



LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Monday, June 22, 2020

Public Session - Virtual Meeting Via Zoom and Facebook Live – 7:00 p.m.

A **Voting Meeting** of the Livingston Board of Education was held on this date via Zoom and a Facebook Live stream. The meeting was called to order at 7:00 p.m. by the Board President, Ronnie Konner, 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, 2020 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, Seth Cohen, Ronnie Konner, Samantha Messer and Aditya Desai

Also in Attendance: Dr. Matthew Block, Steven Robinson, Lisa Capone-Steiger, Susan Burman and Joann Goldberg

There were approximately 41 members of the public and staff watching remotely via a Facebook Live stream.

Mrs. Konner thanked Dr. Block for his leadership this year. Mrs. Konner also thanked the staff and parents.

Student Representative to the Board (for one year term)

Mr. Robinson swore in Aditya Desai as the new Student Representative to the Board.

Superintendent's Report

Dr. Block welcomed Aditya to the board.

Mrs. Burman honored Deborah Ayres as a retiree from the district.

Enrollment Update

Mr. Robinson explained the registrar has been busy handling virtual registrations while schools have been physically closed and shared the most up-to-date numbers for grades K-12 with the board. Mr. Robinson continued we are three elementary sections below budget; however, depending upon how registrations go over the summer, he may recommend adding them back in certain grades to reduce some class sizes. He will continue to monitor the situation, especially in first and second grades. Mr. Robinson also explained he followed board policy #5120 and has already soft bordered some students from Riker Hill to Hillside.

Mr. Robinson continued that for middle and high school, you can see from the numbers that they have experienced higher enrollment in recent years.

There were questions about when a decision would be made to add additional sections and what went into his decision to soft border ten students.

Mr. Robinson responded he should know within the next month whether or not he will need to recommend an additional one or two sections adding that even if we do so, we would still be under what was budgeted.

Mr. Robinson continued that the kindergarten numbers at Riker Hill were extremely high and Hillside had space so after recognizing the problem, he asked for volunteers and then identified students to be soft bordered. Two families volunteered and ten students were soft bordered in an effort to keep class sizes consistent across the district.

There were additional questions about a couple of families who have expressed concerns about being soft bordered and Mr. Robinson explained as we get closer to the new school year and receive guidance as to whether or not we will be back in school in person, remotely or in some type of hybrid model, some parents may not be comfortable sending their child in person so spots may possibly open up in some classes. Mr. Robinson added he will definitely look at all those situations.

Mrs. Konner asked if there is a need for additional meetings over the summer and Dr. Block responded he will keep the board apprised of what's going on and if we need to add a meeting, he will let the board know.

Planning for the 2020-2021 School Year

Dr. Block shared the possible plans for the 2020-2021 school year which include refining a remote learning plan and preparing for possible in-person instruction, reflecting on past experience through surveys and focus groups, thinking about how we can connect students to teachers to classmates, preparing a daily/weekly schedule for each grade level, reviewing the amount of asynchronous to synchronous instruction, working on assessment and grading practices at each level, reviewing our technology needs and practices, providing professional development for staff, ensuring we have health and wellness efforts in place if students remain at home and engaging and preparing parents and families.

Dr. Block's presentation in its entirety is available on our website.

Mr. Cohen suggested when we come back in September, we should have points along the way for teachers and parents to provide feedback so we can make corrections along the way.

Alice Chu emailed that while safety is the first priority, how will quality control be measured? Initial reports in the NY Times and others show that math education has already been compromised from remote learning. Will there be real time assessments?

Dr. Block responded in his conversations with other superintendents, assessments while teaching remotely have been a struggle across most districts. Dr. Block continued we plan to look at best practices from people who have engaged in online learning longer than we have to create effective assessments that are secure and fair while navigating an environment where a student and teacher are in a different place.

Dr. Block announced he attended the virtual PRIDE graduation today and that some of our Heritage students received moving up certificates in an outdoor ceremony today. Dr. Block added the high school is celebrating graduation moments over the next couple of days and the families and students he saw participating today were joyous and excited. Dr. Block added we

have a whole week celebrating the Class of 2020 with the culmination being a virtual graduation on Thursday at 6:00 p.m. that can be viewed on LTV or Facebook Live. In addition, there will be a senior clap out at 7:30 p.m.

Mrs. Bent shared Mark Stern’s video calling out the entire Livingston community to step out and make some noise to celebrate the Class of 2020 in a community clap out on Thursday at 7:30 p.m.

Board Reports

Mrs. Konner attended the Diversity and Inclusion Committee meeting today where Light Up Livingston was discussed. More information will be forthcoming for this event that will happen on July 1. In addition, Mrs. Konner announced some high school students offered a presentation to find a way of marking July 13 as a day of service and she will report more on that as information unfolds.

Mrs. Konner attended a meeting for LTV and stated they are busy trying to welcome students who will be participating and covering different community events. Mrs. Konner added they are working through some challenges of getting a signal hooked up so they can broadcast on television so are currently broadcasting on Facebook Live.

Mrs. Konner proposed at the July meeting, the board review their current board goals and also proposed the board conduct a self-evaluation to help in setting new ones.

Mr. Cohen asked that they maintain their current timing of setting their goals over the summer but when January comes and the board reorganizes, figure out through a board retreat how to walk the new board member through the process of how the goals were set to bring him or her up to speed.

Mrs. Konner added that the goals are done publicly over the summer so anyone who plans to run can watch the process as it unfolds.

Public Input on Agenda Items ~ up to 15 minutes

Keith Hines, 156 East Cedar Street, asked how to send a newsletter to people in Livingston who don’t have Internet or television access and suggested putting information in the newspaper.

Mrs. Konner responded that a summary of the meeting is placed in the town paper but asked how else we can expand communication.

Mrs. Bent responded that anyone can sign up for the newsletter by following the instructions on our website.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

There was no motion.

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 2020-2021 for 41 (forty-one) Livingston students with disabilities and for Extended School Year

2020 (Summer Programs) for 37 (thirty-seven) 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 A**.

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 2020-2021 school year:

BEHAVIORAL TRAINING & ASSISTANCE / APPLIED BEHAVIORAL ANALYSIS

ABA Skills \$175.00/hour

CHILD STUDY TEAM EVALUATIONS

Carey, Kelly \$475.00/evaluation
\$100.00/meeting
Spry, Nancy \$475.00/evaluation
\$100.00/meeting

NURSING SERVICES

Horizon Healthcare Staffing LPN \$49.00/hour
RN \$59.00/hour
Preferred Home Healthcare & Nursing Services LPN \$56.00/hour
RN \$61.00/hour

OCCUPATIONAL THERAPIST

Shah, Cynthia \$84.42/hour
\$297.67/evaluation

PHYSICAL THERAPIST

Miller, Diana \$86.59/hour
\$351.79/evaluation
Next Step Pediatric Therapy \$160.00/hour

Mr. August seconded the motion

ROLL CALL VOTE - Ayes - Mr. August, Mrs. Chirls, Mr. Cohen, Ms. Messer, Mrs. Konner
Nayes - None

BUSINESS

Mr. Robinson announced that resolution 3.1, Open Campus for Livingston High School Seniors, will be tabled until the July meeting when students will be available to attend the meeting.

Ms. Messer moved 3.2 to 3.4:

3.2 Approval of Contract - Collection, Removal and Disposal of Solid Waste/Recycled Trash Removal

Whereas, a recommendation was made by the Superintendent of Schools to the **Livingston Board of Education ("Board")** to seek a contract for the Collection, Removal and Disposal of Solid Waste/Recycled Trash Removal (hereinafter "Project"); and

Whereas, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4; and

Whereas, on June 17, 2020, the Board received the following bids from potential bidders in accordance with N.J.S.A.18A:18A-1, et seq.;

| Bidder | Year One (per month charge) | Year Two (per month charge) | Year Three (per month charge) |
|---|-----------------------------|-----------------------------|-------------------------------|
| Waste Management of New Jersey, Inc. | \$6,430.00 | \$6,623.00 | \$6,821.00 |
| Interstate Waste Services of New Jersey, Inc. | \$8,418.12 | \$8,418.12 | \$8,673.44 |

Whereas, the bids have been reviewed for the Project together with Board Counsel; and

Whereas, Waste Management of New Jersey, Inc. has submitted the lowest responsible bid for the Project in compliance with the bid specifications and New Jersey Public School Contracts Law; and

Now, Therefore Be It Resolved, that the Board hereby awards the Project to Waste Management of New Jersey, Inc. in the amount of Six Thousand Four Hundred and Thirty Dollars (\$6,430.00) per month for the Base Bid.

3.3 Approval of Contract - LHS Intercom Project

Resolved, that the Livingston Board of Education approves awarding the contract for the Livingston High School Intercom Project as indicated on the plans prepared by Gianforcaro Architects, Engineers and Planners, to: ACT, 25 Ross Street, PO Box 596, Wharton, New Jersey 07885-0596 in the amount of \$380,816.39. The project is being awarded under the New Jersey Cooperative Program.

3.4 2020/21 Anticipated Contracts to be Renewed, Awarded or to Expire During the School Year – PL 2015 – Chapter 47

Resolved, that the Livingston Board of Education intends to renew, award or permit to expire the following contracts previously awarded by the Board of Education as shown on **Attachment B**. These contracts are, and have been, in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. Seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CTF, Part200. Compliance with new contracts, not listed here, will be addressed prior to board action.

Mr. Cohen seconded the motion.

ROLL CALL VOTE - Ayes - Mr. August, Mrs. Chirls, Mr. Cohen, Ms. Messer, Mrs. Konner
Nays - None

PERSONNEL

Mr. Cohen 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 |
|------------------|--|-------------|----------|--|
| Marybeth Kopacz | Director of Curriculum, Instruction & PD | Resignation | CO | 8/11/2020, or earlier if a replacement can be found |
| Pamela Ciccarino | Teacher of Science | Resignation | HMS | 6/30/2020 |
| Deborah Ayres | TOSD | Retirement | BHE | 6/30/2020 |
| Joan Napolitano* | Lunch/ Playground Aide | Retirement | RHE | 6/30/2020 |

*as amended from a previous agenda

4.2 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 |
|---------------------|----------|--|------------------------------------|-----------------|--------------|------|------------------------------------|--------------------|
| Timothy Callahan | LHS | Teacher of English | Leave Replacement | J. Torres | BA | 2** | \$53,278* (pro-rated) | 9/1/2020-1/15/2021 |
| Rachael Keyes | Harrison | Elementary School Teacher | One Year Leave Replacement | K. Szelingowski | MA | 3** | \$61,216* | 9/1/2020 |
| Geraldine Volonnino | LHS | Teacher of Social Studies & Psychology | First Year Tenure Track | J. Gallagher | BA | 3 | \$53,968* | 9/1/2020 |
| Jessica Reid | Hillside | Elementary School Teacher | One Year Leave Replacement | A. Hinds | BA+16 | 1 | \$54,560* | 9/1/2020 |
| Nicole DiStefano | MPE | School Psychologist | First Year Tenure Track | T. Joseph | MA+3 2 | 3 | \$67,029* | 9/1/2020 |
| Jennifer Schroeder | Hillside | 10-month Office Support | First Year Tenure Track | J. Kaufmann | OS-FT -10 | 1 | \$39,011*, plus \$1,200 for degree | 9/1/2020 |

*all salaries after 7/1/2020 may be adjusted in accordance with contract negotiations

**will remain at the same step in 2020-2021 in accordance with Article X, Section II.C. of the LEA contract

Resolved, that the Livingston Board of Education reinstates Employee #4635 to the employee's previously held position [\$112,108* (Step 16 of MA+32 guide)], effective September 1, 2020. This employee was previously approved for resignation for reasons of disability retirement, with an effective date of April 1, 2020, on the January 27, 2020 BOE agenda.

*all salaries after 7/1/2020 may be adjusted in accordance with contract negotiations

4.3 Contract Adjustment

Resolved, that the Livingston Board of Education approves the contract adjustment on **Attachment C** for the 2020-2021 school year.

4.4 Summer Work

Resolved, that the Livingston Board of Education approves the individuals on **Attachment D** for secretarial work over the summer of 2020 at their per diem rate*.

Resolved, that the Livingston Board of Education approves *Margaret Wohltmann*, Teacher of Business Education, as the Cooperative Business Coordinator for the 2020-2021 school year. Ms. Wohltmann will be paid up to 10 days over the summer of 2020 at her per diem rate for said assignment and this pensionable amount will be paid over the payroll cycle for the 2020-2021 school year.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment E** to write curriculum that was included in the approved budget over the summer of 2020 at the approved rate*.

**the rate may be adjusted in accordance with contract negotiations*

4.5 2020-2021 Reappointments*

Resolved, that the Livingston Board of Education approves the reappointment of non-affiliated staff for the 2020-2021 school year as shown on **Attachment F**.

Resolved, that the Livingston Board of Education approves the reappointment of technicians for the 2020-2021 school year as shown on **Attachment F**.

**all salaries after 7/1/2020 may be adjusted in accordance with contract negotiations*

4.6 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 2020-2021 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 2020-2021 school year, provided they have not had a break in service and have appropriate criminal history review authorization on file with the district. If the rate is adjusted during LEA contract adjustments, individuals performing in this capacity will be adjusted.

Mrs. Chirls seconded the motion.

Mrs. Chirls and Mrs. Konner requested that a copy of *Attachment E* be revised to include a list of the budgeted curriculum writing projects next to each department. They also asked for the words "that was included in the approved budget" be added to the resolution.

Ms. Messer confirmed the salaries on the reappointments are the same as last year since there is no new negotiated agreement.

ROLL CALL VOTE - Ayes (with addition of budgeted projects aligned to *Attachment E*) -
Mr. August, Mrs. Chirls, Mr. Cohen, Ms. Messer, Mrs. Konner
Nays - None

MISCELLANEOUS

Mrs. Chirls moved the following:

5.1 HIB Report

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

Mr. Cohen seconded the motion.

ROLL CALL VOTE - Ayes - Mr. August, Mrs. Chirls, Mr. Cohen, Ms. Messer, Mrs. Konner
Nayes - None

Public Comment ~ up to 15 minutes

Alice Chu asked how the public can ask a question while the meeting is being held virtually and the response was she can email Michelle Bent prior to or during the meeting and she will read it aloud. If you follow along on Facebook Live, it is also posted how to do it on the social media page.

Old Business

There was no old business.

New Business

There was no new business.

ADJOURNMENT

At 8:37 p.m., Mrs. Konner asked for a motion to adjourn into Executive Session where no action will be taken and stated the board will not be coming back into public session.

Mrs. Konner also announced the board will be meeting in Executive Session tomorrow to discuss the Superintendent's evaluation and the next public meeting is scheduled for July 15.

EXECUTIVE SESSION

Mr. August moved the following:

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 June 22, 2020 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.

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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.

Ms. Messer seconded the motion.

ROLL CALL VOTE - Ayes - Mr. August, Mrs. Chirls, Mr. Cohen, Ms. Messer, Mrs. Konner
Nayes - None

Respectfully submitted,



Steven K. Robinson
Board Secretary

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