



LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

July 15, 2025

Executive Session - Administration Building - 5:30 p.m.

Public Session - Administration Building - 6:15 p.m.

I. OPEN SESSION

A. Call to Order – 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 2, 2025 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 and legal matters and personnel

Action may be taken upon return to the public session. The full length of the meeting is anticipated to be approximately 45 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. Presentation of NJGPA Scores

F. Board Reports

G. Approval of Minutes

The Superintendent recommends the following:

1. Voting Meeting Minutes of June 17, 2025

ROLL CALL VOTE

H. Public Comment

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

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

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

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

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

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

The presiding officer may:

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

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

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

II. RECOMMENDATIONS FOR APPROVAL

1. PROGRAM/CURRICULUM

The Superintendent recommends the following:

1.1 Professional Learning Hours

Resolved, that the Livingston Board of Education approves the student teacher classroom observation and administrative intern as shown on **Attachment A**.

1.2 Plan for Virtual and Remote Learning and Checklist for Virtual or Remote Instruction Programs

Resolved, that the Livingston Board of Education approves the *Plan for Virtual and Remote Learning* and the *Checklist for Virtual or Remote Instruction Programs* for submission to the Essex County Department of Education. This plan will be instituted in the event a school or schools in the district are required to close for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure.

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 2025-2026 for eleven (11) Livingston students with disabilities and for Extended School Year 2025 (Summer Programs) for eight (8) Livingston students with disabilities, as classified and recommended by the Child Study Team, in facilities with tuition costs to be determined within the limits established by the New Jersey Board of Education as shown on ***Attachment B***.

2.2 Related Services

Resolved, that the Livingston Board of Education approves the following consultants that will be utilized to provide related services for the 2025-2026 school year:

BEHAVIORAL TRAINING & ASSISTANCE / APPLIED BEHAVIORAL ANALYSIS

Rethink \$271.08/student

PSYCHIATRIC

GenPsych \$250.00/assessment

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>
10,11,12	Operating Budget (checks 112102-112478; adv 288-293)	\$10,714,458.39
20	Operating Budget (checks 112102-112478; adv 288-293)	\$71,699.59
60	Cafeteria (checks 60111-60113)	\$94,494.10
	TOTAL	\$10,880,652.08

3.2 Transfers

Whereas, the Superintendent of Schools recommends certain transfers among accounts in the 2024-2025 budget for June pursuant to Board of Education Policy 6422, now therefore be it

Resolved, that the Livingston Board of Education ratify transfers pursuant to N.J.S.A. 18A:22-8.1 and N.J.A.C. 6:20-2A.10 as shown on **Attachment C**.

3.3 Approval of Property, Liability and Workers Compensation Insurance for 2025-2026

Resolved, that the Livingston Board of Education awards the property and liability insurance policies to:

<u>New Jersey School Boards Association Insurance Group</u>		
Brown and Brown Metro LLC (Broker)		Premiums
Comprehensive Board Program includes Property, General Liability, Auto Liability, Crime, Pollution and Cyber Coverages. (7/1/25-7/1/26)		\$720,279.00
School Board Legal Liability (7/1/25-7/1/26)		\$205,804.00
Workers' Compensation and Supplemental Indemnity (7/1/25-7/1/26)		\$634,700.00
<u>Monarch/Chubb</u>		
Brown and Brown Metro LLC (Broker)		
Student/Athletic Accident Insurance (7/1/25-7/1/26)		\$44,300.00
<u>Selective</u>		
Brown and Brown Metro LLC (Broker)		
Bonds: Business Administrator/Board Secretary, Assistant Business Administrator and Treasurer of School Monies (7/1/25-7/1/26)		\$2,970.00
		\$1,608,053.00

3.4 Conferences and Overnight Trips

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

3.5 Tuition Student (Receiving)

Resolved, that the Livingston Board of Education approves the acceptance of the following tuition student for the 2025-2026 school year:

Student	School	Tuition
373523	Elementary	\$16,206

3.6 Donation

Resolved, that the Livingston Board of Education accepts the donation of a 2009 Toyota Matrix, VIN #2T1KU40E89C05120 from Daniel Kapuscinski for use in the Transportation/Automotive Technology and Engineering Department Livingston at Livingston High School.

3.7 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Case #03-2025 which is on file at the Board of Education office.

3.8 Essex Regional Educational Services Commission

Resolved, that the Livingston Board of Education renews its contract with the Essex Regional Educational Services Commission for the 2025-2026 school year to provide the following services required by law:

IDEA-B Services Agreement

3.9 West Essex YMCA

Resolved, that the Livingston Board of Education approves the agreement with the West Essex YMCA for the 2025-2026 school year.

3.10 Resolution to Increase The Bid Threshold

WHEREAS, Jessica Rapp, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to **\$53,000**, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the Livingston Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of **\$53,000** for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in

full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

3.11 Policies & Regulations

Resolved, that the Livingston Board of Education approves the following policies and regulations for first reading:

Policy #2360 - Use of Technology (with revisions)

Policy #2361 - Acceptable Use of Computer Networks/Computers and Resources (M) (with revisions)

Policy # 5460 - High School Graduation (M) (with revisions)

Policy #5530 - Substance Abuse (M) (with revisions)

Policy #7523 - School District Provided Technology Devices to Students (with revisions)

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

Policy #6169 - Collecting Money from Students and Parents (new to district)

Policy #8613 - Waiver of Student Transportation (new to district)

ROLL CALL VOTE

4. PERSONNEL

The Superintendent recommends the following:

4.1 Resignations & Retirements

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

Name	Position	Reason	Location	Last Day of Employment
<i>Michael Altomare</i>	Teacher of Health & PE	Retirement	MPMS	June 30, 2026
<i>Elena Diaz</i>	Teacher of Math	Resignation	LHS	June 30, 2025
<i>Theresa Bahr</i>	Instructional Aide	Resignation	COL	June 30, 2025
<i>Kelly Ehrich</i>	Instructional Aide	Resignation	BHE	June 30, 2025
<i>Carmella Allen</i>	Instructional Aide	Resignation	RHE	June 30, 2025
<i>Nicholas Boffa</i>	Instructional Aide	Resignation	LHS	June 30, 2025

<i>Danielle Malysa</i>	School Social Worker (LOA)	Resignation	HMS	NA
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**as amended from a previous agenda*

4.2 Leaves of Absences

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

Name	Location	Position	LOA w/pay and benefits	LOA w/o pay, but with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date
<i>Lauren Herrera</i>	Harrison	Elementary School Teacher	11/10/2025-1/7/2026	1/8/2026-4/16/2026**	4/17/2026-6/30/2026	8/26/2026
<i>Andrew Greenberg*</i>	LHS	Teacher of Math	8/25/2025-11/14/2025**	NA	NA	11/17/2025
<i>Laura Larrazabal</i>	HMS	Teacher of Math	10/14/2025-11/28/2025	12/1/2025-12/12/2025 & 12/15/2025-4/3/2026**	NA	4/6/2026

**as amended from a previous agenda*

***Designates time counted toward NJFLA/FMLA*

4.3 Appointments

Resolved, that the Livingston Board of Education approves the applications indicated below (*) for emergent hiring for the following appointments under the requirements of N.J.S.A. 18A:16-1 et. seq., N.J.S.A. 18A:39.17 et. seq.; N.J.S.A. 18A:6-4.13 et. seq. All appointments are contingent upon reference checks in accordance with P.L. 2018, c.5.

Name	Location	Title	Tenure Track/LOA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
<i>Emily Blair</i>	RHE	Elementary School Teacher	First year Tenure Track	J. Koetter	2MA	6	\$75,018	8/25/2025
<i>Jessica Lukasiewicz</i>	RHE	Elementary School Teacher	First year Tenure Track	G. Finnegan	MA	2	\$65,568	8/25/2025
<i>Madelyn Ortiz</i>	MPE/BHE	Teacher of Art	First Year Tenure Track	E. Sanchez	MA	1	\$64,568	8/25/2025
<i>Kendra Newman</i>	LHS	Teacher of Mathematics	First Year Tenure Track	N. Brooks	MA	15	\$98,800	9/15/2025
<i>Ruth Finkelman</i>	LHS	Teacher of Mathematics (.8)	First Year Tenure Track	E. Diaz	BA	1	\$45,254*	8/25/2025
<i>Jaime Violette</i>	Harrison	Elementary School Teacher	One Year Leave Replacement	L. Herrera	MA	1	\$64,568	8/25/2025
<i>Sabah Jadbabaei</i>	LHS	School Psychologist	First Year Tenure Track	C. Steege	2MA	15	\$107,100, plus up to 10 summer days	8/25/2025
<i>Kristina Verderamo</i>	BHE	Elementary School Teacher	First Year Tenure Track	M. Bonanne (transfer)	BA	1	\$56,568	8/25/2025
<i>Hannah Perlis</i>	MPE	Elementary School Teacher	One Year Leave Replacement	K. Carlin	MA	1	\$64,568	8/25/2025
<i>Andrew Brennan</i>	MPMS	ELA Teacher	One Year Leave Replacement	S. Byer	BA	1	\$56,568	8/25/2025

<i>Marlena Luciano</i>	Hillside	Reading Interventionist	One Year Leave Replacement	P. Bauer	2MA	1	\$70,168	8/25/2025
<i>Benjie Beriso</i>	Hillside	Head Custodian	NA	J. Sendon	C	11	\$63,237, plus \$2,100, plus \$625	7/1/2025
<i>Jean Oscar</i>	Transportation	35-Hr Bus Driver	NA	J. Fredette	35-Hr BD	9	\$41,014	8/25/2025

*(.8) of Step 1 of BA guide

Resolved, that the Livingston Board of Education approves the reappointment, appointment and transfers of Instructional Aides, Kindergarten Aides, Campus Aides, ABA Discrete Trial TA's, PRIDE TA's, Job Coaches and Life Skills TA's for the 2025-2026 school year as shown on **Attachment E**.

4.4 Substitutes

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes on an as-needed basis for the 2025-2026 school year:

Teachers

Aliza Kedar-Mehl

Richa Dahiya

Genevieve Finnegan

Custodial Summer Worker

Nicholas Gemellaro (\$15.50/hr)

Brennan Bickel (\$15.50/hr)

Resolved, that the Livingston Board of Education approve the appointment of the individual(s) listed below to serve as long-term substitutes as reflected below:

Name	Location	Title	Leave Replacement or Long Term Sub	Replacing	Salary	Effective Date
<i>Bettina Plesnitzer</i>	LHS	Teacher of Health & PE	Long Term Sub	T. Mantone	\$351/day	8/25/2025-10/8/2025

4.5 Extra Period Assignments

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

4.6 Lateral Moves

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

4.7 Stipends

Resolved, that the Livingston Board of Education approves the individuals on **Attachment H** for athletic stipends at Livingston High School for the 2025-2026 school year in accordance with the contract between the LBOE and the LEA.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment I** for the Livingston Lens Facilitators stipend for the 2025-2026 school year in accordance with the contract between the LBOE and the LEA.

4.8 Curriculum Writing

Resolved, that the Livingston Board of Education approves the individuals on **Attachment J** to participate in summer curriculum writing during the summer of 2025 at the approved rate.

4.9 Summer Work

Resolved, that the Livingston Board of Education approves the updated list on **Attachment K** to work over the summer of 2025 at the Summer Academy Program at the approved rate.

Resolved, that the Livingston Board of Education rescinds the appointment of the following individuals for work over the summer at the Summer Academy based upon enrollment: *Daria Martin, Michael Coleman and Kelsey Collins*.

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

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

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment N** to work over the summer of 2025 to administer the WIDA screening for incoming students at their hourly rate.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment O** to work over the summer of 2025 at the MCC Summer Academy Program at the approved rate.

4.10 Contract Adjustment

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

4.11 Job Descriptions

Resolved, that the Livingston Board of Education approves the following job descriptions:

Assistant Superintendent for Curriculum, Instruction and Technology
Assistant Superintendent for Special Education and Student Personnel Services

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 March, April, May and June.

ROLL CALL VOTE

I. Old Business

J. 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 July 15, 2025 to discuss the matters stipulated, in conformance with the subsections of said act which are indicated.
 - 1. Matter rendered confidential by federal law, state statute or rule of court.
 - 2. Matter in which the release of information would impair a right to receive federal funds.
 - 3. Matter, the disclosure of which would constitute an unwarranted invasion of individual privacy unless the individual concerned shall request in writing that the same be disclosed publicly.
 - 4. Collective bargaining matters.
 - 5. Matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates, etc. where it would adversely affect the public interest if discussion were disclosed.
 - 6. Tactics and techniques utilized in protecting public property where disclosure could impair protection.
 - 7. Investigation of violations or possible violations of law.
 - 8. Pending or anticipated litigation or contract negotiation other than collective bargaining agreement.
 - 9. Personnel matters unless the individual employees or appointees affected requested that such matter be discussed at a public meeting.
 - 10. Deliberations occurring after a public hearing that may result in the imposition of a specific civil penalty.
- (B) The matters discussed will be made public when confidentiality is no longer required and formal action pursuant to said discussion shall take place only at a meeting to which the public has been invited.
- (C) No action will be taken.

Name	School	Type of Placement	In-District Location	Assigned Staff	Date
Joseph Esteves	Montclair State University	Observation	TBD	TBD	8/25/2025 - 12/25/2025
Carmela Amerise	William Paterson University	Administrative	Central Office	Danielle Rosenzweig/Maura Tuite	8/25/2025 - 12/25/2025
Isaac Wert	Kean University	Clinical	Mallory Siedman	Mallory Seidman	8/25/2025 - 6/25/2026
Logan	Montclair State University	Observation	TBD	TBD	8/25/2025 - 12/25/2025
Samantha Davidson	Seton Hall University	Observation	Heritage Middle School	Alex Gilgorri	8/25/2025 - 12/25/2025

<u>School</u>	<u>Program Type</u>	<u>Type</u>	<u>School Year 2025-2026</u>			<u>Extraordinary Services</u>			<u>Extended School Year</u>			<u>Total School</u>
			<u># of Stud</u>	<u>Tuition 2025-2026</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>	
Calais School	Multiple Disabilities	R	2	\$ 78,490.80	\$ 156,981.60	1	\$ 52,500.00	\$ 52,500.00	2	\$13,081.80	\$ 26,163.60	\$ 235,645.20
The Capstone Center	Autism	R	1	\$ 291,200.00	\$ 291,200.00				1	\$48,000.00	\$ 48,000.00	\$ 339,200.00
Cornerstone Day Center	Emotional Regulation Impairment	R	1	\$ 86,796.00	\$ 86,796.00				1	\$19,288.00	\$ 19,288.00	\$ 106,084.00
Garden Academy	Autism	R	1	\$ 119,026.80	\$ 119,026.80				1	\$19,837.80	\$ 19,837.80	\$ 138,864.60
New Beginnings	Multiple Disabilities	N	1	\$ 88,264.54	\$ 88,264.54	1	\$ 64,660.00	\$ 64,660.00	1	\$14,549.10	\$ 14,549.10	\$ 167,473.64
P.G. Chambers	Multiple Disabilities	R	1	\$ 91,782.00	\$ 91,782.00				1	\$15,297.00	\$ 15,297.00	\$ 107,079.00
Shepard School	Multiple Disabilities	R	1	\$ 60,831.03	\$ 60,831.03	1	\$ 52,519.41	\$ 52,519.41	1	\$9,972.30	\$ 9,972.30	\$ 123,322.74
Steps Program, Inc., D/B/A College Steps	Post Secondary Transition	R	1	\$ 23,800.00	\$ 23,800.00							\$ 23,800.00
Steps Program, Inc., D/B/A College Steps	Post Secondary Transition	R/N	2	\$ 21,280.00	\$ 42,560.00							\$ 42,560.00
Total			11		\$ 961,241.97	3		\$169,679.41	8		\$ 153,107.80	\$ 1,284,029.18

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.

**Livingston Board of Education
Monthly Transfer Report
2024-25 June**

Budget Category	Accounts	Original Budget	Prior Year Encumbrances	Original Budget For 10% Calc	Maximum Transfer Out Allowed	YTD Net Transfers	% change of transfers	Remaining Transfers Out Allowed	Account Balance
Regular Programs	11-1xx-100-xxx 12-1xx-100-xxx 13-1xx-100-xxx 18-1xx-100-xxx	45,332,219.06	107,062.43	45,439,281.49	4,543,928.15	-770,476.62	-1.70	3,773,451.53	1,103,498.68
Special Education, Basic Skills/Remedial and Bilingual Instruction and Speech/OT/PT and Ex	1x-2xx-100-xxx 1x-000-216-xxx 1x-000-217-xxx	19,321,113.94	114,674.68	19,435,788.62	1,943,578.86	-282,288.34	-1.45	1,661,290.52	231,840.76
Vocational Programs-Local	1x-3xx-100-xxx	58,808.00	1,416.43	60,224.43	6,022.44	.00	.00	6,022.44	6,560.71
School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructional	11-4xx-100-xxx 11-4xx-2xx-xxx 12-4xx-100-xxx	3,124,505.00	24,984.43	3,149,489.43	314,948.94	64,609.28	2.05	379,558.22	135,110.16
Community Services Programs/Operations	1x-800-330-xxx	.00	.00	.00	.00	.00	.00	.00	.00
UNDISTRIBUTED EXPENSES		67,836,646.00	248,137.97	68,084,783.97	6,808,478.39	-988,155.68	-1.45	5,820,322.71	1,477,010.31
Tuition	11-000-100-xxx 16-000-100-xxx 17-000-100-xxx 18-000-100-xxx	7,135,517.07	576,942.72	7,712,459.79	771,245.98	183,097.06	2.37	954,343.04	52,851.34
Attendance and Social Work, Health, Guidance, Child Study Teams, Education, Media Services	1x-000-211-xxx 1x-000-213-xxx 1x-000-218-xxx 1x-000-219-xxx 1x-000-222-xxx	9,915,185.46	27,718.48	9,942,903.94	994,290.39	-485,057.20	-4.88	509,233.19	152,370.00
Improvement of Instruction Services and Instructional Staff Training Services	1x-000-221-xxx 1x-000-223-xxx	3,605,211.18	10,961.37	3,616,172.55	361,617.26	-82,798.05	-2.29	278,819.21	132,350.54
General Administration	11-000-230-xxx	1,363,032.60	24,348.95	1,387,381.55	138,738.16	-98,086.81	-7.07	40,651.35	112,603.43
School Administration	11-000-240-xxx	4,796,694.64	39,606.37	4,836,301.01	483,630.10	86,201.11	1.78	569,831.21	92,108.48
Central Services & Administrative Information Technology	11-000-25x-xxx	4,054,704.55	49,885.05	4,104,589.60	410,458.96	68,199.91	1.66	478,658.87	173,575.88
Operation and Maintenance of Plant Services	11-000-26x-xxx	8,962,309.45	162,283.30	9,124,592.75	912,459.28	406,312.81	4.45	1,318,772.09	828,607.51
Student Transportation Services	11-000-270-xxx	4,853,362.00	150,398.87	5,003,760.87	500,376.09	403,599.84	8.07	903,975.93	225,578.08
Personal Services-Employee Benefits	11-xxx-xxx-2xx	23,848,858.00	166,862.34	24,015,720.34	2,401,572.03	-288,015.90	-1.20	2,113,556.13	752,637.93
Food Services	11-000-310-xxx	.00	.00	.00	.00	.00	.00	.00	.00
Transfer Property Sale Proceedes to Debt Service Reserve	11-000-520-934	.00	.00	.00	.00	.00	.00	.00	.00
Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL GENERAL CURRENT EXPENSE		68,534,874.95	1,209,007.45	69,743,882.40	6,974,388.25	193,452.77	.28	7,167,841.02	2,522,683.19
Equipment	12-xxx-xxx-73x	16,120.00	2,125.00	18,245.00	1,824.50	14,671.98	80.42	16,496.48	702.60

**Livingston Board of Education
Monthly Transfer Report
2024-25 June**

Budget Category	Accounts	Original Budget	Prior Year Encumbrances	Original Budget For 10% Calc	Maximum Transfer Out Allowed	YTD Net Transfers	% change of transfers	Remaining Transfers Out Allowed	Account Balance
Facilities Acquisition and Construction Services	12-000-4xx-xxx	6,770,627.00	87,217.12	6,857,844.12	685,784.41	743,244.21	10.84	1,429,028.62	518,711.11
Capital Reserve-Transfer to Capital Expend. Fund	12-000-4xx-931	.00	.00	.00	.00	.00	.00	.00	.00
Capital Reserve-Transfer to Repayment of Debt	12-000-4xx-933	.00	.00	.00	.00	.00	.00	.00	.00
TOTAL CAPITAL EXPENDITURES		6,786,747.00	89,342.12	6,876,089.12	687,608.91	757,916.19	11.02	1,445,525.10	519,413.71
TOTAL SPECIAL SCHOOLS	13-xxx-xxx-xxx	45,978.00	.00	45,978.00	4,597.80	16,182.72	35.20	20,780.52	9,274.50
Transfer of Funds to Charter Schools	10-000-100-56x	.00	.00	.00	.00	20,604.00		20,604.00	.00
General Fund Contribution to School Based Budgets	10-000-520-930	.00	.00	.00	.00	.00	.00	.00	.00
OPERATING BUDGET GRAND TOTAL		143,204,245.95	1,546,487.54	144,750,733.49	14,475,073.35	.00	.00	14,475,073.35	4,528,381.71



School Business Administrator Signature

7/7/25

Date

Conference	Attendee(s)	Date(s)	Location	Cost not to exceed
: Jazz Educators Network Conference	James Hegedus	1/7/2026-1/10/2026	New Orleans, LA	\$1,275.00
: Jazz Educators Network Conference	Michael Jedwabnik	1/7/2026-1/10/2026	New Orleans, LA	\$1,275.00
IMSE Morphology Plus Course	Danielle Rosenzweig	7/28/2025-9/11/2025	Asynchronous	\$1,350.00

Location	Name	Position	Guide	Step	Base Salary	Longevity	ACE	Total Salary	FTE
APPOINTMENTS									
COL	Crawford, Michelina	Kindergarten Aide	I&KA	1	\$27,991			\$27,991	1.0
HAR	Dufford, Meghan	Kindergarten Aide	I&KA	2	\$28,614			\$28,614	1.0
BHE	Napolitano, Gianna	Instructional Aide	I&KA	1	\$27,991			\$27,991	1.0
TRANSFERS									
LHS	Anand, Swarandeeep	Job Coach	TA	1	\$34,812			\$34,812	1.0
LHS	Doblovosky, Nicholas	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
BHE	Yeung, Teri	ABA Discrete Trial TA	TA	4	\$37,914			\$37,914	1.0
RENEWALS									
MPE	Abrams, Rosalie	Kindergarten Aide	I&KA	6	\$19,229			\$19,229	0.6
HAR	Aguilera, Lourdes	Campus Aide	Campus Aides	6	\$32,244		\$250 \$250	\$32,744	1.0
HIL	Akyureklier, Tulay	Instructional Aide	I&KA	3	\$29,764			\$29,764	1.0
MPE	Almgren, Laura	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
LHS	Anand, Swarandeeep	Instructional Aide	I&KA	1	\$34,812			\$34,812	1.0
LHS	Aragon, Blanche	Life Skills Teacher Assistant	TA	4	\$37,914			\$37,914	1.0
LHS	Arias, Elizabeth	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
MPE	Atkins, Margaret	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
RHE	Axell, Lisbeth	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
HAR	Backman-Glasspool, Janice	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Bagishvili, Tamta	ABA Discrete Trial TA	TA	2	\$35,817			\$35,817	1.0
HAR	Bahadur, Reena	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Baijal, Shivani	ABA Discrete Trial TA	TA	6	\$39,628			\$39,628	1.0
BES	Ballentine, Rommel	ABA Discrete Trial TA	TA	4	\$37,914			\$37,914	1.0
BES	Barouch, Jill	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
MPE	Basarab, Susan	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Bennett, Barbara	ABA Discrete Trial TA	TA	6	\$39,628			\$39,628	1.0
HAR	Berkenkamp, Glenn	Instructional Aide	I&KA	3	\$29,764			\$29,764	1.0
CES	Bertaccini, Aviva	Instructional Aide	I&KA	4	\$29,764			\$29,764	1.0
LHS	Blount, Joanne	Media Aide	I&KA	6	\$32,048			\$32,048	1.0
HAR	Bogert, August	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
LHS	Bonvini, Lisa	Instructional Aide	I&KA	6	\$32,048	\$1,836		\$33,884	1.0
HMS	Bonvini, Luca	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0

BES	Borneo, Krystal	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
CES	Bowman, Pearl	Campus Aide	Campus Aides	6	\$32,244	\$3,449	\$250	\$35,943	1.0
MPM	Bravata, Jennifer	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
MPM	Brown, Aneka	Instructional Aide	I&KA	6	\$32,048	\$1,836		\$33,884	1.0
HAR	Brown, Jeremy	Instructional Aide	I&KA	4	\$29,764			\$29,764	1.0
BES	Burger, Andrew	ABA Discrete Trial TA	TA	2	\$35,817			\$35,817	1.0
LHS	Carr, Lauren	Job Coach	TA	5	\$38,754			\$38,754	1.0
HIL	Casale, Barbara Ann	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
MPE	Casale, Laura	Campus Aide	Campus Aides	5	\$31,389			\$31,389	1.0
MPE	Cavallie, Monica	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Chavis, Jamal	ABA Discrete Trial TA	TA	6	\$39,628			\$39,628	1.0
HMS	Choi, Diane	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
LHS	Clarke, Thomas	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
HAR	Courtright, Jeanne	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
MPE	Dagistino, Amy	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
CES	Davis, Cathy	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
HIL	Davner, Maxine	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
CES	Defuria, Cindy	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
CES	Dente, Maureen	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
CES	Dente-Murray, Sandra	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	DiBrita, Rebecca	ABA Discrete Trial TA	TA	4	\$37,914			\$37,914	1.0
MPE	DiTacconi, Suzanne	ABA Discrete Trial TA	TA	6	\$39,628			\$39,628	1.0
MPM	Duffy, Kenneth	Instructional Aide	I&KA	3	\$29,764			\$29,764	1.0
LHS	Evangelista, Josephine	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
MPE	Fabrizio, MaryEllen	Instructional Aide	I&KA	6	\$32,048	\$3,449		\$35,497	1.0
BES	Farinhas, Fabiana	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
LHS	Feria, Nicole	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
CES	Fern, Laurie	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
LHS	Ferris-Hoagland, Jennifer	Life Skills Teacher Assistant	TA	4	\$37,914			\$37,914	1.0
HMS	Garrel, Linda	Instructional Aide	I&KA	6	\$32,048	\$1,836		\$33,884	1.0
LHS	Getz, Patrick	Job Coach	TA	4	\$37,914			\$37,914	1.0
RHE	Giambattista, Monica	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Gille, Susan	ABA Discrete Trial TA	TA	6	\$39,628			\$39,628	1.0
RHE	Giordano, Filomena	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
LHS	Girone, Deborah	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
HIL	Golden, Jeremy	Instructional Aide	I&KA	1	\$27,991			\$27,991	1.0

BES	Gomes de Toledo, Larissa	Instructional Aide	I&KA	1	\$27,991			\$27,991	1.0
MPM	Goring, Lucas	Instructional Aide	I&KA	3	\$29,764			\$29,764	1.0
HIL	Gregory-Egypt, Sharron	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
CES	Griffin, Nicole	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
BES	Guardabasco, Victoria	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
LHS	Haaker, Lisa	Job Coach	TA	6	\$39,628			\$39,628	1.0
HMS	Haley, Karen	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
RHE	Hans, Emily	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
HMS	Hudes, Shari	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
HAR	Iftikhar, Ainne	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
HAR	Jasrotia, Suman	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
HAR	Jurgens, Melissa	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
RHE	Kadam, Vaishali	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
CES	Kahl, Lisa	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
HIL	Kane, Shari	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Kanzi, Nagwa	Pre-School Teacher Assistant	TA	2	\$35,817			\$35,817	1.0
MPE	Kaplan, Stacey	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
HIL	Katalifos, Helen	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
MPE	Katyal, Sonika	Instructional Aide	I&KA	4	\$29,764			\$29,764	1.0
MPE	Kazemi, Susan	Instructional Aide	I&KA	4	\$29,764			\$29,764	1.0
HIL	Keane, Alison	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
HAR	Keswani, Anjali	Instructional Aide	I&KA	3	\$29,764			\$29,764	1.0
HAR	Kiernan, Susan	Instructional Aide	I&KA	4	\$29,764			\$29,764	1.0
BES	Knight, Rita	ABA Discrete Trial TA	TA	3	\$36,850			\$36,850	1.0
LHS	Kominsky, Elisa	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
CES	Kravetz, Pamela	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
HAR	Kumar, Nidhi	Instructional Aide	I&KA	4	\$29,764			\$29,764	1.0
LHS	Leone, Benjamin	Life Skills Teacher Assistant	TA	4	\$37,914			\$37,914	1.0
MPM	Lewis, Iris	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
BES	Lindsey, Catherine	Pre-School Teacher Assistant	TA	6	\$39,628	\$2,679		\$42,307	1.0
BES	Liu-Hom, Luyi	ABA Discrete Trial TA	TA	4	\$37,914			\$37,914	1.0
RHE	Lockwood, Teresa	Instructional Aide	I&KA	6	\$32,048	\$1,836		\$33,884	1.0
HIL	Luna, Rianna	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
LHS	Malone, Alexa	Job Coach	TA	3	\$36,850			\$36,850	1.0
BES	Mandl, Rebecca	ABA Discrete Trial TA	TA	4	\$37,914			\$37,914	1.0
HAR	Mandler, Eniko	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0

HAR	Mannion, Lisa	Kindergarten Aide	I&KA	6	\$32,048			\$32,048	1.0
RHE	Mansfield, Ann Marie	Kindergarten Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Mansfield, Kevin	ABA Discrete Trial TA	TA	1	\$34,812			\$34,812	1.0
LHS	Marucci, Karen	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
RHE	Massoni, Camille	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
CES	Maute, Kimberly	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
MPE	Mauti, Darlene	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Mazza, Tiffany	Kindergarten Aide	I&KA	4	\$29,764			\$29,764	1.0
MPE	Mehta, Sejal	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Mejia, Sandra	ABA Discrete Trial TA	TA	3	\$36,850			\$36,850	1.0
HAR	Mikhael, Helana	Instructional Aide	I&KA	3	\$29,764			\$29,764	1.0
HMS	Miles, Elisabeth	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
MPM	Montesion, Rachel	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Mukherjee, Kinnori	ABA Discrete Trial TA	TA	2	\$35,817			\$35,817	1.0
CES	Murtagh, Megan	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
MPM	Novotny, Laura	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
RHE	Ottaiano, Deborah	Campus Aide	Campus Aides	6	\$32,244			\$32,244	1.0
BES	Parikh, Nital	ABA Discrete Trial TA	TA	5	\$38,754			\$38,754	1.0
CES	Pasquarosa, Marlena	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Patra, Rumana	ABA Discrete Trial TA	TA	6	\$39,628			\$39,628	1.0
BES	Petrillo, Sharon	Pre-School Teacher Assistant	TA	6	\$39,628	\$1,836		\$41,464	1.0
BES	Pillai, Sumi	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
MPM	Powers, Joan	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Quigley, Megan	ABA Discrete Trial TA	TA	3	\$36,850			\$36,850	1.0
BES	Ramanayake, Hemantha	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
HMS	Ratner, Cheri	ABA Discrete Trial TA	TA	6	\$39,628			\$39,628	1.0
LHS	Rigas, Patricia	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
CES	Romero, Yadira	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
LHS	Rosenberg, Rachel	Job Coach	TA	6	\$39,628			\$39,628	1.0
LHS	Ruderman, Elysa	Life Skills Teacher Assistant	TA	4	\$37,914			\$37,914	1.0
HAR	Russo, Kelly-Ann	Instructional Aide	I&KA	6	\$32,048	\$1,836		\$33,884	1.0
LHS	Ruth, Freddie	ABA Discrete Trial TA	TA	6	\$39,628			\$39,628	1.0
HIL	Salamone, Nicole	Instructional Aide	I&KA	3	\$29,764			\$29,764	1.0
HIL	Salvadore, Deanamarie	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
HIL	Schoenbach, Michelle	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
MPM	Schwindel, Susan	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0

HIL	Scorciolla, Maria	Campus Aide	Campus Aides	6	\$32,244	\$1,836		\$34,080	1.0
HAR	Seredvick, Lorraine	Instructional Aide	I&KA	3	\$29,764			\$29,764	1.0
LHS	Shanker, Nancy	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
RHE	Sharma, Rashmi	Instructional Aide	I&KA	3	\$29,764			\$29,764	1.0
MPE	Shirazi-Whang, Mahnaz	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
BES	Silberfein, Carol	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
HMS	Silverman, Samantha	Instructional Aide	I&KA	4	\$29,764			\$29,764	1.0
BES	Slurzberg, Heidi	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
HAR	Smith, Noreen	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
MPM	Sobocinski, Olivia	Instructional Aide	I&KA	4	\$29,764			\$29,764	1.0
HAR	Soni, Teena	Instructional Aide	I&KA	1	\$27,991			\$27,991	1.0
HIL	Spirou, Helen	Kindergarten Aide	I&KA	3	\$29,764			\$29,764	1.0
BES	Spitz, Stefanie	ABA Discrete Trial TA	TA	2	\$35,817			\$35,817	1.0
HIL	Stefanelli, Lisa	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
BES	Straussman, Wendy	Instructional Aide	I&KA	6	\$32,048	\$3,449		\$35,497	1.0
MPE	Stromfeld, Susan	Kindergarten Aide	I&KA	6	\$12,819			\$12,819	0.4
LHS	Strumeyer, Stacey	Life Skills Teacher Assistant	TA	4	\$37,914			\$37,914	1.0
BES	Sula, Diana	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
BES	Sullivan, Daniel	ABA Discrete Trial TA	TA	6	\$39,628			\$39,628	1.0
LHS	Szalay, Ann	Instructional Aide	I&KA	6	\$32,048	\$1,836		\$33,884	1.0
HIL	Tanelli, Beth	Instructional Aide	I&KA	4	\$29,764			\$29,764	1.0
BES	Terrana, Diana	Pre-School Teacher Assistant	TA	3	\$36,850			\$36,850	1.0
LHS	Thakkar, Panna	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
LHS	Thomas, Benny	Job Coach	TA	6	\$39,628			\$39,628	1.0
CES	Tyagi, Payal	Instructional Aide	I&KA	1	\$27,991			\$27,991	1.0
MPE	Verniero, Emily	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
CES	Weiss, Jill	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0
HMS	Wescott, Margaret	ABA Discrete Trial TA	TA	6	\$39,628			\$39,628	1.0
CES	Wilder, Ellen	Instructional Aide	I&KA	6	\$32,048	\$1,836		\$33,884	1.0
BES	Wong, Yuen Yee	Instructional Aide	I&KA	2	\$28,614			\$28,614	1.0
BES	Wynn, Alexandra	ABA Discrete Trial TA	TA	6	\$39,628			\$39,628	1.0
CES	Yuen, Michelle	Instructional Aide	I&KA	5	\$30,912			\$30,912	1.0
BES	Zehtabchi, Shiva	ABA Discrete Trial TA	TA	6	\$39,628	\$1,836		\$41,464	1.0
HIL	Zeledon Marin, Christen	Instructional Aide	I&KA	3	\$29,764			\$29,764	1.0
MPE	Zolna, Nancy	Instructional Aide	I&KA	6	\$32,048			\$32,048	1.0

Name	Position	Location	# Classes	Effective Date
William Peklo	TOSD	LHS	0.2	6/10/2025 - 6/24/2025

Lateral Moves

Last Name	First Name	Position	School	2025-2026						2025-2026						Effective Date
				Scale	Step	Base Salary	Longevity	Other	Total Salary	Scale	Step	Base Salary	Longevity	Other	Total Salary	
Calenda	Elizabeth	Elementary School Teacher	Harrison	MA	14	\$94,900	\$0	\$0	\$94,900	2MA	14	\$103,200	\$0	\$0	\$103,200	9/1/25
DeGraw	Danielle	Technology Coach	Collins	MA+32	12	\$94,600	\$0	\$0	\$94,600	D	12	\$97,600	\$0	\$0	\$97,600	9/1/25

*as amended from a previous agenda

2025-26 LHS ATHLETIC STIPENDS			
Position	# of Positions	Amount	Recommended
Football - Head	1	\$ 13,196.00	Robert Breschard
Football - Assistants	6	\$ 9,765.00	Steven Kroeger (OD)
Football - Assistants		\$ 9,765.00	Joseph Fischer (OD)
Football - Assistants		\$ 9,765.00	Robert Gillo
Football - Assistants		\$ 9,765.00	Joshua Zacher (OD)
Football - Assistants		\$ 9,765.00	Nicholas Boffa (OD) (.5)
Football - Assistants		\$ 9,765.00	Ben Leone (.5)
Football - Assistants		\$ 9,765.00	Ben Hauser (OD) (.5)
Football	VOLUNTEER		Jay Lovenheim (OD)
Football	VOLUNTEER		Ron Barbella (OD)
Boys' Cross Country - Head	1	\$ 11,216.00	James Memory
Girls' Cross Country - Head	1	\$ 11,216.00	David Czeizinger (OD)
Cross Country - Assistant (Shared)	1	\$ 8,445.00	Raz Blau
Field Hockey - Head	1	\$ 11,216.00	Lila Alfaro
Field Hockey - Assistants	2	\$ 8,445.00	Mary Sass
Boys Soccer - Head	1	\$ 11,216.00	Roger Rubinetti
Boys Soccer - Assistants	3	\$ 8,445.00	Charlie Lopez
Boys Soccer - Assistants	3	\$ 8,445.00	Sean Pauls
Boys Soccer - Assistants	3	\$ 8,445.00	Jason Charney
Girls Soccer - Head	1	\$ 11,216.00	Brian Carr
Girls Soccer - Assistants	3	\$ 8,445.00	Kate Schwindel
Girls Soccer - Assistants	3	\$ 8,445.00	David Mead
Girls Soccer - Assistants	3	\$ 8,445.00	Natalie Pacholec
Girls Soccer	VOLUNTEER		Dana Lytle
Girls Tennis - Head	1	\$ 9,897.00	Amanda Buyes
Girls Tennis - Assistant	1	\$ 7,785.00	Anthony Fischer
Girls Volleyball - Head	1	\$ 11,216.00	Dan Kim (OD)
Girls Volleyball - Assistants	2	\$ 8,445.00	Stephanie Fox
Girls Volleyball - Assistants	2	\$ 8,445.00	James Giuliani
Strength Training Fall - Head	2	\$ 3,287.00	Eugene Asimou
Strength Training Fall - Head	2	\$ 3,287.00	Paul Cirlincione
Strength Training Summer Head	1	\$ 3,287.00	Robert Breschard

LIVINGSTON LENS FACILITATORS

Katelyn Viverito \$3,913

Lisa Klemens \$3,913

Kelly Rocco \$3,913

Summer Curriculum Writing Recommendations

Science (K-6)

Lori Ringwood

Tracey Dunleavy

Supervisor: Dorian Gemellaro

SUMMER ACADEMY PROGRAM

First Name	Last Name	Course
CHANGES		
Antoinette	Alston	Remedial ELA
Thomas	Truscello	Pre-Algebra Gr. 7 Bridge/Algebra 1 Bridge*
Andrew	Greenberg	Algebra 2 Remedial*
ADDITIONAL APPOINTMENTS		
Michele	Downey	Algebra 1 Bridge
Dina	Ferraro	Remedial ELA

**as amended from previous agenda*

Rates:

\$64.94/hr. before July 1, 2025

\$66.56/hr. beginning July 1, 2025

July 15, 2025

SUMMER 2025

Drivers			24-25 Hourly Rate (until 6/30/25)	25-26 Hourly Rate (after 7/1/25)
N/A				
Aides				
France	Hermine		\$19.69	\$20.32

<u>Related Service</u>	<u>Teacher</u>	<u>Aides</u>	<u>Substitutes</u>
		Jeremy Brown - rescind	
		Jeremy Golden - rescind	
		Mekhala Wadikar - rescind	
HOURLY RATES:			
Before 7/1 - \$64.94/hr	Before 7/1 - \$64.94/hr	Before 7/1 - \$21.64/hr	Before 7/1 - \$64.94/hr
After 7/1 - \$66.56/hr	After 7/1 - \$66.56/hr	After 7/1 - \$22.18/hr	After 7/1 - \$66.56/hr

WIDA SCREENING

Michelle Kang
Kristina Dugan
Sarah O'Brien
Lucia Santarella
Smruti Shah

SUMMER ACADEMY PROGRAM - MCC

First Name	Last Name	Course
Jason	Hoyle	History - MCC
Jessica	Rettagliata	Science - MCC
Ann	Butler	English - MCC
Samantha	Dengel	Math - MCC

Rates:

\$64.94/hr. before July 1, 2025

\$66.56/hr. beginning July 1, 2025

July 15, 2025

Name	Primary LOC	Position	This Year Base Salary	This Year Longevity	ACE	This Year Total Salary	Effective Date
Dr. Carlos Gramata	Hillside	Principal	\$173,368	\$2,100	\$3,000	\$178,468	7/1/2025

LIVINGSTON SCHOOL DISTRICT
Livingston, New Jersey 07039

ASSISTANT SUPERINTENDENT for ~~EQUITY, INTERVENTION,~~
~~INCLUSION AND INSPIRATION~~SPECIAL EDUCATION AND STUDENT
PERSONNEL SERVICES

QUALIFICATIONS:

1. Possess valid NJ certification as a School Administrator.
2. Three to five years of successful supervisory and/or administrative experience.
3. Experience with and knowledge of best practices in curriculum, instruction, special education, counseling and evaluation of staff.
4. Demonstrated leadership in the creation, development and assessment of programs that meet the needs of diverse student populations.
5. Successful leadership and experience with personnel management and growth, school finance and strategic planning.
6. Strong analytical, communication, writing and interpersonal skills.
7. Alternative qualifications as the Superintendent may find appropriate (with the exception of the appropriate certification).

REPORTS TO: Superintendent

JOB GOALS: Under the leadership of the Superintendent, inspire, lead, guide and direct members of the administrative, instructional, and support services staff in the district in their efforts to achieve the District's mission of "Empowering all to learn, create, contribute and grow." Direct an on-going program where equity, intervention, social and emotional wellness, and inclusion are at the forefront of the work all staff are prepared to achieve for each and every student.

Professional development, supervision of district leaders and staff members, as well as collaboration with Central Office administrators are tools to achieve this goal.

OVERALL RESPONSIBILITIES:

- Lead the development of the general philosophy and objectives of the educational program.
- Oversee the coordination of all educational and support programs within the district.
- Contribute to the development, dissemination and implementation of the annual district budget and strategic plan.
- Maintain current knowledge of legal requirements, and function as liaison for all student-facing litigation within the district.
- Assist in the recruitment, selection, recommendation and retention of staff.
- Maintain complete cumulative individual records of all children according to Board policy, State or Federal law and file reports as required.
- Communicate effectively with all stakeholders in a timely fashion.
- Ensure timely and effective observation and evaluation of all assigned staff.
- Represent the district as appropriate at County and State meetings.
- Serve as the District's Affirmative Action, Anti-Bullying Coordinator and Section

- 504 Compliance Officer.
- Attend Board of Education meetings and other professional meetings at the direction of the Superintendent.
- Perform such other tasks and assume such other responsibilities as the Superintendent may assign.

INTERVENTION AND SPECIAL EDUCATION AND RELATED SERVICES:

- Lead the development, implementation, and evaluation of a district-wide vision and plan for a Multi-Tiered System of Supports including but not limited to~ intervention services, special education and related services.
- Proactively advocate for and oversee initiatives for academic intervention in grades k-12.
- Coordinate implementation of a district-wide RTI model with distinct focus in academic intervention and special education programming.
- Engage staff and administrators in professional development to ensure staff have training opportunities, resources and materials to meet the diverse needs of learners.
- Oversee the implementation of an effective Intervention and Referral Services model by providing training, consultation and by evaluating the data derived from committees to assist building based teams in recommending professional growth opportunities to staff and administrators.
- Ensure CST's, Related Service Providers, Administrators are compliant with all aspects of NJAC 6A:14.

EQUITY AND INCLUSION:

- Lead the development of a district-wide vision and plan for implementing effective strategies that champion the importance and value of diverse and inclusive school environments.
- Proactively advocate for and oversee diversity, equity and inclusion initiatives throughout the district and in individual schools.
- Coordinate implementation of curriculum and program planning, particularly ensuring that diversity is considered in all aspects of program development as well as the selection of resources.
- Engage faculty, staff and students in work that serves to build a welcoming and inclusive culture at Livingston Public Schools.
- Serve as the lead contact person for any outside organizations brought in by the district to assist with efforts in this area.
- Coordinate the work of the District and Building-based Equity Teams and the subsequent implementation of practices that will achieve district goals in this area.
- Oversee training initiatives on cultural competency, gender differences, disability, sexual harassment, and other topics designed to increase awareness and support of equity and inclusion values, and maintaining compliance with applicable laws.
- Lead and oversee compliance with Affirmative Action, Equal Employment Opportunity, the Americans with Disabilities Act, and other applicable requirements.
- Facilitate the collection and analysis data related to ensuring equal access of all students to educational programs, resources, and activities.
- Create connections between the Livingston Community and Livingston Public

schools on equity-related issues. Oversee the facilitation of parent programs, community outreach, and connections with individuals and groups in the community.

SOCIAL AND EMOTIONAL LEARNING AND SUPPORTS:

- Ensure the creation, implementation, evaluation, review, and revision of a comprehensive district-wide plan and program that addresses the social and emotional development of all students.
- Oversee professional development in social and emotional learning at all levels.
- Guide, assist, and direct all building-level intervention teams and programs.
- Identify and oversee a program of professional development for staff members in SEL.
- Provide guidance and training to building level administrators and supervisors on best practices in SEL as it relates to behavior management and discipline procedures.
- Observe classrooms, as requested, and provide targeted feedback and strategies to support students in need of SEL intervention including providing strategies for data collection related to SEL competencies.
- Oversee crisis intervention including serving as Chair of the District-wide Crisis Team.
- Consider data and work with administrators and supervisors to enhance SEL practices related to classroom management and instruction.
- Work with appropriate staff to explore and develop opportunities to get recognition for SEL accomplishments in schools and for publicity and grant opportunities related to SEL.
- Work in coordination with other administrators to encourage modeling SEL in classrooms and providing direct support to teachers.

TERMS OF EMPLOYMENT:

This is a twelve month position with compensation to be negotiated with the Superintendent and approved by the Board.

EVALUATION:

Performance of this position will be evaluated annually in accordance with the provisions of the Board's policy on evaluation of certificated personnel.

Board approval date: May 4, 2021

Revised: July 15, 2025

LIVINGSTON SCHOOL DISTRICT
Livingston, New Jersey 07039

**ASSISTANT SUPERINTENDENT FOR CURRICULUM, INSTRUCTION &
INNOVATION TECHNOLOGY**

QUALIFICATIONS:

1. Master's Degree in Education with substantial coursework in supervision, curriculum research, and program development or Master's Degrees in two or more core subject areas preferred.
2. Possess or be eligible for valid NJ certification as a ~~Supervisor or~~ School Administrator.
3. At least five years of successful public school teaching.
4. At least five years of successful supervisory and/or administrative experience.
5. Familiarity with State approved evaluation system.
6. Strong analytical, communication, writing and interpersonal skills.
7. Alternative qualifications as the Superintendent may find appropriate with the exception of the appropriate certification.

REPORTS TO: Superintendent

JOB GOALS: To direct an on-going program of curriculum, instructional evaluation, community outreach, assessment, technology integration, and professional development to enable the district to continually innovate and improve its effectiveness in meeting the educational needs of each student.

JOB RESPONSIBILITIES:

1. Participates in the development of the general philosophy and objectives of the educational program.
2. Establishes, implements, and oversees a long-range plan for on-going curricular and instructional assessment, development, and evaluation.
3. Plans and develops research projects to assess district needs and evaluate program and/or instructional improvement efforts.
4. Establishes and maintains a procedure for curriculum development which is continuous and consistent involving administrators, staff and, as appropriate, students and community members.
5. Serves as a consultant to all staff members in developing and implementing curricular program improvements.
6. Promotes and maintains program articulation and coordination.
7. Coordinates all educational research projects conducted by district staff and outside agencies.
8. Coordinate and direct the student teacher program.
9. Oversees a progressive and supportive four year professional development program for all non-tenured staff members.
10. Develops and implements a new teacher and administrator mentoring program in compliance with state requirements.
11. Establishes and monitors a process by which relevant educational research information may be disseminated to district personnel.

Assistant Superintendent for Curriculum, Instruction & Innovation

12. Review for accuracy and appropriateness and recommend to the superintendent all request for tuition reimbursement and professional development.
13. Participates in the work of State and National educational organizations and study commissions, as appropriate.
14. Promotes the involvement of district staff in program presentations at local, regional, State and National conferences.
15. Prepares and administers the curriculum support budget.
16. Assists supervisors and principals in the formulation of an instructional budget, which reflects the results of program assessments and evaluations.
17. Participates in the review of the instructional portion of the program budget for each school.
18. Assists with the coordination of the district's compliance with State monitoring requirements.
19. Participates in the district's screening and selection process for professional staff.
20. Directs and evaluates the work of supervisory staff, as assigned.
21. Assists the Superintendent in pursuing all appropriate sources of State and Federal funding.
22. Conduct evaluation and provide data analysis on district testing initiatives and student achievement.
23. Collaborate with the Special Education Department on all curricular initiatives.
24. Oversee the development and implementation of all gifted & talented programs.
25. Develops and implements community education programs to enhance school and family partnerships.
26. Ensures best practices in educational technology and stays abreast of the latest developments and trends in this area.
27. Effectively communicate with all internal and external constituents and provide timely responses to inquiries.
28. Assists principals with the supervision and evaluation of teaching staff members.
29. Coordinates vertical and horizontal articulation between schools, with a particular emphasis on ensuring consistency between elementary schools
30. Serves as the liaison between the district administration and the Board of Education Curriculum Committee.
31. Promotes, and sustains a culture of reflection by strategically collecting and interpreting data and strategically using it to inform decision making and to improve educational planning, practice, and programming across the district.
32. Work to develop the capacity of others to effectively utilize information from various sources to understand and communicate successes and challenges as a tool to foster a culture of continuous improvement.
33. Attends Board meetings and prepares such reports for the Board as the Superintendent may request.

This position will also be responsible for all other duties as assigned by the Superintendent.

TERMS OF EMPLOYMENT:

This is a twelve-month position with compensation to be negotiated with the Superintendent and approved by the Board.

EVALUATION:

Assistant Superintendent for Curriculum, Instruction & Innovation

The performance of this position will be evaluated annually in accordance with the provisions of the Board's policy on evaluation of certificated personnel.

Revised: April 27, 2015

Revised: July 8, 2020

Revised: July 15, 2025

2360 USE OF TECHNOLOGY

Livingston Public Schools is committed to the development and establishment of a quality, equitable and cost-effective electronic telecommunications system, including Internet services. The system's sole purpose shall be for the advancement and promotion of learning and teaching. While there are many valuable uses of the Internet and the District's telecommunications system, there is the possibility of encountering offensive or inappropriate material on the Internet, despite the efforts of Livingston Public Schools to prohibit and guard against access to such material. However, the benefits of a student's use of the District's telecommunications system and the Internet far outweigh these potential detriments.

The District's system will be used to provide local, state-wide, national, and global communications opportunities for staff and students.

Limitation of Liability

The Internet constitutes an unregulated collection of resources that change constantly, so it is not possible to totally predict or control the resources that users may locate. The Board cannot guarantee the accuracy of the information or the appropriateness of materials that a user may encounter. Furthermore, the Board shall not be responsible for any damage users may suffer, including but not limited to, loss of data or interruptions of service. Nor shall the Board be responsible for financial obligations arising through the unauthorized use of the system.

District Rights and Responsibilities

The computer system is the property of the District, and all computer software and hardware belong to it. Therefore, the District retains the right to monitor all access to, and use of, the Internet.

The Board designates the Superintendent as the coordinator of the District system. He/she shall recommend to the Board of Education qualified staff persons to ensure provision of individual and class accounts necessary for access to the Internet, designation of resources for disk usage on the system, establishment of a document retention schedule, establishment of a virus protection process, and coordination of other activities as required to maintain the system.

The Superintendent shall establish administrative regulations for the use of the District's system and assign a staff member as telecommunications systems manager. The regulations shall be consistent with District policy and pertinent State and Federal law.



These regulations must be reviewed at least annually to reflect changes in telecommunications.

Failure to abide by District policy and administrative regulations governing use of the District's system may result in the suspension and/or revocation of system access as well as civil and/or criminal penalties. Student violations may result in discipline. Staff violations may also result in discipline. Additionally, a student's parent(s) or legal guardian(s) shall be responsible for any damages that the student causes, or any legal liability that results from the student's use of the District's telecommunications system and the Internet.

No student will be permitted to use the District's telecommunications system unless and until the student and his/her parent(s) or legal guardian(s) sign the District's Consent and Release Form, which acknowledges that:

- a. The student and his/her parent(s) or legal guardian(s), if applicable, have read and understand this policy and the accompanying regulation;
- b. The student will be held accountable for all of his/her network and Internet activities;
- c. The student is expected to comply with the District's policy and regulation and all Federal, State and local laws governing Internet use; and
- d. The student and his/her parent(s) legal guardian(s) shall indemnify and hold harmless the Livingston Board of Education, its members, agents, servants and employees from any and all liability relating to the student's use of the District's telecommunications system or the Internet.
- e. Parents/Guardians shall be entitled to petition the District Superintendent of Schools to obtain his/her student's computer access password(s) as a parental right without the consent of the student.

Additionally, all teachers are required to discuss the technology policy and regulation with each of his/her classes and sign an acknowledgment that they have had such a discussion with his/her classes and the date(s) on which said discussions occurred.

World Wide Web



All students and employees of the Board shall have access to the Web through the District's networked or stand alone computers. An agreement shall be required. To deny a child access, parent(s) or legal guardian(s) must notify the Building Principal in writing.

Individual Email Accounts for Students

Students in Grades 3 -12 may be granted individual email accounts.

Individual Email Accounts for District Employees

District employees shall be provided with an individual account and remote access to the system.

Supervision of Students

Student use of the Internet shall be supervised by qualified staff.

District Web Site

The Board authorizes the Superintendent to establish and maintain a District web site. The purpose of the web site will be to inform the District educational community of District programs, policies and practices.

Each school may also establish web sites that include information on the activities of that school or class. The Building Principal shall oversee these web sites.

The Superintendent shall publish and disseminate guidelines on acceptable material for these web sites. The Superintendent shall also ensure that District and school web sites do not unnecessarily disclose personally-identifiable information about students without prior written consent from parent(s) or legal guardian(s).

Parental Notification and Responsibility

The Superintendent shall ensure that parent(s) or legal guardian(s) are notified about the District network and the rules governing its use. Parent(s) or legal guardian(s) shall sign an agreement to allow their child(ren) to have an individual account. Parent(s) or legal guardian(s) who do not wish their child(ren) to have access to the Internet must notify the Building Principal in writing.

Student Safety Practices



Students shall not post personal contact information about themselves or others. Nor shall students engage in any kind of personal contact with individuals they meet online. Attempts at contact from such individuals shall be reported immediately to the staff person monitoring that child's access to the Internet. Personal contact information includes but is not limited to names, home/school/work addresses, telephone numbers, or personal photographs.

Prohibited Activities

Users shall not attempt to gain unauthorized access to the District system or to any other computer system through the District system, nor shall they go beyond their authorized access. This includes attempting to log in through another individual's account or accessing another's files.

Users shall not deliberately attempt to disrupt the District's computer system performance or destroy data by spreading computer viruses, worms, "Trojan Horses," trap door program codes or any similar product that can damage computer systems, firewalls, servers or network systems.

Users shall not use the District system to engage in illegal or improper activities.

Users shall not access material that is profane or obscene, that advocates illegal acts, or that advocates violence or hate. Inadvertent access to such material should be reported immediately to the supervising staff person.

Users shall not plagiarize material including material available on the Internet. Plagiarism is presenting another's ideas/words as one's own without appropriate attribution.

Users shall not infringe on copyrighted material, but shall follow all dictates of copyright law and the applicable policies of this District.

Users shall only be allowed to use the school-issued device provided to them during the school day.

Users shall not be permitted to utilize personal devices or hot spots while in school.

Prohibited Language

Prohibited language applies to, but is not limited to, public messages, private messages, and material posted on web pages.



Users shall not send or receive messages that contain obscene, profane, lewd, vulgar, rude, inflammatory, or threatening language.

Users shall not use the system to spread messages that can reasonably be interpreted as harassing, discriminatory or defamatory.

System Security

Users are responsible for their accounts and should take all reasonable precautions to prevent unauthorized access to them. In no case should a user provide his/her password to another individual.

Users shall immediately notify the supervising staff person or data processing department if they detect a possible security problem. Users shall not access the system for the purpose of searching for security problems.

Users shall not install or download software or other applications without permission of the supervising staff person.

Users shall follow all District virus protection procedures when installing or downloading approved software.

System Limits

Users shall access the system only for educational, professional or career development activities. This applies to discussion group mail lists, instant message services and participation in Internet "chat room" conversations.

Users shall check email frequently and delete messages as required.

Privacy Rights

Users shall respect the privacy of messages that they receive and refrain from reposting messages without the approval of the sender.

Users shall not publish private information about another individual.



Implementation

The Superintendent shall prepare regulations to implement this policy.

N.J.A.C. 6A:26-6.1 et seq.

17 U.S.C. 101 et seq.

Approved: April 11, 2016

Revised: August 12, 2025



ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

POLICY 2361- ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

The Board of Education recognizes as new technologies shift the manner in which information is accessed, communicated, and transferred; these changes will alter the nature of teaching and learning. Access to technology will allow students to explore databases, libraries, Internet sites, and bulletin boards while exchanging information with individuals throughout the world. The Board supports access by students to these information sources but reserves the right to limit in-school use to materials appropriate for educational purposes. The Board directs the Superintendent to effect training of teaching staff members in skills appropriate to analyzing and evaluating such resources as to appropriateness for educational purposes.

The Board also recognizes technology allows students access to information sources that have not been pre-screened by educators using Board approved standards. The Board therefore adopts the following standards of conduct for the use of computer networks and declares unethical, unacceptable, or illegal behavior as just cause for taking disciplinary action, limiting or revoking network access privileges, and/or instituting legal action.

The Board provides access to computer networks/computers for educational purposes only. The Board retains the right to restrict or terminate student access to computer networks/computers at any time, for any reason. School district personnel will monitor networks and online activity to maintain the integrity of the networks, ensure their proper use, and ensure compliance with Federal and State laws that regulate Internet safety.

Standards for Use of Computer Networks

Students and staff are expected to adhere to the standards of conduct as delineated in the District's Code of Conduct and Student Handbooks. Any individual engaging in the following actions when using computer networks/computers shall be subject to discipline or legal action:

A. Using the computer networks/computers for illegal, inappropriate or obscene purposes, or in support of such activities. Illegal activities are defined as activities that violate Federal, State, local laws and regulations. Inappropriate activities are defined as those that violate the intended use of the networks. Obscene activities shall be defined as a violation of generally accepted social standards for use of publicly owned and operated communication vehicles.

B. Using the computer networks/computers to violate copyrights, institutional or third party copyrights, license agreements or other contracts.



ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

- C. Using the computer networks in a manner that:
 - 1. Intentionally disrupts network traffic or crashes the network;
 - 2. Degrades or disrupts equipment or system performance;
 - 3. Uses the computing resources of the school district for commercial purposes, financial gain, or fraud;
 - 4. Steals data or other intellectual property;
 - 5. Gains or seeks unauthorized access to the files of others or vandalizes the data of another person;
 - 6. Gains or seeks unauthorized access to resources or entities;
 - 7. Forges electronic mail messages or uses an account owned by others;
 - 8. Invades privacy of others;
 - 9. Posts anonymous messages;
 - 10. Possesses any data which is a violation of this Policy; and/or
 - 11. Engages in other activities that do not advance the educational purpose for which computer networks/computers are provided.
- D. *Using non-school-issued devices.*
- E. *Utilizing personal devices or hotspots while in school.*

Internet Safety Protection

As a condition for receipt of certain Federal funding, the school district shall be in compliance with the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and has installed technology protection measures for all computers in the school district, including computers in media centers/libraries. The technology protection must block and/or filter material and visual depictions that are obscene as defined in Section 1460 of Title 18, United States Code; child pornography, as defined in Section 2256 of Title 18, United States Code; are harmful to minors including any pictures, images, graphic image file or other material or visual depiction that taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or depicts, describes, or represents in a patently offensive way, with respect to what is suitable for minors, sexual acts or conduct; or taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

This Policy also establishes Internet safety policy and procedures in the district as required in the Neighborhood Children's Internet Protection Act. Policy 2361 addresses access by minors to inappropriate matter on the Internet and World Wide Web; the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; unauthorized access, including "hacking" and other unlawful activities by minors online; unauthorized disclosures, use, and dissemination of personal



ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

identification information regarding minors; and measures designed to restrict minors' access to materials harmful to minors.

Notwithstanding blocking and/or filtering the material and visual depictions prohibited in the Children's Internet Protection Act and the Neighborhood Children's Internet Protection Act, the Board shall determine other Internet material that is inappropriate for minors.

In accordance with the provisions of the Children's Internet Protection Act, the Superintendent of Schools or designee will develop and ensure education is provided to every student regarding appropriate online behavior, including students interacting with other individuals on social networking sites and/or chat rooms, and cyber-bullying awareness and response.

The Board will provide reasonable public notice and will hold one annual public hearing during a regular monthly Board meeting or during a designated special Board meeting to address and receive public community input on the Internet Safety Policy - Policy and Regulation 2361. Any changes in Policy and Regulation 2361 since the previous year's annual public hearing will also be discussed at a meeting following the annual public hearing.

The school district will certify on an annual basis, that the schools, including media centers/libraries in the district, are in compliance with the Children's Internet Protection Act and the Neighborhood Children's Internet Protection Act and the school district enforces the requirements of these Acts and this Policy.

Consent Requirement

No student shall be allowed to use the school districts' computer networks/computers and the Internet unless they have filed with the Principal or designee a consent form signed by the student and his/her parent(s) or legal guardian(s).

Violations

Individuals violating this policy shall be subject to the consequences as indicated in the Code of Conduct and Regulation # 2361.

N.J.S.A. 2A:38A-3

Federal Communications Commission: Children's Internet Protection Act

Federal Communications Commission: Neighborhood Children's Internet Protection Act

Adopted: 13 September 2004



ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS AND RESOURCES (M)

Revised: 14 January 2008
Revised: 02 June 2008
Revised: 23 January 2012
Revised: 08 December 2014
Revised: 11 April 2016
Revised: August 12, 2025



5460 HIGH SCHOOL GRADUATION (M)

The Board of Education will recognize the successful completion of the secondary school instructional program by the award of a State-endorsed diploma certifying the student has met all State and local requirements for high school graduation **in accordance with N.J.A.C. 6A:8-5.1**. The Board will annually certify to the Executive County Superintendent each student who has been awarded a diploma has met the requirements for graduation.

As defined in N.J.A.C. 6A:8-1.3, “credit” means the award for the equivalent of a class period of instruction which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2.

A. High School Graduation Requirements – N.J.A.C. 6A:8-5.1

1. For a State-endorsed diploma, the Board of Education shall develop, adopt, and implement graduation requirements that prepare students for success in post-secondary degree programs, careers, and civic life in the 21st century, and that include the following:

a. A graduating student must have earned a minimum of 125 credits in courses designed to meet all of the New Jersey Student Learning Standards (NJSLS) including, but not limited to, the following credits:

1. At least twenty credits in English language arts aligned to grade nine through twelve standards;
2. At least fifteen credits in mathematics, including Algebra I or the content equivalent; geometry or the content equivalent; and a third year of mathematics that builds on the concepts and skills of algebra and geometry and that prepares students for college and 21st century careers;
3. At least fifteen credits in social studies, including satisfaction of N.J.S.A. 18A:35-1 and 18A:35-2; five credits in world history; and the integration of civics, economics, geography, and global content in all course offerings;
4. At least fifteen credits in science, including at least five credits in laboratory biology/life science or the content equivalent; one additional laboratory/inquiry-based science course, which shall include chemistry,



environmental science, or physics; and one additional laboratory/inquiry-based science course;

5. At least three and three-quarters credits in health, safety, and physical education during each year of enrollment, distributed as one hundred fifty minutes per week, as required by N.J.S.A. 18A:35-5, 7, and 8;
6. At least five credits in visual and performing arts;
7. At least five credits in world languages or student demonstration of proficiency as set forth in N.J.A.C. 6A:8-5.1(a)2ii(2);
8. At least two and one-half credits in financial, economic, business, and entrepreneurial literacy;
9. Technological literacy, consistent with the NJSLs, integrated throughout the curriculum;
10. At least five credits in 21st century life and careers, or career-technical education; and
11. Electives as determined by the high school program sufficient to total a minimum of 125 credits.

~~As defined in N.J.A.C. 6A:8-1.3, "credit" means the award for the equivalent of a class period of instruction which meets for a minimum of forty minutes, one time per week during the school year or as approved through N.J.A.C. 6A:8-5.1(a)2.~~

The high school graduation credit requirement may be met in whole or in part through program completion of a range of experiences that enable students to pursue a variety of personalized learning opportunities, as follows:

1. The district shall establish a process to approve individualized student learning opportunities that meet or exceed the NJSLs.
 - a. Individualized student learning opportunities in all NJSLs areas include, but are not limited, to the following:
 - (1) Independent study;
 - (2) Online learning;



- (3) Study abroad programs;
 - (4) Student exchange programs; and
 - (5) Structured learning experiences, including, but not limited to, work-based programs, internships, apprenticeships, and service learning experiences.
- b. Individualized student learning opportunities based upon specific instructional objectives aimed at meeting or exceeding the NJSLS shall:
- (1) Be based on student interest and career goals as reflected in the Personalized Student Learning Plans;

In the development of Personalized Student Learning Plans according to N.J.A.C. 6A:8-3.2(a), the district shall actively encourage all students who have otherwise met the requirements for high school graduation according to N.J.A.C. 6A:8-5.1(a) to continue to pursue rigorous, yet balanced, courseloads in accordance with their post-secondary aspirations which may include the following:

- a. Five credits in mathematics during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- b. Five credits in a laboratory science during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- c. Five credits in social studies during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- d. d. Five credits in world languages during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers;
- e. Five credits in the visual and performing arts during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers, and



- f. Five credits in business and/or technology during each year of enrollment, aimed at preparation for entrance into post-secondary programs or 21st century careers.
 - (2) Include demonstration of student competency;
 - (3) Be certified for completion based on the district process adopted according to 2. below; and
 - (4) Be on file in the school district and subject to review by the Commissioner or designee.
 - c. Group programs based upon specific instructional objectives aimed at meeting or exceeding the NJSLs shall be permitted and shall be approved in the same manner as other approved courses.
 - 2. The district shall establish a process for granting of credits through successful completion of assessments that verify student achievement in meeting or exceeding the NJSLs at the high school level, including standards achieved by means of the individualized student learning opportunities enumerated as outlined in N.J.A.C. 6A:8-5.1(a)2. Such programs or assessments may occur all or in part prior to a student's high school enrollment; no such locally administered assessments shall preclude or exempt student participation in applicable Statewide assessments at grades three through twelve.
 - a. The district shall choose assessments that are aligned with or exceed the NJSLs and may include locally designed assessments.
 - b. The district shall choose from among the following assessment options to determine if students have achieved the level of language proficiency designated as Novice-High as defined by the American Council on the Teaching of Foreign Languages (ACTFL) and recognized as fulfilling the world languages requirement of the NJSLs:
 - (1) The Standards-based Measurement of Proficiency (STAMP) online assessment;
 - (2) The ACTFL Oral Proficiency Interview (OPI) or Modified Oral Proficiency Interview (MOPI); or



- (3) Department of Education-approved locally designed competency-based assessments.
- 3. The district shall establish a process to approve post-secondary learning opportunities that may consist of: Advanced Placement (AP) courses; the College-Level Examination Program (CLEP); or concurrent/dual enrollment at accredited higher education institutions.
 - a. The district shall award credit for successful completion of an approved, accredited college course that assures achievement of knowledge and skills that meets or exceeds the NJSLs.



B. Additional Graduation Requirements

1. Attendance requirements as indicated in Policy and Regulation 5200;
2. Any statutorily mandated requirements for earning a high school diploma; and
3. Any Statewide assessment graduation requirements as determined by the New Jersey Department of Education (NJDOE), and as outlined in C. below.

C. Statewide Assessment Graduation Requirements

Class of 2024 and 2025 (Updated May 2023)

Students must take and demonstrate proficiency in grade 11 on the New Jersey Graduation Proficiency Assessment, which includes content aligned to the grade 10 New Jersey Student Learning Standards (NJSLS) in ELA, and the NJSLS in Algebra 1 and Geometry.

If, after completing the New Jersey Graduation Proficiency Assessment, a student does not demonstrate proficiency on the ELA or mathematics section, the student may retake the New Jersey Graduation Proficiency Assessment in the following summer or fall.

A student with disabilities whose IEP states that they are not eligible for the alternate assessment (Dynamic Learning Maps) must take the New Jersey Graduation Proficiency Assessment in grade 11.

First Pathway—NJGPA

Note: Cut Scores Approved by the New Jersey State Board of Education on May 3, 2023

ELA	Mathematics
New Jersey Graduation Proficiency Assessment—ELA ≥ 725 (Graduation Ready)	New Jersey Graduation Proficiency Assessment—Mathematics ≥ 725 (Graduation Ready)



On May 3, 2023, the State Board of Education approved the graduation ready cut score for the ELA and mathematics components of the NJGPA, as well as the menu of alternative assessments and aligned cut scores.

The requirements in this section were adopted by the New Jersey State Board of Education on September 8, 2021 for the classes of 2023–2025.

English Language Arts and Literacy (ELA)

If, after completing the New Jersey Graduation Proficiency Assessment in grade 11, students did not demonstrate proficiency by passing the ELA component, such students may access the following pathways:

- Second Pathway: By meeting the designated cut score on a substitute competency test such as the PSAT, SAT, ACT, or ACCUPLACER; or
- Third Pathway: By submitting, through the district, a student portfolio appeal to the New Jersey Department of Education.

Mathematics

If, after completing the required New Jersey Graduation Proficiency Assessment in grade 11, students did not demonstrate proficiency by passing the mathematics component, such students may access the following pathways:

- Second Pathway: By meeting the designated cut score on a substitute competency test such as the PSAT, SAT, ACT, or ACCUPLACER; or
- Third Pathway: By submitting, through the district, a student portfolio appeal to the New Jersey Department of Education.

D. Attendance

Regular attendance is required for the successful completion of a course of study and graduation. Students are expected to be present in every scheduled class except as their attendance is excused in accordance with Board Policy 5200.

E. Students with Disabilities

1. Through the Individualized Educational Plan (IEP) process and pursuant to N.J.A.C. 6A:14-4.11 - Graduation, the district may specify alternate



requirements for a State-endorsed diploma for individual students with disabilities as defined in N.J.A.C. 6A:14-1.3.

- a. The district shall specifically address any alternate requirements for graduation in a student's IEP, in accordance with N.J.A.C. 6A:14-4.11.
 - b. The district shall develop and implement procedures for assessing whether a student with a disability has met the specified alternate requirements for graduation individually determined in an IEP.
2. If a student with a disability attends a school other than that of the school district of residence, which is empowered to grant a diploma, the student shall have the choice of receiving the diploma of the school attended or the diploma of the school district of residence.
 - a. If the school the student is attending declines to issue a diploma to the student, the district of residence Board of Education shall issue the student a diploma if the student has satisfied all State and local graduation requirements, as specified in the student's IEP.
3. Students with disabilities who meet the standards for graduation according to the school district's graduation requirements shall have the opportunity to participate in graduation exercises and related senior activities on a nondiscriminatory basis, as provided for in subparagraph 5 below.
4. A student with a disability whose IEP prescribes continued special education programs beyond the fourth year of high school shall be permitted to participate in commencement ceremonies with his/her graduating class and shall receive a certificate of attendance, provided the student has attended four years of high school.
5. Students placed in private schools for the disabled by the district through their respective Individualized Education Plan (IEP) and who meet the requirements of subparagraphs 3 or 4 above, will be permitted to participate in graduation and related senior activities consistent with applicable law, provided students are in good standing with respect to the disciplinary policies of both the district and the private school.

F. High School Diploma



1. The Board of Education shall award a State-endorsed high school diploma to prospective graduates who have met all of the requirements adopted in accordance with State and local Board of Education requirements.
2. The Board of Education shall not issue a high school diploma to any student not meeting the criteria specified in State and local requirements.
 - a. The district shall provide students exiting grade twelve without a diploma the opportunity for continued high school enrollment to age twenty or until the requirements for a State-endorsed diploma have been met, whichever comes first.
 - b. The district shall allow any out-of-school individual to age twenty who has otherwise met all State and local graduation requirements, but has failed to pass high school end-of-course PARCC assessments to demonstrate proficiency as set forth in N.J.A.C. 6A:8-5.1(f) pursuant to the standards applicable to the student's graduating class. Students in graduating classes prior to 2016 shall demonstrate proficiency as set forth in N.J.A.C. 6A:8-5.1(f)1. Upon certification of passing the test applicable to the student's class in accordance with N.J.A.C. 6A:8, a State-endorsed diploma shall be granted by the high school of record.
3. The Commissioner of Education shall award a State-issued high school diploma in accordance with the provisions of N.J.A.C. 6A:8-5.2(c) and (d).
4. The Board of Education shall award a State-endorsed high school diploma to any currently enrolled student, regardless of grade level, who:
 - a. Has demonstrated proficiency in the high school end-of-course PARCC assessments in ELA 10 and Algebra I, or as set forth in N.J.A.C. 6A:8-5.1(f);
 - b. Has presented official transcripts showing at least thirty general education credits leading to a degree at an accredited institution of higher education; and
 - c. Has formally requested such early award of a State-endorsed high school diploma.



G. Notification

Each student who enters or transfers into the high school and the student's parent(s) will be provided a copy of the school district's requirements for a State-endorsed diploma, and the programs available to assist students in attaining the State-endorsed diploma, in accordance with N.J.S.A. 18A:7C-5.

H. Reporting

The Superintendent, in accordance with N.J.S.A. 18A:7C-7 and 18A:7E-3, shall report annually to the Board of Education at a public meeting not later than September 30, and to the Commissioner of Education:

1. The total number of students graduated;
2. The number of students graduated under the substitute competency test process;
3. The number of students graduated under the portfolio appeals process;
4. The number of students receiving State-endorsed high school diplomas as a result of meeting any alternative requirements for graduation as specified in their IEP's;
5. The total number of students denied graduation from the twelfth grade class; and
6. The number of students denied graduation from the twelfth grade class solely because of failure to pass the high school end-of-course PARCC assessments, substitute competency tests, or portfolio appeals process based on the provisions of N.J.A.C. 6A:8.

I. The Superintendent shall provide to the Executive County Superintendent the district's graduation requirements each year they are evaluated through the Quality Single Accountability Continuum (QSAC) and update the filed copy each time the graduation policy is revised.

J. Financial Aid Application Graduation Requirement



1. Beginning with the 2023-2024 grade eleven class, and for two school years thereafter, the Board shall require a student, and the student's parent, if applicable, to complete and submit a financial aid application in a form prescribed by the Higher Education Student Assistance Authority (Authority) as a prerequisite to the student receiving a high school diploma unless a waiver is submitted to the district as set forth in P.L.2023 c.295 and D.1.a. below.

a. A student shall be exempt from the requirement in P.L.2023 c.295 and D.1. above if the student or the student's parent submits to the district a waiver form signed by the parent, or by the student if the student is at least eighteen years of age, requesting the exemption from the requirement.

b. If the student is under eighteen years of age and a form signed by the parent cannot be reasonably obtained, the student's school counselor may authorize the waiver as permitted by regulations promulgated by the State Board of Education pursuant to P.L.2023 c.295.

2. The district shall annually notify students and the parents of the requirement established pursuant to P.L.2023 c.295 and Section D.

3. No adverse action shall be taken by a Board against any student due to a student's receipt of an exemption from the requirement to complete and submit a financial aid application pursuant to D.1.a. above.

4. Nothing in P.L.2023 c.295 and this Policy shall be construed as requiring school counselors, or any other school employee, to assist students in completing the financial aid application. Nothing in P.L.2023 c.295 and this Policy shall be construed as creating a private right of action against the district or the State upon compliance or noncompliance with the provisions of P.L.2023 c.295 and this Policy.



POLICY

LIVINGSTON
BOARD OF EDUCATION

Students

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HIGH SCHOOL GRADUATION (M)



Diplomas in Memoriam

The Board, upon written request by the parent(s) or guardian(s) of the student, and recommendation by the Principal and Superintendent, will consider awarding a diploma in memoriam to a student who dies while enrolled in the district at grade level 12, provided the student was successfully on track at the time of death to receive a diploma at the end of the school year. For purposes of this policy, "school year" includes any summer session following the spring semester. Diplomas in memoriam will be provided to the family in a private meeting in the Principal's office, but not at the formal high school graduation ceremony.

N.J.S.A. 18A:7C-1; 18A:35-1; 18A:35-4.9; 18A:35-7; 18A:36-17

N.J.A.C. 6A:8-1 et seq.; 6A:8-5.1; 6A:8-5.2; 6A:14-4.11 et seq.

Adopted: January 11, 2010

Revised: September 20, 2010

Revised: June 18, 2018

Revised: September 26, 2023

Revised: August 12, 2025



5530 SUBSTANCE ABUSE (M)

The fundamental purpose of our educational process is to foster the intellectual, emotional, social, and physical well-being of each child. In fulfilling this purpose, the Livingston Board of Education recognized the need for a safe environment, free of drugs, within our schools and to assist our students to learn how to lead drug-free lives.

Accordingly, the Board will establish and maintain a comprehensive substance abuse intervention, prevention and treatment referral program in the schools of this district. The intent of the policy is preventative and therapeutic, but the Board will take the necessary and appropriate steps to protect the school community from harm and from exposure to harmful substances.

The Board prohibits the use, possession, and/or distribution of a substance on school grounds, including on any transportation vehicle provided by this Board or at school sponsored functions according to N.J.S.A. 18A:40A-9, 10 and 11. A pupil who uses, possesses or distributes a substance, on or off school premises, will be subject to discipline.

The following Policy and its accompanying Regulation will outline the steps the district will take in relation to:

1. A comprehensive program of drug, alcohol, tobacco and steroid education;
2. The identification and remediation of pupils involved with drugs, alcohol, tobacco and steroids;
3. The examination and treatment of pupils suspected of being under the influence of drugs, alcohol, tobacco or steroids to determine the extent of the pupil's drug or alcohol use or dependency;
4. The treatment and discipline of pupils who use, possess or distribute drugs, alcohol, tobacco and steroids in violation of law or this policy through referral to an appropriate drug/alcohol abuse program as recommended by the department of health and the student assistance counselor;
5. Supportive services for pupils returning from treatment.

Definitions:



“Sample” means a non-dilute, non-adulterated sample. A diluted urine screen is a presumptive positive test result. Appropriate disciplinary action will be taken for a positive test result.

“Substance” means alcoholic beverages, controlled dangerous substances as defined at N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, anabolic steroids, any chemical or chemical compound that releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined at N.J.S.A. 2C:35-10.4, or over-the counter prescription medications which are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.

“Substance abuse”, also called “substance use”, means the consumption or use of any substance for purposes other than for the treatment of sickness or injury as prescribed or administered by a person duly authorized by law to treat sick and injured human beings.

“Evaluation” means procedures used by a certified or licensed professional to make a positive determination of a student’s need for programs and services that extend beyond the general school program by virtue of learning, behavior, or health difficulties of the student or the student’s family.

“Intervention” means those programs, services, and actions taken to identify and offer help to a student at risk for learning, behavior, or health difficulties.

“Referral for treatment” means those programs and services suggested to a student or to the student’s family to help implement the recommendations of an evaluation; in response to a positive alcohol or other drug test results; or in response to the family’s request for assistance with a learning, behavior, or health difficulty.

"School grounds" means and includes land, portions of land, structures, buildings, and vehicles, when used for the provision of academic or extracurricular programs sponsored by the school district or community provider. School grounds also includes school buses, school-sponsored functions, structures that support the buildings, such as school district wastewater treatment facilities; generating facilities; and other central service facilities including, but not limited to, kitchens and maintenance shops. School grounds also includes other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds, and recreational places owned by municipalities, private entities or other individuals during times when the school district has exclusive use of a portion of the land.



Discipline

The Board prohibits the use, possession, and/or distribution of alcohol or other drugs on school grounds, including on any transportation vehicle provided by this Board or at school sponsored functions. A pupil who uses, possesses, or distributes a substance, on or off school premises, will be subject to discipline in accordance with this Policy and Regulation 5530. Discipline will be graded to the severity of the offenses, the nature of the problems and the pupil's needs. Discipline may include suspension or expulsion.

The Board directs the Superintendent to establish consequences for a pupil not following through on the recommendations of an evaluation for alcohol or other drug abuse and related behaviors.

The Board may deny participation in extra-curricular activities, school functions, sports, graduation exercises, or other privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment, in accordance with N.J.A.C. 6A:16-7.1(d). Any student to be disciplined shall be provided the due process procedures for students and their families as set forth in N.J.A.C. 6A:16-7.

Instruction

In keeping with the Board's intent to provide preventative and therapeutic assistance to all pupils, an education curriculum for grades K-12, emphasizing primary prevention of alcohol, drug, and substance abuse shall be used, providing students with information and developmental exercises regarding chemical substances. Pupils will receive education, including tobacco and anabolic steroids, appropriate for the pupil's age, maturity, and grade level.

The Board will provide intervention and treatment referral services by teaching staff members who are properly and appropriately certified and trained to render such services.

Such services include instruction, counseling and related services to a pupil who is receiving medical or therapeutic care for diagnosed substance abuse, referral to a community agency approved by the County Local Advisory Council on alcoholism or Drug Abuse or the State A pupil who has also been identified as potentially disabled shall be evaluated by the Child Study Team to determine their eligibility for special education and/or related services.



Such services include instruction, counseling and related services to a pupil who is receiving medical or therapeutic care for diagnosed substance abuse, referral to a community agency approved by the County Local Advisory Council on alcoholism or Drug Abuse or the State Department of Health; support services for pupils who are in care or returning from care for substance dependency; and/or a special class or course designed to meet the needs of pupils with problems of substance abuse.

A pupil who has also been identified as potentially disabled shall be evaluated by the Child Study Team to determine their eligibility for special education and/or related services.

Outreach to Parents

The Board will provide a program of outreach to parent(s) or legal guardian(s) of pupils that includes information on the district's substance abuse curriculum, the identification of substance abusers and rehabilitation organizations and agencies. The Superintendent is directed to develop the program in consultation with local agencies recommended by the Commissioner and to offer the program at times and in places convenient to parent(s) legal guardian(s) on school premises or in other suitable facilities.

Building-Based Programs

In keeping with the district's preventative and early intervention efforts, building-based programs will be developed district-wide, to provide services to students whose academic careers are being adversely affected. The purpose of these programs will be to address individual learning difficulties, behavioral problems, emotional well-being and alcohol/drug dependency issues. These programs include all building-based intervention teams, such as the CORE Team or Intervention & Referral Services (I&RS). The membership of these teams shall include, but are not limited to: the Building Principal or designee, regular education teacher(s) and a school staff member selected from one of the following professional titles:

- school counselor
- learning disabilities teacher-consultant
- school social worker
- school nurse
- school psychologist
- speech-language specialist
- substance awareness coordinator/student assistance counselor



The function of the building-based intervention programs is to develop educational/behavioral strategies and to provide crisis intervention, assessment, and referral.

There are instances where substance abuse may be suspected by a certified staff member and reported to the CORE Team, as per N.J.A.C. 6A:16-4.1(b). The CORE Team may recommend a referral for a medical evaluation through one of the following resources:

1. By a district approved medical facility.
2. Private practitioners certified by an appropriate drug and alcohol licensing board.
3. Out-of-State agencies licensed by the appropriate State regulatory agency for alcohol and other drug services; or
4. Appropriate community agencies as defined in N.J.A.C. 6A:16-4.1(b).

When such a recommendation is being made, the Principal or their designee shall consult with the pupil's parent(s) or legal guardian(s) and the Superintendent.

All drug/alcohol assessment, counseling and treatment programs not provided by staff members of the district or not recommended or required under the district policy shall be at the sole cost and expense of the parent/guardian and not be paid in whole or in part by the Board of Education.

Substance Abuse - Identification, Evaluation, and Intervention

Any staff member to whom it appears that a pupil may be under the influence of a substance on school grounds, including on any transportation vehicle provided by this Board or at school sponsored functions, shall report the matter as soon as possible to at least one of the following:

1. The Principal or their designee
2. The School Nurse
3. The Substance Awareness Counselor



The Principal and/or their designee, in response to this report will:

1. Notify the parent(s) or legal guardian
2. Notify the Superintendent
3. Arrange for an immediate medical examination of the pupil at a Board approved facility. "Immediate" is defined in the following way:

The child shall receive a medical examination with a drug test within two hours of being reported **to the parent**. The sample provided must be a non-dilute, non-adulterated sample. A diluted urine screen is a presumptive positive test result. Appropriate disciplinary action will be taken for a positive test result.

4. The parent(s) or guardian(s) may have the immediate medical examination conducted by a physician other than at the school approved facility who is licensed to practice medicine or osteopathy. This examination will be at the expense of the parent(s) or guardian(s) and not the Board. The medical examination must meet Board approved standards for toxicity.
5. If parent(s) or guardian(s) are not available or cannot meet the time frames established in this policy, the school shall arrange for transportation of the student to the approved testing facility or to the emergency room of the nearest hospital.
 - a. The district reserves the right to contact the police or emergency services to transport the student. In this case, a staff member will accompany the student.
 - b. Any expense for transporting the child will be borne by the parent or guardian.
6. A written report will be furnished by the examining physician to the parent(s) or legal guardian, Principal and the Superintendent within 24 hours of the referral of the student for suspected alcohol or other drug use. If the parent or child refuses to be screened or fails to produce the required report within 24 hours, the appropriate disciplinary procedures will be implemented.



7. If the written report of the medical evaluation verifies that alcohol or other drugs do not interfere with the student's physical and mental ability to perform in school, the student shall remain in school.
8. If there is a positive determination from the medical examination indicating that the student's alcohol or drug use interferes with their physical and mental ability to perform in school, or the student is non-compliant with this policy, attendance at school will not resume until a written report has been submitted to the parent, Principal and Superintendent from a physician who has examined the student which states that the student's alcohol or other drug use no longer interferes with their physical and mental ability to perform in school. Removal of a student with a disability shall be in accordance with N.J.A.C. 6A:14.
9. Whenever any teaching staff member, certified or non-certified school nurse, or other educational personnel shall have reason to believe a pupil has used or may be using anabolic steroids, that person shall report the matter in accordance with Regulation 5530 and N.J.A.C. 6A:16-4.3(b)1.



Reporting Pupils to Law Enforcement Authorities

The Superintendent, or designee, will report pupils to law enforcement authorities if the staff member has reason to believe a pupil is unlawfully, under the influence of, possessing, or in any way is involved in the distribution of controlled dangerous substances, anabolic steroids, or drug paraphernalia, on school grounds, including on any transportation vehicle provided by this Board or at school sponsored functions or within 1,000 feet of the outermost boundary of school property, pursuant to N.J.A.C. 6A:16-6.3(a).

The Superintendent shall not report pupils who have voluntarily sought treatment or counseling for a substance abuse problem provided the pupil is not involved or implicated in a drug distribution activity.

Civil Immunity

No civil action of any kind shall lie against any employee, officer or agent of the Board because of actions taken under the education statutes on substance abuse, N.J.S.A. 18A:40A-1 et seq., provided the skill and care given is that ordinarily required and exercised by other such employees, officers and agents of the Board.

Any educational or non-educational school staff member who in good faith reports a pupil to the Building Principal or designee in compliance with N.J.A.C. 6A:16-4.3 shall not be liable in civil damages as a result of making such a report, as specified in N.J.S.A. 18A:40A-13 and 14.

The Superintendent shall develop administrative regulations for this policy on Substance Abuse.

N.J.S.A. 18A:40A-1 et seq. ; 18A:40A-5; 18A:40A-7.1 et seq. ; 18A:40A-7.2; 18A:40A-9 through 18A:40A- 17;
N.J.A.C. 6A:16-1.1 et seq.; N.J.A.C. 6A:16-3.1 et. seq.; 6A:16-4.1 et seq;
6A:16-6.1 et seq. ;6A:32-7.1 et seq.

Adopted: 04 June 2007
Revised: 18 July 2011
Revised: 08 December 2014



POLICY

LIVINGSTON
BOARD OF EDUCATION

Students

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SUBSTANCE ABUSE (M)

Revised: July 11, 2023
Revised: March 18, 2025
Revised: August 12, 2025



SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS

7523 SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS

The Board of Education may provide technology devices to students in the district for school district authorized use only. The purpose of this Policy is to establish general guidelines for the issuance and utilization of any school district technology device provided to students of this district. For the purposes of this Policy, "technology device" or "device" shall include, but not be limited to, portable devices such as computers, laptops, tablets, cellular telephones, or any other computing or electronic devices the school district provides to ~~pupil~~students to be used as part of their educational program.

A technology device made available to students will be considered a textbook or supply, as defined in N.J.S.A. 18A:34-1, mandatory to a successful completion of the classroom curriculum. Therefore, because a technology device defined in this Policy is mandatory to a successful completion of a student's classroom curriculum, a student will be required to obtain a technology device provided by the school district as defined in this Policy. The district will provide students with such a technology device consistent with its textbook or supply policies. A technology device provided by the school district may include pre-loaded software. Only school district authorized staff members may load or download software onto a school district provided technology device unless specifically given prior permission by a school district authorized staff person.

To receive a school district provided technology device, the parent and student must sign all school district device forms requiring the parent and the student to comply with certain provisions. These provisions may include, but are not limited to:

1. A school district provided technology device must be used only by the student for school district authorized use;
2. A ~~pupil~~student shall comply with the school district's acceptable use of technology policies, which are listed in the District's Code of Conduct.
3. Any school district provided technology device loaned to a student must be returned to the school district in the condition it was initially provided to the ~~pupil~~student considering reasonable use and care by the ~~pupil~~student;
4. The parent or student shall be responsible to reimburse the school district the cost of any technology device or its accessories that are lost, damaged beyond reasonable use or beyond its value, abandoned, missing, stolen, or cannot be returned to the district in accordance with the terms of the school district device forms;
5. The district may require, or offer as an option, depending on the type of technology device provided to the student, an insurance policy to be purchased by the parent or student that would cover certain losses or damage to a technology



SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS

- device during the time period the student has possession of the device. The parent or the student shall pay any insurance policy required deductibles in the event of a loss or theft;
6. A student will be required to report any hardware or software problems in the operation of the device to the school district staff member, designated on the school district device forms, within two school days of the commencement of the problem;
 7. A student must report to the school district staff member designated on the School District Provided Technology Device Form within two school days in the event the technology device has been damaged or is missing;
 8. A parent or student is required to immediately file a police report in the event it is believed the technology device has been stolen. Within one school day after filing a police report, a parent or student shall complete the school district device Loss Form and submit the completed Loss Form and a copy of the police report to the Principal or designee;
 9. The ~~pupil~~student shall have the technology device in their possession in school as required;
 10. **Students are only allowed to use the school-issued device provided to them during the school day. No personal devices or hotspots are allowed to be used while in school.**and
 11. Any other provisions the Superintendent of Schools determines should be included on the school district device forms.

The school district will provide the student and parent with written or electronic notification that the technology device provided by the school district may record or collect information on the ~~pupil~~student's activity or the student's use of the technology device if the device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information on the student's activity or use of the device. This notification shall also include a statement that the school district shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student. The parent shall be required to acknowledge receipt of this notification and the parent acknowledgement shall be retained by the Principal or designee for as long as the student retains the use of the school district provided technology device. The parent acknowledgement and a signed school district provided technology device form shall be required before the issuance of a technology device to a student.

Students shall comply with all school district policies for the use of a school district provided technology device. A ~~pupil~~student shall be subject to consequences in the event the student violates any school district policy, including the district's acceptable use



SCHOOL DISTRICT PROVIDED TECHNOLOGY DEVICES TO STUDENTS

policies; student code of conduct; any provision of this Policy; or any provision of the school district device forms.

N.J.S.A. 18A:34-1

P.L. 2013, Chapter 44 – “The Anti-Big Brother Act”

Adopted: December 9, 2013

Revised: April 25, 2016

Revised: **August 12, 2025**



COLLECTING MONEY FROM STUDENTS AND PARENTS

6169 COLLECTING MONEY FROM STUDENTS AND PARENTS

1. Gifts, grants, and donations of non-instructional items for a specified purpose other than paying staff (e.g., gifts, grants, and donations of equipment, professional services provided by other than staff members from individuals, etc. Home and School Associations, PTA's, PTO's, PTC, the Livingston Education Foundation, etc.)

The donor must complete a donation form (available in the office of the Business Administrator/Board Secretary) and present it for approval to the Building Principal, and then to the Business Administrator/Board Secretary who will review it and place it on the Board agenda for approval. The Business Administrator/Board Secretary will put the funds in an account from which the recipient(s) of the gifts, grants, or donations will draw. See R7230 for details.

2. Gifts, grants, and donations of an instructional nature for a specified purpose other than paying staff (e.g., books, software, professional services provided by other than staff members, etc. from individuals, Home and School Associations or the Livingston Education Foundation, etc.)

The donor must complete a donation form (available in the office of the Business Administrator/Board Secretary) and present it for approval to the Building Principal, and then to the Assistant Superintendent for Curriculum, Instruction and Assessment who will review it and place it on the Board agenda for approval. The Business Administrator/Board Secretary will put the funds in an account from which the recipient(s) of the gifts, grants, or donations will draw. See R7230 for details.

3. Collecting money from students and/or parents for donation to the Board in order to fund staff members compensated for in conjunction with a school-sponsored event (e.g., student fees to fund stipends for staff members for activities or clubs not paid through the district budget)

The administrator collecting the money must complete a donation form (available in the office of the Business Administrator/Board Secretary) and present it for approval to the Building Principal, and then to the manager of Human Resources who will review it and place it on the Board agenda for approval. The Business Administrator/Board Secretary will put the funds in an account from which the staff members will receive a payroll check. See R7230 for details.



4. Collecting money from students and/or parents for a specified purpose other than paying staff (e.g., field trip entrance fees, etc.)

Money collected must be for an identified purpose and amount. Money goes into a student activity account and is paid from that account. All disbursements from a student activity account must be supported with receipts.

5. Collecting other fees or donations (e.g., student activity fees in grades 7-12, scholarship donations, gate and ticket receipts for athletic or artistic events)

Money collected must be delivered to the Business Office for deposit into the Board of Education's General Fund. Student activity fees collected through Genesis are processed automatically.

Approved



8613 WAIVER OF STUDENT TRANSPORTATION

The Board of Education is required to provide transportation services for the school year to an elementary student living more than two miles from the public school of attendance or to a secondary school student living more than two and one-half miles from the public school of attendance in accordance with the provisions of N.J.S.A. 18A:39-1 et seq.

The Board shall determine student transportation needs and approve student transportation routes based on all students eligible for transportation in accordance with the provisions of N.J.S.A. 18A:39-1 et seq. and any less than remote, courtesy busing, and/or hazardous route transportation determined by the Board. However, while providing school bus seats for those students eligible for transportation each school year, the Board recognizes certain students eligible for transportation services voluntarily elect not to use the transportation services offered by the Board resulting in empty seats on school buses going to and from school. To assist the Board in operating the school district's transportation system in the most cost-effective manner, the Board may provide a student's parent/guardian the option of waiving transportation services for that school year in accordance with the provisions of N.J.S.A. 18A:39-1c. In the event the Board provides this option, a student's parent/guardian will be required to sign a written statement indicating the student waives transportation services for that school year. The written statement shall be in such form as determined by the New Jersey Department of Education.

In the event a parent/guardian of a student eligible for transportation services waives transportation services for that school year and circumstances change during that school year due to a family or economic hardship, the school district will reinstate the student's eligibility for transportation to and from school within one week from receiving written notification from the parent/guardian.

N.J.S.A. 18A:39-1; 18A:39-1c

Adopted:

