including routine meetings held annually scheduled dates, meetings of an emergent nature with little prior notice, and meetings/conferences that can be scheduled with at least several weeks' notice; and

Whereas, it is practical to anticipate as many activities as possible, and receive annual approval for those and monthly approvals for unanticipated activities;

Now, Therefore, Be It Resolved, that the following budget amounts are acknowledged and costs of travel and conferences are approved for the balance of the 2022-2023 school year:

Total amount budgeted for travel and conferences 2022-2023 \$191,039

Intra-district business mileage for administrators, and where required, for members of the faculty and staff, including but not limited to, faculty who teach in more than one school, child study team members, secretaries, etc. will be reimbursed at the rate permitted by the New Jersey Office of Management and Budget.

Out-of-district business travel for administrators, faculty and staff to attend conferences and professional development opportunities as approved by the Business Administrator will be reimbursed pursuant to N.J.A.C. 6A:23B-1.2(c)3.

3.6 2022/23 Anticipated Contracts to be Renewed, Awarded or to Expire During the School Year - PL 2015 - Chapter 47

Resolved, that pursuant to PL 2015, Chapter 47, the Livingston Board of Education intends to renew, award or permit to expire the following contracts previously awarded by the Board of Education as shown on **Attachment C**. These contracts are, and have been, in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. Seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CTF, Part200. Compliance with new contracts, not listed here, will be addressed prior to board action.

3.7 Annual Appointments

Resolved, that the Livingston Board of Education approves the following appointment for the 2022-2023 school year which are in effect until changed by resolution:

Auditor of School District
Issuing Officer for Working Papers (HMS)
Title IX Coordinator

PKF O'Connor Davies
Lisa Appello
David Cohen

3.8 West Essex YMCA

Resolved, that the Livingston Board of Education approves the agreement with the West Essex YMCA for the 2022-2023 school year.

3.9 Essex Regional Educational Services Commission

Resolved, that the Livingston Board of Education renews its contracts with the Essex Regional Educational Services Commission for the 2022-2023 school year to provide the following services required by law:

Chapters 192 and 193
Public School Child Study Team Services
Public School Home Instruction Services
Nursing Services for Nonpublic Schools
IDEA-B Services

3.10 Joint Transportation Agreement with Essex Regional Educational Services Commission

Resolved, that the Livingston Board of Education approves entering into a jointure with Essex Regional Educational Services Commission for participation in transportation services for the 2022-2023 school year.

3.11 Application and Receipt of Funds for ESEA Grants

Resolved, that the Livingston Board of Education approves the submission and acceptance of the funds for the fiscal year 2022-2023 for the Elementary and Secondary Act (ESEA) Consolidated Grant as follows:

Title I Part A	\$150,050
ESEA Title II Part A	\$ 81,202
ESEA Title III	\$ 20,773
ESEA Title III Immigrant	\$ 14,334
ESEA Title IV	\$ 12,374

3.12 Genesis Educational Services, Inc. Agreement

Whereas the Livingston Public Schools utilizes Genesis, a proprietary software package for school operations; and

Whereas the Livingston Board of Education is desirous to upgrade the software to expand its utilization for district operations; and therefore

Be It Resolved that the Livingston Board of Education authorizes the School Business Administrator to enter into a contract with Genesis Educational Services, Inc. in the amount of \$125,000 to upgrade the Genesis software for district operations; and

Be It Further Resolved, that this Contract is being awarded without competitive bidding in that said Contract is for goods or services for the support or maintenance of proprietary computer hardware and software and is exempt pursuant to N.J.S.A. 18A:18A-5(a) (19); and

Be It Further Resolved, that the monies for this contract be drawn from the contingency account, current balance \$238,265. The amount to be transferred is \$125,000 and the remaining balance will be \$113,365.

3.13 CJPRIDE Shared Services Agreement

Resolved, that the Livingston Board of Education approves the agreement with Central Jersey Program for Recruitment of Diverse Educators ("CJPRIDE") for the 2022-2023 school year.

3.14 Overnight Trip

Resolved, that the Livingston Board of Education approves *Gerard Amsellem* to participate in AP Grading from June 13 to 18, 2022, in Cincinnati, Ohio, at no cost to the district.

3.15 Policies & Regulations

Resolved, that the Livingston Board of Education abolishes the following policy:

Policy #1648.14 - Safety Plan for Healthcare Settings in School Buildings - COVID-19 (M)

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

Section	Policy or Regulation #	Title	comments
Bylaw	Bylaw #0168	Recording Board Meetings	with revisions
Administration	Policy #1648.15	Record Keeping for Healthcare Settings in School Buildings - COVID-19 (M)	new to district
Teaching Staff Members	Policy #3161	Examination for Cause	with revisions
Support Staff Members	Policy #4161	Examination for Cause	with revisions
Property	Policy #7410	Maintenance and Repair	with revisions
	Regulation #7410.01	Facilities Maintenance, Repair Scheduling, and Accounting (M)	with revisions
Operations	Policy #8420	Emergency and Crisis Situations (M)	with revisions

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

Section	Policy or Regulation #	Title	comments
Bylaws	Reg #0155	Board Committees	with revisions

Students	Policy #5111	Eligibility of Resident/Non-Resident Students (M)	with revisions
Finances	Policy #6115.01	Federal Award/Funds Internal Controls - Allowability of Costs (M)	new to district
	Policy #6115.02	Federal Award/Funds Internal Controls - Mandatory Disclosures (M)	new to district
	Policy #6115.03	Federal Award/Funds Internal Controls - Conflict of Interest (M)	new to district
	Policy #6311	Contracts for Goods or Services Funded by Federal Grants (M)	new to district
Operations	Reg #8420.1	Fire and Fire Drills (M)	with revisions
	Policy #8550	Meal Charges/Outstanding Food Service Bill (M)	with revisions
Community	Policy #9131	Civility	with revisions

ROLL CALL VOTE

4. **PERSONNEL**

The Superintendent recommends the following:

4.1 **Authorization to Hire**

Resolved, that the Livingston Board of Education grants *Dr. Matthew Block*, Superintendent, permission to extend offers of employment to candidates, subject to ratification by the Board at the next available scheduled Board meeting for the period June 22, 2022 through September 6, 2022.

4.2 **Resignations**

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

Name	Position	Reason	Location	Last Day of Employment
<i>Sara Bright</i>	Principal	Resignation	BHE	August 16, 2022, or earlier if a replacement is found.
<i>Dr. David Greer</i>	K-12 Supervisor of World Language & ESL	Resignation	District	August 19, 2022, or earlier if a replacement is found.

Jennifer Cali	TOSD	Resignation	LHS	June 30, 2022
Melyssa Lynch	Teacher of Math	Resignation	LHS	June 30, 2022
Gregory Peters	Teacher of Science	Resignation	HMS	June 30, 2022
David Rampolla	Security (PT)	Resignation	LHS	June 30, 2022
Maisy Coyne	Instructional Aide	Resignation	HMS	June 30, 2022
Arinn Shulman	Instructional Aide	Resignation	MPE	June 30, 2022
Lauren Vultaggio	Instructional Aide	Resignation	Collins	June 30, 2022
Jacqueline Kraft	Instructional Aide	Resignation	Harrison	June 30, 2022
Jamie Singer	Instructional Aide	Resignation	RHE	June 30, 2022
Brooke Korfin	Instructional Aide	Resignation	RHE	June 30, 2022
Jennifer Caldwell	Instructional Aide	Resignation	Harrison	June 30, 2022
Felice Romano	Custodian (Nights)	Resignation	Harrison	June 30, 2022

**as amended from a previous agenda*

4.3 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
Priti Peklo*	LHS	Teacher of Math	2/28/2022-4/29/2022	8/30/2022-9/13/2022**	5/2/2022-6/30/2022 & 9/14/2022-1/27/2023	1/30/2023
Dina Lawrence*	LHS	Teacher of Math	6/14/2022-6/23/2022	NA	8/30/2022-6/30/2023	8/30/2023
Megan Jenkins-Kayzerman*	BHE	TOSD	3/28/2022-5/20/2022	5/23/2022-5/26/2022 & 5/27/2022-10/10/2022**	NA	10/11/2022
Terri Ciecierski*	LHS	Instructional Aide	1/6/2022-1/19/2022**	1/20/2022-2/17/2022**	2/18/2022-5/30/2022	5/31/2022

**as amended from a previous agenda*

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>David Cohen</i>	LHS	Director of Athletics	First Year Tenure Track	R. Porfido	LHS AP	15	\$153,282, plus \$4,540 longevity	7/1/2022
<i>Jennifer Loniewski</i>	CO	Director of Elementary C&I and PD	First Year Tenure Track	T. Lopez-Gonzalez	NA	NA	\$152,500 (pro-rated)	8/8/2022
<i>Nicole Cicchino</i>	LHS	Teacher of Social Studies	First Year Tenure Track	new position	MA	10	\$76,733	8/30/2022
<i>Natasha Clerihue</i>	LHS	Teacher of English	One Year Leave Replacement	M. Reid	MA	1	\$62,455	8/30/2022
<i>Delaney Hoffman</i>	LHS	Teacher of Business Education	First Year Tenure Track	D. Mondoro	BA	4	\$56,300	8/30/2022
<i>Julianne Caccavale</i>	LHS	TOSD	First Year Tenure Track	J. Cali	BA	2/3	\$55,600	8/30/2022
<i>Sarah Robey</i>	MPE	TOSD	First Year Tenure Track	T. Deprecker	MA	11	\$80,728	8/30/2022
<i>Sarah Tighe</i>	RHE	Elementary School Teacher	First Year Tenure Track	B. Reynolds	MA	10	\$76,733	8/30/2022
<i>Jennifer Rupert</i>	MPM	Teacher of Music	First Year Tenure Track	S. Horne	BA	2/3	\$55,600	8/30/2022
<i>Amy Volker</i>	Hillside	TOSD	One Year Leave Replacement	P. Price	MA	1	\$62,455	8/30/2022
<i>Stephanie Siu</i>	Harrison	Elementary School Teacher	First Year Tenure Track	reallocated section	MA	12	\$84,773	8/30/2022
<i>Michelle Renzulli</i>	LHS	TOSD	First Year Tenure Track	D. Cohen	MA+32	7	\$73,100	8/30/2022
<i>Stephanie Lopes</i>	RHE	Elementary School Teacher	First Year Tenure Track	N. Carangelo (transfer)	BA	10	\$69,350	8/30/2022
<i>Laura Fabrizio</i>	District	Behaviorist	Non-Tenure Eligible	J. Tobia	MA+16	7	\$69,650	8/30/2022
<i>Onelia Rodriguez</i>	LHS	Custodian (Nights)	NA	N. Silveira	C	1	\$42,152 plus \$975 for nights	7/1/2022
<i>Matthew Stewart</i>	RHE	Custodian (Nights)	Leave Replacement	J. Murray	C	1	\$42,152 plus \$975 for nights	7/1/2022-1/31/2023
<i>Matthew Stewart</i>	RHE	Custodian (Nights)	NA	J. Murray	C	1	\$42,152 plus \$975 for nights	2/1/2023-6/30/2023

**as amended from a previous agenda*

Resolved, that the Livingston Board of Education approves the reappointment of Instructional Aides, Kindergarten Aides, Campus Aides, ABA Discrete Trial TA's, PRIDE

TA's, Job Coaches and Life Skills TA's for the 2022-2023 school year as shown on **Attachment D.**

4.5 Transfers

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

4.6 2022-2023 Reappointments

Resolved, that the Livingston Board of Education approves the contracts between the LBOE and *Michael Davison* (Business Administrator/Board Secretary), *Lisa Capone-Steiger*, Assistant Superintendent and *Mark Stern*, Assistant Superintendent. These contracts will commence on July 1, 2022 and end on June 30, 2023. 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-affiliated staff for the 2022-2023 school year as shown on **Attachment F.**

Resolved, that the Livingston Board of Education approves the reappointment of IT Support Specialists for the 2022-2023 school year as shown on **Attachment F.**

Resolved, that the Livingston Board of Education approves the reappointment of custodial and maintenance staff for the 2022-2023 school year as shown on **Attachment G.**

Resolved, that the Livingston Board of Education approves the reappointment of transportation staff for the 2022-2023 school year as shown on **Attachment H.**

Resolved, that the Livingston Board of Education approves the individual(s) on **Attachment I** for reappointment as Playground, Cafeteria and Media Aides for the 2022-2023 school year at the rates listed.

Resolved, that the Livingston Board of Education approves the certificated staff member on **Attachment J** for renewal for the 2022-2023 school year.

4.7 Substitutes

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed on **Attachment K** as substitute teachers, nurses, secretaries, custodians and maintenance, technicians, and security on an as-needed basis for the 2022-2023 school year.

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 2021-2022 school year:

Teacher
Alec Wolf

Custodial
Arjanit Haxhiu (\$18.50/hr)
Brendan Maloney (\$18.50/hr)

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment L** 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 amends the appointment of the individual 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>Susan Spadafina</i>	LHS	Teacher of Biology	Long Term Sub	J. Frye	\$341.25/day	5/31/2022-6/23/2022

4.8 Extra Work Pay

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

4.9 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment N** for extra period assignments during the 2021-2022 school year.

4.10 Summer Work

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment O** as Summer Bus Drivers and Bus Aides at their hourly rate.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment P** to work over the summer of 2022 at the Summer Academy Program at the approved rate.

Resolved, that the Livingston Board of Education approves the individuals on **Attachment Q** to participate in summer curriculum writing during the summer of 2022 at the approved rate.

Resolved, that the Livingston Board of Education approves the individuals on **Attachment R** to participate in summer curriculum writing during the summer of 2022 at the approved rate and be paid in accordance with the ESSER grant.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment S** for 2022 Extended School Year (ESY) staffing at the listed hourly rates.

4.11 Job Descriptions

Resolved, that the Livingston Board of Education approves the job description for the following stipend position:

Building Equity Coach

4.12 Stipends

Resolved, that the Livingston Board of Education approves the individuals on **Attachment T** for co-curricular stipends at Heritage Middle School for the 2021-2022 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 U** for athletic stipends at Livingston High School for the 2022-2023 school year in accordance with the contract between the LBOE and the LEA.

Resolved, that the Livingston Board of Education establishes the rate of \$2,579 for the position of Building Equity Coach(es) and authorizes the posting for one per building in the District.

4.13 ESEA Title I and Title IIA Salary Allocations

Resolved, that the Livingston Board of Education approves the reallocation of a portion of the salaries of the individuals listed on **Attachment V** to be funded through the ESEA grant.

4.14 Contract Adjustments

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

4.15 Withholding of Increment

Resolved, that the Livingston Board of Education withholds the increment of employee #6839 for the 2022-2023 school year.

4.16 Memorandum of Understanding

Resolved, that the Livingston Board of Education approves the Memorandum of Understanding between itself and Employee #5729.

Resolved, that the Livingston Board of Education approves the Memorandum of Understanding between itself and Employee #4098.

Resolved, that the Livingston Board of Education approves the Memorandum of Understanding between itself and the Livingston Education Association, the Livingston Supervisor's Association and the Livingston Administrator's Association.

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.

5.2 Suspension Report

Resolved, that the Livingston Board of Education approves the Suspension Report for the months of May and June.

5.3 Bus Evacuation Drills

Resolved, that the Livingston Board of Education approves the bus evacuation drills that were completed by the end of June 2022.

ROLL CALL VOTE

I. Public Comment ~ up to 15 minutes

An excerpt from Policy #0167 adopted on December 13, 2004, revised on January 10, 2011 and reviewed on March 4, 2013 and January 23, 2017 states that 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.

Public participation 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, place of residence, and group affiliation, if appropriate;
2. Each statement made by a participant shall be limited to three minutes' duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually.

The portion of the meeting during which the participation of the public is invited shall be limited to fifteen minutes, or at the discretion of the presiding officer.

J. Old Business

K. New Business

III. 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 June 21, 2022 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 matter.
 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.

PROPOSED FUTURE AGENDA ITEMS (dates subject to change)

July 12, 2022 (*voting*)

- Property, Liability and WC Insurance
- Food Service Renewal
- Out of District Placements for 2022-2023
- Related Services and Medical Consultants for 2022-2023
- Extended School Year Out of District Placements Summer 2022

August 9, 2022 (*voting*)

- Enrollment Update
- Livingston Chinese School Contract
- Livingston Huaxia Chinese School Contract

September 6, 2022 (*workshop*)

September 20, 2022 (*voting*)

- District Goals
- District Nursing Services Plan

October 11, 2022 (*workshop*)

- NJSLA (as per Policy 2610)

October 18, 2022 (*voting*)

- Conference with the Livingston Education Association
- Summer Curriculum Writing Update

November 8, 2023 (*workshop*)

- Board Budget Goals

November 22, 2022 (*voting*)

- Assessment Update

December 6, 2022 (*voting*)

- National Merit Semi-Finalists Recognition Ceremony
- Public Hearing for District and School HIB Self-Assessment Report
- New Course Offerings

January 3, 2023 (*reorganization*)

Name	School	Type of Placement	In-District Location	Assigned Staff	Date
William Fanslau	Montclair State University	Externship	Collins Elementary & Harrison Elementary	Amanda Clayton & Alexis Finley	July 1, 2022- January 1, 2023
Sarah E Manto	Seton Hall University	Clinical Observation	Livingston High School	TBD	September 1, 2022- January 1, 2023

<u>School</u>	<u>Program Type</u>	<u>Type</u>	<u>School Year 2022-2023</u>			<u>Extraordinary Services</u>			<u>Extended School Year</u>			<u>Total School</u>
			<u># of Stud</u>	<u>Tuition 2022-2023</u>	<u>Total Tuition</u>	<u># of Stud</u>		<u>Aide(s)</u>	<u># of Stud</u>	<u>ESY Tuition</u>	<u>Total ESY Tuition</u>	
Alpine Learning Group	Autism	R	1	\$ 102,736.80	\$ 102,736.80	1	\$ 32,180.40	\$ 32,180.40	1	\$17,122.80	\$ 17,122.80	\$ 152,040.00
Banyan School	Multiple Disabilities	R	1	\$ 58,591.80	\$ 58,591.80	1	\$ 44,660.00	\$ 44,660.00	1	\$7,486.83	\$ 7,486.83	\$ 110,738.63
CTC Academy, Inc.	Multiple Disabilities	T	1	\$ 83,902.00	\$ 83,902.00				1	\$11,064.00	\$ 11,064.00	\$ 94,966.00
Educational Partnership for Instructing Children	Autism	R	1	\$ 104,514.96	\$ 104,514.96				1	\$15,420.24	\$ 15,420.24	\$ 119,935.20
Glenview School	Multiple Disabilities	R	2	\$ 75,732.02	\$ 151,464.04	2	\$ 54,060.00	\$ 108,120.00	2	\$12,483.30	\$ 24,966.60	\$ 284,550.64
Hunterdon Preparatory School	Behavioral Disabilities	R	1	\$ 59,247.00	\$ 59,247.00				1	\$9,874.50	\$ 9,874.50	\$ 69,121.50
New Beginnings	Multiple Disabilities	R	3	\$ 76,905.92	\$ 230,717.76	3	\$ 54,060.00	\$ 162,180.00	3	\$12,676.80	\$ 38,030.40	\$ 430,928.16
Newmark School	Multiple Disabilities	R	5	\$ 62,476.20	\$ 312,381.00				3	\$6,247.62	\$ 18,742.86	\$ 331,123.86
Newmark High School	Multiple Disabilities	R	1	\$ 37,322.36	\$ 37,322.36							\$ 37,322.36
P.G. Chambers	Multiple Disabilities	R	1	\$ 77,617.80	\$ 77,617.80				1	\$12,936.30	\$ 12,936.30	\$ 90,554.10
Phoenix Center	Multiple Disabilities	R	1	\$ 73,204.20	\$ 73,204.20	1	\$ 35,621.00	\$ 35,621.00	1	\$7,727.11	\$ 7,727.11	\$ 116,552.31
Pillar Care Continuum-Pillar Elementary School	Multiple Disabilities	R	2	\$ 67,208.40	\$ 134,416.80	2	\$ 46,200.00	\$ 92,400.00	1	\$11,201.40	\$ 11,201.40	\$ 238,018.20
Pillar Care Continuum-Pillar High School	Multiple Disabilities	R T	2	\$ 72,927.00	\$ 145,854.00				2	\$12,154.50	\$ 24,309.00	\$ 170,163.00
Reed Academy	Autism	R	1	\$ 104,299.20	\$ 104,299.20				1	\$17,383.20	\$ 17,383.20	\$ 121,682.40
Saint Joseph's School for the Blind	Multiple Disabilities	R	1	\$ 86,133.60	\$ 86,133.60	1	\$ 34,650.00	\$ 34,650.00	1	\$14,355.60	\$ 14,355.60	\$ 135,139.20
Sage Alliance Day at Mahwah	Behavioral Disabilities	R	1	\$ 68,900.00	\$ 68,900.00				1	\$4,175.00	\$ 4,175.00	\$ 73,075.00

Sage Alliance Day at Rochelle Park	Behavioral Disabilities	R	2	\$ 68,900.00	\$ 137,800.00				1	\$4,175.00	\$ 4,175.00	\$ 141,975.00
Shepard School	Behavioral Disabilities	R	3	\$ 57,624.87	\$ 172,874.61				1	\$9,446.70	\$ 9,446.70	\$ 182,321.31
Somerset Hill Learning Institute	Autism	R	1	\$ 109,755.00	\$ 109,755.00				1	\$18,292.50	\$ 18,292.50	\$ 128,047.50
Windsor Learning Center	Multiple Disabilities	R	1	\$ 60,300.00	\$ 60,300.00				1	\$10,050.00	\$ 10,050.00	\$ 70,350.00
Total			32		\$ 2,312,032.93	11		\$ 509,811.40	25		\$ 276,760.04	\$ 3,098,604.37

Type

Renewal (R) indicates that the student has been at that OOD school and is continuing to be placed there.

New (N) indicates that the student is a newly placed OOD student or an additional service has been added.

Transfer (T) indicates that the student has been OOD, but has transferred to another OOD school.

New to District (ND) indicated that the student moved in and was already placed OOD.

List ALL contracts that the Board has awarded and memorialized in their board minutes during the past 12 months, ending June 30.

Business/Operational Contracts

ARAMARK
CJ PRIDE Shared Services Agreement
Classic Rentals
Com Tech, Inc.
Dr. Eric Herschman and Dr. Susan Herschman (L.I.N.K.S.)
Dr. Michael Kelly
Educational Services Commission of Morris County
Essex Regional Educational Services Commission
Flanagan, Barone & O'Brien, LLC.
Genesis Educational Services, Inc.
Great Schools Partnership, Inc.
Gianforcaro Architects, Engineers & Planners
Gloucester County Special Services School District
Hunterdon County Educational Services Commission
IMAC Insurance Agency
Livingston Chinese School
Livingston Huaxia Chinese School
Machado Law Group, LLC
Morris County Cooperative Pricing Council
Morris-Union Jointure Commission
New Jersey School Boards Insurance Group
On Tech Consulting
Omni-Med Workforce Program
Phoenix Advisors
Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC
Sussex County Regional Transportation Cooperative
SWING Education Services Agreement
Union County Educational Services Commission
West Essex YMCA
Wilentz, Goldman & Spitzer, P.A.

Out-of-District Schools - Special Education

Alpine Learning Center
Bancroft
Banyan School
Bergen County Special Services
Bernards Public Schools BOE
Boston Higashi School (MA)
Calais School
Celebrate the Children
College Steps
Cornerstone Day School
CTC Academy
Educational Partnership for Instructing Children (EPIC) School
ECLC of New Jersey
Essex County Vocational Technology School
Flex School
Glenview School
HMS School for Children with Cerebral Palsy (PA)
Hunterdon Learning Center
Kohler Academy
Middlebridge School (RI)
MUJC Developmental Learning Center – Warren

New Beginnings
Newmark School
Newmark High School
North Jersey Behavioral Health System
P.G. Chambers School
Phoenix Center
Pillar Elementary School
Pillar High School
REED Academy
Roxbury Public Schools BOE
Saint Joseph's School for the Blind
SAGE Alliance High School
SAGE Alliance Middle School
Shepard High School
Shepard School
Somerset Hills Learning Center
Spectrum 360
Windsor Learning Center

Related Services - Special Education

ABASkills, LLC
Adam Krass Consulting, LLC
Applied Behavior Counseling
Bayada Pediatrics
Carey, Kelly
Children's Specialized Hospital
Creative Speech Solutions, LLC
ECLC of New Jersey
ESC of New Jersey
Four Winds Hospital
Gannon, Amanda
Herschman, Drs. Eric and Susan
Intensive Therapeutics
Horizon Healthcare Staffing
Jammin' Jenn Music Therapy
Learning Tree Evaluations & Consulting, Inc.
Learnwell, Inc.
Miller, Diana
Morris Union Jointure Commission
Natural Languages, LLC
New Jersey Commission of the Blind and Visually Impaired
Next Step Pediatrics
North Jersey Behavioral Health System
North Jersey Outreach/KDDs TOO, Inc.
Oxford Consulting Services, Inc.
Pillar Care Continuum
P.G. Chambers School
Platt Psychiatric Associates, LLC
Preferred Home Health Care & Nursing Services
Professional Education Services, Inc.
Russell, Christopher
RWJ Barnabas Health
Saint Clare's Hospital
Shah, Cynthia
Silvergate Prep
Solomon Therapeutics and Resource Specialists
Star Pediatric Home Care Agency

Stepping Forward Counseling Center
Summit Speech School
Turning Point, Inc. DBA Aspire Counseling
VISTAS Education Partners

Last Name	First Name	Location	Job Title
22-23 TRANSFERS			
Mazza	Tiffany	BES	Kindergarten Aide
Ruderman	Elysa	BES	ABA/Discrete Trial Teacher Assistant
Yeung	Teri	BES	ABA/Discrete Trial Teacher Assistant
22-23 RENEWALS			
Alston	Carroll	BES	ABA/Discrete Trial Teacher Assistant
Ammerata	Lucia	BES	ABA/Discrete Trial Teacher Assistant
Baijal	Shivani	BES	ABA/Discrete Trial Teacher Assistant
Bennett	Barbara	BES	ABA/Discrete Trial Teacher Assistant
Camacho	Jorge	BES	ABA/Discrete Trial Teacher Assistant
Carr	Lauren	BES	ABA/Discrete Trial Teacher Assistant
DeLisa	Kendall	BES	ABA/Discrete Trial Teacher Assistant
DiBrita	Rebecca	BES	ABA/Discrete Trial Teacher Assistant
DiTacconi	Suzanne	BES	ABA/Discrete Trial Teacher Assistant
Dulny	Randy	BES	ABA/Discrete Trial Teacher Assistant
Gurmankin	Zachary	BES	ABA/Discrete Trial Teacher Assistant
Hagler	Mikie	BES	ABA/Discrete Trial Teacher Assistant
Hunt	Tianne	BES	ABA/Discrete Trial Teacher Assistant
Leslie	Tasmire	BES	ABA/Discrete Trial Teacher Assistant
Lewis	Celina	BES	ABA/Discrete Trial Teacher Assistant
Mandl	Rebecca	BES	ABA/Discrete Trial Teacher Assistant
O'Connor	Keelin	BES	ABA/Discrete Trial Teacher Assistant
Parco	Vivianna	BES	ABA/Discrete Trial Teacher Assistant
Patra	Rumana	BES	ABA/Discrete Trial Teacher Assistant
Ramos	Daisy	BES	ABA/Discrete Trial Teacher Assistant
Rodriguez	Vanessa	BES	ABA/Discrete Trial Teacher Assistant
Rosenberg	Rachel	BES	ABA/Discrete Trial Teacher Assistant
Ruth	Freddie	BES	ABA/Discrete Trial Teacher Assistant
Sullivan	Daniel	BES	ABA/Discrete Trial Teacher Assistant

Last Name	First Name	Location	Job Title
Thomas	Benny	BES	ABA/Discrete Trial Teacher Assistant
Turnbull	Hilary	BES	ABA/Discrete Trial Teacher Assistant
Urato	Laura	BES	ABA/Discrete Trial Teacher Assistant
Wynn	Alexandra	BES	ABA/Discrete Trial Teacher Assistant
Zehtabchi	Shiva	BES	ABA/Discrete Trial Teacher Assistant
Ratner	Cheri	HMS	ABA/Discrete Trial Teacher Assistant
Wescott	Margaret	HMS	ABA/Discrete Trial Teacher Assistant
Oqueli	Sophia	RHE	ABA/Discrete Trial Teacher Assistant
Bowman	Pearl	CES	Campus Aide
Aguilera	Lourdes	HAR	Campus Aide
Scorciolla	Maria	HIL	Campus Aide
Casale	Laura	MPE	Campus Aide
Ottaiano	Deborah	RHE	Campus Aide
Alexander	Katarina	BES	Instructional Aide
Barouch	Jill	BES	Instructional Aide
Chhadwa	Khyati	BES	Instructional Aide
Corona	Cecilia	BES	Instructional Aide
Ehrich	Kelly	BES	Instructional Aide
Farinhas	Fabiana	BES	Instructional Aide
Felix	Emely	BES	Instructional Aide
Guardabasco	Victoria	BES	Instructional Aide
Kalisek	Susan	BES	Instructional Aide
Kanzi	Nagwa	BES	Instructional Aide
LaPolla	Francesca	BES	Instructional Aide
Liu-Hom	Luyi	BES	Instructional Aide
Meehan	Kaitlyn	BES	Instructional Aide
Pillai	Sumi	BES	Instructional Aide
Ramanayake	Hemantha	BES	Instructional Aide
Silberfein	Carol	BES	Instructional Aide
Slurzberg	Heidi	BES	Instructional Aide
Straussman	Wendy	BES	Instructional Aide

Last Name	First Name	Location	Job Title
Sula	Diana	BES	Instructional Aide
Beck	William	CES	Instructional Aide
Benaksas	Mark	CES	Instructional Aide
Brown	Lauri	CES	Instructional Aide
Defuria	Cindy	CES	Instructional Aide
Dente	Maureen	CES	Instructional Aide
Dente-Murray	Sandra	CES	Instructional Aide
Fern	Laurie	CES	Instructional Aide
Kahl	Lisa	CES	Instructional Aide
Kravetz	Pamela	CES	Instructional Aide
Maute	Kimberly	CES	Instructional Aide
Murtagh	Megan	CES	Instructional Aide
Pasquarosa	Marlena	CES	Instructional Aide
Platek	Bonnie	CES	Instructional Aide
Racaniello	Barbara	CES	Instructional Aide
Sanders	Wendy	CES	Instructional Aide
Weiss	Jill	CES	Instructional Aide
Wilder	Ellen	CES	Instructional Aide
Yuen	Michelle	CES	Instructional Aide
Backman-Glasspool	Janice	HAR	Instructional Aide
Bahadur	Reena	HAR	Instructional Aide
Cullen	Lauren	HAR	Instructional Aide
Deronde	Aimee	HAR	Instructional Aide
Forman	Erika	HAR	Instructional Aide
Goldman	Bonnie	HAR	Instructional Aide
Iftikhar	Ainne	HAR	Instructional Aide
Jurgens	Melissa	HAR	Instructional Aide
Knight	Rita	HAR	Instructional Aide
Mandler	Eniko	HAR	Instructional Aide
Mannion	Lisa	HAR	Instructional Aide
Mattia	Christopher	HAR	Instructional Aide

Last Name	First Name	Location	Job Title
Rivera	Yara	HAR	Instructional Aide
Russo	Kelly-Ann	HAR	Instructional Aide
Saenz	Ana	HAR	Instructional Aide
Schiffenhaus	Rebecca	HAR	Instructional Aide
Smith	Noreen	HAR	Instructional Aide
Terrana	Diana	HAR	Instructional Aide
Volpe	Pamela	HAR	Instructional Aide
Agostinelli	Josephine	HIL	Instructional Aide
Conway	Monica	HIL	Instructional Aide
Davner	Maxine	HIL	Instructional Aide
Gregory-Egypt	Sharron	HIL	Instructional Aide
Hanna	Megan	HIL	Instructional Aide
Kane	Shari	HIL	Instructional Aide
Katalifos	Helen	HIL	Instructional Aide
Keane	Alison	HIL	Instructional Aide
Keane	Kaitlyn	HIL	Instructional Aide
Marrero	Axel	HIL	Instructional Aide
Patterson	Donna	HIL	Instructional Aide
Salvadore	Deanamarie	HIL	Instructional Aide
Schoenbach	Michelle	HIL	Instructional Aide
Stefanelli	Lisa	HIL	Instructional Aide
Wolf	Sophie	HIL	Instructional Aide
Choi	Diane	HMS	Instructional Aide
Dascoli	Lisa	HMS	Instructional Aide
Enright	Samuel	HMS	Instructional Aide
Garrel	Linda	HMS	Instructional Aide
Goldstein	Alyson	HMS	Instructional Aide
Goswami	Monalisa	HMS	Instructional Aide
Haley	Karen	HMS	Instructional Aide
Hudes	Shari	HMS	Instructional Aide
Miles	Elisabeth	HMS	Instructional Aide

Last Name	First Name	Location	Job Title
Novotny	Laura	HMS	Instructional Aide
Simet	Debra	HMS	Instructional Aide
Sisbarro	Toni Lynn	HMS	Instructional Aide
Anand	Swarandeep	LHS	Instructional Aide
Aragon	Blanche	LHS	Instructional Aide
Arias	Elizabeth	LHS	Instructional Aide
Blount	Joanne	LHS	Instructional Aide
Bonvini	Lisa	LHS	Instructional Aide
Ciecierski	Terri	LHS	Instructional Aide
Evangelista	Josephine	LHS	Instructional Aide
Ferris-Hoagland	Jennifer	LHS	Instructional Aide
Getz	Patrick	LHS	Instructional Aide
Girone	Deborah	LHS	Instructional Aide
Hickey	Laura	LHS	Instructional Aide
Hubert	Jennifer	LHS	Instructional Aide
Kominsky	Elisa	LHS	Instructional Aide
Leone	Benjamin	LHS	Instructional Aide
Marucci	Karen	LHS	Instructional Aide
Rigas	Patricia	LHS	Instructional Aide
Rossell	Gina	LHS	Instructional Aide
Shanker	Nancy	LHS	Instructional Aide
Szalay	Ann	LHS	Instructional Aide
Thakkar	Panna	LHS	Instructional Aide
Tofanelli	Abigail	LHS	Instructional Aide
Almgren	Laura	MPE	Instructional Aide
Atkins	Margaret	MPE	Instructional Aide
Basarab	Susan	MPE	Instructional Aide
Cavaliere	Monica	MPE	Instructional Aide
Dagistino	Amy	MPE	Instructional Aide
Fabrizio	MaryEllen	MPE	Instructional Aide
Gopalji	Foram	MPE	Instructional Aide

Last Name	First Name	Location	Job Title
Kaplan	Stacey	MPE	Instructional Aide
Lodge	Stacy	MPE	Instructional Aide
Mauti	Darlene	MPE	Instructional Aide
Mehta	Sejal	MPE	Instructional Aide
Verniero	Emily	MPE	Instructional Aide
Zolna	Nancy	MPE	Instructional Aide
Brown	Aneka	MPM	Instructional Aide
Carolan	Allison	MPM	Instructional Aide
Chiaravalloti	Isabella	MPM	Instructional Aide
Khandelwal	Pankhuri	MPM	Instructional Aide
Lewis	Iris	MPM	Instructional Aide
Montesion	Rachel	MPM	Instructional Aide
Powers	Joan	MPM	Instructional Aide
Schwindel	Susan	MPM	Instructional Aide
Sikora	Diane	MPM	Instructional Aide
Siniscal	Susan	MPM	Instructional Aide
Allen	Carmella	RHE	Instructional Aide
Bach	Eileen	RHE	Instructional Aide
Bitar	Catherine	RHE	Instructional Aide
Choi	Kayla	RHE	Instructional Aide
Doherty	Kristina	RHE	Instructional Aide
Giambattista	Monica	RHE	Instructional Aide
Hans	Emily	RHE	Instructional Aide
Kadam	Vaishali	RHE	Instructional Aide
Lockwood	Teresa	RHE	Instructional Aide
Massoni	Camille	RHE	Instructional Aide
Brando	Daniela	LHS	Job Coach
Hughes	Kimberly	LHS	Job Coach
Kulik	Vincent	LHS	Job Coach
Rigas	Thomas	LHS	Job Coach
Rosenstark	Marci	LHS	Job Coach

Last Name	First Name	Location	Job Title
Schwindel	Kate	LHS	Job Coach
Waldron	Elizabeth	CES	Kindergarten Aide
Raphan	Mary Ellen	HAR	Kindergarten Aide
Garrido	Shirley Osco	HIL	Kindergarten Aide
Abrams	Rosalie	MPE	Kindergarten Aide
Mansfield	Ann Marie	RHE	Kindergarten Aide
Bernard	Brittany	LHS	Life Skills Teacher Assistant
Haaker	Lisa	BES	Pre-School Teacher Assistant
Lindsey	Catherine	BES	Pre-School Teacher Assistant
Petrillo	Sharon	BES	Pre-School Teacher Assistant

Guide	Step	Base Salary	Longevity	Total Salary	FTE
Instructional/Kindergarten Aides	1	\$26,033	\$0	\$26,033	1.00
Teacher Assistant	1	\$33,454	\$0	\$33,454	1.00
Teacher Assistants	1	\$33,454	\$0	\$33,454	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	2	\$34,459	\$0	\$34,459	1.00
Teacher Assistants	2	\$34,459	\$0	\$34,459	1.00
Teacher Assistants	1	\$33,454	\$0	\$33,454	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	1	\$33,454	\$0	\$33,454	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	2	\$34,459	\$0	\$34,459	1.00
Teacher Assistants	2	\$34,459	\$0	\$34,459	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00

Guide	Step	Base Salary	Longevity	Total Salary	FTE
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	2	\$34,459	\$0	\$34,459	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$39,050	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Campus Aides	6	\$23,960	\$1,513	\$25,473	1.00
Campus Aides	6	\$23,960	\$0	\$23,960	1.00
Campus Aides	6	\$23,960	\$0	\$23,960	1.00
Campus Aides	2	\$21,570	\$0	\$21,570	1.00
Campus Aides	6	\$23,960	\$0	\$23,960	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00

Guide	Step	Base Salary	Longevity	Total Salary	FTE
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	5	\$29,554	\$0	\$29,554	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	1	\$26,033	\$0	\$26,033	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$1,513	\$32,203	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	5	\$29,554	\$0	\$29,554	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00

Guide	Step	Base Salary	Longevity	Total Salary	FTE
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	1	\$26,033	\$0	\$26,033	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	5	\$29,554	\$0	\$29,554	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	5	\$29,554	\$0	\$29,554	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00

Guide	Step	Base Salary	Longevity	Total Salary	FTE
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	5	\$29,554	\$0	\$29,554	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	5	\$29,554	\$0	\$29,554	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$1,163	\$31,853	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00

Guide	Step	Base Salary	Longevity	Total Salary	FTE
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	5	\$29,554	\$0	\$29,554	1.00
Instructional/Kindergarten Aides	5	\$29,554	\$0	\$29,554	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	4	\$28,406	\$0	\$28,406	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	2	\$26,633	\$0	\$26,633	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	2	\$34,459	\$0	\$34,459	1.00
Teacher Assistants	2	\$34,459	\$0	\$34,459	1.00
Teacher Assistants	2	\$34,459	\$0	\$34,459	1.00
Teacher Assistants	6	\$38,270	\$780	\$39,050	1.00

Guide	Step	Base Salary	Longevity	Total Salary	FTE
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$31,470	1.00
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Instructional/Kindergarten Aides	3	\$27,256	\$0	\$27,256	1.00
Instructional/Kindergarten Aides	3	\$16,354	\$0	\$16,354	0.60
Instructional/Kindergarten Aides	6	\$30,690	\$0	\$30,690	1.00
Teacher Assistants	2	\$34,459	\$0	\$34,459	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00
Teacher Assistants	6	\$38,270	\$780	\$39,050	1.00
Teacher Assistants	6	\$38,270	\$0	\$38,270	1.00

2022-23 TRANSFERS

Name	Transferring From	Location	Transferring To	Location	Replacing	Effective Date
Amanda Veneroso	TOSD	MPMS	TOSD	Hillside	new position	8/30/2022
Jennifer Fredericks	TOSD	HMS	Teacher of Science	HMS	G. Peters	8/30/2022

Last Name	First Name	TITLE	BASE	LONGEVITY	OTHER	TOTAL	Comments
			SALARY	SALARY		SALARY	
			2022-2023	2022-2023		2022-2023	
Barboza	Vanesssa	Administrative Assistant C&I	\$71,070	\$ -	\$ -	\$71,070	
Bent	Michelle	Manager of Communications	\$80,637	\$ -	\$ -	\$80,637	
Bermudez	Bertha	Asst Transportation Manager	\$64,717	\$ -	\$ -	\$64,717	
Burman	Susan	Manager of Human Resources	\$163,776	\$3,000	\$ -	\$166,776	
Burrows	Anthony	LHS Campus Facility Supervisor	\$79,825	\$ -	\$ -	\$79,825	
Connolly	Amy	Payroll Manager	\$95,000	\$ -	\$ -	\$95,000	
Crews	Sinead	Director of Guidance	\$129,534	\$1,600	\$ -	\$131,134	
Davison	Michael	Business Administrator	\$194,996	\$ -	\$ -	\$194,996	
DeMiceli	Erin	Admin Asst - Student Svc	\$76,857	\$1,600	\$ -	\$78,457	
Douglas	Thomas	Systems & Technology Manager	\$143,208	\$2,340	\$ -	\$145,548	
Ennis	Amy	Registrar/Facilities Coord	\$84,050	\$2,340	\$ -	\$86,390	
Ferreira	Annette	Admin Asst	\$70,003	\$1,600	\$ -	\$71,603	
Goldberg	Joann	Admin Asst - Business Admin	\$96,402	\$3,490	\$ -	\$99,892	
Homberg	Cathy	Admin Asst - Curriculum	\$85,857	\$1,600	\$ -	\$87,457	
Kang	Erhya	Administrative Assistant, Technology	\$66,800	\$ -	\$ -	\$66,800	
Lazzara	Salvatore	Asst Mgr of Bldgs & Grounds	\$95,275	\$ -	\$ -	\$95,275	
Marazzo	Lisa	Transportation Manager	\$94,230	\$ -	\$ -	\$94,230	
Middleton	Shante	Director of Special Education	\$133,770	\$ -	\$ -	\$133,770	
McLaughlin	Toni	Exec Admin Asst - Superintendent	\$107,035	\$2,340	\$ -	\$109,375	
O'Connor	Ellen	Applications Architect	\$87,162	\$ -	\$ -	\$87,162	
Pellegrino	Joseph	DataBase Administrator	\$121,767	\$ -	\$ -	\$121,767	
Perrette	James	Building & Grounds Mgr	\$145,942	\$ -	\$ -	\$145,942	
Pfeiffer	Jonathan	Network Administrator	\$110,000	\$ -	\$ -	\$110,000	7/1/22-8/9/22
Rehman	Teresa	Director of Technology and Innovation	\$158,826	\$ -	\$ -	\$158,826	
Reilly	Kyle	Systems Administrator	\$75,796	\$1,600	\$ -	\$77,396	
Reilly	Joan	Payroll/Benefits Coord.	\$87,115	\$3,490	\$ -	\$90,605	
Rosenthal	Blair	Director of Special Education	\$145,466	\$500	\$ -	\$145,966	7/1/22-7/7/22
Rulka	Mary Kate	Admin Asst-Human Resources	\$77,853	\$1,600	\$ -	\$79,453	
Steiger	Lisa	Assistant Superintendent	\$208,666	\$4,000	\$ -	\$212,666	

Stern	Mark	Assistant Superintendent	\$207,004	\$4,000	\$ -	\$211,004	
Topylko	Natalie	Director of C&I, Testing/STEM	\$170,986	\$1,600	\$ -	\$172,586	

Last Name	First Name	TITLE	BASE SALARY 2022-2023	LONGEVITY SALARY 2022-2023	other	TOTAL SALARY 2022-2023
Allard	Jesse	IT Support Specialist	\$56,500	\$ -	\$ -	\$56,500
Bahneman	Lawrence	IT Support Specialist	\$55,000	\$ -	\$ -	\$55,000
Gutheil	Peter	District Audio Visual and IT Support Technician	\$59,851	\$ -	\$ -	\$59,851
McPherson	Shawn	IT Support Specialist	\$60,000	\$ -	\$250	\$60,250
Mongioj	Michael	IT Support Specialist	\$57,500	\$ -	\$ -	\$57,500
Rotman	Ethan	IT Support Specialist	\$52,500	\$ -	\$ -	\$52,500
Lytvyn	Oleksiy	IT Support Specialist	\$65,000	\$ -	\$ -	\$65,000

LastFirst	Primary Loc	Job Title	Next Year Column	Next Year Step	Next Year Base Salary	Next Year Longevity	Next Year Stipends	Next Year Total Salary	FTE	Comments
Ajeti, Orhan	LHS	Custodian/Maintenance	Custodian	9	\$53,171	\$0	\$625	\$53,796	1.00	
Alejos, Walter	LHS	Custodian/Maintenance	Custodian	11	\$60,835	\$0	\$1,600	\$62,435	1.00	
Armstrong, Eraina	HIL	Custodian/Maintenance	Custodian	11	\$60,835	\$0	\$1,600	\$62,435	1.00	
Asani, Arben	MPE	Custodian/Maintenance	Custodian	OG	\$50,109	\$0	\$1,600	\$51,709	1.00	
Bacchas, Donovan	HMS	Custodian/Maintenance	Custodian	3	\$43,449	\$0	\$1,950	\$45,399	1.00	
Bagnasco, Massimo	LHS	Custodian/Maintenance	Custodian	6	\$46,560	\$0	\$625	\$47,185	1.00	
Beriso, Benjie	HMS	Custodian/Maintenance	Custodian	8	\$50,710	\$0	\$625	\$51,335	1.00	
Cappadonna, Brian	HIL	Custodian/Maintenance	Custodian	6	\$46,560	\$0	\$625	\$47,185	1.00	
Clarke, Martin	MPM	Custodian/Maintenance	Custodian	3	\$43,449	\$0	\$975	\$44,424	1.00	
Dias, Maria	HAR	Custodian/Maintenance	Custodian	11	\$60,835	\$2,340	\$1,600	\$64,775	1.00	
Douse, Ewan	BES	Custodian/Maintenance	Custodian	11	\$60,835	\$0	\$2,725	\$63,560	1.00	
Duarte, Carlos	CES	Custodian/Maintenance	Custodian	11	\$60,835	\$3,490	\$2,725	\$67,050	1.00	
Duncan, Antoinette	BES	Custodian/Maintenance	Custodian	11	\$60,835	\$0	\$1,600	\$62,435	1.00	
Espinosa, Gabriel	CO	Custodian/Maintenance	Custodian	11	\$60,835	\$5,290	\$3,625	\$69,750	1.00	
Evora, Maria	CES	Custodian/Maintenance	Custodian	11	\$60,835	\$2,340	\$1,600	\$64,775	1.00	
Farmer, Alan	LHS	Custodian/Maintenance	Custodian	11	\$60,835	\$5,290	\$0	\$66,125	1.00	
Ferraro, Robert	MPM	Custodian/Maintenance	Custodian	11	\$60,835	\$0	\$625	\$61,460	1.00	
Gabriel, Zayvia	MPM	Custodian/Maintenance	Custodian	11	\$60,835	\$0	\$1,600	\$62,435	1.00	
Gibson, Kevin	HAR	Custodian/Maintenance	Custodian	7	\$48,506	\$0	\$625	\$49,131	1.00	
Hamilton, Lloyd	LHS	Custodian/Maintenance	Custodian	11	\$60,835	\$0	\$2,225	\$63,060	1.00	
Honore, Greville	MPM	Custodian/Maintenance	Custodian	11	\$60,835	\$0	\$3,125	\$63,960	1.00	
Hyatt, Easton	LHS	Custodian/Maintenance	Custodian	9	\$53,171	\$0	\$1,600	\$54,771	1.00	
Hyka, Marken	CES	Custodian/Maintenance	Custodian	6	\$46,560	\$0	\$1,600	\$48,160	1.00	
Jean Louis, Sereste	LHS	Custodian/Maintenance	Custodian	9	\$53,171	\$0	\$1,600	\$54,771	1.00	
Kellman, Shawn	LHS	Custodian/Maintenance	Custodian	3	\$43,449	\$0	\$1,950	\$45,399	1.00	
Kidd, Desmond	HMS	Custodian/Maintenance	Custodian	11	\$60,835	\$0	\$2,575	\$63,410	1.00	
Leitch, John	HIL	Custodian/Maintenance	Custodian	7	\$48,506	\$0	\$1,600	\$50,106	1.00	
Lekhrjmal, Maria	RHE	Custodian/Maintenance	Custodian	11	\$60,835	\$4,540	\$1,600	\$66,975	1.00	
Mathews, Joseph	HMS	Custodian/Maintenance	Custodian	11	\$60,835	\$2,340	\$1,600	\$64,775	1.00	
Morrison, Sonia	LHS	Custodian/Maintenance	Custodian	6	\$46,560	\$0	\$1,600	\$48,160	1.00	
Murray, James	RHE	Custodian/Maintenance	Custodian	11	\$60,835	\$2,340	\$1,600	\$64,775	1.00	7/1/2022-1/31/2023
Nesimi, Irena	HMS	Custodian/Maintenance	Custodian	6	\$46,560	\$0	\$1,600	\$48,160	1.00	
Ra, Jose	BES	Custodian/Maintenance	Custodian	7	\$48,506	\$0	\$1,600	\$50,106	1.00	
Romano, Felice	HAR	Custodian/Maintenance	Custodian	4	\$44,162	\$0	\$1,600	\$45,762	1.00	
Sahatqiu, Bayram	LHS	Custodian/Maintenance	Custodian	7	\$48,506	\$0	\$1,600	\$50,106	1.00	
Scott, Daison	LHS	Custodian/Maintenance	Custodian	11	\$60,835	\$0	\$1,600	\$62,435	1.00	
Semedo, Zilda	HAR	Custodian/Maintenance	Custodian	11	\$60,835	\$4,540	\$2,725	\$68,100	1.00	
Setalsingh, Romario	LHS	Custodian/Maintenance	Custodian	4	\$44,162	\$0	\$2,575	\$46,737	1.00	
Stewart, Martin	LHS	Custodian/Maintenance	Custodian	4	\$44,162	\$0	\$1,950	\$46,112	1.00	
Tomlinson, Edwin	HMS	Custodian/Maintenance	Custodian	11	\$60,835	\$2,340	\$1,600	\$64,775	1.00	
Toth, Randall	RHE	Custodian/Maintenance	Custodian	11	\$60,835	\$4,540	\$2,725	\$68,100	1.00	
Valerie, Jerome	CO	Custodian/Maintenance	Custodian	7	\$48,506	\$0	\$2,575	\$51,081	1.00	
Woolridge, Damien	LHS	Custodian/Maintenance	Custodian	3	\$21,725	\$0	\$0	\$21,725	0.50	
Zaimaj, Denis	HMS	Custodian/Maintenance	Custodian	9	\$53,171	\$0	\$3,125	\$56,296	1.00	
Alliu, Ylli	CO	Custodian/Maintenance	Maintenance	11	\$67,550	\$0	\$2,175	\$69,725	1.00	
Banzhaf, Robert	CO	Custodian/Maintenance	Maintenance	11	\$67,550	\$0	\$1,550	\$69,100	1.00	
Deluca, Gennarino	CO	Custodian/Maintenance	Maintenance	6	\$53,171	\$0	\$625	\$53,796	1.00	
Digeronimo, Darren	CO	Custodian/Maintenance	Maintenance	11	\$67,550	\$3,490	\$2,175	\$73,215	1.00	
Edwards, Richard	CO	Custodian/Maintenance	Maintenance	11	\$67,550	\$0	\$3,100	\$70,650	1.00	
Johnson, Philip	CO	Custodian/Maintenance	Maintenance	11	\$67,550	\$4,540	\$0	\$72,090	1.00	
Keca, Veap	CO	Custodian/Maintenance	Maintenance	9	\$59,787	\$0	\$1,550	\$61,337	1.00	
Lopa, Anthony	CO	Custodian/Maintenance	Maintenance	11	\$67,550	\$2,340	\$1,425	\$71,315	1.00	
McKenna, Michael	CO	Custodian/Maintenance	Maintenance	11	\$67,550	\$0	\$0	\$67,550	1.00	
Paris, Daniel	CO	Custodian/Maintenance	Maintenance	11	\$67,550	\$0	\$1,550	\$69,100	1.00	7/1/2022-12/31/2022
Ramani, Nuhi	CO	Custodian/Maintenance	Maintenance	9	\$59,787	\$0	\$3,725	\$63,512	1.00	

LastFirst	Job Title	Next Year Step	Next Year Bas	Next Year Lon	Next Year Total Salary
Catanzarite, Carolyn	Bus Aide	6	\$14,900	\$ -	\$14,900
Edwards, Karen	Bus Aide	6	\$14,900	\$ -	\$14,900
France, Hermine	Bus Aide	6	\$14,900	\$ -	\$14,900
Gomez, Carmen	Bus Aide	6	\$14,900	\$ -	\$14,900
Goode-Brown, Gloria	Bus Aide	6	\$14,900	\$ -	\$14,900
Lagravenis, Susan	Bus Aide	6	\$14,900	\$ -	\$14,900
Legrand, Patricia	Bus Aide	6	\$14,900	\$1,163	\$16,063
Lekkas, Konstantina	Bus Aide	6	\$14,900	\$780	\$15,680
Paris, Leslie	Bus Aide	6	\$14,900	\$ -	\$14,900
Pierre-Louis, Gerda	Bus Aide	3	\$13,300	\$ -	\$13,300
Retess-Cooper, Cynthia	Bus Aide	6	\$14,900	\$ -	\$14,900
Varghese, Saramma	Bus Aide	3	\$13,300	\$ -	\$13,300
Adler, Debbie	Bus Driver	9	\$31,212	\$ -	\$31,212
Adler, Michael	Bus Driver	9	\$31,212	\$ -	\$31,212
Augustin, Pierre	Bus Driver	9	\$31,212	\$ -	\$31,212
Defeo, Vincenza	Bus Driver	3	\$23,020	\$ -	\$23,020
Elsasser, Dawn	Bus Driver	9	\$31,212	\$ -	\$31,212
Fredette, Jamie	Bus Driver	9	\$31,212	\$ -	\$31,212
Gayle, Claudius	Bus Driver	9	\$31,212	\$ -	\$31,212
Hicks, Denise	Bus Driver	9	\$31,212	\$ -	\$31,212
Katz-Cocuzza, Cynthia	Bus Driver	9	\$31,212	\$ -	\$31,212
Lekkas, Angelo	Bus Driver	9	\$31,212	\$2,340	\$33,552
Lewis, Kevin	Bus Driver	9	\$31,212	\$ -	\$31,212
Mendez, Viviana	Bus Driver	4	\$23,799	\$ -	\$23,799
O'Donnell, Joanne	Bus Driver	6	\$26,012	\$ -	\$26,012
Ortiz, Rosalina	Bus Driver	9	\$31,212	\$ -	\$31,212
Picado, Sendy	Bus Driver	6	\$26,012	\$ -	\$26,012
Pisciotti, Colleen	Bus Driver	9	\$31,212	\$ -	\$31,212
Piverger, Ertha	Bus Driver	9	\$31,212	\$ -	\$31,212
Predestin, Alan	Bus Driver	7	\$27,276	\$ -	\$27,276
Rivera, Carmen	Bus Driver	8	\$29,039	\$ -	\$29,039

Royster, William	Bus Driver	9	\$31,212	\$ -	\$31,212
Rubio, Maria	Bus Driver	9	\$31,212	\$ -	\$31,212
Silva, Galvez	Bus Driver	9	\$31,212	\$2,340	\$33,552
Starnes, Andre	Bus Driver	9	\$31,212	\$ -	\$31,212
Stphard, Lovely	Bus Driver	9	\$31,212	\$ -	\$31,212
Victor, Gerard	Bus Driver	9	\$31,212	\$ -	\$31,212
Ware, Jeffrie	Bus Driver	9	\$31,212	\$ -	\$31,212
Williams, Prentiss	Bus Driver	9	\$31,212	\$3,490	\$34,702
Zulauf, Marlene	Bus Driver	9	\$31,212	\$ -	\$31,212
Zuta, Armando	Bus Driver	9	\$31,212	\$3,490	\$34,702

Last Name	First Name	Position	Location	Hourly Rate
ANDERSON	ELAINE	Media Aide	Heritage Middle School	\$17.50
DORFLAUER	PAULETTE	Playground Aide	Burnet Hill Elementary School	\$17.50
GRACIAS	CAREY	Playground Aide	Burnet Hill Elementary School	\$15.50
SICURELLO	ANNA	Playground Aide	Burnet Hill Elementary School	\$16.50
BIGOTTO	SANDRA	Playground Aide	Collins Elementary School	\$16.50
CRAWFORD	MICHELINA	Playground Aide	Collins Elementary School	\$17.50
FITZPATRICK	CATHERINE	Playground Aide	Collins Elementary School	\$17.50
ULIANO	ROSE	Playground Aide	Collins Elementary School	\$17.50
DISTASIO	MARIA	Playground Aide	Harrison Elementary School	\$16.50
EPSTEIN	AUDREY	Playground Aide	Harrison Elementary School	\$17.50
RAFFA	KAREN	Playground Aide	Harrison Elementary School	\$17.50
SAMAAN	MARSEL	Playground Aide	Harrison Elementary School	\$17.50
STECKI	ROBERT	Playground Aide	Harrison Elementary School	\$17.50
VARGHESE	SARAMMA	Playground Aide	Harrison Elementary School	\$17.50
GIANDUSO	ADDY	Playground Aide	Hillside Elementary School	\$17.50
KOZAK	JANET	Playground Aide	Hillside Elementary School	\$17.50
LUNA	LUCILLE	Playground Aide	Hillside Elementary School	\$17.50
RETESS-COOPER	CYNTHIA	Playground Aide	Hillside Elementary School	\$17.50
ROBINSON	PERCIVAL	Playground Aide	Hillside Elementary School	\$17.50
SPIROU	HELEN	Playground Aide	Hillside Elementary School	\$17.50
VALESE	JILL	Playground Aide	Hillside Elementary School	\$17.50
LEHR	MAUREEN	Playground Aide	Mt Pleasant Elementary School	\$17.50
MAZZA	MARGUERITE	Playground Aide	Mt Pleasant Elementary School	\$17.50
SOUTAR	JAMES	Playground Aide	Mt Pleasant Elementary School	\$15.50
BACH	GEORGETTE	Playground Aide	Riker Hill Elementary School	\$17.50
DUFFORD	MEGHAN	Playground Aide	Riker Hill Elementary School	\$17.50
SALVAGNO	RAYMOND	Playground Aide	Riker Hill Elementary School	\$17.50
SELTZER	EILEEN	Playground Aide	Riker Hill Elementary School	\$17.50
BEED	BINA	Substitute Playground Aide		\$17.50
DUKER	LINDA	Substitute Playground Aide		\$17.50
MALASPINA	DAWN	Substitute Playground Aide		\$17.50
MAZZA	KARA	Substitute Playground Aide		\$17.50
SAMANSKY	CANDI	Substitute Playground Aide		\$17.50

Third Year Tenure Track								
Last Name	First Name	Location	Guide	Step	Base Salary	Longevity	Total Salary	FTE
DEFAZIO	ANN	50	Teacher MA+32	13	\$97,400	\$0	\$97,400	100

SUBSTITUTES 2022-2023

Attachment K

Last Name	First Name	Job Title	Rate
SHEEHAN	FRANCIS	Sub Technician	\$22.50
KULIK	VINCENT	Substitute Security	\$25.00
LAVERTY	KEITH	Substitute Security	\$25.00
MANZI	THOMAS	Substitute Security	\$25.00
ALEJOS	CARMEN	Substitute Custodian	\$18.50
EVORA	MARIO	Substitute Custodian	\$18.50
HAXHIU	ARJANIT	Substitute Custodian	\$18.50
HERZOG	JAMIE	Substitute Custodian	\$18.50
LUNA	MIRNA	Substitute Custodian	\$18.50
MALONEY	BRENDAN	Substitute Custodian	\$18.50
REYNOLDS	ROXANNE	Substitute Custodian	\$18.50
SENDON	JOSE	Substitute Custodian	\$18.50
ANDERSON	CURTIS	Substitute Nurse	\$250/day
GIRONE*	DEBORAH	Substitute Nurse	\$250/day
JAMES	MARIE LOURDES	Substitute Nurse	\$250/day
MAURICE	KATHLEEN	Substitute Nurse	\$250/day
RAMIREZ	THALIA	Substitute Nurse	\$250/day

**will be paid the difference between instructional aide salary and substitute nurse daily rate*

BARRETT	TAYELOR	Substitute Secretary	\$16.50
BEED	BINA	Substitute Secretary	\$17.50
CURRAO	COLLEEN	Substitute Secretary	\$17.50
DAKSS	MARCY	Substitute Secretary	\$16.50
DE PALMA	KIMBERLY	Substitute Secretary	\$17.50
FREEDMAN	JEAN	Substitute Secretary	\$17.50
GILLOCK	JOANNE	Substitute Secretary	\$17.50
KAPLAN	LOIS	Substitute Secretary	\$17.50
RUSSO	JANE	Substitute Secretary	\$17.50
SCANLON	ERIN	Substitute Secretary	\$16.50
ULLMAN	CARMELA	Substitute Secretary	\$17.50
ZULAUF	MARLENE	Substitute Secretary	\$17.50

June 21, 2022

SUBSTITUTES 2022-2023

Attachment K

			Retired from LPS
ACKERMAN	VIRGINIA	Substitute Teacher	Y
AJMAL	KAUKAB	Substitute Teacher	
ALELOV	ERIC	Substitute Teacher	
ANAPOLSKY	TINA	Substitute Teacher	
ANDERSON	ELAINE	Substitute Teacher	
ANDERSON	EVAN	Substitute Teacher	
ATHAR	ASMA	Substitute Teacher	
BERMUDEZ	NOHORA	Substitute Teacher	
BERNARD	DONALD	Substitute Teacher	
BLACK	RACHEL	Substitute Teacher	
BLOOMSTEIN	LINDA	Substitute Teacher	
BODNER	ELLEN	Substitute Teacher	
BOHRER	SANDRA	Substitute Teacher	
BRAUMAN	LESLIE	Substitute Teacher	
BRENNER	EILEEN	Substitute Teacher	
BROWN	JEREMY	Substitute Teacher	
BURKE	BRIANNA	Substitute Teacher	
CALLIGARO	DANIEL	Substitute Teacher	Y
CANNAROZZI	TIFFANY	Substitute Teacher	
CASCIO	PETER	Substitute Teacher	
CIOTOLA	CHRISTINA	Substitute Teacher	
CLAWANS	ALEXIS	Substitute Teacher	
COHEN	DEBORAH	Substitute Teacher	
COHEN	MIRIAM	Substitute Teacher	
COHEN	STEFANIE	Substitute Teacher	
COLLINS	MICHAEL	Substitute Teacher	Y
CONKLIN	ELIZABETH	Substitute Teacher	
CORI	JAYNE A.	Substitute Teacher	Y
CORRADO	VINCENT	Substitute Teacher	Y
CORVELLI	MICHAEL	Substitute Teacher	
COSTANZA	BRIANNA	Substitute Teacher	
COVELLO	MARISSA	Substitute Teacher	
COVIELLO	GINA	Substitute Teacher	
CURRAO	COLLEEN	Substitute Teacher	
DAMANTE	CARMELA	Substitute Teacher	
DAMBROT	MIRANDA	Substitute Teacher	
DERROT	HELEN	Substitute Teacher	Y
DITONNO	KARI	Substitute Teacher	
DOCK	CARA	Substitute Teacher	
DUBROW	FRAN	Substitute Teacher	Y

June 21, 2022

SUBSTITUTES 2022-2023

Attachment K

DUFFY	KENNETH	Substitute Teacher	
DUFFY	PATRICK	Substitute Teacher	
DYNER	ELLEN	Substitute Teacher	
EASON	LUTHER	Substitute Teacher	
EDELSTEIN	LISA	Substitute Teacher	
EHRENKRANZ	INEZ	Substitute Teacher	
EHRlich	ETHAN	Substitute Teacher	
ELMAN	MARILYN	Substitute Teacher	Y
EMERING	JANICE	Substitute Teacher	
EPSTEIN	ALFRED	Substitute Teacher	
EPSTEIN	CHARLES	Substitute Teacher	
ESTEVEZ	JASON	Substitute Teacher	
FIRINCILI	GEORGE	Substitute Teacher	Y
FISCHER	TALIA	Substitute Teacher	
FITZMARTIN	TIERNEY	Substitute Teacher	
FLOOD	CAROLINE	Substitute Teacher	
FREEDMAN	JEAN	Substitute Teacher	
FRIEDMAN	KAREN	Substitute Teacher	
FUNK	ALAN	Substitute Teacher	
FURMAN	JESSICA	Substitute Teacher	
GALKIN	IURII	Substitute Teacher	
GARELY	LEWIS	Substitute Teacher	
GEHMAN	MERLE	Substitute Teacher	
GEIGER	BARBARA	Substitute Teacher	Y
GERSTLE	BRADLEY	Substitute Teacher	
GIBSON	PAUL	Substitute Teacher	
GILBERT	TERRI	Substitute Teacher	Y
GILLILAND	REBECCA	Substitute Teacher	
GLASER	ROBIN	Substitute Teacher	
GLICK	JENNIFER	Substitute Teacher	
GOLDSTEIN	ERYN	Substitute Teacher	
GOLDSTEIN	MARNIE	Substitute Teacher	
GORDON	ELYSSA	Substitute Teacher	
GOSS	ARLENE	Substitute Teacher	
GREENE	ROBYN	Substitute Teacher	
GREENSPAN	CARA	Substitute Teacher	
HARLAN	BRADFORD	Substitute Teacher	
HART	LINDA	Substitute Teacher	
HOLLOWAY	RAYMOND	Substitute Teacher	
HUBERT	ZACHARY	Substitute Teacher	
HUBERT-FRISCIA	MARIA	Substitute Teacher	Y

June 21, 2022

SUBSTITUTES 2022-2023

Attachment K

JOHNSON	DAVID	Substitute Teacher	
JOHNSON	PHILLIP	Substitute Teacher	
KASMIN	MARTINE	Substitute Teacher	
KELLY	EDWARD	Substitute Teacher	
KELLY	THOMAS	Substitute Teacher	
KHAWAJA	ANUM	Substitute Teacher	
KLEMICK	IRENE	Substitute Teacher	
KOETTER	JULIANNA	Substitute Teacher	
KOPPEL	NANCY	Substitute Teacher	
KUNION	STACEY	Substitute Teacher	
LA CAPRA	VINCYNÉ	Substitute Teacher	Y
LALIC	BARBARA	Substitute Teacher	
LESHCHINSKY	REBECCA	Substitute Teacher	
LEVY	ALLISON	Substitute Teacher	
LICHTENSTEIN	NORA	Substitute Teacher	Y
LIEBERMAN	RACHEL	Substitute Teacher	
LIRIANO	PEDRO	Substitute Teacher	
LOPES CUNHA	NATASHA	Substitute Teacher	
LOVI	ELLIOT	Substitute Teacher	Y
LUTJEN	LIXIA	Substitute Teacher	
MACLACHLAN	ROBERT	Substitute Teacher	
MALONE	ALEXA	Substitute Teacher	
MALTINO	JACQUELYN	Substitute Teacher	
MANSFIELD	JOHN	Substitute Teacher	
MANZI	THOMAS	Substitute Teacher	
MARANO	CAROL	Substitute Teacher	
MARINELLO	MARYANN	Substitute Teacher	
MATTIA	GABRIELLA	Substitute Teacher	
MCENROE	JOHN	Substitute Teacher	Y
MCFADDEN	OWEN	Substitute Teacher	
MENDELSON	SUSAN	Substitute Teacher	
MENSCH	JODI	Substitute Teacher	Y
MONTALTO	GINA	Substitute Teacher	
MORGENTHAU	JONATHAN	Substitute Teacher	
MURPHY	CLARK	Substitute Teacher	
NEVOLA	MEGHAN	Substitute Teacher	
ONO	JULIA	Substitute Teacher	
OSHINS	ALICE	Substitute Teacher	
OSTLIN	SHERILYN	Substitute Teacher	
PARIKH	RESHA	Substitute Teacher	

June 21, 2022

SUBSTITUTES 2022-2023

Attachment K

PARMESHWAR	NERISSA	Substitute Teacher	
PARTELOW	ALANSON	Substitute Teacher	Y
PATEL	ANIKA	Substitute Teacher	
PATEL	BINDIYA	Substitute Teacher	
PRESTIA	PAUL	Substitute Teacher	
RAMIREZ	THALIA	Substitute Teacher	
RAZURI-TAMAYO	GIANCARLO	Substitute Teacher	
REICH	JEAN	Substitute Teacher	
REYNOLDS	ALYSSA	Substitute Teacher	
RICCARDI	RITA	Substitute Teacher	
RICCIARDI	ELAINE	Substitute Teacher	
RICKS	SHANTA	Substitute Teacher	
RIEHL	JENNIFER	Substitute Teacher	
ROSELLE	PAULA	Substitute Teacher	
RUBINETTI	THOMAS	Substitute Teacher	
RUSSO	MICHAEL	Substitute Teacher	
SAPIRO	RANDY	Substitute Teacher	Y
SARBACK	GAILENE	Substitute Teacher	
SCHECHTER	HELENE	Substitute Teacher	Y
SCHEIBE	DEBRA	Substitute Teacher	
SCHEIDERMAN	KATHLEEN	Substitute Teacher	Y
SCHEPER	KELLY	Substitute Teacher	
SCHOENBACH	MICHELLE	Substitute Teacher	
SCHWARTZ	ANDREW	Substitute Teacher	
SHEEHAN	FRANCIS	Substitute Teacher	
SHIRAZI-WHANG	MAHNAZ	Substitute Teacher	
SHUE	RICHARD	Substitute Teacher	Y
SIBANDA	CORA	Substitute Teacher	
SIMPSON	GAIL	Substitute Teacher	Y
SKARA	ILENE	Substitute Teacher	
SMITH	BRADLY	Substitute Teacher	
SPADAFINA	SUSAN	Substitute Teacher	Y
SPRY	NANCY	Substitute Teacher	
STANTON	DIANA	Substitute Teacher	
STEINER	PAUL	Substitute Teacher	
STEPHEN	PHILIP	Substitute Teacher	
STRUMEYER	STACEY	Substitute Teacher	
SULLIVAN	JOSEPH	Substitute Teacher	
SUR	JULIE	Substitute Teacher	
TAMPUSARI	ANDREA	Substitute Teacher	
TANAGHO	SAMIA	Substitute Teacher	
TECZA	LYNN	Substitute Teacher	
TOFEL	BETH	Substitute Teacher	

June 21, 2022

SUBSTITUTES 2022-2023

Attachment K

TREIBER	SHARON	Substitute Teacher	
UPDIKE	NANCY	Substitute Teacher	
VALDEZ	ASHLEY	Substitute Teacher	
VALENZANO	MARYLU	Substitute Teacher	Y
VARGHESE	VICTORIA	Substitute Teacher	
VATOCI	ASTRIT	Substitute Teacher	
VINCENT	MICHILENA	Substitute Teacher	
VIOLETTE	JAIME	Substitute Teacher	
WALTER	WENDY	Substitute Teacher	Y
WASHACK	JACQUELINE	Substitute Teacher	Y
WEBSTER	URSULA	Substitute Teacher	
WEINICK	SUZANNE	Substitute Teacher	
WELLING	STEFANIE	Substitute Teacher	
WILDERMUTH	ADELE	Substitute Teacher	
WILKINS	ANNE	Substitute Teacher	
WOLF	ALEC	Substitute Teacher	
WOYTAS	TAYLOR	Substitute Teacher	
YANG	MATTHEW	Substitute Teacher	
YASNER	SHARON	Substitute Teacher	Y
ZACHEO	SONIA	Substitute Teacher	Y
ZEHTAB	ALI	Substitute Teacher	
ZHANG	ROBERT	Substitute Teacher	
ZISA	DEBORAH	Substitute Teacher	
ZUCKERMAN	ERIC	Substitute Teacher	

June 21, 2022

LOCATION	LAST NAME	FIRST NAME
COL	Sanders	Wendy
HIL	Wolf	Sophie

NAME	DATE	POSITION	# HOURS WORKED	RATE	TOTAL AMOUNT
Ambio, Lester	5/23/2022	Security/Junior Prom	7	\$25.00	\$175.00
Breschard, Robert	5/18/2022	Game Worker/Baseball	1.5	\$22.50	\$33.75
Getz, Patrick	5/14/2022	Game Worker	2	\$22.50	\$45.00
Gill, Joe	2/25/2022	Game Worker/Basketball	2	\$22.50	\$45.00
	4/8/2022	Game Worker/Lacrosse	2	\$22.50	\$45.00
	4/21/2022	Game Worker/Lacrosse	2.5	\$22.50	\$56.25
	4/27/2022	Game Worker/Lacrosse	2.5	\$22.50	\$56.25
	5/9/2022	Game Worker/Lacrosse	2	\$22.50	\$45.00
	5/12/2022	Game Worker/Lacrosse	2.25	\$22.50	\$50.63
	5/21/2022	Game Worker/Lacrosse	2	\$22.50	\$45.00
Lukowiak, Stuart	4/20/2022	Game Worker/Softball	3	\$25.00	\$75.00
	4/21/2022	Game Worker/Lacrosse	3	\$25.00	\$75.00
	5/15/2022	Game Worker/Softball	3	\$25.00	\$75.00
Munley, Michael	5/12/2022	Game Worker/Lacrosse	2.5	\$22.50	\$56.25
	5/14/2022	Game Worker/Lacrosse	2.5	\$22.50	\$56.25
	5/17/2022	Game Worker/Softball	2	\$22.50	\$45.00
	5/18/2022	Game Worker/Lacrosse	2.5	\$22.50	\$56.25
Rigas, Thomas	4/28/2022	Game Worker/Lacrosse	2	\$22.50	\$45.00
	5/18/2022	Game Worker/Lacrosse	2.25	\$22.50	\$50.63
Sullivan, Joe	5/12/2022	Security/Collins Treps Mkt. Place	2	\$25.00	\$50.00
	5/14/2022	Security/LHS Cycle for Survival	7.5	\$25.00	\$187.50
	5/24/2022	Security/MPMS Dance-a-thon	2.5	\$25.00	\$62.50
	5/25/2022	Security/MPMS/10:15am- 11:00am	0.75	\$25.00	\$18.75
	5/25/2022	Security/Harrison Multicultural Night/5pm-6:45pm	1.75	\$25.00	\$43.75
	5/25/2022	Security/MPMS/7pm-9pm	2	\$25.00	\$50.00
	5/26/2022	Security/MPMS/8am-11:00am	3	\$25.00	\$75.00
	6/6/2022	Security/BH Fair	1.5	\$25.00	\$37.50
	6/11/2022	Security/RH Fair	2.5	\$25.00	\$62.50
Weber, Doug	5/22/2022	Security/Prom	5	\$25.00	\$125.00
					\$1,843.75

Name	Position	Location	# of classes	Dates
Allison Bruh	TOSD	HMS	0.2	5/16/2022-6/23/2022
Krista Delia	TOSD	LHS	0.2	5/10/2022-6/23/2022
Grisel Santos	Teacher of Science	LHS	0.25	5/7/2022-6/23/2022
David Cohen	TOSD	LHS	0.25	5/6/2022-6/23/2022
Patricia Kaes	Teacher of Science	LHS	0.25	5/7/2022-6/23/2022
Nikola Poposki	Teacher of Science	LHS	0.25	5/7/2022-6/23/2022

**amended from previous agenda*

2022 SUMMER TRANSPORTATION WORKERS

Attachment O

Bus Drivers		Bus Aides		
First Name	Last Name	First Name	Last Name	Hourly Rate
Debbie	Adler	Carmen	Gomez	\$18.63
Michael	Adler	Pat	LeGrand	\$19.60
Vincenza	DeFeo	Leslie	Paris	\$18.63
Dawn	Elsasser	Cynthia	Retess-Cooper	\$18.63
Jamie	Fredette	Sara	Varghese	\$16.63
Claudius	Gayle	Jill	Valese	\$17.50
Denise	Hicks	Amy	Dagistino	\$17.50
Cynthia	Katz-Cocuzza	Luca	Bonvini	\$17.50
Kevin	Lewis			
Viviana	Mendez			
Joanne	O'Donnell			
Rosalina	Ortiz			
Sendy	Picado			
Alan	Predestin			
Maria	Rubio			
Aldo	Silva			
Gerard	Victor			
Prentiss	Williams			
Marlene	Zulauf			
Armando	Zuta			

June 21, 2022

SUMMER ACADEMY PROGRAM

First Name	Last Name	Course
Kathleen	Berrios	Brain Camp
Danielle	Cataldo	Brain Camp
Amanda	Buyes	College Essay
Erin	Magalhaes	Personal Financial Literacy
Ellen	Fishter	Personal Financial Literacy
Alexandra	Fiore	Art Enrichment
Ellen	Friedman	Pre-Algebra Concepts/Remedial
Kim	Nicolette	DIP
Kenneth	Zushma	DIP
Breanna	Willard	Integrated Science (6-8)
Meghan	Reid	English Enrichment
Jessica	Rettagliata	Biology Honors
Jenna	Graub	Math Enrichment
Brenda Abbie	Young	Chemistry Honors
Kenneth	Zushma	DIP
Kelsey	Collins	English I, II, III
Elena	Cannorozzi	Algebra I, II
Lucia	Santarella	ELL
Sarah	O'Brien	ELL
Smruti	Shah	ELL

Rates: \$61.81/hr.

**SUMMER ACADEMY MC PROGRAM
Monmouth Court**

**June 28, 2022 - August 4, 2022
(only runs on Tuesdays, Wednesdays, & Thursdays)**

First Name	Last Name	Course	Hours Per Week
Jason	Hoyle	US 1, 2 and MW History	1x a wk for 1.5 hrs
Jenna	Graub	English 1, 2, 3	2x a wk for 1.5 hrs
Jenna	Graub	Bio, Chem, Enviro Science	1x a wk for 1 hr
Samantha	Dengel	Geo, Alg. 1, 2 Intermediate	1x a week for 1.5 hrs.

Rates: \$61.81

Summer 2022 Curriculum Writing Recommendations

Visual and Performing Arts (Art)

Scott Patteson
Steve Milano
Jason Daily
Deniz Olcay
Alexandra Fiore
Gina Bianco
Noah Meineke

Supervisor: Mara Rubin

Business

Melissa Robol
Erin Magalhaes
Cynthia Cooney
Raymond Snyder

Supervisor: Rob Rolling

ELA

Amanda King
Jessica Ayars
Joanna Horwitz
Krystina Riggi
Aubrey Amorim
Jennifer Szostak
Dana Triana
Jodi Frohnapfel
Maura Scully
Victoria Fiore
Donna Anello
Amy Hinds
Kristen Havrilla
Deborah Van Dusen
Deborah Craig
Bridget Marshall
Lauren Herrera
Richard Darst

Supervisor: Leala Baxter

English

Amanda Buyes
Danielle Roger
Andrew Nelson
Anthony Fischer
Kelsey Collins
Emily Mann
Daniel Lombardi
Timothy Callahan

Supervisor: Kevin Wittmaack

FCS (6-12)

Jennifer Larsen

Laura Richards

Supervisor: Robert Rolling

Math (Prek-6)

Aubrey Amorim

Judith Frohman

Jess Ayars

Alison Devine

Amanda King

Jodi Frohnappfel

Supervisor: Angelina Rodriguez

Math (7-12)

Jennifer Gee

Daniel Brill

Cheryl Coursen

Kelly Rocco

Patrick Catalano

Supervisor: Antonio Matheus

Visual and Performing Arts (Music)

Richard Battista

Elsa Slater

Michele Matten

Karissa Phillip

Jill DeBiasse

Supervisor: Mara Rubin

Physical Ed and Health Wellness

Raz Blau

Leo Caraballo

Lisa Garamella

Stephanie Fox

Jessica Blomn

Cara Dlugo

Robert Gillo

David Jones

Tamara Floruss

Michael Munley

Kelly Nann

Danielle Felcher

Victoria Rossi

Supervisor: Robert Grosso

Science (PreK-6)

Katy Quillen

David D'Addozio

Kimberly Nicollette

Sydney Pollard

Kristi DeMiceli

Supervisor: Dorian Gemellaro

Science (7-12)

Paul Raiz
Melissa Pelullo
Jessica Rettagliata
Eliza Vieira
Jamie Kruse
Patricia Kaes
Ilze Kancans
Michael Coleman
Brenda Young
Aruna Widgen
Michelle Sipe
Michelle Augliera
Samantha Aaron
Jamie Kruse
Ricky Fabrizio
Preethi Ganapathy
Alden Earle
Grisel Santos
Dorine Starace
Douglas Jay
Diane Sigalas
Bobbie Bremmer
Max Diaz

Supervisor: Brian Carey

Social Studies (PreK-6)

Audrey Giordano
Aaron Fike
Thomas Montesion
Erica DeRosa
Amanda Veneroso

Supervisor: Christopher Bickel

Social Studies (7-12)

Alexis Becker
Lori Bisconti
Michael Gerst
Robert Rynone
Mary Morano
Ekaterina Vorobiev
David Mead
Brian Carr
Lauren Echevarria
Lauren Wells
Kimberly Costanzo
Helene McNanna
Brett Bisconti
Anthony Rosamilia
Daria Martin

Social Studies (7-12)

Geraldine Volonnino

Jill Tejada

Dawn Feeley

Ernest Cuneo

Stephen Schaible

Kathryn Picardo

Jason Hoyle

Supervisor: Charles Raphael

STEAM

Jacqueline Kestler

Christy Caruso

Danielle DeGraw

Amanda King

Amy Mercado

Melissa Mondanaro

Nidhi Benjamin

Ellen Fishter

Supervisor: Natalie Topylko

Student Services

Loren Svetvilas

Amanda Piscitelli

Denise Adesso

Supervisor: Shante Middleton

Technology

Lori Perez

Lisa LeBlanc

Danielle DeGraw

Ellen Fishter

Supervisor: Teresa Rehman

World Language

Laurence Seltzer

Nathalie Ricot

Ellen Goldstein

Isabel Vila

Claudia Netti

Martha Cuervo

Drew Krumholz

Ivette Morano

Wendy Gelman

Carmen Michael

Oscar Benavides

Teresa Fannell

Susana Fernandez

Xin Cai

Soukeyna Diop-Tall

Gerard Amsellem

Guy Rabner
Renata Cirelli
Marisa Vosa
Alexandra Brown
Supervisor: David Greer

ESSER Summer Writing Recommendations - 2022

Curriculum projects in the below listed content areas in Summer 2022 are funded in part by The American Rescue Plan ESSER - Accelerated Learning, Coaching & Educator Support funds. These funds are being allocated to support the following:

Principle 1 - Provide conditions for teaching and learning that will foster the social and emotional well-being of students, families, and educators.

Principle 2 - Improve equitable access to grade-level content and high quality resources for each student.

**** Entire writing project funded by ESSER funds**

Visual and Performing Arts (Art)

Scott Patteson

Steve Milano

Jason Daily

Deniz Olcay

Alexandra Fiore

Gina Bianco

Noah Meineke

Supervisor: Mara Rubin

Business

Melissa Robol

Erin Magalhaes

Cynthia Cooney

Raymond Snyder

Supervisor: Rob Rolling

ELA

Amanda King

Jessica Ayars

Joanna Horwitz

Krystina Riggi

Aubrey Amorim

Jennifer Szostak

Dana Triana

Jodi Frohnepfel

Maura Scully

Victoria Fiore

Donna Anello

Amy Hinds

Kristen Havrilla

Deborah Van Dusen

Deborah Craig

Bridget Marshall

Lauren Herrera

Richard Darst

Supervisor: Leala Baxter

English

Amanda Buyes
Danielle Roger
Andrew Nelson
Anthony Fischer
Kelsey Collins
Emily Mann
Daniel Lombardi
Timothy Callahan

Supervisor: Kevin Wittmaack

FCS (6-12)

Jennifer Larsen
Laura Richards
Melisa Robol **
Christina Ness **
Sydney Pollard **
Erin Carabello **
Thomas Montesion **

Supervisor: Robert Rolling

Math (Prek-6)

Aubrey Amorim
Judith Frohman
Jess Ayars
Alison Devine
Amanda King
Jodi Frohnepfel

Supervisor: Angelina Rodriguez

Math (7-12)

Jennifer Gee
Daniel Brill
Cheryl Coursen
Kelly Rocco
Patrick Catalano

Supervisor: Antonio Matheus

Visual and Performing Arts (Music)

Richard Battista
Elsa Slater
Michele Matten
Karissa Phillip
Jill DeBiasse

Supervisor: Mara Rubin

Physical Ed and Health Wellness

Raz Blau
Leo Caraballo
Lisa Garamella
Stephanie Fox
Jessica Blomn
Cara Dlugo
Robert Gillo
David Jones
Tamara Floruss
Michael Munley
Kelly Nann
Danielle Felcher
Victoria Rossi

Supervisor: Robert Grosso

Science (PreK-6)

Katy Quillen
David D'Addozio
Kimberly Nicollette
Sydney Pollard
Kristi DeMiceli

Supervisor: Dorian Gemellaro

Science (7-12)

Paul Raiz
Melissa Pelullo
Jessica Rettagliata
Eliza Vieira
Jamie Kruse
Patricia Kaes
Ilze Kancans
Michael Coleman
Brenda Young
Aruna Widgen
Michelle Sipe
Michelle Augliera
Samantha Aaron
Jamie Kruse
Ricky Fabrizzio
Preethi Ganapathy
Alden Earle
Grisel Santos
Dorine Starace
Douglas Jay
Diane Sigalas
Bobbie Bremmer
Max Diaz

Supervisor: Brian Carey

Social Studies (PreK-6)

Audrey Giordano

Aaron Fike

Thomas Montesion

Erica DeRosa

Amanda Venerosa

Supervisor: Christopher Bickel

Social Studies (7-12)

Alexis Becker

Lori Bisconti

Michael Gerst

Robert Rynone

Mary Morano

Ekaterina Vorobiev

David Mead

Brian Carr

Lauren Echevarria

Lauren Wells

Kimberly Costanzo

Helene McNanna

Brett Bisconti

Anthony Rosamilia

Daria Martin

Social Studies (7-12)

Geraldine Volonnino

Jill Tejada

Dawn Feeley

Ernest Cuneo

Stephen Schaible

Kathryn Picardo

Jason Hoyle

Supervisor: Charles Raphael

STEAM

Jacqueline Kestler

Christy Caruso

Danielle DeGraw

Amanda King

Amy Mercado

Melissa Mondonaro

Nidhi Benjamin

Ellen Fishter

Supervisor: Natalie Topylko

Student Services

Loren Svetvilas

Amanda Piscitelli

Denise Adesso

Supervisor: Shante Middleton

World Language

Laurence Seltzer

Nathalie Ricot

Ellen Goldstein

Isabel Vila

Claudia Netti

Martha Cuervo

Drew Krumholz

Ivette Morano

Wendy Gelman

Carmen Michael

Oscar Benavides

Teresa Fannell

Susana Fernandez

Xin Cai

Soukeyna Diop-Tall

Gerard Amsellem

Guy Rabner

Renata Cirelli

Marisa Vosa

Alexandra Brown

Supervisor: David Greer

2022 ESY STAFFING

Attachment S

[illegible]

HMS CO-CURRICULAR STIPENDS			
SPRING MUSICAL			
Orchestra		\$2,041.00	Michael Wada (OD)
Intramural Coach		\$37.90/session	Tom Garzon

Stipend	Positions	# of Stipends	Stipend Amount	Last Name	First Name
Cheerleaders Fall	Head	1	\$5,200	Fabrizio	Laura
Cheerleaders Fall	Assistants	2	\$3,900	Rooney (OD)	Kaitlyn
Cheerleaders Fall	Assistants		\$3,900	Nann	Kelly
Boys' Cross Country	Head	1	\$11,050	Memory	James
Girls' Cross Country	Head	1	\$11,050	Chaudruc	Keith
Cross Country	Assistant (Sh	1	\$8,320	Czeizinger (OD)	Dave
Field Hockey	Head	1	\$11,050	Alfaro	Lila
Field Hockey	Assistants	2	\$8,320	Morano	Mary
Field Hockey			\$8,320	Stock	Vanessa
Football	Head	1	\$13,000	Matsakis (OD)	James
Football	Assistants	6	\$9,620	Andrewshetsko (OD)	Gary
Football	Assistants		\$9,620	Gillo	Robert
Football	Assistants		\$9,620	Altomare	Michael
Football	Assistants		\$7,215 (.75)	China (OD)	Travis
Football	Assistants		\$7,215 (.75)	Yeager (OD)	Kevin
Football	Assistants		\$4,810 (.5)	Bock (OD)	William
Football	Assistants		\$4,810 (.5)	Leone	Ben
Football	VOLUNTEER			Getz	Patrick
Football	VOLUNTEER			Lovenheim (OD)	Dr. Jay
Gymnastics Advisor			\$25/hr not to exceed \$1,200	Kruse	Jamie
Boys Soccer	Head	1	\$11,050	Rubinetti	Roger
Boys Soccer	Assistants	3	\$8,320	Gill (OD)	Joe
Boys Soccer	Assistants		\$8,320	Charney	Jason
Boys Soccer	Assistants		\$8,320	Lopez	Charlie
Girls Soccer	Head	1	\$11,050	Carr	Brian
Girls Soccer	Assistants	3	\$8,320	Schwindel	Kate
Girls Soccer	Assistants		\$8,320	Mead	Dave
Girls Soccer	Assistants		\$8,320	Pacholec	Natalie
Girls Soccer	VOLUNTEER			Lytle	Dana
Girls Tennis	Head	1	\$9,750	Lovi (OD)	Elliott
Girls Tennis	Assistant	1	\$7,670	Buyes	Amanda
Girls Tennis	VOLUNTEER			Lovi (OD)	Marjorie
Girls Volleyball	Head	1	\$11,050	Kim (OD)	Dan
Girls Volleyball	Assistants	2	\$8,320	Fox	Stephanie
Girls Volleyball	Assistants		\$8,320	Giuliani	James
Girls Volleyball	VOLUNTEER			Gajewski	Brittany
Girls' Basketball	Head	1	\$11,050	Addison	Ashley

Name	Location	Salary Charged to ESEA Title I
Peklo, Will	LHS	\$21,780
Gillman, Yooree	LHS	\$13,392
Greenberg, Andrew	LHS	\$15,960
Osmer, Sara	LHS	\$15,347
Alfaro, Lila	LHS	\$17,308
Brill, Daniel	LHS	\$14,547
Total:		\$98,334

Name	Location	Salary Charged to ESEA Title IIA
Fishter, Ellen	District	\$49,361

Last Name	First Name	Loc	Title	Guide	Step	Salary	Longevity	Total Salary	Effective Date	FTE
Sullivan	Joseph	60	Security	Security >7/12	3	\$53,236	\$0	\$53,236	8/30/2022	100

LIVINGSTON SCHOOL DISTRICT
Livingston, New Jersey 07039

Building Equity Coach

QUALIFICATIONS:

1. The successful candidates must be:
 - a. Certificated staff members;
 - b. Recognized leaders within their school regarding equity, inclusion, and anti-racism;
 - c. An active and contributing member of the building and/or district equity team;
 - d. Committed to leading our district's equity work at their school.

REPORTS TO: The Assistant Superintendent for Equity, Inclusion, Intervention and Inspiration

JOB GOAL:

The Equity Coaches will assist with the design, coordination and implementation of programs, policies and practices aimed at addressing existing systemic disparities within the District. The individuals in this position will facilitate leadership development and support centered around awareness and understanding in the use of an equity lens.

JOB RESPONSIBILITIES:

1. Actively participate in monthly equity training;
2. Complete any reading, research, or planning that is required for these meetings;
3. Develop the building equity team agenda in consultation with the Assistant Superintendent for Equity, Inclusion, Intervention and Inspiration their building principal, and any external coaches we employ;
4. Lead the building based equity team;
5. Gather and share information as requested;
6. Assist building principals in planning for initiatives to meet the goals for our equity work.

This stipend will be compensated at the rate of \$2,579 for the 2022-2023 school year.

0168 RECORDING BOARD MEETINGS

The Board of Education directs the creation and maintenance of an official record of the formal proceedings of the Board and will permit the unofficial recording of Board meetings in accordance with this bylaw.

Minutes

The Board shall keep reasonably comprehensible minutes of all its meetings showing the time and place, the members present, the subject considered, the actions taken, the vote of each member, information sufficient to explain the actions taken, and any other information required to be shown in the minutes by law.

Minutes of public meetings shall be public records signed by the Board Secretary and filed in the Secretary's office in a minute book as the permanent record of the acts of this Board.

Minutes of executive meetings shall be filed in the Secretary's office in a place separate from the minute book until the time, if any, when the proceedings may be made public. At that time, the minutes shall be public records and shall be filed in the regular minute book.

The Secretary shall provide each Board member with a copy of the minutes no later than within thirty days of the Board meeting.

Electronic Recording

The secretary to the Board Secretary may make ~~an electronic~~ recording of each Board meeting as an administrative aid in the preparation of minutes; the ~~electronic~~ recording shall be retained for a minimum of one year or until the minutes are prepared, whichever is longer, after which time they may be erased only if permission is granted on an annual basis by the New Jersey Department of State, Division of Archives and Public Records. All such ~~recordingstapes~~ will be erased or destroyed in compliance with laws and rules for the destruction of public records.

~~Video~~ Recording by the Board

The Board has established the following parameters for the ~~video~~ recording of its open session public meetings:

- A. Open session public meetings, as set forth above, will be ~~video~~ recorded.

POLICY

LIVINGSTON BOARD OF EDUCATION

Bylaws
0168/Page 2 of 2
RECORDING BOARD MEETINGS

- B. A copy of the ~~recording video tape~~ will posted on the District's web site within three (3) business days after the public meeting of the Board and shall be kept on file in the central office for a minimum of one year. While ~~video tapes~~/recordings of the public meetings will not be the official public record/minutes of Board of Education meetings, it is the intent of the Board that such ~~recordingstapes~~ will be available to the public.
- C. The Board reserves the right to edit the ~~recording video tape~~ prior to posting to protect the privacy of students and staff.

Recording by the Public

Any member of the public may record the proceedings of a public meeting of the Board in a manner that does not interrupt the proceedings, inhibit the conduct of the meeting, or distract Board members or other observers present at the meeting.

The Board will permit the use of ~~any device used to record the meeting tape recorder(s), video camera(s) or live streaming~~ only when notice of such intended use has been given to the Board Secretary five days in advance of the meeting. ~~All devices ny camera(s)~~ must be operated in an inconspicuous location in the meeting room. The Board reserves the right to request a copy of the ~~recordingtape~~.

The presiding officer shall determine when any recording device interferes with the conduct of a Board meeting and may order that an interfering device be removed.

Any record of a Board meeting that is made available to persons other than the maker of the record and is set forth as a true and accurate record of that meeting must be open to inspection by the Board and may be copied by this Board at the Board's expense.

N.J.S.A. 10:4-14

Adopted: 13 December 2004
Revised: 23 January 2012
Revised: 21 May 2018

RECORDKEEPING FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS – COVID-19 (M)

1648.15 RECORDKEEPING FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS – COVID-19 (M)

The Board of Education is committed to providing a safe and healthy workplace for all employees. The school district shall maintain its records in accordance with Occupational Safety and Health Act of 1970 (OSHA) COVID-19 Emergency Temporary Standard (ETS) published on June 21, 2021 as adopted by the Public Employees Occupational Safety and Health (PEOSH), the agency with jurisdiction over public employers in New Jersey. The provisions of the ETS have expired and are no longer in effect for school districts except for the provisions addressing recordkeeping, outlined in 29 CFR §1910.502(q). The ETS and this Policy are only applicable for employees working in the school nurse's office and any adjoining clinical areas in the school building.

For the purpose of this Policy, "employee" means any district employee or contracted service provider working in a healthcare setting where people with suspected or confirmed COVID-19 are reasonably expected to be present. Therefore, the provisions of the ETS and this Policy only apply to employees or contracted service providers working in a nurse's office or any adjoining clinical areas.

For the purpose of this Policy, "healthcare setting" means all settings in the school district where any employee or contracted service provider provides healthcare services or healthcare support services. Where a healthcare setting is embedded within a non-healthcare setting (i.e. school nurse's office and any adjoining clinical areas in a school building), the ETS and this Policy only apply to the embedded healthcare setting and not to the remainder of a school building.

The school district will retain all versions of Policy 1648.14 – Safety Plan for Healthcare Settings in School Buildings, to comply with the ETS while the ETS remains in effect, even after Policy 1648.14 has been abolished.

The school district will establish and maintain a COVID-19 log to record each instance in which an employee is COVID-19 positive, regardless of whether the instance is connected to exposure to COVID-19 at work. The COVID-19 log will contain, for each instance, the employee's name, one form of contact information, occupation, location where the employee worked, the date of the employee's last day in the healthcare setting, the date of the positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced.



RECORDKEEPING FOR HEALTHCARE SETTINGS IN SCHOOL BUILDINGS – COVID-19 (M)

The school district will record the information in the COVID-19 log within twenty-four hours of learning the employee is COVID-19 positive. The school district will maintain the COVID-19 log as a confidential medical record and will not disclose it except as required by the ETS or other Federal law. The school district will maintain and preserve the COVID-19 log while the ETS remains in effect.

By the end of the next business day after a request, the school district will provide for examination and copying: all versions of Policy 1648.14; the individual COVID-19 log entry for a particular employee to that employee and to anyone having written authorized consent of that employee; and a version of the COVID-19 log that removes the names of employees, contact information, and occupation, and only includes, for each employee in the COVID-19 log, the location where the employee worked, the last day that the employee was in the healthcare setting before removal, the date of that employee's positive test for, or diagnosis of, COVID-19, and the date the employee first had one or more COVID-19 symptoms, if any were experienced, to all employees.

29 CFR §1910.502(q)

Adopted:



3161 EXAMINATION FOR CAUSE

The Board of Education may, ~~in accordance with law,~~ require the psychiatric or physical examination of any teaching staff member who shows evidence of deviation from normal physical or mental health in accordance with N.J.A.C. 6A:32-6.3(b).

The Superintendent shall recommend to the Board the examination of any teaching staff member ~~whenever, in the judgment of the Superintendent, a teaching staff member shows evidence of deviation whose physical or mental condition so departs from normal physical or mental health, to determine the teaching staff member's physical and mental health fitness to perform with reasonable accommodation the position the teaching staff member currently holds, or to detect any health risks to students or other employees, as to adversely affect the performance of the member's duties. Any such recommendation must be accompanied by competent evidence. If the Board determines that deviation from normal health has been demonstrated, it may require that the member submit to a physical or mental examination.~~

A teaching staff member that is required to undergo a physical and/or psychiatric examination shall be provided a written statement of reasons for the required examination(s) and notice the teaching staff member has the right to request a hearing with the Board. The hearing shall be conducted in accordance with the provisions of N.J.S.A. 18A:25-7 and will offer the teaching staff member the opportunity to appear before the Board to refute the reasons for the required examination(s), provided any such hearing is requested by the teaching staff member in writing within five working days of the teaching staff member's receipt of the written statement of reasons. A teaching staff member shall be ordered to submit to the appropriate examination(s) by the physician or institution designated by the Board if the teaching staff member failed to timely request a hearing before the Board or failed to persuade the Board at the hearing that the teaching staff member should not be required to submit to the appropriate examination(s). The Board's determination at the conclusion of such a hearing is appealable to the Commissioner of Education pursuant to N.J.S.A. 18A:6-9 and N.J.A.C. 6A:4 – Appeals pursuant to N.J.A.C. 6A:32-6.3(b)2.

The Board shall bear the cost of the examination if the examination is performed by a physician or institution designated by the Board. The examination may be performed by a physician or institution of the teaching staff member's own choosing, approved by the Board, and at the teaching staff member's own expense in accordance with N.J.S.A. 18A:16-3 and N.J.A.C. 6A:32-6.3.

If the teaching staff member submits names of physicians or institutions to the Board for consideration to complete the appropriate examination(s) the Board is not required to



designate the physician or institution submitted for consideration by the teaching staff member but shall not act unreasonably in withholding its approval of the physician or institution. The Board shall require the teaching staff member to authorize the release of the examination results to the Superintendent.

If the results of any such examination indicate mental abnormality or communicable disease, the teaching staff member shall be ineligible for further service until proof of recovery, satisfactory to the Board, is furnished, but if the teaching staff member is under contract or has tenure, they may be granted sick leave with compensation as provided by law and shall, upon satisfactory recovery, be permitted to complete the term of their contract, if they are under contract, or be reemployed with the same tenure as they possessed at the time their services were discontinued, if they have tenure, unless their absence shall exceed a period of two years in accordance with N.J.S.A. 18A:16-4.

In order to return to work, the teaching staff member must submit to an appropriate examination and submit the results of the examination to the Superintendent. The examination must be conducted by a physician or institution upon which the Board and teaching staff member confer and agree. If the physician or institution conducting the examination is conducted by the Board's choice, the cost shall be borne by the Board; if the physician or institution conducting the examination is conducted by the teaching staff member's choice, the cost shall be borne by the teaching staff member.

A teaching staff member who refuses to submit to the examination required by this Policy and has exhausted the hearing procedures established by law and this Policy shall be subject to discipline, which may include, but not limited to, termination or certification of tenure charges to the Commissioner of Education, as applicable.

42 U.S.C.A. 12101

N.J.S.A. 18A:6-10; 18A:16-2; 18A:16-3; 18A:16-4;

18A:25-7; 18A:28-5; 18A:30-1 et seq.

N.J.A.C. 6A:32-6.2; 6A:32-6.3

A requirement for physical or mental examination shall be made known to the employee by written notice setting forth the nature of the examination required, the reasons for the requirement, and a statement offering the member the opportunity to appear before the Board to explain or refute those reasons, provided any such hearing is requested in writing within forty-eight hours of the receipt of the notice.

A teaching staff member who fails to request an appearance before the Board within the time permitted or, having appeared before the Board, fails to persuade the Board that he/she should not be required to submit to the required examination shall be ordered to



POLICY

LIVINGSTON BOARD OF EDUCATION

Teaching Staff Members
3161/Page 3 of 3
EXAMINATION FOR CAUSE

~~submit to an appropriate examination by a physician or institution designated by the Board and at the Board's expense.~~

~~The teaching staff member may, at his/her option, submit names of physicians or institutions to the Board for consideration to complete the appropriate examination(s). The Board is not required to designate a physician or institution submitted for consideration by the teaching staff member, but the Board will not act unreasonably in withholding its approval of a physician or institution submitted by a teaching staff member. The cost of the examination will be borne by the Board if the Board designates a physician or institution from the names submitted from the teaching staff member.~~

~~If the teaching staff member's request is denied, or if the teaching staff member does not request the Board to consider a physician or institution, the staff member may elect to submit to an appropriate examination conducted by a physician or institution of the teaching staff member's own choosing and at his/her expense, provided the physician or institution so chosen is approved by the Board, pursuant to N.J.S.A. 18A:16-3, and is authorized and directed by the member to report the results of the examination to the Board.—~~

~~If the results of the examination show mental abnormality or communicable disease, the teaching staff member shall be placed on sick leave and compensated in accordance with his/her sick leave entitlement, if any, until proof of recovery, satisfactory to the Board, is furnished. No leave of absence granted under this policy shall exceed the term of the contract of a nontenured teaching staff member or a period of two years in the case of a tenured teaching staff member.~~

~~A teaching staff member who refuses to submit to the examination required by the Board and has exhausted the hearing procedures established by law and this policy shall be subject to discipline, which may include the certification of tenure charges to the Commissioner of Education.~~

~~42 U.S.C.A. 12101~~

~~N.J.S.A. 18A:6-10; 18A:16-2 et seq.; 18A:16-4; 18A:25-7;~~

~~18A:28-5; 18A:30-1 et seq.~~

~~N.J.A.C.~~

~~6A:32-6.3~~

Adopted: 09 October 2006
Citation Changes February 2015



4161 EXAMINATION FOR CAUSE

The Board of Education may, in accordance with law, require the psychiatric or physical examination of any support staff member who shows evidence of deviation from normal physical or mental health in accordance with N.J.A.C. 6A:32-6.3(b).

The Superintendent shall recommend to the Board the examination of any support staff member whose physical or mental condition so departs from normal health as to adversely affect the performance of the member's duties. Any such recommendation must be accompanied by competent evidence. If the Board determines that deviation from normal health has been demonstrated, it may require that the member submit to a physical or mental examination.

A requirement for physical or mental examination shall be made known to the employee by written notice setting forth the nature of the examination required, the reasons for the requirement, and a statement offering the member the opportunity to appear before the Board to explain or refute those reasons, provided any such hearing is requested in writing within forty-eight hours of the receipt of the notice.

A support staff member who fails to request an appearance before the Board within the time permitted or, having appeared before the Board, fails to persuade the Board that he/she should not be required to submit to the required examination shall be ordered to submit to an appropriate examination by a physician or institution designated by the Board and at the Board's expense.

The support staff member may, at his/her option, submit names of physicians or institutions to the Board for consideration to complete the appropriate examination(s). The Board is not required to designate a physician or institution submitted for consideration by the support staff member, but the Board will not act unreasonably in withholding its approval of a physician or institution submitted by a support staff member. The cost of the examination will be borne by the Board if the Board designates a physician or institution from the names submitted from the support staff member.

If the support staff member's request is denied, or if the support staff member does not request the Board to consider a physician or institution, the staff member may elect to submit to an appropriate examination conducted by a physician or institution of the support staff member's own choosing and at his/her expense, provided the physician or institution so chosen is approved by the Board, pursuant to N.J.S.A. 18A:16-3, and is authorized and directed by the member to report the results of the examination to the Board.



POLICY

LIVINGSTON BOARD OF EDUCATION

Support Staff
4161/Page 2 of 4
EXAMINATION FOR CAUSE

If the results of the examination show mental abnormality or communicable disease, the support staff member shall be placed on sick leave and compensated in accordance with his/her sick leave entitlement, if any, until proof of recovery, satisfactory to the Board, is furnished. No leave of absence granted under this policy shall exceed the term of the contract of a nontenured support staff member or a period of two years in the case of a tenured support staff member.

A support staff member who refuses to submit to the examination required by the Board and has exhausted the hearing procedures established by law and this policy shall be subject to discipline, which may include the certification of tenure charges to the Commissioner of Education.

42 U.S.C.A. 12101

N.J.S.A. 18A:6-10; 18A:16-2 et seq.; 18A:16-4;

18A:30-1 et seq.

N.J.A.C. 6:29-7.4

N.J.A.C. 8:57-1.16

Adopted: 09 October 2006

~~The Board of Education may, in accordance with law, require the psychiatric or physical examination of any support staff member who shows evidence of deviation from normal physical or mental health.~~

~~The Superintendent shall recommend to the Board the examination of any support staff member whose physical or mental condition so departs from normal health as to adversely affect the performance of the member's duties. Any such recommendation must be accompanied by competent evidence. If the Board determines that deviation from normal health has been demonstrated, it may require that the member submit to a physical or mental examination.~~

~~A requirement for physical or mental examination shall be made known to the employee by written notice setting forth the nature of the examination required, the reasons for the requirement, and a statement offering the member the opportunity to appear before the Board to explain or refute those reasons, provided any such hearing is requested in writing within forty-eight hours of the receipt of the notice.~~

~~A support staff member who fails to request an appearance before the Board within the time permitted or, having appeared before the Board, fails to persuade the Board that~~



POLICY

LIVINGSTON BOARD OF EDUCATION

Support Staff
4161/Page 3 of 4
EXAMINATION FOR CAUSE

~~he/she should not be required to submit to the required examination shall be ordered to submit to an appropriate examination by a physician or institution designated by the Board and at the Board's expense.~~

~~The support staff member may, at his/her option, submit names of physicians or institutions to the Board for consideration to complete the appropriate examination(s). The Board is not required to designate a physician or institution submitted for consideration by the support staff member, but the Board will not act unreasonably in withholding its approval of a physician or institution submitted by a support staff member. The cost of the examination will be borne by the Board if the Board designates a physician or institution from the names submitted from the support staff member.~~

~~If the support staff member's request is denied, or if the support staff member does not request the Board to consider a physician or institution, the staff member may elect to submit to an appropriate examination conducted by a physician or institution of the support staff member's own choosing and at his/her expense, provided the physician or institution so chosen is approved by the Board, pursuant to N.J.S.A. 18A:16-3, and is authorized and directed by the member to report the results of the examination to the Board.~~

~~If the results of the examination show mental abnormality or communicable disease, the support staff member shall be placed on sick leave and compensated in accordance with his/her sick leave entitlement, if any, until proof of recovery, satisfactory to the Board, is furnished. No leave of absence granted under this policy shall exceed the term of the contract of a nontenured support staff member or a period of two years in the case of a tenured support staff member.~~

~~A support staff member who refuses to submit to the examination required by the Board and has exhausted the hearing procedures established by law and this policy shall be subject to discipline, which may include the certification of tenure charges to the Commissioner of Education.~~

~~42 U.S.C.A. 12101~~

~~N.J.S.A. 18A:6-10; 18A:16-2 et seq.; 18A:16-4;~~

~~18A:30-1 et seq.~~

~~N.J.A.C. 6:29-7.4~~

~~N.J.A.C. 8:57-1.16~~

~~Adopted: 09 October 2006~~



POLICY

LIVINGSTON BOARD OF EDUCATION

Support Staff
4161/Page 4 of 4
EXAMINATION FOR CAUSE



7410 MAINTENANCE AND REPAIR (M)

The Board of Education recognizes that the fixed assets of this district represent a significant investment of this community; their maintenance is, therefore, of prime concern to the Board.

~~The Board will~~The school district is required to develop, approve, and implement a comprehensive maintenance plan in accordance with the requirements of N.J.A.C. 6A:26-~~20.5A-3.1 and 6A:26A-3.2~~. A "comprehensive maintenance plan" means a multi-year maintenance plan developed by a school district covering required maintenance activities for each school facility in the school district adopted pursuant to N.J.A.C. 6A:26~~A-1.1 et seq.~~

Required maintenance activities include those activities outlined in, ~~in accordance with N.J.A.C. 6A:26A-20.13.~~, ~~are those specific activities necessary for the purpose of keeping a school facility open and safe for the use or in its original condition, and for keeping its constituent building systems fully and efficiently functional and for keeping their warranties valid. The activities address interior and exterior conditions; include preventative and corrective measures; and prevent premature breakdown or failure of the school facility and its building systems. The school district shall determine the required maintenance activities to reasonably maintain each school facility in the school district, and shall report the activities in its annual comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.~~

In accordance with N.J.A.C. 6A:26-20.4(a), expenditures for required maintenance activities set forth in N.J.A.C. 6A:26-20.3 shall qualify as investments in maintenance for purposes of calculating the required maintenance expenditure in N.J.A.C. 6A:26-20.4(d) and (e), the annual required maintenance budget amount pursuant to N.J.A.C. 6A:26-20.8, and the maintenance factor (M) in N.J.S.A. 18A:7G-9. Expenditures that qualify as required maintenance shall be in accordance with the provisions of N.J.A.C. 6A:26-20.4.

The school district's comprehensive maintenance plan shall be submitted to the Executive County Superintendent by a Board of Education resolution every school year, pursuant N.J.A.C. 6A:26-20.5(a)1.

~~Expenditures for required maintenance activities set forth in N.J.A.C. 6A:26A-2.1 shall be accounted for in accordance with the requirements of N.J.A.C. 6A:26A-2.2.~~

The required annual maintenance budget amount in the comprehensive maintenance plan shall be included in the district's annual budget certified for taxes in accordance with the



POLICY

LIVINGSTON BOARD OF EDUCATION

Property
7410/Page 2 of 2
MAINTENANCE AND REPAIR (M)

provisions of N.J.A.C. 6A:26A-~~20.8(a)4.1(a)~~. The required annual maintenance budget amount shall be calculated and adjusted in accordance with the provisions of N.J.A.C. 6A:26A:~~20.84.1~~(b). The Executive County Superintendent shall not approve the school district's budget that does not comply with the provisions of N.J.A.C. 6A:26-20.1 et seq., in accordance with the provisions of N.J.A.C. 6A:26A:4.1(c), may not approve the school district's budget if the required annual maintenance budget is not included in the budget certified for taxes.

Commencing September 1, 2002, no person shall be employed by the Board of Education as a buildings and grounds supervisor, as defined in N.J.S.A. 18A:17-49, unless the person is a certified educational facilities manager pursuant to N.J.S.A. 18A:17-49 and 18A:17-50.

Facilities maintenance, repair scheduling and accounting shall be in accordance with the provisions of N.J.A.C. 6A:23A-6.9 and Regulation 7410.01.

N.J.S.A. 18A:7G-9; 18A:17-49; 18A:17-50;

18A:18A-43; 18A:21-1

N.J.A.C. 6A:23A-6.9; 6A:26-1.1 et seq.; 6A:26-20.3;

6A:26-20.4; 6A:26-20.5; 6A:26-20.6; 6A:26-20.8

Facilities maintenance, repair scheduling and accounting shall be in accordance with the provisions of N.J.A.C. 6A:23A-6.9 and Regulation 7410.01.

N.J.S.A. 18A:18A-43; 18A:21-1

N.J.A.C. 6A:26A-1.1 et seq.; 6A:23A-6.9

Adopted: 09 January 2006

Revised: 20 October 2014



REGULATION

LIVINGSTON BOARD OF EDUCATION

PROPERTY

R 7410.01/Page 1 of 3

FACILITIES MAINTENANCE, REPAIR SCHEDULING, AND
ACCOUNTING (M)

R 7410.01 FACILITIES MAINTENANCE, REPAIR SCHEDULING, AND ACCOUNTING (M)

A school district with three or more district buildings shall have an automated work order system ~~by July 1, 2010~~ for prioritizing, performing and recording all maintenance and repair requests for all district buildings and grounds in accordance with the provisions of N.J.A.C. 6A:23A-6.9.

A. Standard Operating Procedure (SOP) For Work Order System

1. The Superintendent or designee shall establish Standard Operating Procedures (SOP) for the approval and prioritization of work order requests which take into account the health and safety of building occupants, priorities and objectives established annually to carryout the district Strategic Plan, the need for the work requested, and other factors the district deems appropriate.
2. Except in an emergency where the work is necessary to correct a situation that poses an imminent threat to the health or safety of students and/or staff, the work order system shall include the following information for a request for work before work begins:
 - a. The name of the person making the request;
 - b. The date of the request;
 - c. The appropriate approval(s) as established by SOP;
 - d. The date of approval(s);
 - e. The location of work requested;
 - f. The priority level (for example, urgent, high, average, low);
 - g. The scheduled date(s) of service;
 - h. The trade(s) needed such as general maintenance worker, custodian, carpenter, plumber, electrician, HVACheating, ventilation, and air conditioning (HVAC), grounds, roofer, masonry, glazer, other;



REGULATION

LIVINGSTON BOARD OF EDUCATION

PROPERTY
R 7410.01/Page 2 of 3
FACILITIES MAINTENANCE, REPAIR SCHEDULING, AND
ACCOUNTING (M)

- i. A description of the work requested;
 - j. A projection of the materials and supplies needed for the work;
 - k. The estimated ~~labor-man~~ hours needed to complete task;
 - l. The name of the work order assigner; and
 - m. The name of the employee(s) working on the order.
3. The work order system shall include the following close-out information for each request for work:
 - a. The actual hours worked by date for each assigned staff member;
 - b. The actual hourly rate paid, both regular and over-time, for each assigned staff member;
 - c. The aggregate cost of labor by regular, over-time and total;
 - d. The actual materials and supplies needed to complete the work order;
 - e. Actual cost of materials and supplies; and
 - f. The name of the employee responsible for attesting that the job was completed satisfactorily.
4. Except where prohibited by a collective bargaining agreement, the SOP shall require for any work, which cannot be completed during regular working hours by the needed completion date, an assessment of the cost-benefit of outsourcing any such work in excess of the quote threshold as determined under N.J.S.A. 18A:18A-37.
5. ~~Where~~If, according to the assessment, the cost of outsourcing work is less than the in-house estimated cost of labor, at over-time rates, and materials for the same work, the work shall be outsourced provided the work can be contracted in accordance with N.J.S.A. 18A:18A-1 et seq., completed by the projected completion date contained in the prioritized work order



REGULATION

LIVINGSTON BOARD OF EDUCATION

PROPERTY

R 7410.01/Page 3 of 3

FACILITIES MAINTENANCE, REPAIR SCHEDULING, AND
ACCOUNTING (M)

system and does not violate the terms of a collective bargaining agreement for maintenance workers and/or custodians.

6. The School Business Administrator/Board Secretary, in consultation with the supervisor responsible for this work, shall conduct an analysis of the information in the work order system no later than December 1 of the pre budget year for consideration during budget preparation. The analysis should include productivity of staff as a whole and individually, significant variations between estimated labor time and materials and actual labor time and materials, unusual trends for like projects, and other factors that will improve productivity and efficiency.

Adopted: June 19, 2017



EMERGENCY AND CRISIS SITUATIONS (M)

8420 EMERGENCY AND CRISIS SITUATIONS (M)

The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district will develop and implement written plans and procedures to provide for the protection of health, safety, security, and welfare of the school population; the prevention of, intervention in, response to and recovery from emergency and crisis situations; the establishment and maintenance of a climate of civility; and supportive services for staff, pupils, and their families.

“School security drill” means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a bomb threat, non-fire evacuation, lockdown, or active shooter situation and that is similar in duration to a fire drill.

The Superintendent of Schools or designee shall consult with law enforcement agencies, health and social services provider agencies, emergency management planners, and school and community resources, including the District Safety Committee, as appropriate, in the development of the school district’s plans, procedures, and mechanisms for school safety and security. The plans, procedures, and mechanisms shall be consistent with the provisions of N.J.A.C. 6A:16-5.1 and the format and content established by the Domestic Security Preparedness Task Force, pursuant to N.J.S.A. App. A:9-64 et seq., and the Commissioner of Education and shall be reviewed annually and updated as appropriate.

A copy of the school district’s school safety and security plan shall be available to all school district employees. New employees shall receive a copy of the school district’s safety and security plan, as appropriate, within sixty days of the effective date of their employment. All employees shall be briefed in writing, as appropriate, regarding updates and changes to the school safety and security plan.

The school district shall develop and provide an in-service training program for all school district employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and crisis, consistent with the school district’s plans, procedures, and mechanisms for school safety and security and the provisions of N.J.A.C. 6A:16-5.1. New employees shall receive this in-service training, as appropriate, within sixty days of the effective date of their employment. This in-service training program shall be reviewed annually and updated, as appropriate.

The Board shall ensure individuals employed in the district in a substitute capacity are provided with information and training on the district’s practices and procedures on



school safety and security including instruction on school security drills, evacuation procedures, and emergency response protocols in the district and the school building where the individuals are employed in accordance with the provisions of N.J.S.A. 18A:41-7.

Every Principal of a school of two or more rooms, or of a school of one room, when located above the first story of a building, shall have at least one fire drill and one school security drill each month within the school hours, including any summer months during which the school is open for instructional programs, and shall require all teachers of all schools, whether occupying buildings of one or more stories, to keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. An actual fire or school security emergency that occurs at a school during the month and that includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of N.J.S.A. 18A:41-1.

Every school in the district shall conduct a school security drill within the first fifteen days of the beginning of the school year. Notwithstanding any other provision of law to the contrary, the school district shall ensure that a school security drill that occurs when students are present:

1. Includes clear, developmentally and age-appropriate messaging to students and staff at the conclusion of the drill that the event is a drill and that no current danger exists;
2. Does not expose students to content or imaging that is not developmentally or age-appropriate;
3. Is paired with trauma-informed approaches to address any student inquiries or concerns which may arise as a result of a school security drill;
4. Does not include the use of fake blood, real or prop firearms, or the simulations of gun shots, explosions, or other sounds or visuals that may induce panic or traumatic response from a student or school district employee;
5. Does not require a student to role play as a victim, but may include first aid training in which students participate; and



6. Is accessible to students with disabilities and mental health conditions, and provides all necessary accommodations for these students.

The Principal or designee shall provide written notification to the parent of a student enrolled in the school following completion of a school security drill, which notice shall be provided to the parent by no later than the end of the school day on which the school security drill is conducted.

The Principal or designee will provide local law enforcement or other emergency responders, as appropriate, with a friendly notification at least forty-eight hours prior to holding a school security drill. A law enforcement officer shall be present at a minimum of one school security drill in each school year in order to make recommendations on any improvements or changes to school security drill procedures that the officer may deem advisable in accordance with N.J.S.A. 18A:41-1. The school district may permit emergency personnel access to the buildings and grounds of its schools for school security drills that are scheduled outside of school hours and during such times as students are not present.

The school district shall review and update its school security drill procedures using a process that coincides with the review of the school safety and security plan developed pursuant to N.J.A.C. 6A:16-5.1 and collects input from emergency personnel; parents of students enrolled in the school district; teachers and staff employed in the district; mental health professionals; and student government representatives from multiple grade levels.

The school district shall annually track data on such measures and information as required by the Commissioner of Education, and shall report the data to the Commissioner.

Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds in accordance with N.J.A.C. 6A:16-5.1.

The school district will be required to annually submit a security drill statement of assurance to the New Jersey Department of Education by June 30 of each school year. Each school in the district will be required to complete a security drill record form as required by the New Jersey Department of Education.

N.J.S.A. 2C:33-3

N.J.S.A. 18A:41-1; 18A:41-2; 18A:41-6; 18A:41-7;



18A:41-7a.
N.J.A.C. 6A:16-5.1

~~In accordance with N.J.S.A. 18A:41-1, at least one fire drill and one school security drill will be conducted each month within school hours, including any summer months, which the school is open for instructional programs. A school security drill means an exercise, other than a fire drill, to practice procedures that respond to an emergency situation including, but not limited to, a non-fire evacuation, lockdown, bomb threat, or active shooter situation that is similar in duration to a fire drill. Schools are required to hold a minimum of two active shooter, non-fire evacuation, bomb threat, and lockdown security drills annually. Fire alarm systems shall be initiated only during a fire drill evacuation. Responses made necessary by the unplanned activation of emergency procedures or by any other emergency shall not be substituted for a required school security drill.~~

~~The Principal or designee will provide local law enforcement or other emergency responders, with notification as appropriate.~~

~~Such drills and in-service training programs shall be conducted in accordance with a building security drill guide and training materials that educate school employees on proper evacuation and lockdown procedures in a variety of emergency situations on school grounds as provided by the New Jersey Office of Homeland Security and Preparedness.~~

~~The school district will be required to annually submit a security drill statement of assurance to the New Jersey Department of Education by June 30 of each school year. Each school in the district will be required to complete a security drill record form as required by the New Jersey Department of Education.~~

~~N.J.S.A. 2C:33-3~~

~~N.J.S.A. 18A:41-1 et seq; 18A:41-7.~~

~~N.J.A.C. 6A:16-5.1; 6A:27-11.2~~

Adopted: 22 March 2010
Revised: 14 February 2011
Revised: March 3, 2021



REGULATION

LIVINGSTON BOARD OF EDUCATION

BYLAWS
R 0155/Page 1 of 3
Board Committees

R 0155 Board Committees

The Livingston Board of Education has established three standing committees: Curriculum, Finance/Facilities and Policy. The following establishes general and specific guidelines related to the newly created committee structure.

General Guidelines

1. Committee meetings shall have specific agendas built cooperatively between the committee chairpersons and the Superintendent or his/her designee. Committee chairpersons will be responsible for ensuring agendas are available to all committee members at least 24 hours before committee meetings. A calendar of meeting dates will be shared with committee members, the Board, and the Superintendent.
2. Preferably, committee meetings should last no longer than necessary to complete the established agenda, respecting committee members' time.
3. Minutes of the meeting will be compiled and distributed to all Board members, a minimum of 24 hours prior to the next Board of Education meeting.

School Board Standing Committees exist to facilitate the work of the school board. Each standing committee has a board member that serves as chair, a second board member as a member of the committee. Each committee will have District administration representation, as well as representation of faculty and staff members, when appropriate. If an assigned committee member cannot attend a meeting, he or she should inform the chair so that the Board President or his/her designee may attend.

Standing committees are not decision-making bodies. They:

1. make recommendations to the full Board.
2. study issues more deeply than time would allow at the board meeting.
3. allow for community or staff input on relevant issues, as needed.

Curriculum Committee

Purpose: review and recommend textbook selection, new programs, curriculum and assessment modifications, test results, various data elements and academic progress to the full Board.

Some of the functions of the Committee are to:



REGULATION

LIVINGSTON BOARD OF EDUCATION

BYLAWS
R 0155/Page 2 of 3
Board Committees

1. Review current instructional materials and future options for updating those materials at all levels. Textbooks and other materials are discussed and examined for course relevance and appropriateness before being presented to the Board for approval.
2. Review recommendations of new textbooks and technology and report findings to the full Board.
3. Review curriculum adoption and implementation cycle in collaboration with the Directors of Curriculum and Instruction, Assistant Superintendent and Superintendent and report to the full Board as appropriate.
4. Receive updates regarding curriculum mandates and ensure that action is taken to implement necessary programs.
5. Ensure that resources are planned for in the area of curriculum review and staff development within the community's financial resources.
6. Review standardized test and evaluation results of the District prior to the full Board presentation.
7. Inform and direct the Board's annual approval of learning goals in support of the District's educational mission.
8. Guide the Board in periodic assessment of progress toward achievement of these goals in compliance with the District's Strategic Plan.
9. Attend information meetings with appropriate professional staff members dealing with curriculum items including current and innovative matters as representatives of the Board, as appropriate.
10. Discuss proposed structural changes that impact staffing as related to curriculum & instruction initiatives.
11. Review proposed or revised job descriptions related to staffing adjustments.

Finance & Facilities

Purpose: work with the Business Administrator and the Superintendent on the District finances and issues relating to the funding of the District. In addition, the committee would be apprised of the District's physical operating systems and structures, including District buildings and fields, capital projects, maintenance and repairs and construction.

Some functions of the Committee are to:

1. Review and monitor issues related to the school District budget.
2. Recommend cost effective and efficient projects and initiatives for full Board consideration.
3. Review the needs and uses of District buildings and grounds.
4. Study the budgetary impact of suggested improvements.



REGULATION

LIVINGSTON BOARD OF EDUCATION

BYLAWS
R 0155/Page 3 of 3
Board Committees

5. Recommend, with input from administration and staff, as appropriate, long- and short-term uses and facility improvement plans that are in the best interest of the community and the District.
6. Explore alternative revenue sources to supplement the District's budget and financial goals.
7. Discuss proposed structural changes that impact staffing as related to business operations of the District.
8. Review proposed or revised job descriptions related to staffing adjustments.

Policy:

Purpose: Work with the Manager of Human Resources and the Superintendent to review, revise, and draft District's Bylaws, Policies, and mandated Regulations. The committee brings recommendations to add or change policies to the full Board for discussion and adoption.

Some functions of the Committee are to:

1. Review Bylaw, Policy, and Regulation recommendations and mandated updates as submitted by policy consultant.
2. Prepare Bylaws, Policies, and mandated Regulations and appropriate revisions for full Board review of the BOE.
3. Suggest policies that may require review or modification as topics arise within the community that would require the same.
4. Provide an explanation to the Board of any new Bylaws, Policies, or mandated Regulations proposed for adoption and any subsequent changes to the same.

Issued 10/16/17

Revised: April 5, 2022



ELIGIBILITY OF RESIDENT/NONRESIDENT ~~STUDENTS~~PUPILS (M)

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT PUPILS-STUDENTS (M)

The Livingston Board of Education will admit to its schools, free of charge, persons who are eligible to be admitted pursuant to N.J.S.A. 18A:38-3, or such younger or older student as is otherwise entitled by law to a free public education.

Eligibility to Attend School

The Board will admit students eligible to attend school free of charge who are domiciled within the district as defined in N.J.A.C. 6A:22-3.1.

A child who is domiciled within the school district and resides with a parent or guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in a time of war or national emergency shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or guardian being ordered into active military service, regardless of where the child resides during the period of active duty. Following the return of the child's parent or guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.S.A.18A: 38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.

The Board will also admit any student that is kept in the home of a person other than the student's parent or guardian, where the person is domiciled in the school district and is supporting the student without remuneration as if the student were his or her own child in accordance with N.J.A.C. 6A:22-3.2. A student is only eligible to attend school in the district pursuant to this provision if the student's parent or guardian files, together with documentation to support its validity, a sworn statement that he or she is not capable of supporting or providing care for the student due to family or economic hardship and that the student is not residing with the other person solely for the purpose of receiving a free public education. In addition, the person keeping the student must file a sworn statement that he or she is domiciled within the school district, is supporting the child without remuneration and intends to do so for a time longer than the school term, and will assume all personal obligations for the student relative to school requirements, and a copy of his or her lease if a tenant, or sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner. Pursuant to N.J.S.A. 18A:38-1, any person who fraudulently allows a child of another person to use his or her residence and is not the primary financial supporter of that child; and any person who fraudulently claims to have given up custody of his or her child to a person in another district commits a disorderly persons offense.



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTSPUPILS (M)

A student is eligible to attend school free of charge in this school district pursuant to N.J.S.A 18A:38-1 if the student is kept in the home of a person domiciled in the district, other than the parent or guardian, where the parent or guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in in time of war or national emergency. Eligibility under this provision shall cease at the end of the current school year during which the parent or guardian return from active military duty.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A 18A:38-1 if the student's parent or guardian temporarily resides within the district and elects to have the student attend school in the school district of temporary residence, notwithstanding the existence of a domicile elsewhere. Where required by the district, the parent or guardian shall demonstrate that such temporary residence is not solely for purposes of a student attending school within the district of temporary residence. Where one of a student's parents or guardians temporarily resides in the district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with the criteria of N.J.A.C. 6A:22-3.1(a)1.i.

A student is eligible to attend school in the district free of charge:

1. If the student's parent or guardian moves to another district as the result of being homeless, subject to the provisions of N.J.A.C. 6A:17-2 - Education of Homeless Children;
2. If the student is placed by court order or by society, agency or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2;
3. If the student had previously resided in the school district and the parent or guardian is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district, pursuant to N.J.S.A. 18A:38-3(b). The district shall not be obligated for transportation costs; and
4. If the student resides on federal property within the State pursuant to N.J.S.A. 18A:38-7.7 et seq.

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS/PUPILS (M)

result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

If the district of residence cannot be determined according to the criteria contained in N.J.S.A. 18A:7B-12; if the criteria contained in N.J.S.A. 18A:7B-12 identify a district of residence out of the State; or if the child has resided in a domestic violence shelter, homeless shelter, or transitional living facility located outside of the district of residence for more than one year, the State shall assume fiscal responsibility for the tuition of the child in accordance with N.J.S.A. 18A:7B-12.d.

A student's eligibility to attend this school shall not be affected by the physical condition of an applicant's housing, or his or her compliance with local housing ordinances, or terms of lease.

Except as set forth in N.J.A.C. 6A:22-3.3(b)1, immigration/visa status shall not affect eligibility to attend school and the school district shall not condition enrollment in the school district on immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111.

Proof of Eligibility

The district will accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the district in accordance with N.J.A.C. 6A:22.3.4 et seq. The district will consider the totality of information and documentation offered by an applicant, and will not deny enrollment based on failure to provide a particular form of documentation, or a particular subset of documents, without regard to other evidence presented.

The district will not condition enrollment on the receipt of information or document protected from disclosure by law, or pertaining to criteria that are not a legitimate basis for determining eligibility to attend school as outlined in N.J.A.C.



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTSPUPILS (M)

6A:22-3.4(d) The district will not require or request, directly or indirectly, such disclosure as an actual or implied condition of enrollment.

In the case of a dispute between the school district and the parent or guardian of a student in regard to the student's eligibility to enroll in the school district or to remain enrolled in the school district pursuant to the provisions of N.J.S.A. 18A:38-1, the school district may request from the New Jersey Motor Vehicle Commission (NJMVC) the parent or guardian's name and address for use in verifying a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.S.A. 18A:38-1.3. The NJMVC shall disclose to a school district the information requested in accordance with procedures established by the NJMVC. However, the school district shall not condition enrollment in the district on immigration status or on the fact that the NJMVC does not have the name or address of the parent on file.

Registration Forms and Procedures for Initial Assessment

Registration and initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1. The district shall use Commissioner-provided registration forms or locally developed forms that are consistent with the forms provided by the Commissioner. The School Business Administrator/Board Secretary will be available, and clearly identified to applicants, to assist persons who are experiencing difficulties with the registration/enrollment process.

Initial eligibility determinations will be made upon presentation of an enrollment application and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2.

Eligibility of Resident/Nonresident Students

When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education. Enrollment must take place immediately if the applicant clearly indicates disagreement with the district's determination and an intent to appeal to the Commissioner of Education. An application whose student is enrolled pursuant to this provision will be



ELIGIBILITY OF RESIDENT/NONRESIDENT ~~STUDENTS~~PUPILS (M)

notified that the student will be removed, without a hearing before the Board, if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised that they shall comply with compulsory education laws. When the student is between the ages of six and sixteen, applicants also shall be asked to complete a written statement indicating that the student will be attending school in another district, or a nonpublic school, or receiving instruction elsewhere than at a school pursuant to N.J.S.A. 18A:38-25. In the absence of this written statement, the district level administrator designated by the Superintendent shall notify the school district of actual domicile or residence, or the Department of Children and Families to report a potential instance of "neglect" for the purposes of ensuring compliance with compulsory education law, N.J.S.A. 9:6-1. Staff shall provide the school district or the Department of Children and Families with the student's name, the name(s) of the parent/guardian/resident, and the student's address to the extent known. Staff shall also indicate that admission to the school district has been denied based on residency or domicile, and that there is no evidence of intent to arrange for the child to attend school or receive instruction elsewhere.

Enrollment or attendance in the school district will not be conditioned on advance payment of tuition when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information. The Board of Education shall ensure the registration process identifies information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2, Education of Homeless Children. Enrollment or attendance in the school district shall not be denied based upon absence of the certified copy of birth certificate or other proof of a student's identity as required within thirty days of initial enrollment pursuant to N.J.S.A. 18A:36-25.1.

Enrollment in the school district will not be denied based upon absence of student medical information. However, actual attendance at school may be deferred until the student complies with student immunization rules set forth in N.J.A.C. 8:57-4.1.

When enrollment in the school district, attendance at school, or the receipt of educational services in the regular education program appears inappropriate, the student will not be denied based upon the absence of a student's prior educational record. However, the applicant will be advised that the initial educational placement of the student may be subject to revision upon receipt of records or further assessment of the student by the district.



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTSPUPILS (M)

Notice of Ineligibility

If the district finds the applicant ineligible to attend the schools of the district pursuant to N.J.A.C. 6A:22-1.1 ., or the application initially submitted is found to be deficient upon subsequent review or investigation, notice will immediately be provided to the applicant consistent with sample form(s) to be provided by the Commissioner. Notices will be in writing, in English and in the native language of the applicant, issued by the Superintendent and directed to the address at which the applicant claims to reside. The Notice of Ineligibility will be provided and will include information as required in accordance with N.J.A.C. 6A:22-4.2 .

Removal of Currently Enrolled Students

Nothing in N.J.A.C. 6A:22-4.3 et seq. and this policy will preclude the Board from seeking to identify, through further investigation or periodic requests for current validation of previously determined eligibility status, students enrolled in the district who may be ineligible for continued attendance due to error in initial assessment, changed circumstances or newly discovered information.

When a student, enrolled and attending school in the district based upon an initial determination of eligibility, is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board for removal of the student in accordance with N.J.A.C. 6A:21-4.3(b). No student shall be removed from school unless the parent, legal guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) as the case may be, has been informed of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, legal guardian, adult student, or resident keeping an "affidavit student", as the case may be, does not respond to the Superintendent's notice within the designated time frame or appear for the hearing, the Board shall make a prompt determination of the student's eligibility or ineligibility and will immediately provide notice thereof in accordance with the requirements of N.J.A.C. 6A:22-4.2. The hearings required pursuant to N.J.A.C. 6A:22-4.3 et seq. may be conducted by the full Board or a Board Committee, at the discretion of the full Board. The Committee must make a recommendation to the full Board for action. No student may be removed except by vote of the full Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTSPUPILS (M)

Appeal to the Commissioner

The district's determination that a student is ineligible to attend the schools of the district may be appealed to the Commissioner by the parent, guardian, adult student or resident keeping an "affidavit student", as the case may be. Such appeals shall proceed in accordance with N.J.S.A. 18A:38-1 and N.J.A.C. 6A:3-8.1 et seq. and shall proceed as a contested case pursuant to N.J.A.C. 6A:3. Pursuant to N.J.S.A. 18A:38-1(b)1, appeals of "affidavit student" eligibility determinations must be filed by the resident keeping the student.

Assessment and Calculation of Tuition

If no appeal to the Commissioner is filed following notice of a determination of ineligibility, the Board may assess tuition for any period of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 et seq. The district may petition the Commissioner for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10, through recording, upon request of the Board pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.

Nonresident Students

The admission of a nonresident child to school must be approved by the Board. No child otherwise eligible shall be denied admission on the basis of the child's race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, or disability. The continued enrollment of any nonresident student shall be contingent upon the student's maintenance of good standards of citizenship and discipline.

Future Residents

Parents or guardians of children who are future residents shall be required to demonstrate proof of the anticipated residency. The Board reserves the right to verify such claims, and to remove from school a nonresident student whose claim cannot be verified.

Parents or guardians will be required to deposit with the secretary of the Board of Education one month's tuition as a security deposit. If the parents or guardians present paperwork establishing residency within the first thirty (30) school days the child is in attendance, the Board will return the security deposit. After this period of thirty (30) days s period, tuition shall be charged based on the specified annual rate set by the Board.



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTSPUPILS (M)

Pursuant to the provisions of N.J.S.A. 18A:3B-3 non- resident students may be accepted into the Livingston Public Schools providing there is space available and the school program is considered appropriate for the child. Procedures for the acceptance of such children shall include but not be restricted to the following:

1. The parents or guardians shall submit the appropriate application form as early as possible but no later than July 1 for September admission and thirty days prior to other dates of enrollment.
2. For the purposes of reviewing the application, the parents or guardians shall make available to ~~the~~ Livingston Public Schools ~~District~~ confirmation of the student's satisfactory attendance progress including the latest report card as well as all standardized test information and complete health records. Parents will be required to sign release forms allowing the district to obtain academic and behavioral records.
3. The parents or guardians and student will make themselves available for an interview with the Principal or designee of the building to which he/she may be assigned.
4. The Superintendent or designee shall be responsible for making the final decision acceptance and assignment of the student appropriate school and grade in consultation with the Building Principal.
5. The Board may reject a student's application for enrollment if the student's IEP could not be implemented in the district, if the enrollment of the student would require the district to alter the nature of its educational program, if the student's enrollment would impose an additional financial burden on the district, or if the student's enrollment may create a disruptive or unsafe learning environment for the student himself/herself or for other students.

Tuition rates will be determined annually by the Superintendent in consultation with the Board of Education. Payments shall be made monthly throughout the school year on or before the first day of each month.

Students entering the Livingston schools at times other than the beginning of a semester shall pay proportionate tuition.



ELIGIBILITY OF RESIDENT/NONRESIDENT ~~STUDENTS~~PUPILS (M)

The parents or guardians will be responsible for transportation to and from the school of attendance.

The Livingston Public Schools ~~District~~ is not obligated to enroll students in ensuing years and therefore application must be made on an annual basis. Building assignment may be revised depending on enrollments.

The Livingston Board of Education retains the unilateral right to terminate enrollment of any non-resident tuition student for cause at any time. Tuition will be refunded proportionately.

F-1 Visa Students & J-1 Visa Students

F-1 & J-1 Visa students will not be admitted to this school district.

Former Residents

The Board shall consider any student (except high school seniors) whose parents or guardians move from the municipality prior to and including January 31 of an academic year to be of non-resident status and, therefore, expected to transfer from the Livingston Public Schools. These students may remain until the end of the school year on payment of prorated tuition in advance and on recommendation of the Principal with approval of the Superintendent. Students whose parents or guardians move out of the municipality after January 31 may remain in ~~the~~ Livingston Public Schools on a tuition-free basis for the remainder of the academic year on recommendation of the Principal with approval of the Superintendent. If unusual conditions prevail, the family may apply to the Superintendent for special consideration of residency.

The Board shall allow a student registered and enrolled for the senior year whose parents or guardians have resided in Livingston continuously for a minimum of one year and who are residents of Livingston on the opening day of school to graduate without tuition payment, should his/her parents or guardians move from the municipality prior to the student's graduation, provided his record of residency and achievement is satisfactory to the Principal and the Superintendent.

Children of Nonresident Staff Members

Children of nonresident employees of the Board may be enrolled in the schools of this district in accordance with the terms and conditions of their respective collective bargaining agreements.



ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTSPUPILS (M)

Because it is a term or condition of employment, allowing nonresident staff members to send their children to district schools for anything less than full tuition must be negotiated.

N.J.S.A. 18A:38-1 et seq. 18A:38-1.3; 18A:38-3; 18A:38-3.1

N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.; 6A:22-1.1 et seq.

8 CFR 214.3

Adopted: 21 June 2004

Revised: 07 April 2008

Revised: 18 July 2011

Revised: 25 April 2016

Revised: May 13, 2019

Revised: August 12, 2020



FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS (M)

6115.01 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS (M)

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.302(b)(7) requires written procedures for determining the allowability of costs in accordance with 2 CFR §200 – Cost Principles. Determining the allowability of costs shall be in accordance with the requirements outlined in 2 CFR §200.403 – Factors Affecting Allowability of Costs. The School Business Administrator/Board Secretary or designee shall be responsible for determining the allowability of costs are in accordance with the provisions of 2 CFR §200.403.

The following procedures shall be used to determine the allowability of costs in accordance with 2 CFR §200.403:

Except where otherwise authorized by statute, the School Business Administrator/Board Secretary or designee will ensure costs meet the following general criteria in order to be allowable under Federal awards:

1. Be necessary and reasonable for the performance of the Federal award and be allocable thereto under these principles.
2. Conform to any limitations or exclusions set forth in these principles or in the Federal award as to types or amount of cost items.
3. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the non-Federal entity.
4. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
5. Be determined in accordance with Generally Accepted Accounting Principles (GAAP), except for State and local governments, which includes school districts, as otherwise provided for in 2 CFR §200.403.
6. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federally-financed program in either the current or a prior period. (See also 2 CFR §200.306 – Cost Sharing or matching 2. above).



FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS (M)

7. Be adequately documented. (See also 2 CFR §200.300 – Statutory and National Policy Requirements through 2 CFR §200.309 – Period of Performance).

In the event the School Business Administrator/Board Secretary or designee is not sure if a cost is allowable under 2 CFR Subpart E - §200.403, the School Business Administrator/Board Secretary or designee will contact the New Jersey Department of Education or the United States Department of Education for assistance.

2 CFR §200.302(b)(7)

2 CFR §200.403

Adopted:



FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – MANDATORY DISCLOSURES (M)

6115.02 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – MANDATORY DISCLOSURES (M)

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.113 – Mandatory disclosures requires a non-Federal entity or applicant (a New Jersey Board of Education) for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or to the New Jersey Department of Education all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

If the Board of Education receives a Federal award including the terms and conditions outlined below as per 2 CFR §200 – Appendix XII – Award Term and Condition for Recipient Integrity and Performance Matters shall report certain civil, criminal, or administrative proceedings to the System for Award Management (SAM). Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 - Remedies for noncompliance, including suspension or debarment. (See also 2 CFR §180, 31 USC 3321, and 41 USC 2313)

A. General Reporting Requirement

1. If the total value of all Board of Education currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the Superintendent or designee, on behalf of the Board of Education as the recipient during that period of time, must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system about civil, criminal, or administrative proceedings described in B. below.
2. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 USC 2313).
3. As required by section 3010 of Public Law 111-212, all information posted in designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

B. Proceedings About Which the Board of Education Must Report



FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – MANDATORY DISCLOSURES (M)

1. The Superintendent or designee must disclose to the Federal awarding agency or to the New Jersey Department of Education information required about each proceeding that:
 - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
 - b. Reached its final disposition during the most recent five-year period; and
 - c. Is one of the following:
 - (1) A criminal proceeding that resulted in a conviction, as defined in E. below;
 - (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - (3) An administrative proceeding, as defined in E. below, that resulted in a finding of fault and liability and the payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
 - (4) Any other criminal, civil, or administrative proceeding if:
 - (a) It could have led to an outcome described in B.1.c.(1), (2), or (3) above of this award term and condition;
 - (b) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on the school district's part; and
 - (c) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

C. Reporting Procedures



FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – MANDATORY DISCLOSURES (M)

1. The Superintendent or designee shall enter in the SAM Entity Management area the information that the SAM requires about each proceeding described in B. above.
2. The Superintendent or designee does not need to submit the information a second time under assistance awards the Board of Education received if the Superintendent or designee already provided the information through the SAM because the Board of Education was required to do so under Federal procurement contracts the Board of Education was awarded.

D. Reporting Frequency

1. During any period of time when the Board of Education is subject to the requirement in A. above, the Superintendent or designee must report proceedings information through the SAM for the most recent five year period, either to report new information about any proceeding(s) the Board of Education has not reported previously or affirm that there is no new information to report.
2. If the Board of Education has Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000, the Board of Education must disclose semiannually any information about the criminal, civil, and administrative proceedings.

E. Definitions

1. For purposes of this Policy:
 - a. “Administrative proceeding” for the purposes of 2 CFR §200 - Appendix XII and this Policy means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability. This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.
 - b. “Conviction” for the purposes of 2 CFR §200 - Appendix XII and this Policy, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a



FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – MANDATORY DISCLOSURES (M)

verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

- c. Total value of currently active grants, cooperative agreements, and procurement contracts includes:
 - (1) Only the Federal share of the funding under any Federal award with a Board of Education cost share or match; and
 - (2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

2 CFR §200.113

Adopted:



FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – CONFLICT OF INTEREST (M)

6115.03 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – CONFLICT OF INTEREST (M)

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.318 – General Procurement Standards addresses standards of conduct covering conflict of interest and governs the actions of school district employees, officers, and agents in the selection, award, and administration of contracts supported by a Federal award.

The Board of Education must use its own documented procurement procedures which reflect applicable State and local laws and regulations, provided that the procurements conform to the applicable Federal law and the standards identified in 2 CFR §200.

The Board of Education must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

The Board of Education must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts supported by a Federal award.

1. No employee, officer, or agent of the Board of Education may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.
 - a. Such a conflict of interest would arise when a Board of Education employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
2. The Board of Education officers, employees, and agents must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.
3. However, a Board of Education may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.



FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – CONFLICT OF INTEREST (M)

4. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

The Board of Education's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal government, the Board of Education is encouraged to enter into State and local intergovernmental agreements or inter-entity agreements where appropriate for procurement of use of common or shared goods and services.

The Board of Education is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

The Board of Education is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

The Board of Education must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. (See also 2 CFR §200.213 – Suspension and Debarment).

The Board of Education must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

The Board of Education may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a Board of Education is the sum of:



FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – CONFLICT OF INTEREST (M)

1. The actual cost of materials; and
2. Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since the time and material formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the Board of Education awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

The Board of Education alone must be responsible, in accordance with good administrative practice and sound business judgement, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the Board of Education of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgement for that of the Board of Education unless the matter is primarily a Federal concern. Violations of law will be referred to the local, State, or Federal authority having proper jurisdiction.

The Board of Education and its employees shall be required to comply with all New Jersey statutes and administrative codes regarding school ethics and internal controls.

2 CFR §200.318

Adopted:



FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS (M)

6311 FEDERAL AWARDS/FUNDS INTERNAL CONTROLS – ALLOWABILITY OF COSTS (M)

Any vendor providing goods or services to the school district to be funded by a Federal grant must be cleared for contract in accordance with the provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (UGG), 2 CFR §200.213 – Suspension and Debarment.

The School Business Administrator/Board Secretary shall be responsible to check the web-based System for Award Management (SAM) maintained by the United States government – the General Services Administration (GSA). The purpose of the SAM is to provide a single comprehensive list of individuals and firms excluded by Federal government agencies from receiving Federal contracts or Federally approved contracts or Federally approved subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.

The School Business Administrator/Board Secretary, upon opening of bids or upon receipt of proposals for goods or services to be funded by a Federal grant shall access the SAM to determine if the vendor has been disbarred, suspended, or proposed for disbarment. The School Business Administrator/Board Secretary shall also access the SAM list immediately prior to the award of a bid or contract to ensure that no award is made to a vendor on the list.

In the event a vendor under consideration to be awarded a bid or contract for goods or services to be funded by a Federal grant is on the SAM list or proposed for disbarment, the School Business Administrator/Board Secretary shall comply with the contracting restrictions as outlined in 2 CFR §200.

Continuation of current contracts and restrictions on subcontracting with vendors who are on the SAM list or proposed for disbarment shall be in accordance with the limitations as outlined in 2 CFR §200.

Any rejection of a bid or disqualification of a vendor who has been disbarred, suspended, or proposed for disbarment shall be consistent with the requirements as outlined in N.J.S.A. 18A:18A – Public School Contracts Law and all applicable State laws.

2 CFR §200

Adopted:



REGULATION

LIVINGSTON BOARD OF EDUCATION

OPERATIONS
R 8420.1/Page 1 of 3
Fire and Fire Drills (M)

R 8420.1 FIRE AND FIRE DRILLS (M)

A. Fire Drills

1. The Principal of each school building will conduct at least one fire drill each month within school hours, including any summer months during which the school is open for instructional programs. ~~The Principal shall require all teachers to keep all doors and exits of their respective rooms and buildings unlocked during school hours. Where school buildings have been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill. Attempts should be made to conduct drills in various weather conditions and at various times of the school day. Fire drills should always be unannounced to school staff and students. The Principal shall inform local fire fighting officials whenever a fire alarm is for drill purposes.~~

~~Attempts should be made to conduct drills in various weather conditions and at various times of the school day. Fire drills should be unannounced to school staff and students. The Principal shall inform local firefighting officials whenever a fire alarm is for drill purposes.~~

~~An actual fire that occurs at a school building during the month and includes activities which are the equivalent of a drill shall be considered a drill for the purposes of meeting the requirements of this Regulation and N.J.S.A. 18A:41-~~

2. ~~The F~~ire alarm shall be by a building-wide audible designated signal. Alarm signals should be tested regularly, ~~before or after the school session.~~
3. When the fire alarm rings, each ~~staff member supervising students teacher~~ will:
 - a. Direct students to form into a single file line and proceed along the evacuation route to the nearest exit designated for evacuation;
 - b. ~~Close the windows of the room and turn off all lights and audio-visual equipment.~~

Formatted: Indent: Left: 0", First line: 0"

Formatted: English (United States)



REGULATION

LIVINGSTON BOARD OF EDUCATION

OPERATIONS
R 8420.1/Page 2 of 3
Fire and Fire Drills (M)

- c. Take the class register or roll book;
 - c. Ascertain that all students have left the room and that any student who may have left the classroom prior to the fire drill is located and escorted from the building;
 - d. Close all doors to the room when the room is empty and keep all doors and exits of their respective rooms and buildings unlocked;
 - e. Ensure their assigned students ~~assigned to him/her~~ have left the school along the route prescribed in the school evacuation plan. In the event a school building has been provided with fire escapes, they shall be used by a part or all of the students performing every fire drill;
 - ef. Direct students to a location not less than a distance twice the height of the building walls and keep the students in a single file line facing the building;
 - g. Take attendance to determine all students who reported to ~~his/her~~ class have been evacuated from the building and report immediately to the Principal any student who is unaccounted for; and
 - h. When the recall signal is given, conduct his/her students back to the classroom.
4. Evacuation of the school in a fire drill must be conducted quickly and quietly and in an orderly fashion. Students must be silent, refrain from talking and running, and remain in closed, single file lines. Any student or staff member whose behavior disrupts the conduct of the fire drill shall be reported to the Principal and will be subject to discipline.
5. All persons in the school must leave the building during a fire drill, including all aides, visitors, volunteer workers, and all office, cafeteria, custodial, and maintenance employees, except those employees who have been assigned specific duties to be performed in the school building during a fire drill.



REGULATION

LIVINGSTON BOARD OF EDUCATION

OPERATIONS
R 8420.1/Page 3 of 3
Fire and Fire Drills (M)

6. Physical education classes in progress outside the building should stop the game activity and line up in place or in their regularly assigned drill position.
7. Students will be instructed not to gather belongings to take outside on the fire drill. In inclement or cold weather, students may pick up their coats and put them on as they exit the building, provided no time is lost in that activity.
8. The office employee responsible for keeping the central attendance register, or a designated substitute, must carry the register out of the building during the drill.
9. Each Principal shall report monthly to the Superintendent on the conduct of fire drills. Their ~~His/Her~~ report will include the date, weather conditions, and time to evacuate for each drill conducted, as well as any comments that could assist in improving the conduct of future drills.
810. Every fire drill will be conducted with seriousness and with the assumption that prompt evacuation is actually required for the safety and survival of persons in the school.
911. Principals are encouraged to change the circumstances of fire drills so that staff members and students are subjected to various conditions and learn to respond to them quickly, constructively, and safely. Any such variations should take into account the ages and abilities of children.
 - a. One or more exits may be designated as "blocked" so that students are required to use alternative evacuation routes.
 - b. A fire drill may be designated as a "smoke drill" so that students learn to avoid the hazards of smoke by walking in a low or crouching position (not a crawling position).

B. Fire

1. A school staff member or any building occupant who detects a fire in a school building or on school grounds shall immediately report the fire by



REGULATION

LIVINGSTON BOARD OF EDUCATION

OPERATIONS
R 8420.1/Page 4 of 3
Fire and Fire Drills (M)

calling 911 and/or by activating a fire alarm pull station in accordance with law.

2. The school staff member or building occupant shall also report the fire to the school Principal, if possible.
3. In the event of a fire in a school building, the school Principal shall immediately sound the fire alarm, in the event the fire alarm had not been previously activated, for the evacuation of all students, staff members, visitors, and volunteers.
4. Evacuation shall be conducted in accordance with the fire drill procedures established in ~~paragraph A, above~~, except that no employee may remain in the building to perform specific duties.
5. As a precaution, the Principal or designee will maintain a record of disabled students who may require special attention in the event of fire or other evacuation.

Fire fighters will be promptly informed of the location and special circumstances of each such student.

6. As soon as practicable after the incident, the Principal shall submit a report to the Superintendent on the appropriate form.

7. The school district shall immediately notify the appropriate local fire department of any fire which occurs in a school building or on school property in accordance with N.J.S.A. 18A:41-5.

C. Fire and Smoke Doors

Every Principal and custodian/janitor in each school building in the district which has a furnace room, hallway, or stair-tower fire or smoke doors shall keep them closed during the time the school building is occupied by teachers and students pursuant to N.J.S.A. 18A:41-2.

Formatted: Indent: Hanging: 0.5"

First Reading: November 23, 2015



REGULATION

LIVINGSTON BOARD OF EDUCATION

OPERATIONS
R 8420.1/Page 5 of 3
Fire and Fire Drills (M)

Adopted:



MEAL CHARGES/OUTSTANDING FOOD SERVICE BILL (M)

8550 MEAL CHARGES/OUTSTANDING FOOD SERVICE BILL (M)

The Board of Education shall establish a meal charge program to permit students in the district to charge for breakfast or lunch. Collection of any payment for a meal charge program account that is in arrears shall be addressed in accordance with provisions of this Policy.

The Board of Education recognizes a student may forget to bring breakfast or lunch (meal), as applicable, or money to purchase a meal to school on a school day. In this circumstance, the food service program will provide the student a meal and will inform the Principal or designee. The Principal or designee will contact the student's parent to provide notice of an outstanding meal bill and will provide the parent with a period of ten school days to pay the amount due. If the student's parent has not made full payment by the end of the ten school days, the Principal or designee shall again contact the parent with a second notice informing the parent of any action to be taken by the school district in response to a student's school breakfast or school lunch bill being in arrears. Such action may include denying the student school breakfast or lunch. A school district shall report at least biannually to the New Jersey Department of Agriculture the number of students who are denied school breakfast or school lunch in accordance with N.J.S.A. 18A:33-21a. and this Policy.

The school district shall not:

1. Publicly identify or stigmatize a student who cannot pay for a meal or whose school meal bill is in arrears. (For example, by requiring the student to sit at a separate table or wear a wristband, hand stamp, or identifying mark or by serving the student an alternative meal);
2. Require a student who cannot pay for a school meal or whose school meal bill is in arrears to do chores or other work to pay for the school meal; or
3. Require a student to discard a school meal after it has been served because of the student's inability to pay for a school meal or because money is owed for previously provided meals.

If a student owes money for the equivalent of five or more school meals at any time during the school year, the Principal or designee shall:

1. Determine if the student is eligible for a free or reduced-price school meal;



MEAL CHARGES/OUTSTANDING FOOD SERVICE BILL (M)

2. Make at least two attempts, not including the application or instructions provided to the parent each school year pursuant to N.J.S.A. 18A:33-21b, to contact the student's parent and have the parent fill out an application for the school lunch program and school breakfast program; and
3. Contact the student's parent to offer assistance with the application for the school lunch and school breakfast program; determine if there are other issues within the household that have caused the child to have insufficient funds to purchase a school breakfast or school lunch; and offer any other appropriate assistance.

The school district shall direct communications about a student's school meal bill being in arrears to the parent and not the student. The school district's contact with the parent may be via email or telephone call. Nothing in N.J.S.A. 18A:33-21 shall prohibit the school district from sending a student home with a letter addressed to a parent.

If the student's meal bill is in arrears, but the student has the money to purchase a meal on a subsequent school day, the student will be provided a meal with payment and the food service program will not use the student's payment to repay previously unpaid charges if the student intended to use the money to purchase that school day's meal.

A parent who has received a second notice their child's meal bill is in arrears and who has not made payment in full within one week from the date of the second notice will be requested to meet with the Principal or designee to discuss and resolve the matter.

A parent's refusal to meet with the Principal or designee or take other steps to resolve the matter may be indicative of more serious issues in the family or household. However, when a parent's routine failure to provide breakfast or lunch is reasonably suspected to be indicative of child abuse or neglect, the Principal or designee shall immediately report such suspicion to the Department of Children and Families, Division of Child Protection and Permanency as required in N.J.S.A. 9:6-8.10. Such reporting shall not be delayed to accommodate a parent's meeting with the Principal or designee.

Students receiving free meals will not be denied a meal even if they accrued a negative balance from other purchases in the cafeteria.

In accordance with N.J.S.A 18A:33-21b., at the beginning of each school year, and upon initial enrollment in the case of a student enrolling during the school year, the school district shall provide to the parent of each student:



MEAL CHARGES/OUTSTANDING FOOD SERVICE BILL (M)

1. Information on the National School Lunch Program and the Federal School Breakfast Program, if applicable;
2. An application to apply for the school lunch and school breakfast programs and instructions for completing the application; and
3. Information on the rights of students and their families under N.J.S.A. 18A:22-21 et seq.

The school district may provide the application and information electronically through the means by which the school district communicates with parents electronically. The application and information shall be in a language the parent understands.

The school district's liaison for the education of homeless children shall coordinate with school district personnel to ensure that a homeless student receives free school meals and is monitored according to the school district policies pursuant to N.J.S.A. 18A:33-21c.

The school district may post this Policy on the school district's website provided there is a method in place to ensure this Policy reaches all households without access to a computer or the Internet.

N.J.S.A. 18A:33-21; 18A:33-21a.; 18A:33-21b.; 18A:33-21c.

Adopted: September 25, 2017



9131 CIVILITY

The Livingston Board of Education members, district administration, and staff will treat students, parents/guardians and other members of the public with respect and expect the same consideration in return. The district is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

Disruptions

Any individual who:

1. Disrupts or threatens to disrupt school/office operations;
2. Threatens the health and safety of students or staff;
3. Willfully causes property damage;
4. Uses loud and/or offensive language which could provoke a violent reaction; or who
5. Is verbally or physically intimidating; or who;
6. Has otherwise established a continued pattern of unauthorized entry on district property;
7. Harasses staff and others through repeated telephone calls, excessive written communication and/or face-to-face confrontations;

Will be directed to leave school or district property promptly by the Superintendent, Principal or their designees.

If any member of the public uses obscenities or speaks in an abusive, excessive, insulting, and/or demeaning manner, the administrator or employee to whom the remarks are directed will calmly and politely request the speaker to communicate civilly. If corrective action is not taken by the abusing person, the district employee will seek to include an administrative representative in the meeting in an effort to restore civility. If an administrator is not available and/or a civil tone is not restored, the district employee will verbally notify the abusing person that the meeting, conference, or telephone conversation is terminated and, if the meeting or conference is on district premises, the



POLICY

LIVINGSTON BOARD OF EDUCATION

Community
9131/Page 2 of 2
CIVILITY

abusing person will be asked to leave promptly. All electronic communications are governed by Policies and Regulations # 2360 and # 2361.

When an individual is directed to leave under the above circumstances, the Superintendent, Principal or their designees shall inform the person that he or she may be guilty of a misdemeanor in accordance with New Jersey law. If the person refuses to leave, the Superintendent or designee may notify law enforcement officials.

Safety and Security

The Superintendent or his/her designee will ensure that a safety and/or crisis intervention program for district staff is promulgated to raise awareness and to provide techniques in dealing with disruptive situations when they occur.

If and when the violence is directed toward a district employee, or theft of district's property is threatened or attempted, employees shall promptly report the occurrence to their Principal or supervisor and submit a written report. Employees, through their supervisors, shall report to law enforcement officials any attack, assault or threat made against them, verbally or through electronic communications, on district premises or at school district-sponsored activities.

Documentation

When it is determined by a district employee that a member of the public is in the process of violating the provisions of this policy, an effort should be made by the employee to provide the offending person a written copy of this policy at the time of the occurrence. The employee will immediately notify his/her supervisor and provide a written report of the incident.

Adopted: 07 April 2008



**Bus Evacuation Drills
2021-2022 School Year**

School	First Drill	Second Drill
Burnet Hill	11/21/2021	3/28/2022
Collins	11/12/2021	5/13/2022
Harrison	10/14/2021	3/15/2022
Heritage	11/1/2021	4/4/2022
Hillside	11/17/2021	4/8/2022
LHS	9/15/2021	3/21/2022
MPE	11/30/2021	5/18/2022
MPM	11/24/2021	3/31/2022
Riker Hill	11/30/2021	3/30/2022