



LIVINGSTON BOARD OF EDUCATION WORKSHOP/VOTING MEETING MINUTES

Monday, February 11, 2019

Executive Session – Administrative Building Large Conference Room – 6:00 p.m.

Public Session –Administrative Building Large Conference Room – 7:00 p.m.

A **Workshop/Voting Meeting** of the Livingston Board of Education was held on this date in the Administration Building large conference room. The meeting was called to order at 6:00 p.m. by the Board President, Charles August, who announced that adequate notice of this meeting has been provided by amendment to notice approved at the Board's reorganization meeting on January 7, 2019 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *TAPinto Livingston* and the Livingston Township Clerk.

Mrs. Konner moved the following:

Executive Session

Whereas, the Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters; now, therefore be it

Resolved, that the Livingston Board of Education adjourns to closed session to discuss:

- Personnel

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

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

Dr. Shen seconded the motion.

Vote all in favor.

At 7:00 p.m., Mr. August reconvened the public meeting.

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

Also in Attendance: James O'Neill, Steven Robinson, Lisa Capone-Steiger, Susan Burman, Joann Goldberg and approximately 30 members of the public and staff

Mr. August provided a brief update on the superintendent search explaining the board is still looking at candidates and they hope to have everything settled by the end of February or early March.

Superintendent's Report

Budget Update

Mr. Robinson provided an update on the budget explaining ratables are up significantly and his first draft was over cap but he is waiting for State aid numbers before releasing additional information because any cuts to bring the budget to cap could be affected by what we do or do not receive. Mr. Robinson reviewed our current budget calendar adding some of those dates may change due to the lateness of State aid being announced.

Calendar Discussion

a. 2019-2020 Revised

Mr. Robinson reviewed the revisions on the 2019-2020 academic calendar which include moving the dates of the elementary school conferences, making December 20 a half day for students and staff, adding January 22 as a two hour delay for students and professional development day for teachers, changing January 28 as the partial day for high school students only and changing May 22 to a day off for students and a professional development day for staff which also provides us with an additional snow day, if needed. Mr. Robinson added the last day of school for all students will be June 25 and high school graduation will be moved back to the afternoon on that day.

b. 2020-2021 Adoption

Mr. Robinson explained the proposed 2020-2021 academic calendar is similar to the 2019-2020 calendar with the last day of school being the same for everyone with high school graduation in the afternoon and a professional development day that could be used for a snow day on the Friday before Memorial Day.

Ms. Messer asked why we are going back to holding graduation in the afternoon and Mr. August responded it too long a period of time between the graduation ceremony and students getting on the buses to go to Project Graduation when they graduate at 10:30 in the morning.

Mr. Robinson continued that graduation this year will be held at 10:30 a.m. but next year it will go back to being held in the afternoon.

Mr. Robinson explained both of these calendars will be brought back for approval at the February 25 meeting and if anyone has any comments, to please come forward before then.

Miscellaneous

Mr. O'Neill announced that Mr. Hart, Collins Principal, resigned last week and that district administrators have been taking turns covering the building. Mr. O'Neill added a retired principal will be appointed tonight to fill in this position through the end of June. Mr. O'Neill continued that he will be attending the next Collins PTO meeting to review the process of hiring a new principal and feels confident we can get someone in place by July 1st.

Board Reports

Mr. August announced school is closed tomorrow and that the Governor has already called for a State of Emergency starting at midnight tonight.

Mrs. Konner attended a meeting at LHS to discuss the 1:1 device. The committee will survey parents and staff to gain broader input on the device. The next meeting is scheduled for February 21.

Mrs. Konner announced a number of board members attended the Chinese celebration last week.

Dr. Shen added it was a great celebration of Chinese culture held at the high school and thanked everyone who attended.

Public Input on Agenda Items ~ up to 15 minutes

Andrea Gershwin, 26 Cedar Gate Drive, asked if the interim principal at Collins understands the need for a smooth transition for fifth graders in the building.

Mr. O'Neill replied the person coming in is an experienced principal. Mr. O'Neill added he had a meeting today and will continue to meet with administrators so that he understands Livingston's priorities and that the school needs attention both socially and academically.

Jennifer Rothenberg, 19 Putnam Road, thanked the administration for stepping in to keep things at Collins running smoothly during the transition. Mrs. Rothenberg asked for better communication and consistency in leadership of the building.

Marin Harris, 5 Bowling Drive, thanked Mr. O'Neill for transparency during the abrupt departure of the principal at Collins. Mrs. Harris requested transparency continue during the hiring process of their new principal. On behalf of the PTO, Mrs. Harris stated they are willing to assist in any way they can.

Scott Lantzman, 11 Rockhill Drive, requested some of the parents be part of the vetting process when hiring the new principal.

Michael Hall, 15 East Hobart Gap, expressed concern about the disruption at Collins with the recent teacher and principal turnover and asked if there is an effort to extend some counseling services to students.

Mr. O'Neill responded we are glad to offer more intensive counseling and revisit any sensitivity issues necessary to help students. Mr. O'Neill added there will not be any more public information about Mr. Hart's resignation as this is a personnel matter. Mr. O'Neill explained his priority this morning was to get to Collins and speak to staff about Mr. Hart's resignation. Mr. O'Neill didn't want to send an email until he had assurance that the teachers were okay, saw students enter the building and saw things were running smoothly. Mr. O'Neill continued going forward he has every intention of being transparent and feels there is plenty of time to hire the right person.

Ann Weisenberg, 16 Princeton Road, stated it would be helpful in the transition to curtail rumors and suggested having an assembly for the students to help them feel supported.

Mr. August announced the Livingston Intergenerational Prom won an award. The Intergenerational Prom is a joint venture between the Board of Education and Township Council. The next one is being held on April 9, 2019.

RECOMMENDATIONS FOR APPROVAL

PERSONNEL

Mrs. Konner moved the following. Items 4.1a, 4.2a and 4.4 were walk in items.

4.1 Resignations

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

Name	Position	Reason	Location	Last Day of Employment
<i>Nancy Ooms</i>	Teacher of Health & PE	Retirement	LHS	June 30, 2019
<i>Karen Seiferheld</i>	K-6 Supervisor of Math	Resignation	District	June 30, 2019
<i>Timothy Hart</i>	Principal	Resignation	Collins	April 15, 2019
<i>Courtney Capizzi</i>	TOSD	Resignation	Harrison	April 1, 2019
<i>Debra Cirkus</i>	Instructional Aide	Resignation	BHE	February 15, 2019

4.1a Resignations

Resolved, that the Livingston Board of Education accepts the resignation of *Melissa Waton-Cohen*, Elementary Teacher of Music, effective June 30, 2019.

4.2 Separation of Service Agreement

Resolved, that the Livingston Board of Education approves the Separation of Service Agreement between it and Employee #6695 effective June 30, 2019.

4.2a Separation of Service Agreement

Resolved, that the Livingston Board of Education approves the Separation of Service Agreement between it and Employee #4817 effective June 30, 2019.

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>Carolyn Otte</i>	Harrison	TOSD	First Year Tenure Track	Courtney Capizzi	MA	1	\$59,624 (pro-rated)	2/4/19
<i>Kimberly Nicolette</i>	MPMS	Teacher of Science	First Year Tenure Track	Diane Zambito	MA+16	9	\$75,290 (pro-rated)	4/22/18 or upon release from current contract
<i>Jacqueline Gilker</i>	HMS	School Nurse	First Year Tenure Track	Janyne Vasel	MA+32	12	\$92,220 (pro-rated)	4/22/19 or upon release from current contract
<i>Oscar Benavides</i>	LHS	Teacher of Spanish	First Year Tenure Track	Shannon Lorenzo	BA	10	\$68,896 (pro-rated)	4/22/18 or upon release from current contract
<i>Jessica Anema</i>	MPMS	School Psychologist	First Year Tenure Track	Kristen Markey-Skeffington	MA	1	\$59,624 (pro-rated)	3/4/19
<i>Ducarmel Dupont</i>	Transportation	25-Hr Bus Driver	NA	NA	25 HR BD	6	\$24,699 (pro-rated)	2/19/19

**begins 60-day probationary period
**as amended from previous agenda*

Resolved, that the Livingston Board of Education amends the appointment of *Dr. Frank Ruggiero*, Supervisor of World Language & ESL, for an employment start date of March 8, 2019.

4.4 Interim Principal

Resolved, that the Livingston Board of Education approves the appointment of *Robert Accardi* as Interim Principal of Collins Elementary School (replacing Timothy Hart), effective February 19, 2019 through June 30, 2019. Mr. Accardi will be compensated at the rate of \$600/day for all days worked.

Ms. Messer seconded the motion.

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

MISCELLANEOUS

Mrs. Konner moved the following:

5.1 HIB Report

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

Dr. Shen seconded the motion.

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

PREVIEW OF FEBRUARY 25, 2019 VOTING AGENDA

The board reviewed the upcoming items on the February 25 voting meeting agenda.

- 1. PROGRAM/CURRICULUM**
 - 1.1 Student Teachers**
- 2. STUDENT SERVICES**
 - 2.1 Related Services/Medical Consultants**
- 3. BUSINESS**
 - 3.1 Payment of Bills**
 - 3.2 Board Secretary Report – December 2018**
 - 3.3 Conferences and Overnight Trips**
 - 3.4 Policies and Regulations**
- 4. PERSONNEL**
 - 4.1 Leaves of Absences**
 - 4.2 Appointments**
 - 4.3 Substitutes**
 - 4.4 Extra Work Pay**
 - 4.5 Lateral Moves**
 - 4.6 Stipends**
 - 4.7 Extra Period Assignments**
 - 4.8 Job Description**
- 5. MISCELLANEOUS**
 - 5.1 HIB Report**
 - 5.2 Suspension Report**

Mrs. Konner requested Policy #1230, Superintendent's Duties and Policy and Regulation #1240 be tabled until March so that the board can review the new evaluation system that New Jersey School Boards has initiated and ensure our policy is aligned to the proper tool.

Public Comment ~ up to 15 minutes

Joyce Gore, 7 Claremont Avenue, stated she received a letter from someone that the teacher assistant staff development held on December 5 was a waste of their time.

Mr. O'Neill responded that the accolades received after that day were overwhelming and that this comment is in direct conflict with other information they received. Mr. O'Neill added he will go back and review the evaluation forms from the teacher assistants.

Old Business

There was no old business.

New Business

There was no new business.

ADJOURNMENT

At 7:55 p.m., Mr. August requested a motion to back into Executive Session to discuss personnel. No action will be taken.

Mrs. Konner moved the following:

EXECUTIVE SESSION

1. Legal Matters
2. Negotiations
3. Personnel

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 February 11, 2019 to discuss the matters stipulated, in conformance with the subsections of said act which are indicated.
 1. Matter rendered confidential by federal law, state statute or rule of court.
 2. Matter in which the release of information would impair a right to receive federal funds.
 3. Matter, the disclosure of which would constitute an unwarranted invasion of individual privacy unless the individual concerned shall request in writing that the same be disclosed publicly.
 4. Collective bargaining matter.
 5. Matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates, etc. where it would adversely affect the public interest if discussion were disclosed.
 6. Tactics and techniques utilized in protecting public property where disclosure could impair protection.
 7. Investigation of violations or possible violations of law.
 8. Pending or anticipated litigation or contract negotiation other than collective bargaining agreement.
 9. Personnel matters unless the individual employees or appointees affected requested that such matter be discussed at a public meeting.
 10. Deliberations occurring after a public hearing that may result in the imposition of a specific civil penalty.
- (B) The matters discussed will be made public when confidentiality is no longer required and formal action pursuant to said discussion shall take place only at a meeting to which the public has been invited.
- (C) No action will be taken.

Mrs. Chirls seconded the motion.

Vote all in favor.

Respectfully submitted,

Steven K. Robinson
Board Secretary