



## LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Monday, September 23, 2019

Executive Session - Administration Building Large Conference Room - 6:00 p.m.

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

A **Voting Meeting** of the Livingston Board of Education was held on this date in the large conference room in the Administration Building. 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.

Members Present: Charles "Buddy" August, Pamela Chirls, Ronnie Konner, Samantha Messer and Nirav Patel

Members Absent: Dr. George Shen

Also in Attendance: Dr. Matthew Block, Steven Robinson, Lisa Capone-Steiger, Susan Burman, Joann Goldberg and approximately 25 members of the public and staff

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:

- Negotiations and 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.

Mrs. Konner seconded the motion.

Vote all in favor.

At 7:05 p.m., Mr. August reconvened the meeting.

Mr. August asked for a moment of silence for Karen Garber, a retired secretary in the district who passed away suddenly.

### **Superintendent's Report**

Dr. Block announced this past Friday night, at the Lancer football game, Coach Elliot Lovi was honored for being ranked No. 17 coach of all time in the State of New Jersey.

Dr. Block continued that at MPMS, they are conducting a "start with hello" week about kindness in the building. Today was positivity day and tomorrow is "Hey" Day where students will wear nametags so they can say "hey" or "hello" to one another.

Dr. Block added they just completed the installation of a brand new playground at MPE.

Dr. Block continued we were officially notified that all nine of our schools have achieved Future Ready Bronze Tier Certification and he thanked all of the staff who were involved in working toward obtaining this status.

Dr. Block announced that BH, MPE and HMS all received renovations to their media centers over the summer. Dr. Block then introduced Erin Borino and Susan Tannler who shared with the board some staff and student praise about the improvements and photos of the renovated space. The students who spoke were Dasara Kurti, Cat Power, Kalyani Gollamudi and Michael Diamond.

### **Board Reports**

#### 1. LMAC

Mrs. Chirls attended an LMAC meeting this week. Their next meeting will be on October 15 and at that time, there will be a discussion about future programming needs. Mrs. Chirls requested a district representative attend this meeting in case any adjustments to programming need to be made.

#### 2. Board Goals

At the last meeting, the board discussed what they would like for their goals for this year. Tonight they shared the three categories that the goals fall into and reviewed them. The board discussed what to add and/or eliminate.

The board decided to eliminate the first bullet under Board Communications, the first bullet under Board Professional Development and the only bullet under Board Negotiations.

Ms. Messer suggested adding a goal about supporting the superintendent and Mrs. Konner and Mrs. Chirls suggested this goal be written to require the training necessary and provide the supports we need to help ensure a successful evaluation procedure of the superintendent. Everyone agreed.

Mrs. Konner also suggested adding a third bullet under Board Communications and everyone agreed.

The goals will be revised and shared with board.

### 3. Miscellaneous

Mrs. Konner received communication through the Garden State Coalition of Schools that there is legislation of interest, S4095, which would require students to apply for the FASFA as part of their high school graduation requirements.

Mrs. Konner continued with other legislation of interest, S4102, establish of a charter school payment account in school districts. Mrs. Konner added legislation passed by the Senate, A4710, strengthening gifted and talented education act and S1832, establishes loan redemption program and tuition reimbursement program for certain teachers of science, technology, engineering and mathematics. Mrs. Konner brought these items up in case anyone feels they are relevant.

Mrs. Konner attended the Livingston Committee for Diversity and Inclusion and invited the board to the October 2 flag raising for Italian Heritage Month that is sponsored by UNICO and announced their carnival will be October 3 to 6.

Mrs. Konner continued on October 16 the Pan-American Hispanic Heritage Flag Raising Ceremony will be held.

Mrs. Konner continued the Religions of the World community wide event is scheduled for November 21.

Mrs. Konner attended a Performing Arts Committee meeting on October 3.

Mr. August attended the Orchard Hill Park Committee meeting where they held discussions about what to plant on the site.

### **Approval of Minutes**

The Executive Session minutes will be tabled until the October voting meeting.

Mrs. Konner moved the following:

1. Voting Meeting Minutes of August 14, 2019
2. Voting/Workshop Meeting Minutes of September 9, 2019

Ms. Messer seconded the motion.

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

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

Sara Bright, Principal at BH, thanked the board for funding the media center renovation at Burnet Hill.

## **RECOMMENDATIONS FOR APPROVAL**

### **PROGRAM/CURRICULUM**

Mrs. Konner moved the following:

#### **1.1 Textbooks**

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

#### **1.2 District Nursing Services Plan**

**Resolved**, that the Livingston Board of Education approves the District Nursing Services Plan for the 2019-2020 school year.

#### **1.3 District Mentoring Plan**

**Resolved**, that the Livingston Board of Education approves the District Mentoring Plan for 2019-2022.

Ms. Messer seconded the motion.

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

### **STUDENT SERVICES**

Mrs. Chirls moved the following:

#### **2.1 Out of District Placements**

**Resolved**, that the Livingston Board of Education approves placement for the academic year 2019-2020 for five (5) Livingston students with disabilities and for Extended School Year 2019 (Summer Programs) for three (3) 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/Medical Consultants**

**Resolved**, that the Livingston Board of Education approves the following consultants that will be utilized to provide related services for the 2019-2020 school year:

#### **BEHAVIORAL TRAINING & ASSISTANCE / APPLIED BEHAVIORAL ANALYSIS**

Rethink Autism \$372.10/student

#### **OCCUPATIONAL THERAPIST**

Harbor Haven \$50.00/hour

#### **NURSING SERVICES**

Homecare Therapies \$75.00/hour – Transportation

#### **SPEECH AND LANGUAGE THERAPIST**

Creative Speech \$90.00/hour

Harbor Haven \$50.00/hour

**MUSIC THERAPY**

Jammin’ Jenn Music Therapy \$125.00/hour

**VISION THERAPY**

State of New Jersey, Commission of the Blind \$1,900.00/Level-1 Service  
\$4,500.00/Level-2 Service

Mrs. Konner seconded the motion.

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

**BUSINESS**

Mrs. Konner 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	\$2,751,341.38
12	Regular	2,052,111.93
20	Regular	175,922.44
60	Cafeteria	754.35
	<b>TOTAL</b>	<b><u>\$4,980,130.10</u></b>

Regular Checks	82580-83149	\$4,979,375.75
Cafeteria Checks	1141-1152	754.35
	<b>TOTAL</b>	<b><u>\$4,980,130.10</u></b>

**3.2 Board Secretary Report – July 2019**

**Whereas**, the Livingston Board of Education has received the Report of the Board Secretary for July 31, 2019, 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 July 31, 2019, 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	6,212,485	15,433	
(11) Current Expense		23,059,343	4,946,899
(12) Capital Outlay		191,365	1,978,235
(20) Special Revenue Fund	176,234		
(30) Capital Projects Fund	70,535		
(40) Debt Service Fund	794,760		
Total:	\$7,254,014	\$23,266,141	\$6,925,134

**Whereas**, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of July 31, 2019, no budgetary line item account has obligations and payments contractual orders which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8, 18A:22-8.1, now therefore be it

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

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

### **3.3 Transfers**

**Whereas**, the Superintendent of Schools recommends certain transfers among accounts in the 2019-2020 budget for July pursuant to Board of Education Policy 6422, now therefore be it

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

<u>Object</u>	<u>Description</u>	<u>To</u>	<u>From</u>
0260	Workmen's Compensation		29,381
0320	Purch Prof-Educational Services	500	
0520	Insurance	29,381	

0600	Supplies and Materials		500
	<b>TOTALS</b>	<b>\$29,881</b>	<b>\$29,881</b>

### **3.4 Conferences and Overnight Trips**

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

**Resolved**, that the Livingston Board of Education approves *Steven Robinson*, Business Administrator, to attend the ASBO Executive Leadership Forum from February 12 to 16, 2020 in New Orleans, LA, at a cost not to exceed \$2,300.

### **3.5 Field Trips**

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

### **3.6 Parental Contract for Student Transportation**

**Resolved**, that the Livingston Board of Education approves the parental contract for student transportation for student #294864 from September 4, 2019 to June 23, 2020, at a cost not to exceed \$1,002.80.

### **3.7 Tuition Students (Receiving)**

**Resolved**, that the Livingston Board of Education approves the acceptance of the following tuition student for the 2019-2020 school year:

<b>Student (s)</b>	<b>School</b>	<b>Tuition</b>
OOD-5	Secondary	\$55,379

### **3.8 SWING Education Services Agreement**

**Resolved**, that the Livingston Board of Education enters into an agreement with SWING Education to provide substitute teachers and related professionals when deemed necessary by the district for the 2019-2020 school year.

### **3.9 Policies & Regulations**

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

- Policy #1230 - Superintendent's Duties (M) (with revisions)
- Regulation #1240 - Evaluation of Superintendent (M) (with revisions)
- Regulation #5200 - Attendance (M) (with revisions)

**Resolved**, that the Livingston Board of Education has reviewed the following policy and has determined that no changes need to be made at this time:

- Policy #1240 - Evaluation of Superintendent (M)

Ms. Messer seconded the motion.

September 23, 2019

Mrs. Konner asked why children are penalized or lose credit if there is a verified medical excuse under Regulation #5200.

Dr. Block responded we need to document the time to ensure students are in school and in the classroom and assuming that it is one or two days, which is what is listed under that particular category, it would take a lot of days to get to the stage where a student is being penalized for those absences. Dr. Block continued the way we categorizes the absences follow the State's guidelines in terms of what constitutes an excused absence. Dr. Block added we work with students and families when a particular issue arises.

Mrs. Konner asked if there is a way to communicate this information to families so they are aware of the ramifications and procedures.

Dr. Block responded parents do receive letters as part of the communication process.

Dr. Block also explained reworking the regulation enabled them to align the language so that the communication is the same in the policy, handbooks and letters that go home to students.

**ROLL CALL VOTE** – Ayes – Mrs. Chirls (abstain from Pearson or Pearson related bills),  
Mrs. Konner, Ms. Messer, Mr. August

Nays – None

**PERSONNEL**

Mrs. Konner moved the following:

**4.1 Resignations**

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

<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Location</b>	<b>Last Day of Employment</b>
<i>Chelo Keys</i>	ABA Discrete Trial TA	Resignation	BHE	September 20, 2019
<i>Ramoncito Diaz</i>	Custodian	Resignation	Harrison	September 20, 2019

*\*as amended from a previous agenda*

**4.2 Leaves of Absences**

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

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>LOA w/pay and benefits</b>	<b>LOA w/o pay, but with benefits (if applicable)</b>	<b>Extended LOA w/o pay or benefits</b>	<b>Return Date</b>
<i>Gerardina Forster</i>	Occupational Therapist	Collins	11/28/19-1/28/20	NA	1/29/20-4/30/20	5/1/20
<i>Karen Haley</i>	Instructional Aide	HMS	11/18/19-1/1/20	NA	1/2/20-2/7/20	2/10/20



<i>Aubrey DeNigris</i>	Elementary School Teacher	RHE	12/9/19-1/20/20	1/21/20-4/27/20**	NA	4/28/20
<i>Claudia Netti*</i>	Teacher of Spanish	HMS	8/29/19-9/27/19	9/30/19-1/1/20**	NA	1/2/20

\*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>Nathalie Martin-Ziras</i>	HMS	School Psychologist	First Year Tenure Track	Dr. Jennifer Malik	MA+32	6	\$69,591 (pro-rated)	9/16/19
<i>Laura Colantoni</i>	HMS	Teacher of Middle School Science	First Year Tenure Track	Justine Krawiec	BA	5	\$55,421 (pro-rated)	9/16/19
<i>Vincent Belcastro**</i>	HMS	Teacher of Italian	First Year Tenure Track	Michael Santoro	MA+16	10	\$79,665 (pro-rated)	9/12/19
<i>Meghan Dufford</i>	RHE	Playground Aide	NA	NA	NA	NA	\$15.50/hr	9/17/19
<i>Raymond Salvagno**</i>	Harrison	Playground Aide	NA	NA	NA	NA	\$17.50/hr	9/4/19

\*begins 60-day probationary period

\*\*as amended from previous agenda

**Resolved**, that the Livingston Board of Education approves the appointment of the ABA Discrete Trial TA's and Instructional Aides, who have been previously employed by Livingston Public Schools, as listed on **Attachment E**.

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

### 4.4 Substitutes

Name	Location	Title	Leave Replacement or Long Term Sub	Replacing	Salary	Effective Date
<i>Nora Lichtenstein</i>	Hillside	Reading Specialist	Long Term Substitute	Lauren Szaro	\$263/day	9/10/19-TBD
<i>Maria Scorciolla</i>	Hillside	Support Staff	Long Term Substitute	Joanne Kaufmann	\$195/day	8/29/19-TBD

<i>Filona Leechow</i>	BHE	Support Staff	Long Term Substitute		\$195/day	9/18/19-TBD
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**Teachers**

*Brittany Bellacosa  
Donald Bernard, Jr.  
Rachel Black  
Jennifer Glick  
Kimberly Hughes  
Benjamin Leone  
Alyssa Pavlik  
Randy Dulny  
Ethan Ehrlich*

**4.5 Extra Work Pay**

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

**4.6 Summer Work**

**Resolved**, that the Livingston Board of Education approves the individuals listed on **Attachment H** to write curriculum over the summer of 2019 at the approved rate.

**Resolved**, that the Livingston Board of Education approves the team leaders on **Attachment I** to work six hours over the summer of 2019. Individuals will be compensated at the hourly rate approved for curriculum writing.

**Resolved**, that the Livingston Board of Education approves *Maureen Biss* and *Emily Petrillo* for payment for two hours of District Business on August 15, 2019 at their hourly rate.

**4.7 Lateral Moves**

**Resolved**, that the Livingston Board of Education approves contract changes to be made for the certificated staff members listed on **Attachment J** who completed course work with passing grades and are eligible for a lateral move on our contract guide. The salary adjustments are effective and retroactive to September 1, 2019.

**4.8 Memorandum of Understanding**

**Resolved**, that the Livingston Board of Education approves the Memorandum of Understanding between itself and the Livingston Education Association dated September 23, 2019, retroactive to September 1, 2019.

**4.9 Contract Adjustments**

**Resolved**, that the Livingston Board of Education approves the contract adjustments as listed on **Attachment K** effective and retroactive to September 1, 2019.

**4.10 IDEA Basic and IDEA Preschool Salary Allocations**

**Resolved**, that the Livingston Board of Education approves the reallocation of a portion of the salaries of the individuals listed on **Attachment L** to be funded through the IDEA Basic and IDEA preschool grants.

#### **4.11 Stipends**

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment M** for co-curricular stipends at Livingston High School for the 2019-2020 school year in accordance with the contract between the LBOE and the LEA.

**Resolved**, that the Livingston Board of Education approves *Alexander Kuziola* for the Science Olympiad Advisor stipend (replacing Justine Krawiec) at Heritage Middle School for the 2019-2020 school year in accordance with the contract between the LBOE and the LEA.

**Resolved**, that the Livingston Board of Education rescinds the appointment of *Melissa Eisen* as Math Team Advisor for the 2019-2020 school year.

**Resolved**, that the Livingston Board of Education rescinds the appointment of *Jason Daily* for the AM Wired co-curricular stipend at Livingston High School for the 2019-2020 school year.

#### **4.12 Extra Period Assignments**

**Resolved**, that the Livingston Board of Education amends the time periods for the extra period assignments as listed on **Attachment N**.

#### **4.13 Mentor Fees**

**Resolved**, that the Livingston Board of Education approves the individuals on **Attachment O** listed as assigned mentors to receive payment in accordance with the schedule listed.

#### **4.14 Termination**

**Resolved**, that the Livingston Board of Education authorizes the termination of Employee #7869 effective immediately. The employee will be paid for 60 days in lieu of notice in accordance with the contract.

Ms. Messer seconded the motion.

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

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

Alyse Berger Halpern, 4 Highland Drive, thanked the board for the new CST member hired at MPMS.

Rachel Selvin, 18 Canoe Brook Drive, requested the district review allowing college visits be marked as excused absences.

Cindy Goldstein, 24 Mayhew Drive, confirmed the Executive Session minutes are being tabled until October.

#### **Old Business**

There was no old business.

## **New Business**

Mr. August asked if Mr. Robinson would speak to the Police Department about creating an ordinance to ticket those cars who park in front of the emergency entrances to the fields. Mr. August continued these emergency entrances should not be blocked in case an ambulance or police vehicle needs to get onto the field. Mrs. Konner suggested this topic be added to the next Safety Committee meeting.

Cindy Goldstein, 24 Mayhew Drive, said she noticed a lot of kids riding bicycles without helmets and asked if we could do a safety assembly in the schools for the students.

Dr. Block responded that the principals at MPMS and HMS have already addressed wearing helmets when riding bicycles with their students and they also have constant reminders throughout the schools. Dr. Block added we can also look at having a police officer come in to discuss it with students but believes a joint effort between the schools and parents continually reminding students about the safety of wearing a helmet when riding makes the best sense.

## **ADJOURNMENT**

At 8:20 p.m. Mrs. Konner made a motion to adjourn the meeting.

Ms. Messer seconded the motion.

Vote all in favor.

**Respectfully submitted,**

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