



LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Tuesday, December 6, 2022

Executive Session - Livingston High School - Large Conference Room - 6:30 p.m.

Public Session - Hybrid Meeting - Livingston High School Auditorium - 7:00 p.m.

A **Voting Meeting** of the Livingston Board of Education was held on this date in the Livingston High School Auditorium 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

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:

- legal/student matter, contract negotiations and personnel

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.

Ms. Arnette seconded the motion.

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

At 7:06 p.m., Mr. Cohen reconvened the public meeting.

There were approximately 23 members of the public and staff watching in person and remotely through the webinar and a Facebook Live Stream.

Superintendent's Report

National Merit Semi-Finalists Recognition Ceremony

Dr. Block explained he is proud to recognize the high school students who were selected to receive the distinction of National Merit Semi-Finalists.

Dr. Block continued, in honor of this achievement, we are giving the students an opportunity to recognize an educator, active or retired, from grades K-12 in Livingston who supported them and made a difference in their lives. Students were asked to purchase a book to present to the educator. Ms. Danielle Rosenzweig announced the names in the following order:

- Kevin Li recognized Mr. Nick Brooks with *The Lightning Thief*
- Aishanee Acharyya recognized Ms. Kathryn Picardo with *Journey: An Illustrated History of Travel*
- Jeffrey Xu recognized Mr. Michael Coleman with *The Three-Body Problem*
- Grace Hu recognized Mr. Brian Carey with *A Molecule Away from Madness*
- Pranav Narayanan recognized Mrs. Ellen Friedman with *The Black Witch*

Recognition of LPS Varsity Teams with State Honors

Dr. Block and the Board congratulated and recognized the girls field hockey team, who won their first Conference title in 39 years. The team is coached by Lila Alfaro.

Dr. Block and the Board congratulated and recognized the girls volleyball team, who won the County, Conference and State Sectionals this year. The team is coached by Dan Kim.

Dr. Block and the Board congratulated and recognized our new varsity chess team for winning the 2022 NJ Great School State Championship. Individual trophies were also won by Aston Roberts, 1st overall 9th grade player; Lev Koganov, 2nd overall 9th grade player and Alan Hu; 3rd overall 11 grade player. The team is coached by William Peklo.

New Course Offerings

Mr. Stern reviewed the new course offerings for the 2023-2024 school year. These include: continuing with Math in Focus for Grade 5, Introduction to Algebra and Geometry (formerly Pre-Algebra 8), AP Microeconomics, AP Precalculus, AP Precalculus with Introduction to Calculus BC, Dance 3 and Senior Mentors.

Mr. Stern announced that we have been accepted to participate in a pilot of a first year course, AP African American Studies, which will be offered in the 2023-2024 school year.

Mr. Stern continued that Introduction to Computer Assistance Design (CAD) is a replacement course for both the Architecture CAD and Engineering and Product Design courses currently offered.

Mr. Stern continued that Virtual Enterprise (formerly Global Business) is undergoing a course name change and that World Religion will be offered as a summer elective course.

A question was asked about dual enrollment for Virtual Enterprise and Mr. Stern responded we currently offer dual enrollment in Global Business through Fairleigh Dickinson University.

The full list of courses and information about them will be available on our website.

Mr. Cohen asked if there is a grant or funding to support the AP African American Studies pilot and Mr. Stern responded he is not aware of any but that we should look at every avenue possible for grants.

Mrs. Khanna asked if we have enough staff to support these new courses and Mr. Stern responded that enrollment dictates staff and the way the schedules will be designed, doesn't necessarily require adding additional staff.

Board Reports

Ms. Messer thanked her parents for inspiring her to run for the board and for setting an example for her to follow in her work in education. Ms. Messer continued if she were recognizing them with a book tonight, it would be Harper Lee's *To Kill a Mockingbird*.

Ms. Messer continued it has been her honor and privilege to work alongside everyone over the past six years and that she is not saying goodbye, rather she will see us again.

On behalf of the Board, Mr. Cohen thanked Ms. Messer for her six years of service to our schools and community and presented her with a plaque.

Dr. Block thanked Ms. Messer for her advocacy in education and for all the students in Livingston.

Mr. Cohen reiterated for the record that out of the Five-on-Five Meeting, Deputy Mayor Vieira will ensure the Welcome to Livingston committee moves forward, Mayor Meinhardt will establish a monthly meeting between members of the district and township's leadership and members of the board and council and Mr. Davison will reach out to Mr. Lewis for information for our architects.

Student Representative's Report

Mr. Xu echoed the congratulations to all of the students honored this evening and thanked Ms. Messer for her service to the board.

Mr. Xu explained over the last few weeks, there have been National Honor Society functions held and congratulated all of the new inductees.

Mr. Xu congratulated Mr. David Mead on being awarded the 2022-2023 Governor's Educator of the Year.

Approval of Minutes

Mrs. Chirls moved the following:

1. Voting Meeting Minutes of November 22, 2022
2. Executive Session Meeting Minutes of September 20, 2022; October 3, 2022; October 18, 2022 and November 22, 2022

Mrs. Khanna seconded the motion.

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

Public Input on Agenda Items ~ up to 15 minutes

There was no public input on agenda items.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Mrs. Khanna moved the following:

1.1 Student Teachers

Resolved, that the Livingston Board of Education approves the student teachers 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**.

Mrs. Chirls 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 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**.

2.2 Contract for IMSE Virtual Comprehensive Orton-Gillingham Plus Training

Be It Resolved, the Institute for Multi-Sensory Education have the experience and expertise to provide professional development in Orton-Gillingham, a multi-sensory reading and writing program. The Institute for Multi-Sensory Education has provided a proposed Agreement, regarding the nature of their services to the satisfaction of the Board.

Be It Further Resolved, that the Institute for Multi-Sensory Education be approved by the Board of Education for the 2022-2023 school year for the IMSE Virtual Comprehensive Orton-Gillingham Plus training at the professional fees provided in the proposed Agreement in the amount not to exceed \$57,375.

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.

Mrs. Khanna seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Ms. Messer
Nayes - 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.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
10&11	Regular	\$1,426,259.64
12	Regular	\$105,434.38
20	Regular	\$163,027.18
60	Cafeteria	\$205,525.93
	TOTAL	\$1,900,247.13
Regular Checks	99562-99755	\$1,694,721.20
Cafeteria	1434-1436	\$205,525.93
	TOTAL	\$1,900,247.13

3.2 Preliminary Board Secretary Report – October 2022

Whereas, the Livingston Board of Education has received the Preliminary Report of the Board Secretary for October 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 preliminary report of the Treasurer for October 31, 2022, which report is in agreement with the Preliminary 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	\$12,534,246.88		
(11) Current Expense		\$11,639,812.24	\$14,473,208.67
(12) Capital Outlay		\$4,283,665.14	\$ 4,826,849.00
(20) Special Revenue Fund	\$846,833.23	\$1,883,218.47	
(30) Capital Projects Fund	\$4,553,788.40		
(40) Debt Service Fund	\$0.00		
Total:	\$17,934,868.51	\$17,806,695.85	\$19,300,057.67

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of October 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 October 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>
320	Purchased Prof. Educ. Svcs.		\$5,500
390	Other Purch. Prof. & Tech. Svcs.		\$10,377
423	Software Maintenance	\$14,178	
600	Supplies & Materials		\$3,801
610	General Supplies		\$2,229
640	Textbooks		\$771
730	Non Instructional Equipment	\$8,500	
	TOTALS	\$22,678	\$22,678

3.4 Conferences and Overnight Trips

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

3.5 Educational Technology Professionals

Resolved, that the Livingston Board of Education approves the agreement with Education Technology Professionals for one Network Administrator from December 1, 2022 through June 30, 2023 at a prorated amount of \$70,000.

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

3.6 Approval of Technology Purchases

Resolved, that the Livingston Board of Education awards an *additional* contract to purchase 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 \$80,828.66.

3.7 Acceptance: Additional funds for Nonpublic Auxiliary and Handicapped Aid (Chapter 192/193)

Resolved, that the Livingston Board of Education approves the acceptance of *additional* 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	English as a Second Language	\$2,405.00
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3.8 Approval: Payment of Bills Between Meetings

Resolved, that the Livingston Board of Education authorizes the School Board Secretary to pay bills and meet financial obligations from December 6, 2022 through the next Board of Education meeting.

3.9 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Case #11-2022 which is on file at the Board of Education office.

3.10 Architectural Services – Concept Studies for Potential Expansion of Instructional Spaces

Whereas, the Livingston Board of Education (“Board”) has determined that it needs to retain the services of an architectural firm to provide professional architectural services (“Services”) pertaining to the development of concept studies for the potential expansion/renovation of instructional spaces for the Livingston Public School District (“Project”); and

Whereas, DiCara Rubino Architects (“DiCara Rubino”) has provided the Board with their proposal dated November 30, 2022 (“Proposal”); and

Whereas, the Board has determined that DiCara Rubino possesses the required expertise to perform the Services; and

Whereas, the Board has determined that it is in its best interests to retain DiCara Rubino to provide the Services for the Project; and

Whereas, in accordance with N.J.S.A. 18A:18A-5, the Board may contract for the Services by resolution at a public meeting without public bidding, as such Services constitute Professional Services in accordance with the terms of the statute.

Be It Resolved, that the Board hereby enters into an agreement with DiCara Rubino as outlined in the proposal for a fee of thirty thousand dollars (\$30,000.00).

Ms. Messer seconded the motion.

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

PERSONNEL

Mrs. Chirls 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>Matthew Cheng</i>	Teacher of Math (Computer Science)	Resignation	LHS	January 31, 2023
<i>Megan Hanna</i>	Instructional Aide	Resignation	Hillside	December 2, 2022
<i>Samuel Enright</i>	Instructional Aide	Resignation	HMS	December 23, 2022
<i>Andrew Ziegler</i>	Instructional Aide	Resignation	LHS	December 23, 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
<i>Benjamin DeRuosi</i>	HMS	Teacher of Tech Ed	11/30/2022-12/2/2022**	3/13/2023-6/6/2023**	NA	6/7/2023
<i>Belinda Davidsohn</i>	NHE	OT	NA	11/28/2022-12/15/2022**	NA	12/16/2022

**as amended from a previous agenda*

***Designates time counted toward NJFLA/FMLA*

4.3 Appointments

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

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:

Teachers

Kaitlyn Meehan
Dana Miller

Secretarial

Helen Spirou (\$20/hr)

Security

Louis Mullen (\$25/hr)

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment F** 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.

Resolved, that the Livingston Board of Education approves the appointment of the individual(s) listed below to serve as long-term substitutes as reflected below:

Name	Location	Title	Leave Replacement or Long Term Sub	Replacing	Salary	Effective Date
<i>Barbara Whitehill</i>	BHE	Teacher of ESL	Long Term Sub	S. O'Brien	\$275/day	11/22/2022-1/12/2023

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 Stipends

Resolved, that the Livingston Board of Education approves the individuals on **Attachment H** 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.

4.7 Transfer

Resolved, that the Livingston Board of Education approves the transfer as listed on **Attachment I**.

4.8 Job Descriptions

Resolved, that the Livingston Board of Education approves the following job descriptions:

- STEAM Teacher*
- Media Center Aide - LHS*
- Buildings & Grounds Facilities Use Coordinator*
- Registrar*

Ms. Messer seconded the motion.

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

MISCELLANEOUS

Mrs. Khanna moved the following:

5.1 HIB Report

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

Ms. Messer 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

There was no public comment.

Old Business

There was no old business.

New Business

There was no new business.

ADJOURNMENT

Mr. Cohen wished the community Happy Holidays and a very healthy New Year.

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

Ms. Messer seconded the motion.

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

Respectfully submitted,



Michael Davison
Board Secretary