



LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Tuesday, September 20, 2022

Executive Session - Hybrid Meeting at Administration Building - 6:30 p.m.

Public Session - Hybrid Meeting at Administration Building - 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 and via Zoom and Facebook Live. The meeting was called to order at 6:30 p.m. by the Board President, Seth Cohen, who announced that 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.

Members Present: Jenissa Arnette, Pamela Chirls, Seth Cohen, Vineeta Khanna, Samantha Messer and Jeffrey Xu

Also in Attendance: Dr. Matthew Block, Michael Davison, Lisa Capone-Steiger, Mark Stern, Susan Burman and Joann Goldberg

Ms. Messer 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 and a contract negotiation

Action may be taken upon return to public session. The full length of the meeting is anticipated to be approximately 30 minutes and be it

Further Resolved, the minutes of this closed session be made public when the need for confidentiality no longer exists.

Mrs. Chirls seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Ms. Messer
Nayes - None

At 7:11 p.m., Mr. Cohen reconvened the public meeting.

There were approximately 37 members of the public and staff watching in person and remotely through the webinar and a Facebook Live Stream.

Mr. Cohen recognized and thanked our IT staff as today is National IT Professionals Day.

Superintendent's Report

Dr. Block also recognized and thanked our IT staff on National IT Professionals Day.

Dr. Block thanked everyone who came out last Monday to participate in a conversation about school safety with the members of the community. Dr. Block continued that our Director of Technology spoke about Cyber Security at the meeting and introduced Mrs. Teresa Rehman to repeat the presentation she provided to the community.

Mrs. Rehman reviewed the district challenges she was faced with when she got hired in the district and highlighted the ways they have been addressed to date. The full presentation is available on our website.

On behalf of the Board, Mr. Cohen thanked Mrs. Rehman for her leadership and for all the work done by her department to move the district in a forward direction.

Board Reports

Mr. Cohen announced we have a 2:2 Meeting with the Township Scheduled for October 12 at 4 p.m. and will share the draft agenda with everyone prior to the meeting. The 2:2 is the agenda setting meeting for an upcoming 5:5 meeting, the date of which has not yet been announced.

Mr. Cohen thanked everyone in the district for their presence and participation in Shiv's Third Eye Youth and Wellness Fair this weekend.

Mrs. Chirls thanked the administration, staff and township representatives who participated in the safety and security meeting.

Student Representative's Report

Mr. Xu explained students at the high school are getting acclimated to their classes and pointed out they are enjoying having Lancer Time back. This is a program held most Wednesdays that gives students time to do independent work or seek extra help.

Mr. Xu announced that the girls volleyball team won first place in the Bloomfield Bengals Invitational, the girls soccer team won against Montclair Kimberley Academy and the boys soccer team won against Columbia High School.

Approval of Minutes

Mrs. Chirls moved the following:

1. Voting Meeting Minutes of August 16, 2022
2. Voting/Workshop Meeting Minutes of September 6, 2022
3. Executive Session Meeting Minutes of June 21, 2022; June 28, 2022; July 12, 2022; July 25, 2022; August 16, 2022 and September 6, 2022

Ms. Messer seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Ms. Messer
Abstain - Ms. Messer (on 9/6/22 Exec Session Minutes)
Nayes - None

Public Input on Agenda Items ~ up to 15 minutes

Nilesh Shah, 49 Falcon Road, thanked the board and administration for introducing Cricket into our curriculum and offered his help in executing the program.

Mayur Matai, 27 East McClellan Avenue, thanked the board and administration for introducing Cricket into our curriculum and also offered his help in executing the program.

Mr. Shah and Mr. Matai, on behalf of Sanskriti of NJ, invited everyone to come watch the Sanskriti Premier League Cricket tournament on October 1 and to enjoy food, music and dancing between 1 and 3 p.m.

Ketan Bhuptani, 41 Billingsley Drive, also offered his help with Cricket.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Mrs. Khanna moved the following:

1.1 Books and DVDs

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

1.2 Student Teachers

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

1.3 Plan for Virtual and Remote Learning

Resolved, that the Livingston Board of Education approves the *Plan for Virtual and Remote Learning* for submission to the Essex County Department of Education. This plan will be instituted in the event a school or schools in the district are required to close for more than three consecutive school days due to a declared state of emergency, declared public health emergency or a directive by the appropriate health agency or officer to institute a public health-related closure.

1.4 Field Trips

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

Ms. Messer seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Ms. Messer
Nayes - 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 2022-2023 for three (3) Livingston students with disabilities and for Extended School Year 2022 (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 D**.

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 2022-2023 school year:

HOME INSTRUCTION

LearnWell	\$54.50/hour
New Pathway Counseling	\$60.00/hour
Silvergate Prep	\$50.00/hour

INTERPRETER

Natural Languages, LLC	\$129.74/hour
------------------------	---------------

2.3 Letter Agreement

Resolved, that the Livingston Board of Education approves the Letter Agreement for Case #08-2022 which is on file at the Board of Education office.

2.4 Teen Mental Health First Aid Training

Be It Resolved, the National Council for Behavioral Health DBA National Council for Mental Wellbeing have the experience and expertise to provide professional development for mental health services. National Council for Behavioral Health DBA National Council for Mental Wellbeing have provided a proposed Agreement, regarding the nature of their services to the satisfaction of the Board.

Be It Further Resolved, that the National Council for Behavioral Health DBA National Council for Mental Wellbeing be approved by the Board of Education for the 2022-2023 school year for the Teen Mental Health First Aid training at the professional fees provided in the proposed Agreement in the amount not to exceed \$52,800.

Be It Further Resolved, that this appointment is made without advertising for bids because the services rendered are professional services as defined by the statute and not subject to competitive bidding.

Ms. Messer seconded the motion.

Mrs. Steiger explained that we are engaging in Youth Mental Health Training and Teen Mental Health Training. Teen Mental Health Training is for 16 staff members to work in pairs with the sophomore class every year to work through different components of the program.

Youth Mental Health Training will happen over 18 months and is for the training of our entire staff. An approval for this will be on an upcoming agenda.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Ms. Messer
 Nays - None

BUSINESS

Mrs. Chirls 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	\$ 2,351,070.99
12	Regular	\$ 83,333.18
20	Regular	\$ 39,093.87
60	Cafeteria	\$ 122,903.01
	TOTAL	\$ 2,596,401.05

Regular Checks	98376-98532	\$ 2,473,498.04
Cafeteria	1387-1412	\$ 122,903.01
	TOTAL	\$ 2,596,401.05

3.2 Board Secretary Report – July 2022

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for July 31, 2022, 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, 2022, 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	\$13,800,845		
(11) Current Expense		\$75,316,656	\$14,473,208
(12) Capital Outlay		\$ 5,266,774	\$ 4,826,849
(20) Special Revenue Fund	\$ 131,284	\$ 3,183,589	
(30) Capital Projects Fund	\$ 4,548,626		
(40) Debt Service Fund	(\$ 6,200,136)		

Total:	\$ 12,280,619	\$83,767,019	\$19,300,057
--------	---------------	--------------	--------------

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of July 31, 2022, 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 2022-2023 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>
100	Salaries		\$13,613
260	Workman’s Compensation	\$ 42,500	
320	Purchased Prof. Educational Svcs		\$ 9,970
421	Hardware Maintenance	\$ 27,264	
423	Software Maintenance	\$ 125,000	
520	Insurance	\$ 72,500	
561	Charter Schools	\$ 7,493	
600	Supplies & Materials		\$ 6,750
610	General Supplies		\$ 21,526
622	Energy		\$113,365
640	Textbooks	\$ 12,642	
731	Instructional Equipment	\$ 2,825	
890	Other Objects		\$ 125,000
	TOTALS	\$ 290,224	\$ 290,224

3.4 Acceptance: Nonpublic Auxiliary and Handicapped Aid (Chapter 192/193)

Resolved, that the Livingston Board of Education approves the acceptance of funds from the New Jersey Department of Education for the Nonpublic Auxiliary and Handicapped Services Aid (Chapter 192/193) for the 2022/2023 school year as follows:

Chapter 192 - Compensatory Education	\$70,170.00
Chapter 193 - Initial Exam & Class	\$120,681.00
Chapter 193 - Annual Exam & Class	\$60,800.00

Chapter 193 - Corrective Speech	\$58,590.00
Chapter 193 - Supplementary Instruction	\$165,200.00

3.5 Joint Transportation Agreement with Morris-Union Jointure Commission

Resolved, that the Livingston Board of Education enters into an agreement with the Morris-Union Jointure Commission to provide student transportation services for the 2022-2023 extended school year.

3.6 Approval of Technology Purchases

Resolved, that the Livingston Board of Education awards the purchase of outdoor wireless access points from Dyntek, Inc. This purchase shall be in accordance with NJ Cisco NVP AR 3227 PA #21-TELE-01506 in the amount of \$38,581.00.

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

Resolved, that the Livingston Board of Education rejects all of the four bids received on September 9, 2022, for the synthetic turf field at Livingston High School. All bids exceeded the budget for the project inclusive of the turf.

3.8 Tuition Student (Receiving)

Resolved, that the Livingston Board of Education approves the acceptance of the following tuition student for the 2022-2023 school year:

Student ID	School	Tuition
328847	Elementary	\$16,078

3.9 Conferences and Overnight Trips

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

3.10 Policies & Regulations

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

Section	Policy or Regulation #	Title	comments
Bylaws	Bylaw #0143.2	High School Student Representative to the Board of Education (M)	with revisions
	Bylaw #0163	Quorum	with revisions
Administration	Policy #1511	Board of Education Website Accessibility (M)	new to district
Students	Policy #5513	Care of School Property (M)	with revisions

	Regulation #5513	Care of School Property (M)	new to district
	Policy #5517	School District Issued Student Identification Cards (M)	new to district
	Policy #5722	Student Journalism (M)	new to district

Mrs. Khanna seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Ms. Messer
Nays - None

PERSONNEL

Ms. Messer 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>Jessica Kashanian</i>	Occupational Therapist	Resignation	BHE	November 9, 2022
<i>Jennifer Hubert</i>	Instructional Aide	Resignation	LHS	October 6, 2022
<i>Rachel Huber*</i>	Instructional Aide	Resignation	MPE	September 2, 2022
<i>Cecilia Sanchez Corona</i>	Instructional Aide	Resignation	BHE	June 30, 2022
<i>Kaitlyn Meehan</i>	Instructional Aide	Resignation	BHE	September 16, 2022
<i>Caitlin Quagliato</i>	Instructional Aide	Resignation	Harrison	September 30, 2022
<i>Devaneice Ward</i>	Instructional Aide	Resignation	MPMS	NA
<i>Julianna Koetter</i>	Instructional Aide	Resignation	RHE	NA
<i>Gerda Pierre-Louis</i>	Bus Aide	Resignation	Transportation	June 30, 2022

**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	Location	Position	LOA w/pay and benefits	LOA w/o pay, but with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date
Melissa Rosario*	RHE	Elementary School Teacher	2/21/2022-5/24/2022	5/25/2022-6/30/2022**	NA	8/30/2022
Daniel Paris*	B&G	Maintenance	7/1/2022-9/12/2022 (.5)	9/12/2022(.5)-12/31/2022**	NA	NA
Viviana Parco*	BHE	ABA Discrete Trial TA	8/30/2022-10/7/2022	10/10/2022-1/6/2023**	1/9/2023-3/3/2023	3/6/2023
Benjamin DeRuosi	HMS	Teacher of Technology	NA	3/13/2022-6/9/2022**	NA	6/12/2022

*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
Brendan Maloney	B&G	Maintenance (.5)	Leave Replacement	D. Paris	Maintenance	7	\$27,560 (prorated)	9/16/2022-12/31/2023
Brendan Maloney	B&G	Maintenance	NA	D. Paris	Maintenance	7	\$55,119 (prorated)	1/1/2023-6/30/2023

*as amended from a previous agenda

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

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes on an as-needed basis for the 2022-2023 school year:

Playground Aide

Monica Ahluwalia (\$20/hr)

Campus Aides

Monica Ahluwalia (\$20/hr)

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment G** as certified substitutes. These individuals are currently employed by the District. In the event these individuals are called upon to serve as a substitute, they will be compensated an additional \$50/day (\$10/period) for that assignment.

4.5 Extra Work Pay

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

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment I** for payment for teaching classes at LIVE 2022, Supervisor Training and KAMI training. These individuals will be compensated in the amount of \$65/hour.

4.6 Stipends

Resolved, that the Livingston Board of Education approves the individuals on **Attachment J** for co-curricular stipends at the elementary schools for the 2022-2023 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 K** for co-curricular stipends at Heritage Middle School for the 2022-2023 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 L** for co-curricular stipends at Livingston High School for the 2022-2023 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 M** for district stipends for the 2022-2023 school year in accordance with the contract between the LBOE and the LEA.

Resolved that the Livingston Board of Education rescinds the appointment of *Jennifer Rupert* for the GT Music stipend at Mt. Pleasant Middle School for the 2022-2023 school year in accordance with the contract between the LBOE and the LEA.

4.7 Summer Work

Resolved, that the Livingston Board of Education approves the team leaders on **Attachment N** to work up to six hours over the summer of 2022. Individuals will be compensated at the hourly rate approved for curriculum writing.

Resolved, that the Livingston Board of Education approves the individuals on **Attachment O** who attended KAMI training over the summer of 2022 to be compensated at the rate of \$100.

4.8 Mentor Fees

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

4.9 Contract Adjustments

Resolved, that the Livingston Board of Education approves the contract adjustments as listed on **Attachment Q**.

4.10 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment R** for extra period assignments during the 2022-2023 school year.

4.11 Job Description

Resolved, that the Livingston Board of Education approves the job description for the following stipend position:

Student Equity Advisor

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Ms. Messer
Nayes - None

MISCELLANEOUS

Ms. Messer moved the following:

5.1 HIB Report

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

Mrs. Chirls seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Ms. Messer
Nayes - None

Public Comment ~ up to 15 minutes

Parul Khemka, 70 Elmwood Drive, asked about filling the occupational therapist position and about the number of instructional aide resignations on the agenda. Dr. Block responded it is not unusual after school opens for instructional aides to resign to take teaching positions in other districts, especially with the current teacher shortage. Dr. Block continued that any time someone resigns, we post the position right away. Mrs. Burman added with an occupational therapist position, in the event we don't find a qualified candidate, we are also able to fill the position with a contracted service.

Old Business

Mr. Cohen proposed changing the November 8 meeting to November 1 since it is Election Day. The board agreed with the change.

With respect to the addition of a board level Equity Committee discussed at the last meeting, Mr. Cohen explained there is a draft that will be discussed at the policy meeting in October and then it will be brought forward to the table.

New Business

Mr. Cohen proposed a change to the process of putting together board budget goals by building a consensus document of four or five budget goals amongst the full board rather than everyone providing a long individual list. The board agreed.

Mr. Cohen also suggested having the student representative provide a student budget goal in an effort to ensure the student voice is heard.

ADJOURNMENT

At 8:07 p.m., Mrs. Chirls made a motion to adjourn the meeting.

Ms. Messer seconded the motion.

Vote all in favor.

Respectfully submitted,



Michael Davison
Board Secretary