



LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Monday, October 14, 2019

Executive Session - Administration Building Large Conference Room - 6:45 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 6:45 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:

- Review Executive Session Minutes

Action may be taken upon return to public session. The full length of the meeting is anticipated to be approximately 15 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 7:01 p.m., Mr. August reconvened the public meeting.

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

Also in Attendance: Dr. Matthew Block, Steven Robinson, Lisa Capone-Steiger, Susan Burman, Joann Goldberg and approximately 12 members of the public and staff

Mr. August requested a moment of silence for Allyn Cooper, a retired speech pathologist.

Dr. Block congratulated the LHS football team for winning their first home game of the season against Bloomfield.

Dr. Block wished the girls soccer team all the best when they compete against West Orange in the Essex County Tournament Semi-Finals tomorrow night at James Caldwell High School.

Dr. Block highlighted some of the professional development activities that went on around the district today adding this productive, focused day addressed all kinds of things to help our staff perform their jobs even better and to move forward with our district goals.

Superintendent's Report

1. Public Hearing for District and School HIB Self-Assessment Report

Mrs. Steiger explained that each year in the fall, the district is required to complete a self-assessment. The nine anti-bullying specialists spend the year gathering information to complete the self-assessment which is comprised of eight different core elements that include matters of programming, curriculum, training and reporting procedures. This year the scores ranged from 75 to 78 with a composite score of 76.3 out of a possible 78 points, which is similar to last year's score of 75.67. Mrs. Steiger continued the anti-bullying specialists do a tremendous amount of work to create a culture in the buildings that supports anti-bullying and supports kindness and that these efforts are shown through the results of the self-assessment.

Dr. Block continued that anti-bullying efforts begin at the elementary level with our kindness matters initiative that includes various programs to connect kids to one another. Dr. Block continued, at our November 18 board of education meeting, our elementary principals and some of their students will come and talk about those programs and how they impact them in their schools.

There weren't any questions from the board or public about the self-assessment.

Board Reports

Mrs. Konner attended the Performing Arts committee meeting and explained they are still engaged in exploring the possibility of adding an addition to the community center. There is an architect looking at preliminary plans and there was discussion about what they envision to be a part of the project.

Mrs. Konner, along with fellow board members, attended the Big L Hall of Fame brunch yesterday.

Mrs. Konner wished the girls tennis team good luck tomorrow.

Mrs. Konner announced the Pan American Hispanic Heritage flag raising ceremony will be held on Wednesday at 7 p.m. at Town Hall.

Mr. August attended another Orchard Hill project meeting where they discussed building a park with apple trees and a playground made out of natural wood over near the pathway across the street from Heritage Middle School.

Mr. August announced the LACD are holding a party on Saturday at the Senior Center.

Approval of Minutes

Mrs. Konner moved the following:

1. Voting Meeting Minutes of September 23, 2019
2. Executive Session Meeting Minutes of April 29, 2019; May 2, 2019; May 6, 2019; May 7, 2019; May 13, 2019; June 3, 2019; June 17, 2019; July 10, 2019; July 17, 2019; August 14, 2019; September 23, 2019 and October 7, 2019

Dr. Shen seconded the motion.

ROLL CALL VOTE – Ayes (with revisions to October 7) – Mrs. Chirls, Mrs. Konner, Dr. Shen (abstain from 9/23/19), Ms. Messer, Mr. August
Nays – None

Public Input on Agenda Items ~ up to 15 minutes

Sasha Paillet Koff, 13 Rumson Drive, stated she shared 3.6, the vaping resolution, with the LMAC committee where they took an informal poll and overwhelmingly support the language as written.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Ms. Messer moved the following:

1.1 Textbooks

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

1.2 Student Teachers

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

Mrs. Konner seconded the motion.

ROLL CALL VOTE – Ayes – Mrs. Chirls (abstain from any Pearson products), Mrs. Konner, Dr. Shen, Ms. Messer, Mr. August
Nays – None

STUDENT SERVICES

Dr. Shen 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 two (2) Livingston students with disabilities and for Extended School Year 2019 (Summer Programs) for one (1) Livingston student with disabilities, as classified and recommended by the Child Study Team, in facilities with tuition costs to be determined within the limits established by the New Jersey Board of Education as shown on **Attachment C**.

Mrs. Chirls seconded the motion.

ROLL CALL VOTE – Ayes – Mrs. Chirls, Mrs. Konner, Dr. Shen, Ms. Messer, Mr. August
 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.

Fund	Name	Amount
10&11	Regular	\$395,711.52
12	Regular	117,643.71
20	Regular	13,434.86
	TOTAL	\$526,790.09
Regular Checks	83150-83385	\$526,790.09
	TOTAL	\$526,790.09

3.2 Board Secretary Report – August 2019

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for August 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 August 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	9,474,243	15,433	
(11) Current Expense		22,859,174	4,946,899
(12) Capital Outlay		180,594	1,978,235
(20) Special Revenue Fund	106,307		
(30) Capital Projects Fund	70,616		
(40) Debt Service Fund	919,857		
Total:	\$10,571,023	\$23,055,201	\$6,925,134

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of August 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 Conferences and Overnight Trips

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

3.4 Field Trips

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

3.5 Approval of Board Goals

Resolved, that the Livingston Board of Education approves the board goals for the 2019-2020 school year as shown on **Attachment F**.

3.6 Supporting a Ban on the Sale of Vaping Products and Electronic Cigarettes

WHEREAS, New Jersey's boards of education are dedicated to advancing the health and wellness of the state's 1.4 million public school students; and

WHEREAS, electronic cigarettes and vaping products contain nicotine, an addictive substance; and

WHEREAS, the federal Centers for Disease Control and Prevention has reported 530 confirmed and probable cases of lung illness associated with the use of e-cigarettes and vaping products in 38 states and the U.S. Virgin Islands; and

WHEREAS, the New Jersey Smoke-Free Air Act (*N.J.S.A. 26:3D-55 et seq.*) prohibits smoking and the use of any tobacco product or electronic smoking device in any area of any building of, or on the grounds of, any public or nonpublic elementary or secondary school; and

WHEREAS, the New Jersey Department of Health reports that 20 percent of high school students use vaping products in spite of the clear risks and the prohibition of their use on school property; and

WHEREAS, vaping and electronic cigarette manufacturers continue to market nicotine-containing products, including those with flavors that would be attractive to minors; and

WHEREAS, Executive Order No. 84, signed by Gov. Philip Murphy on September 12, 2019, created the Electronic Smoking Device Task Force, which will formulate a comprehensive strategy to protect New Jersey residents from the hazards of electronic cigarettes; and

WHEREAS, in response to public health concerns, the Commonwealth of Massachusetts recently instituted a four-month ban on the sale of all vaping and electronic cigarette products; and

WHEREAS, the availability of electronic cigarettes and vaping products makes teenagers and children vulnerable to a serious and growing health risk.

NOW, THEREFORE, BE IT RESOLVED that the Livingston Board of Education calls on the New Jersey Legislature and Gov. Philip Murphy to take immediate action to protect minors from the ill effects of vaping and to reject any compromise measures that will be insufficient in protecting the health and safety of schoolchildren from the risks posed by vaping products; and be it further

RESOLVED, that a copy of this resolution be forwarded to Gov. Philip Murphy, Senate President Stephen M. Sweeney, Assembly Speaker Craig J. Coughlin, Senator Richard J. Codey, Assembly Members Mila M. Jasey and John F. McKeon, and the New Jersey School Boards Association.

3.7 Policies & Regulations

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

Teaching Staff

Policy #3159 - Teaching Staff Member/School District Reporting Responsibilities (M)

Policy #3218 - Use, Possession, or Distribution of Substances (M) (with revisions)

Regulation #3218 - Use, Possession, or Distribution of Substances (M) (with revisions)

Support Staff

Policy #4218 - Use, Possession, or Distribution of Substances (M) (with revisions)

Regulation #4218 - Use, Possession, or Distribution of Substances (M) (with revisions)

Policy #4219 - Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (with revisions)

Finance

Policy #6112 - Reimbursement of Federal and Other Grant Expenditures (M) (with revisions)

Regulation #6112 - Reimbursement of Federal and Other Grant Expenditures (M) (with revisions)

Property

Policy #7440 - School District Security (M) (with revisions)

Regulation #7440 - School District Security (M) (with revisions)

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

Administration

Policy #1230 - Superintendent's Duties (M) (with revisions)

Regulation #1240 - Evaluation of Superintendent (M) (with revisions)

Students

Regulation #5200 - Attendance (M) (with revisions)

Mrs. Konner seconded the motion.

The board engaged in a discussion about the unknown statistical dangers of e-cigarettes versus regular cigarettes. The board agreed the resolution they adopt should speak more to minors

than the entire State of New Jersey so they modified the language in the second to last paragraph to be reflective of the discussion.

Mrs. Konner confirmed Regulation 5200 had no new revisions.

ROLL CALL VOTE – Ayes – Mrs. Chirls (abstain from Pearson products), Mrs. Konner, Dr. Shen, 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:

Name	Position	Reason	Location	Last Day of Employment
<i>Linda Majzner</i>	Teacher of Art	Retirement	LHS	December 31, 2019
<i>Ali Cohen</i>	Instructional Aide	Resignation	Hillside	October 4, 2019
<i>Luites Vincent</i>	Custodian (PT)	Resignation	LHS	October 11, 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:

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>Lila Alfaro</i>	TOSD	LHS	NA	1/2/20-2/12/20**	NA	2/13/20
<i>Gerardina Forster*</i>	Occupational Therapist	Collins	11/28/19-1/28/20	NA	1/29/20-5/1/20	5/4/20
<i>Shelly Chang</i>	Elementary School Teacher	MPE	1/20/20-3/27/20	3/30/20-5/15/20**	NA	5/18/20
<i>Maureen Tavis</i>	Elementary School Teacher	Collins	1/27/20-4/10/20	4/13/20-6/30/20**	NA	9/1/20

**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
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<i>Danielle Imbimbo</i>	Harrison	School Counselor	Leave Replacement	Christine Siti	MA+32	2	\$66,082 (pro-rated)	11/25/19 -6/30/20
<i>Jessica Byrne</i>	BHE	First Secretary (12-months)	Tenured	Iona Francis-Santa Cruz	FS-12 >7/12	5	\$57,053, plus \$1,200 degree, (pro-rated)	As soon as current position is filled
<i>Robert Rolling**</i>	District	K-12 Supervisor of Business, Technology & Engineering	First Year Tenure Track	James Novotny	LSA	3	\$117,602 (pro-rated)	10/14/19
<i>Shawna Robb</i>	MPMS	Grade 6 English	Leave Replacement	Dina Ferraro	MA	1	\$59,803 (pro-rated)	10/28/19 - 6/30/20
<i>Eric Hazelcorn</i>	Hillside/Collins	Elementary School Teacher	Leave Replacement	multiple leave assignments	MA	1	\$59,803	8/29/19
<i>George Clark**</i>	LHS	Teacher of Italian	First Year Tenure Track	Matt Garcia	8	BA	\$60,919 (pro-rated)	10/21/19
<i>Robert Ferraro, Sr.**</i>	LHS	Head Custodian	NA	Amdi Ramani	C	11	\$58,662, plus \$2,825 for head custodian and \$625 for black seal (pro-rated)	10/14/19
<i>Felice Romano</i>	Harrison	Night Custodian	NA	Ramoncito Diaz	C	1	\$40,635 plus \$975 night stipend (pro-rated)	10/2/19
<i>Martin Stewart</i>	LHS	Custodian (Nights & Weekend)	NA	Julio Lopez	C	1	\$40,635, plus \$975 night stipend (pro-rated)	10/2/19
<i>Romario Setalsingh</i>	LHS	PT Custodian	NA	Luites Vincent	C	1	\$20,318 (.5) of Step 1 plus \$625 for Black Seal	10/14/19
<i>Evelyn Gruber</i>	RHE	Playground Aide	NA	NA	NA	NA	\$15.50/hr	9/26/19
<i>Nancy Hesse</i>	BHE	Playground Aide	NA	NA	NA	NA	\$15.50/hr	10/11/19

**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 G**.

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

4.4 Substitutes

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes for the 2019-2020 school year:

Name	Location	Title	Leave Replacement or Long Term Sub	Replacing	Salary	Effective Date
<i>Michael Collins*</i>	LHS	Teacher of Social Studies	Long-Term Substitute	Kimberly Costanzo	\$263/day	8/29/19-10/8/19
<i>Clark Murphy</i>	RHE	Kindergarten Aide	Long-Term Substitute	Ann Marie Mansfield	\$120/day	9/25/19-11/6/19
<i>Heidi Slurzburg</i>	Collins	Media	Long-Term Substitute	Sheila Stafford	\$263/day	8/29/19-10/10/19
<i>Marilyn Elman</i>	LHS	Teacher of Spanish	Long-Term Substitute	Carolyn Sanchez	\$263/day	10/10/19-TBD

**as amended from a previous agenda*

Teachers

Marilyn Elman (retired)
NinoThaddeus Acosta
Evan Anderson
Stacy Santola

Secretary

Carmela Ullman (\$15.50/hr)

Early Arrival Aides

Samantha Abrams (\$15.50/hr)
Catherine Bitar (\$16.50/hr)
Erhya Kang (\$16.50/hr)

Custodial

Victor Calderon (\$15.50/hr)
Stanley L. Graham (\$15.50/hr)

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment I** as Certified Substitutes. These individuals are currently employed by the District and hold valid NJ instructional certificates. In the event these individuals are called upon to serve as a substitute in a self-contained classroom, they will be compensated an additional \$50/day for that assignment.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment J** as Substitute Teachers. These individuals are currently employed by the District and are properly certified to serve as substitute teachers within the classroom, if needed.

4.5 Extra Work Pay

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

Resolved, that the Livingston Board of Education authorizes *Lloyd Hamilton* to be paid in accordance with Article X, Section II.A. of the contract from July 1, 2019 through October 6, 2019 for assuming the role of Head Custodian at Livingston High School.

Resolved, that the Livingston Board of Education authorizes *Benjie Beriso* to be paid in accordance with Article X, Section II.A. of the contract from July 1, 2019 through August 27, 2019 for assuming the role of Head Custodian at Hillside Elementary School.

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 L** 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.

4.7 Stipends

Resolved, that the Livingston Board of Education approves the individuals on **Attachment M** for athletic 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 the individuals on **Attachment N** 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 the individuals on **Attachment O** for district stipends 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 the individuals on **Attachment P** for co-curricular stipends 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 *Tim Nelson* for the Spring Production Musical Director co-curricular stipend at Mt. Pleasant Middle School for the 2019-2020 school year.

4.8 Contract Adjustments

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

4.9 Home Instructional Personnel Approval and Rates

Resolved, that the Livingston Board of Education adopts the rate as specified in Article XX on page 97 of the LEA contract for all individuals providing home instruction for the 2019-2020 school year, whether currently or formerly employed by the district, regardless of the capacity in which the individual is/was employed, provided proper certification is held. Furthermore, with this resolution, the Board authorizes all appropriately certified current employees, retirees and approved substitutes of the district to serve as home instructors for the 2019-2020 school year, provided they have not had a break in service and have appropriate criminal history review authorization on file with the district.

4.10 Extra Period Assignments

Resolved, that the Livingston Board of Education approved the individuals on **Attachment R** for extra period assignments during the 2019-2020 school year.

4.11 Mentor Fees

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

Dr. Shen seconded the motion.

ROLL CALL VOTE – Ayes – Mrs. Chirls, Mrs. Konner, Dr. Shen, Ms. Messer, Mr. August
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.

5.2 Suspension Report

Resolved, that the Livingston Board of Education approves the Suspension Report for September.

5.3 HIB Self-Assessment Report

Resolved, that the Livingston Board of Education approves the HIB Self-Assessment Report which was presented at their Voting Meeting on October 14, 2019 and authorizes its submission to the New Jersey Department of Education.

Dr. Shen seconded the motion.

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

Public Comment ~ up to 15 minutes

There was no public comment.

Old Business/New Business

Mr. August asked Ms. Messer to let the LEF know to advise him and Steve when there is a meeting since they are part of the committee.

Mrs. Konner stated she and Mrs. Chirls will be attending the NJSBA workshop next week in Atlantic City and looks forward to attending some of the training sessions and bringing back materials to share with the rest of the board.

Mr. August announced that tomorrow is the candidate's debate hosted by the Old Guard at the Senior Center.

Mrs. Konner commended all of the candidates running for the board and stated regardless of the outcome, she looks forward to working together in a constructive way.

ADJOURNMENT

At 7:40 Mrs. Konner made a motion to adjourn the meeting.

Dr. Shen seconded the motion.

Vote all in favor.

Respectfully submitted,

Steven K. Robinson
Board Secretary