



## LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Monday, February 25, 2019

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

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

A **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. Chirls moved the following:

### **Executive Session**

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

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

- 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. Mrs. Konner was not present at Executive Session.

At 7:15 p.m., Mr. August reconvened the public meeting.

Members Present: Charles "Buddy" August, Pamela Chirls, Ronnie Konner (via video conference), Samantha Messer, George Shen and Philippe Jallow

Also in Attendance: James O'Neill, Steven Robinson, Lisa Capone-Steiger, Susan Burman, Joann Goldberg and approximately 25 members of the public and staff

## **Superintendent's Report**

Mr. O'Neill introduced Gloria Liu, LHS sophomore, who won the Regional Competition of the Poetry Out Loud Recitation Contest held at SOPAC. Miss Liu read one of her poems.

Mr. O'Neill stated that the transition of the interim principal at Collins school is going well. Mr. O'Neill added an interview committee is being formed to select the new principal at Collins. An advertisement will be in the newspaper in March, candidates with the proper credentials will be screened and interviewed and Mr. O'Neill hopes to appoint someone by April 29 so they can begin on July 1.

Mr. O'Neill continued that Mrs. Steiger held a Parent Academy for over 100 parents on homework where expert educators offered strategies and support to make homework meaningful and manageable.

### Budget Discussion Featuring Student Services

Mrs. Steiger provided a presentation that highlighted many of the key programs offered to students from Pre-K through high school. Mrs. Steiger explained how our in-house programs have grown over the years and reviewed the continuum of programming students participate in throughout all of their years in the district.

For next year, Mrs. Steiger stated next year's budget will add one more teacher to expand the self-contained program at Heritage Middle School.

Mrs. Chirls asked Mrs. Steiger to describe the academic program at the Monmouth Court Campus and Mrs. Steiger explained it is a college prep program that has general education teachers with special education supports. Mrs. Steiger added classes are typically kept to about six students to allow for individualization and support but the graduation requirements and some offerings are similar to those at the main campus. Monmouth Court Campus also includes counseling supports for students.

Mrs. Chirls asked about plans to change the café space in the building and Mrs. Steiger explained they currently utilize the space for elective classes and are working on a three year plan with our Buildings and Grounds Department and staff at the Township on how to modify it to fit their needs.

Mrs. Konner asked if there are any facilities upgrades in the budget planned for Monmouth Court Campus and Mr. Robinson replied there are no large items included. Mr. Robinson added we currently upgraded the lighting and doors.

Mrs. Chirls asked if we anticipate any changes in the number of guidance counselors or SACs and Mrs. Steiger replied we are not looking to add any at this time and explained how the initiation of looping the counselors to stay with students for a number of years has been instituted this year to aid with the transition from grade to grade.

Mr. Robinson asked the board if they have any conflict if we add a board meeting on March 25 to adopt the tentative budget. Seeing no conflicts, Mr. Robinson announced to the public the addition of this meeting. Additional budget discussion will take place at the March 11 meeting.

## **Board Reports**

Ms. Messer stated that several board members were at Collins this morning participating in Read Across America and other schools have similar planned events this week as well.

Dr. Shen attended the LTV meeting.

Mrs. Chirls stated she attended the TREPS marketplace at Hillside School this week.

Mr. August added he was also at the TREPS marketplace at Hillside.

Mrs. Konner announced she attended the 1:1 device meeting at LHS to determine what device would be used for the coming year. Mrs. Konner added surveys were administered to students, parents and teachers and the results show concerns about battery life, speed, attached/detached keyboard, durability of the device and pens. Mrs. Konner continued plans for the next meeting include having samples of the new Lenovo device on hand for the committee to review.

Mr. August provided an update on the superintendent search explaining our leading candidate has decided not to come because of the State salary cap and that we are sending a petition waiver to the State. Mr. August continued we will also begin reviewing applications for other candidates and will keep everyone up to date as the process continues.

Mr. August explained there was an individual live streaming our children and per board policy, this is not permitted. Mr. August warned this is an unsafe practice that will not be tolerated so if individuals continue to do it, they will be banned from our buildings. Live streaming is permitted at the public board meeting with prior permission from Mr. Robinson.

## **Approval of Minutes**

Ms. Messer moved the following:

1. Voting Meeting Minutes of January 28, 2019
2. Workshop/Voting Meeting Minutes of February 11, 2019

Dr. Shen seconded the motion.

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

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

There was no public input on agenda items.

## **RECOMMENDATIONS FOR APPROVAL**

### **PROGRAM/CURRICULUM**

Dr. Shen moved the following:

#### **1.1 Student Teachers**

**Resolved**, that the Livingston Board of Education approves the following student teacher assignments:

<b>Name</b>	<b>School</b>	<b>Type of Placement</b>	<b>In-District Location</b>	<b>Assigned Staff</b>	<b>Date</b>
Cynthia Drucks	NJCS	60 Minutes of Instruction	Collins	Tracey Dunleavy	2/26-6/30/19
Nicole Rothenberger	Caldwell University	25 Hour Observation	Heritage	Dr. Dakashna Lang	2/26-5/10/19

Mr. August seconded the motion.

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

**STUDENT SERVICES**

Ms. Messer moved the following:

**2.1 Related Services/Medical Consultants**

**Resolved**, that the Livingston Board of Education approves the following consultants that will be utilized to provide related services for the 2018-2019 school year:

**CHILD TEAM EVALUATIONS**

Markey-Skeffington, Kristen \$400.00/evaluation

**SPEECH THERAPIST**

Speech Therapy Center, LLC \$375.00/evaluation

Mrs. Konner seconded the motion.

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

**BUSINESS**

Dr. Shen moved the following:

**3.1 Payment of Bills**

**Whereas**, the Board Secretary has audited certain vendor claims as required by N.J.S.A. 18A:19-2 and Board Policy 6470 and presented them to the Livingston Board of Education with the recommendation they be paid, now therefore be it

**Resolved**, that the Livingston Board of Education approves the payment of the following bills in the amounts listed and attach a complete copy of these bills to the minutes of this meeting.

<b><u>Fund</u></b>	<b><u>Name</u></b>	<b><u>Amount</u></b>
10&11	Regular	\$1,123,756.64
12	Regular	75,831.82
20	Regular	56,642.16
60	Cafeteria	<u>28.00</u>

	<b>TOTAL</b>	<b><u>\$1,256,258.62</u></b>
Regular Checks	79676-80052	\$1,256,230.62
Cafeteria Checks	1092	<u>28.00</u>
	<b>TOTAL</b>	<b><u>\$1,256,258.62</u></b>

### 3.2 **Board Secretary Report – December 2018**

**Whereas**, the Livingston Board of Education has received the Report of the Board Secretary for December 31, 2018, consisting of:

- 1) Interim Balance Sheets
- 2) Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
- 3) Schedule of Revenues - Actual Compared with Estimated
- 4) Statement of Appropriations Compared with Expenditures and encumbrances, and

**Whereas**, the Livingston Board of Education has received the report of the Treasurer for December 31, 2018, which report is in agreement with the Report of the Board Secretary, and

**Whereas**, these reports show the following balances on the date indicated:

	Cash Balance	Appropriation Balance	Fund Balance
(10) General Current Exp. Fund	8,399,208		
(11) Current Expense		12,189,854	3,996,013
(12) Capital Outlay		126,037	1,978,235
(20) Special Revenue Fund	62,659		
(30) Capital Projects Fund	3,148,111	12,315,891	
(40) Debt Service Fund	357,847		
<b>Total:</b>	<b>\$11,967,825</b>	<b>\$24,631,782</b>	<b>\$5,974,248</b>

**Whereas**, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of December 31, 2018, no budgetary line item account has obligations and payments contractual orders which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8, 18A:22-8.1, now therefore be it

**Resolved**, the Livingston Board of Education accepts the above referenced reports and certification and directs that they be made part of this resolution by reference, and be it

**Further Resolved**, the Livingston Board of Education certifies that, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge no major account or fund has been over-expended in violation of N.J.A.C.6:20-2.13(d) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

### **3.3 Conferences and Overnight Trips**

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

**Resolved**, that the Livingston Board of Education approves *Margaret Wohltmann, Diane Mondoro, Alex Lamon* and *Tom Garzon*, Business Education teachers, to chaperone approximately 35 students attending the FBLA State Conference/Competition from March 21 to 22, 2019 in Atlantic City, New Jersey, at a cost not to exceed \$720.

**Resolved**, that the Livingston Board of Education approves *Stacey Dworzanski* and *Kelli-Ann Boeschen*, Business Education teachers, to chaperone approximately four students attending the FCCLA State Conference from March 27 to 29, 2019 in Cherry Hill, New Jersey, at no cost to the district.

**Resolved**, that the Livingston Board of Education approves *Jeanne Ziobro, Stacey Dworzanski* and *James Novotny*, Technology Education and FCS teachers and supervisor, to chaperone approximately 12 students attending the Shell Eco-marathon Competition from April 3 to 7, 2019 in Sonoma, California, at no cost to the district.

**Resolved**, that the Livingston Board of Education approves *Jeanne Ziobro, Brian Micciche* and *James Novotny*, Technology Education teachers and supervisor, to chaperone approximately 15 students attending the FIRST Robotics – World Championship from April 23 to 28, 2019 in Detroit, Michigan, at no cost to the district. (Students will only attend if they qualify after the NJ State Tournament on March 10, 2019.)

### **3.4 Tuition Student (Receiving)**

**Resolved**, that the Livingston Board of Education approves the acceptance of the following tuition student for the remainder of the 2018-2019 school year:

Student	School	Tuition
OOD-4	Secondary	\$39,779.00

### **3.5 Approval of Academic Calendars**

**Resolved**, that the Livingston Board of Education approves the revisions to the 2019-2020 academic calendar as shown on **Attachment B**.

**Resolved**, that the Livingston Board of Education approves the 2020-2021 academic calendar as shown on **Attachment C**.

### **3.6 Field Trips**

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

### **3.7 Policies and Regulations**

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

Program

Policy #2700 – Services to Non-Public Schools (M) (with revisions)

Finances

- Policy #6360 – Political Contributions (M) (with revisions)
- Policy #6362 – Contributions to Board Members and Contract Awards (M) (with revisions)

Operations

- Policy #7100 – Long Range Facilities Planning (M) (with revisions)
- Policy #7300 – Disposition of Property (with revisions)

Operations

- Policy #8441 – Care of Injured and Ill Persons (M) (with revisions)
- Regulation #8441 – Care of Injured and Ill Persons (M) (with revisions)

Ms. Messer seconded the motion.

Ms. Messer and Mr. August attended the last PT Council Meeting and were asked if after approving the calendar, would we consider looking at the three half days for conferences to determine if they do, in fact, need to be half days or if those meetings are being accommodated in other ways.

Dr. Shen asked about the last day of school this year and Mr. Robinson stated the last day of school for all students is June 19 and high school graduation is June 20 at 10:30 in the morning.

**ROLL CALL VOTE** – Ayes – Mr. August, Mrs. Chirls (abstain from checks #79820 and 79821), Mrs. Konner, Ms. Messer, Dr. Shen  
 Nays – None

**PERSONNEL**

Mrs. Chirls moved the following:

**4.1 Resignations**

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

Name	Position	Reason	Location	Last Day of Employment
<i>Samantha Goldin</i>	TOSD	Resignation	HMS	June 30, 2019
<i>Amanda DiGricoli</i>	Instructional Aide	Resignation	Collins	February 27, 2019
<i>Evan Dahan</i>	ABA Discrete Trial TA	Resignation	BHE	February 28, 2019

**4.2 Leaves of Absences**

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

Name	Position	Location	LOA w/pay and benefits	LOA w/o pay, but with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date

<i>Doreen Gugger*</i>	Teacher of ESL	MP Complex	12/3/18-1/31/19	2/1/19-5/3/19**	5/6/19-6/30/19	8/29/19
<i>Kristin Szelingowski*</i>	Elementary School Teacher	Harrison	1/7/19-3/4/19	3/5/19-3/20/19 & 3/21/19-6/30/19**	NA	8/29/19
<i>Brandee Adams</i>	Teacher of Health & PE	Elementary	NA	2/13/19-2/22/19 (FT) and 2/25/19 - 4/11/19 (.5)**	NA	4/12/19
<i>Kimberly Campbell</i>	School Counselor	MPMS	3/29/19-5/17/19	5/20/19-6/30/19**	NA	8/29/19
<i>Diana Yellen</i>	Elementary School Teacher	BHE	5/13/19-6/30/19	8/29/19-11/21/19**	11/22/19-11/27/19	12/2/19

*\*as amended from a previous agenda*

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

### 4.3 Appointments

**Resolved**, that the Livingston Board of Education approves the appointment of the ABA Discrete Trial TA's and Instructional Aides as listed on ***Attachment E***.

### 4.4 Substitutes

Name	Location	Title	Leave Replacement or Long Term Sub	Replacing	Salary	Effective Date
<i>Griffith Hughes</i>	MPMS	Teacher of Tech Ed	Long Term Sub	Alek Sadiwnyk	\$263/day	1/30/19-TBD
<i>Nancy Vogel</i>	HMS	Teacher of Science	Long Term Sub	Christopher Russoniello	\$263/day	2/4/19-TBD
<i>Carlene Hendricks</i>	LHS	Teacher of Spanish	Long Term Sub	Shannon Lorenzo	\$210/day	2/5/19-4/12/19

#### Teachers

*Astrit Vatoci*  
*Cara Dlugo*  
*David Persing*  
*Chelo Keys*  
*Stefanie Welling*  
*Nadine Bischoff*

#### Nurses

*Kimberlee Gerardis*

#### Custodial

*Marcelino Brand (\$15.50/hr)*  
*Luzmilla Brand (\$15.50/hr)*

### 4.5 Extra Work Pay

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

### 4.6 Lateral Moves

**Resolved**, that the Livingston Board of Education approves contract changes to be made for the certificated staff members listed on ***Attachment G*** who completed course work with passing February 25, 2019



grades and are eligible for a lateral move on the contract guide. The salary adjustments are effective February 1, 2019.

#### **4.7 Stipends**

**Resolved**, that the Livingston Board of Education rescinds the appointments of *Chris Russoniello* as Spring Musical Director and *Michael Yesenosky* as Spring Musical Orchestra at Heritage Middle School for the 2018-2019 school year.

**Resolved**, that the Livingston Board of Education rescinds the appointment of *Chris Russoniello* as Spring Production Stage Director at Mt. Pleasant Middle School for the 2018-2019 school year.

**Resolved**, that the Livingston Board of Education approves the Livingston High School Athletic Stipends as listed on **Attachment H**.

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

**Resolved**, that the Livingston Board of Education approves the individual on **Attachment J** for co-curricular stipends at Mt. Pleasant Middle School in accordance with the contract between the LBOE and the LEA.

**Resolved**, that the Livingston Board of Education rescinds the appointment of *Jennifer Williams* as Spring Musical Choreography at Livingston High School for the 2018-2019 school year.

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

#### **4.8 Extra Period Assignments**

**Resolved**, that the Livingston Board of Education approves the individuals listed on **Attachment L** for extra period assignments in accordance with the contract between the LBOE and LEA.

#### **4.9 Job Description**

**Resolved**, that the Livingston Board of Education approves the revisions to the following job description:

Payroll Manager

#### **4.10 Affirmative Action Team (AAT)**

**Resolved**, that the Livingston Board of Education appoints the individuals listed on **Attachment M** to the District's Affirmative Action Team.

#### **4.11 Comprehensive Equity Plan**

**Resolved**, that the Livingston Board of Education authorizes the Affirmative Action Team (AAT) to develop a Needs Assessment and a Comprehensive Equity Plan, implement the plan over a three year period of time, and submit an annual Statement of Assurance of its implementation and progress.

Dr. Shen seconded the motion.

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

### **MISCELLANEOUS**

Dr. Shen moved the following:

#### **5.1 HIB Report**

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

#### **5.2 Suspension Report**

**Resolved**, that the Livingston Board of Education approves the Suspension Report for the month of January.

Ms. Messer seconded the motion.

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

### **Public Comment ~ up to 15 minutes**

Lisa Bonvini, 14 Monmouth Court, read a speech about being a teacher assistant in the district and disputed the negative anonymous letter about professional development that was read at the last meeting.

Anthony Rosamilia, President of the Livingston Education Association, expressed concern about what he read in the paper and what was stated at the last meeting. Mr. Rosamilia explained how the union represents concerns by staff and brings them to the administration when necessary. Mr. Rosamilia asked the board not to accept information from anonymous sources in the future as it wastes everyone's time and spreads misinformation.

Cindy Goldstein, 24 Mayhew, shared two positive interactions her daughter has had at MPMS this year with Mrs. Ottmer and Mrs. Sental.

Lisa Tokuda, 10 North Drive, gave a positive shout out to the high school for getting the dates and deadlines to parents in a variety of ways regarding signing up for AP courses this year.

### **Old Business**

There was no old business.

### **New Business**

Mr. O'Neill announced he will provide more information about testing requirements for the class of 2019 and 2020 at our next meeting.

## **ADJOURNMENT**

At 8:05 p.m., Dr. Shen made a motion to adjourn the meeting.

Mrs. Konner seconded the motion.

Vote all in favor.

**Respectfully submitted,**

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

February 25, 2019

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