



LIVINGSTON BOARD OF EDUCATION WORKSHOP/VOTING MEETING AGENDA

Tuesday, November 1, 2022

Public Session - Hybrid Meeting at Administration Building – 7:00 p.m.

This is a public meeting of the Board of Education. The Livingston Board of Education will be video recording and posting its open public meetings on the district website. The Board reserves the right to edit the videotape prior to posting to protect the privacy of students and staff.

The Board's Bylaw #0168 allows videotaping and livestreaming of public meetings with prior approval from the Board Secretary. Any member of the public may record the proceedings of a public meeting of the Board in a manner that does not interrupt the proceedings, inhibit the conduct of the meeting, distract Board members or other observers present at the meeting, or violate the privacy of students and staff. The Board will permit the use of tape recorder(s), video camera(s) or live streaming only when notice of such intended use has been given to the Board Secretary five days in advance of the meeting. Any camera(s) must be operated in an inconspicuous location in the meeting room. The Board reserves the right to request a copy of the tape. The presiding officer shall determine when any recording device interferes with the conduct of a Board meeting and may order that an interfering device be removed.

While the Board of Education discourages the videotaping/livestreaming of students without written parental consent, public meetings are not subject to the same restrictions as other school events. Please be aware that you and your children may be videotaped or livestreamed as a result of your participation at this meeting.

In accordance with Policy #9131, the Livingston Board of Education members, district administration, and staff will treat students, parents/guardians and other members of the public with respect and expect the same consideration in return. The district is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

I. OPEN SESSION

A. Call to Order – Mr. Seth Cohen, President

B. Reading of Meeting Notice

Adequate notice of this meeting has been provided by amendment to notice approved at the Board's reorganization meeting on January 4, 2022 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *TAPinto Livingston* and the Livingston Township Clerk.

C. Pledge of Allegiance / Roll Call

D. Superintendent's Report

1. District Goals

E. Board Reports

1. Board Budget Goals

F. Student Representative's Report

G. Public Input on Agenda Items ~ up to 15 minutes

An excerpt from Policy #0167 adopted on December 13, 2004, revised on January 10, 2011 and reviewed on March 4, 2013 and January 23, 2017 states that The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

Public participation shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, place of residence, and group affiliation, if appropriate;
2. Each statement made by a participant shall be limited to three minutes' duration;
3. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;
4. All statements shall be directed to the presiding officer; no participant may address or question Board members individually.

The portion of the meeting during which the participation of the public is invited shall be limited to fifteen minutes, or at the discretion of the presiding officer.

II. RECOMMENDATIONS FOR APPROVAL

1. PROGRAM/CURRICULUM

The Superintendent recommends the following:

1.1 Approval of District Goals

Resolved, that the Livingston Board of Education approves the district goals for the 2022-2023 school year as shown on **Attachment A**.

1.2 Field Trips

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

ROLL CALL VOTE

3. BUSINESS

The Superintendent recommends the following:

3.1 Rejection of Bids - Synthetic Turf Field at Livingston High School

Resolved, that the Livingston Board of Education rejects all of the three bids received on October 7, 2022, for the synthetic turf field at Livingston High School. The bids are being rejected pursuant to NJSA 18A:18A-22 (c). The Board may revisit a turf field in conjunction with future facility needs.

3.2 Conferences and Overnight Trips

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

ROLL CALL VOTE

4. PERSONNEL

The Superintendent recommends 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>Suzanne Steckert</i>	Grade 6 English Teacher	Retirement	MPMS	December 31, 2022
<i>Shea Williams</i>	Library Media Specialist	Resignation	BHE	December 19, 2022
<i>Filona Leechow</i>	Support Staff	Resignation	BHE	December 16, 2022
<i>Michelle Polo</i>	TOSD	Resignation	MPE	December 21, 2022

ROLL CALL VOTE

5. MISCELLANEOUS

The Superintendent recommends the following:

5.1 HIB Report

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

ROLL CALL VOTE

III. PREVIEW OF NOVEMBER 22, 2022 VOTING AGENDA

Superintendent's Report

1. Assessment Update

Approval of Minutes

1. Workshop/Voting Meeting Minutes of October 11, 2022
2. Voting Meeting Minutes of October 18, 2022

PROGRAM/CURRICULUM

1.1 TextBooks and DVDs

1.2 Student Teacher

STUDENT SERVICES

2.1 Out of District Placements (forthcoming)

2.2 Related Services/Medical Consultants (forthcoming)

BUSINESS

3.1 Payment of Bills (forthcoming)

3.2 Preliminary Board Secretary Report – September 2022

3.3 Transfers

3.4 Joint Transportation Agreement with Morris-Union Jointure Commission

3.5 Acceptance of Additional Funds for NonPublic Auxillary and Handicapped Aid (Chapter 192/193)

3.6 Policies & Regulations

PERSONNEL

4.1 Resignations (forthcoming)

4.2 Leaves of Absences (forthcoming)

4.3 Appointments

4.4 Substitutes

4.5 Extra Work Pay (forthcoming)

4.6 Stipends

4.7 Mentor Fees

4.8 Contract Adjustments

4.9 Extra Period Assignments

MISCELLANEOUS

5.1 HIB Report

5.2 Suspension Report

H. Public Comment ~ up to 15 minutes

An excerpt from Policy #0167 adopted on December 13, 2004, revised on January 10, 2011 and reviewed on March 4, 2013 and January 23, 2017 states that The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

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I. Old Business

J. New Business

IV. ADJOURNMENT

EXECUTIVE SESSION

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 November 1, 2022 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.

PROPOSED FUTURE AGENDA ITEMS (dates subject to change)

November 22, 2022 (*voting*)

- Assessment Update

December 6, 2022 (*voting*)

- National Merit Semi-Finalists Recognition Ceremony
- New Course Offerings

January 3, 2023 (*reorganization*)



Livingston
PUBLIC SCHOOLS

LIVINGSTON PUBLIC SCHOOLS DISTRICT GOALS 2022-2023

GOAL: Safety and Wellness - Ensure the emotional well-being and mental health of all our students through a strong feeling of connectedness, a sense of belonging to their school community, an awareness of the resources and support available to students and families in an effort to thwart the negative impacts of stress and mental illness.

- Establish a Mental Health Advisory Panel of mental health professionals from the greater community who treat children and adolescents professionally.
 - Meet with panel a minimum of two times during the 2022-2023 school year.
 - Using data and input from the advisory panel, establish goals and action plans related to mental health.
- Establish home-school connection with *Community Conversations* to provide information on District curriculum, programs, and activities that support student mental health and to hear community member concerns about them.
- Using Livingston's Portrait of a Graduate, align the counseling curriculum with identified student needs and provide students with the tools to build skills for a well-balanced life.
- Ensure that there are opportunities at all schools to promote interpersonal connections between students and trusting adults.
 - Identify adults who can be resources for students.
 - Implement Mental Health First Aid Training for all staff and Teen Mental Health First Aid Training for all tenth-grade students.
- Create Threat Assessment Team(s) that aligns with New Jersey standards, is composed of teachers, administrators, and law enforcement liaison, and provides a structured system to discuss students who show signs of mental health struggles. Identify students who may be at risk of engaging in violent and harmful acts, create new intervention strategies and establish new protocols to intervene with those students.

GOAL: Teaching and Learning - Investigate, identify, and envision the elements of a new district-wide instructional framework with emphasis on common language of instruction, authentic assessment, and a real-world context to foster student growth.

- Conduct focus groups and analyze results to inform decisions about adopting a new instructional framework district-wide. Based on survey results, either work to identify an existing framework or begin creating a new one resulting in a presentation and proposal at the end of the 2022-2023 school year to the Board of Education for full development in the 2023-2024 school year and full implementation in the 2024-2025 school year.
- Research best practices for instruction to determine the Livingston Public Schools “gold standard” and investigate instructional models and best practices, which incorporate elements of the district vision and align with LPS values. Gather information from students on strengths and weaknesses of current instruction in order to remediate the weaknesses.
- Engage stakeholders in conversations about instructional philosophy and values using the 2022-2027 Livingston Public School’s Strategic Plan and Livingston’s Portrait of a Graduate as foundations for those discussions.
- Work with departments to explore “language silos” to be streamlined within the instructional model. Determining common language in instruction will ultimately create greater consistency throughout the district and lead to more effective instruction.
- Begin reflection on current grading and reporting practices at the secondary levels to determine alignment with goals and priorities. Creating consistency in grading processes and practices will ultimately add to common understanding of methodologies helping students better understand expectations and improve grade-related stress.
- Conduct a formal assessment of our current post-secondary transition guidance practices to analyze whether all students are being well-served in that process. To evaluate progress, conduct focus groups of students about their experiences with their post-secondary advice from our Counseling Department. Utilize professionals who work directly in higher education admissions to provide feedback to us on our post-secondary counseling practices.

GOAL: Leadership and Governance - Foster a supportive and desirable work environment for all district staff by providing opportunities to grow as leaders, contribute to district initiatives, access mentoring, and participate in training and professional development in order to maximize recruitment efforts, retain excellent teachers, and promote longevity.

- Conduct focus groups with the staff to determine needs across the district. Analyze results of staff surveys to determine areas for improvement and action.
- Design and implement programs to connect staff members with peers in order to foster a district-based mentoring program for new teachers.
- Provide personal wellness programming and services for district employees.
- Support the Board of Education in engaging in collaborative and productive negotiations with all three bargaining units with the intention of improving the District's recruitment and retention efforts.
- Analyze data gathered from the district's formal exit protocols to inform future practices aimed at improving the district's employment protocols and practices.
- Create opportunities for leadership development to promote staff members' professional growth and mobility within Livingston Public Schools.
- Create staff leadership feedback groups in order to hear directly from staff members about their experiences in Livingston Public Schools. Meet with leadership feedback groups at least one time during the 2022-2023 school year.
- Reflect upon current practices and try new ways of recruiting new staff members, with particular focus on enhancing diversity in our hiring.

GOAL: Community and Culture - Engaging all stakeholders, including students and their families, in educational programs is essential to creating a community of equity in our school district. Ensure just outcomes for each student, raise marginalized voices, and challenge imbalances of power and privilege.

- Complete an equity audit for the district including an equity data drive to create informational sets of data to analyze our equity position and inform future equity work. Examine disparities not just connected to race and culture, but to ensure we are providing an inclusive environment for all students. Use a third party source, someone who is not currently invested or involved in current work in our district.
- Create a more welcoming community by developing and implementing new opportunities to engage new Livingston families with district programs and parent organizations. This will include ensuring that all families receive timely information about Livingston Public Schools, and can identify how to connect with essential school personnel. Create a parent resource group to connect families of long-time residents with new ones. Explore the facilitation of a "buddy student" program to provide an immediate connection for students arriving from other schools.
- Review English Language Learning (ELL) program to ensure it is properly implemented and resourced and communicate with families of ELL students on a regular basis. Conduct at least one parent night specifically for ELL Parents to orient them to Livingston Public Schools, so their questions and concerns can be addressed.
- Provide effective educational opportunities to increase positive student to student and teacher to student interactions around culture and equity. Ensure community advisory time that would foster relationships between adults and students and strengthen relationships and foster connection.
- Pilot curriculum, assessment, and instructional audit in Social Studies K-12 to determine where there are gaps or missing perspectives and ensure that content reflects multiple voices and examines human history from multiple perspectives. Utilize social studies curriculum audit to begin developing a process for a systematic audit and revision of curriculum where needed, with the plan to replicate the process in future in all of the content areas and levels.
- Utilize talents of faculty and staff members to help facilitate, reflect upon and expand, and improve equity initiatives in every school in the district. Formally and systematically reflect on the effectiveness of these positions to make recommendations for future role definition and needs in the areas of equity and inclusion. Gather feedback from students, equity team members, and other stakeholders to ascertain the impact of the new positions.

GOAL: Finance and Facilities - Take inventory of the district's facilities to determine current strengths, deficiencies, and needs. Use the Demographic Study and conversations with town officials and management to gain understanding of future needs. Determine the gaps between what currently exists and what the district will need in the future. From that investigation, devise a multi-year plan to create flexible, innovative educational spaces that meet the needs of a growing and changing student population who have a range of learning needs and interests.

- Produce a facilities usage report that indicates space needs in schools throughout the district based on registration trends, current enrollment, and predicted future needs.
- Compile a list of possible solutions for any facilities deficiencies and compare benefits and drawbacks of each solution considering budget, timeline, and alignment with district vision, mission, and programming goals.
- Identify, produce, and promote a consensus plan for moving forward with facilities improvement, if needed, and the funding of a potential facility improvement process.
- Create opportunities through forums and meetings for public input and discussion regarding future facilities development.
- Create opportunities through public and smaller-group meetings and discussions for district and township personnel and district and township representatives to meet and strategize for future facilities development.

FIELD TRIPS

SCHOOL	GRADE/COURSE	MONTH	DESTINATION
Secondary	Family and Consumer Science	November	Crayola Factory

The following is a list of CBI (Community Based Instruction) sites for LHS students in the CBI and CIP programs for the 2022-2023 school year:

Business
Anchor Mini Golf
Costco
Dollar Tree
Farmers Market
Five Below
Five Guys
Hanover Lanes
Ike's Bagel
McDonalds
Michaels
Panera
TD Bank
Tropical Smoothie

Conference	Attendee(s)	Date(s)	Location	Cost Not to Exceed
ACTFL Annual Conference	Sarah Rosenberg	November 18-20, 2022	Boston, MA	\$700.00
NJASL Fall Conference	Colleen Donnelly	December 4-6, 2022	Atlantic City, NJ	\$527.54
NJSBA Workshop 2022	Dr. Matthew Block	October 24-26, 2022	Atlantic City, NJ	\$850.00
NJSBA Workshop 2022	Michael Davison	October 24-26, 2022	Atlantic City, NJ	\$850.00
NJSBA Workshop 2022	Susan Burman	October 24-26, 2022	Atlantic City, NJ	\$850.00
NJSBA Workshop 2022	Lisa Capone-Steiger	October 25-26, 2022	Atlantic City, NJ	\$850.00
NJSBA Workshop 2022	Mark Stern	October 25-26, 2022	Atlantic City, NJ	\$850.00
NJSBA Workshop 2022	Jenissa Arnette	October 24-26, 2022	Atlantic City, NJ	\$850.00
NJSBA Workshop 2022	Pamela Chirls	October 25-26, 2022	Atlantic City, NJ	\$850.00
NJSBA Workshop 2022	Vineeta Khanna	October 25-26, 2022	Atlantic City, NJ	\$850.00
NJASL Fall Conference	Christy Caruso	December 5-6, 2022	Atlantic City, NJ	\$393.42