



LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Tuesday, September 26, 2023

Executive Session - Administration Building - 6:00 p.m.

Public Session - Hybrid Meeting - Administration Building - 7:15 p.m.

A **Voting Meeting** of the Livingston Board of Education was held on this date in the Administration Building and via Zoom and Facebook Live. The meeting was called to order at 6:14 p.m. by Vineeta Khanna, Board President, who announced that adequate notice of this meeting has been provided by amendment to notice approved at the Board's reorganization meeting on January 3, 2023 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 (via Zoom), Parul Khemka and Jake Ferrans

Also in Attendance: Dr. Matthew Block, Thomas Lambe, Lisa Capone-Steiger, Mark Stern and Joann Goldberg

Mrs. Khemka 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:

- superintendent's evaluation, acquisition of property, and legal/student matters

Action may be taken upon return to the public session. The full length of the meeting is anticipated to be approximately 75 minutes and be it

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

Mr. Cohen seconded the motion.

Vote all in favor.

At 7:40 p.m., Mrs. Khanna reconvened the public meeting. There were approximately 32 members of the public and staff watching in person and through the webinar and Facebook Live Stream.

Superintendent's Report

Mrs. Khanna and Dr. Block congratulated Michelle Bent on winning an award in the Electronics Newsletter category as part of the New Jersey School Public Relations Association's annual recognition program.

1. Threat Assessment Teams

Dr. Block and Justin Toomey, the district security specialist, began their presentation on school safety by explaining that the State of New Jersey adopted a law requiring the establishment of a multi-disciplinary threat assessment team in each public school. The purpose of a threat assessment team is to provide teachers, administrators, and other staff with assistance in identifying students with behaviors of concern, assessing those students' risk for engaging in violence or other harmful activities, and delivering intervention strategies to manage the risk of harm for students who pose a potential safety risk.

Dr. Block and Mr. Toomey then provided background on how we and the Livingston Police Department work together to proactively keep our schools safe and also provided an overview of how behavioral threat assessment and management school based teams work.

The full presentation is available on our website.

The Board asked that midway through the school year, they receive an update on how things are working with the threat assessment teams.

Board Reports

Mrs. Chirls received confirmation from the rest of the Board that she can vote yes on behalf of Livingston on a resolution on book bans and guidelines for evaluation and selection of instructional materials in New Jersey Public Schools during her Essex County School Boards Association Meeting tomorrow.

Mrs. Khemka, Mr. Cohen, Mrs. Khanna and Ms Arnette all attended the Welcome to Livingston Event where our district presented information about the services offered and answered a lot of community questions. Mr. Cohen noted providing this information to the community was an identified need that came out of the district's Strategic Planning process.

Student Representative's Report

Mr. Ferrans explained they have formed a new club at Livingston High School called the Alliance for Student Equity (ASE) which is dedicated to ensuring all students are welcomed into the LHS environment. Mr. Ferrans added their newest project is a multicultural newsletter that is filled with important holidays/events that students observe and celebrate throughout the year. Mr. Ferrans encouraged everyone to read the newsletter and to provide them with feedback.

Mr. Cohen asked Mr. Ferrans to bring back to the board table what the student experience is during common hours, specifically lunchtime, so they can see if they are able to set some funding in the budget around this student time. Mr. Cohen also asked Dr. Block to have the student leaders come from Heritage to offer a similar perspective at the board table.

Approval of Minutes

Mr. Cohen moved the following:

1. Voting Meeting Minutes of August 8, 2023
2. Public Portion of Executive Session Meeting Minutes of August 21, 2023

September 26, 2023

3. Five-on-Five Minutes of September 6, 2023
4. Workshop/Voting Meeting Minutes of September 12, 2023

Mrs. Khemka seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen (abstain on 8/8/23 only),
Mrs. Khemka, Mrs. Khanna
Nays - None

Public Comment

Paul Boxer, Livingston, stated most attackers are victims of bullying and although our threat assessment teams are being proactive, there is still a reactive component in relying on someone being brought to the attention of the team so they can respond. Mr. Boxer encouraged implementing effective school climate programs to help reduce the threat for our students.

Danielle Rosenzweig, LHS Principal, congratulated Loraine Morgentrotth on her retirement after serving students for 20 years at both Heritage and the high school.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Mr. Cohen moved the following:

1.1 Textbooks and DVDs

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

1.2 Student Teachers

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

1.3 Field Trips

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

Mrs. Khemka seconded the motion.

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

STUDENT SERVICES

Mrs. Chirls moved the following:

2.1 Out of District Placements

Resolved, the Livingston Board of Education approves placement for the academic year 2023-2024 for eight (8) Livingston students with disabilities and for Extended School Year 2023 (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, the Livingston Board of Education approves the following consultants that will be utilized to provide related services for the 2023-2024 school year.

HOME INSTRUCTION

LearnWell \$57.25/hour
Silvergate Prep \$50.00/hour

VISION INSTRUCTION

Pediatric VIEW Practice \$125.00/hour

Ms. Arnette seconded the motion.

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

BUSINESS

Mr. Cohen 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, 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, 12	Operating Budget (checks 102758 - 102809; 102967 - 103439, 906152023, 906302023)	\$15,760,130.24
20	Grants (checks 102769 - 102791; 103133 - 103277)	\$170,644.43
60	Cafeteria (checks 1511 - 1533)	\$193,163.99
	TOTAL	\$ 16,123,938.66

3.2 Board Secretary Report – June 2023

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for June 30, 2023, 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 June 30, 2023, which report is in agreement with the Report of the Board Secretary, and

Whereas, these reports show the following balances on the date indicated:

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Fund	Cash Balance	Appropriation Balance	Fund Balance
(10) General Current Exp. Fund	\$10,424,178.32	\$17,648.22	\$23,661,836.53
(11) Current Expense		\$280,669.52	
(12) Capital Outlay		\$3,179,638.25	
(20) Special Revenue Fund	(\$502,423.89)	\$665,295.51	\$1,098,941.27
(30) Capital Projects Fund	\$4,565,706.13	\$0.00	\$4,547,274.32
(40) Debt Service Fund	\$1,116,896.00	\$0.00	\$308,530.87
Total:	\$15,604,356.56	\$4,143,251.50	\$29,616,582.99

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of June 30, 2023, 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 June pursuant to Board of Education Policy 6422, now therefore be it

Resolved, 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 as shown on **Attachment E**.

3.4 Conferences and Overnight Trips

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

Resolved, the Livingston Board of Education approves *Thomas Lambe*, Business Administrator and *Tatiana Gilbert*, Assistant Business Administrator, to each attend eight New Jersey Association of School Business Officials professional development sessions throughout fiscal year 2023-24, in Whippany, NJ, at a cost not to exceed \$150 per person per session, inclusive of travel.

Resolved, the Livingston Board of Education approves *Thomas Lambe*, Business Administrator and *Tatiana Gilbert*, Assistant Business Administrator, to attend the Essex County Association of School Business Officials monthly professional development sessions for the fiscal year 2023-24 in Belleville, NJ, at a cost not to exceed \$550 each for the year, inclusive of travel.

3.5 Update to Financial Depositories and Signatures

Resolved, the Livingston Board of Education approves the update to the following financial depositories and signatures for the high school accounts:

Regal Bank			
<u>Account Title and Number</u>		<u>Signature(s)</u>	
Livingston High School Activity Account 0108010588		Danielle Rosenzweig Laura DeNicola Dr. Mary K. Pretto Marie Battist-Rock Thomas J. Lambe	<i>Any 2</i>
Livingston High School Athletic Account 0108010604		Danielle Rosenzweig Laura DeNicola Dr. Mary K. Pretto Marie Battist-Rock David Cohen Thomas J. Lambe	<i>Any 2</i>
Livingston High School Special Account 0108010596		Danielle Rosenzweig Laura DeNicola Dr. Mary K. Pretto Marie Battist-Rock Thomas J. Lambe	<i>Any 2</i>

3.6 Parental Contract for Student Transportation

Resolved, the Livingston Board of Education approves the parental contract for transportation for student #380736 from July 10, 2023 to June 30, 2024 at a cost not to exceed \$7,509.96.

3.7 Application and Receipt of Funds for IDEA Grants

Resolved, the Livingston Board of Education approves the submission and acceptance of funds for the fiscal year 2023-2024 IDEA Grant Application for the following amounts for special education programs:

- IDEA Basic \$ 1,592,496.00
- IDEA Preschool \$ 65,775.00

The IDEA Basic amount includes \$131,227.00 of Non-Public Funds. The district’s spending amount for IDEA Basic is \$1,461,269.00.

3.8 Settlement Agreement

Resolved, the Livingston Board of Education approves the Settlement Agreement for Case #10-2023 which is on file at the Board of Education office.

3.9 Bylaws, Policies & Regulations

Resolved, the Livingston Board of Education reaffirms its approval of the following Bylaws:

- Bylaw #0167 - Public Participation in Board Meetings (with revisions)
- Bylaw #0168 - Recording Board Meetings (with revisions)

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

Administration

Policy 1642.01 - Sick Leave (new to district)
Regulation #1642.01 - Sick Leave (new to district)

Program

Policy #2419 - School Threat Assessment Teams (M) (with revisions)
Regulation #2419 - School Threat Assessment Teams (M) (new to district)

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

Students

Policy #5305 – Health Services Personnel (M) (with revisions)
Policy #5308 – Student Health Records (M) (with revisions)
Regulation #5308 – Student Health Records (M) (with revisions)
Policy #5310 – Health Services (M) (with revisions)
Regulation# 5310 – Health Services (M) (with revisions)
Policy #5420 - Reporting Student Progress (M) (with revisions)
Policy #5460 - High School Graduation (M) (with revisions)

Resolved, the Livingston Board of Education abolishes the following Policies:

Policy #3342 - Sick Leave (certificated staff)
Policy #4432 - Sick Leave (all other staff)

Ms. Arnette seconded the motion.

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

PERSONNEL

Mrs. Chirls moved the following:

4.1 Resignations & Retirements

Resolved, the Livingston Board of Education accepts the resignations of:

Name	Position	Reason	Location	Last Day of Employment
Loraine Morgenroth	School Counselor	Retirement	LHS	December 31, 2023
Caroline Flood	Instructional Aide	Resignation	HIL	October 4, 2023

**as amended from a previous agenda*

4.2 Leaves of Absences

Resolved, 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

Shawn Rembecky*	LHS	Teacher of Business Ed	9/18/23 (.5)-9/28/2023**	9/29/2023-11/10/2023**	NA	11/13/2023
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*as amended from a previous agenda

**Designates time counted toward NJFLA/FMLA

4.3 Appointments

Resolved, 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
Patricia LeGrand	BHE	Playground Aide	NA	NA	NA	NA	\$20/hr	9/18/2023
Peter Marcel	HMS	Night/Weekend Custodian	NA	D. Strikchani	C	1	\$42,914 plus \$975 for nights and \$975 for weekends (prorated)	10/1/2023**

*as amended from a previous agenda

**begins 60-day probationary period

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

4.4 Substitutes

Resolved, the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes on an as-needed basis for the 2023-2024 school year:

Teachers

Barbara Lalic

Phyllis Smith

Ariel Taboada

Custodial

Robert Powers (\$35/hr)

Resolved, the Livingston Board of Education approves the individuals listed on **Attachment H** 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 Contract Adjustments

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

4.6 Stipends

Resolved, the Livingston Board of Education approves the reallocation of a one-year stipend for an Assistant to the Principal position at Mt. Pleasant Middle School from the contract between itself and the Livingston Supervisors Association to the Livingston Education Association for the

2023-2024 school year. The \$10,000 stipend will be split between *Kathleen Youtz* and *Michael Altomare*.

Resolved, the Livingston Board of Education approves the individuals on **Attachment J** for co curricular stipends at Livingston High School for the 2023-2024 school year in accordance with the contract between the LBOE and the LEA.

Resolved, the Livingston Board of Education approves the individuals on **Attachment K** for co curricular stipends at Mt. Pleasant Middle School for the 2023-2024 school year.

4.7 Extra Period Assignments

Resolved, the Livingston Board of Education approves the extra period assignments as listed on **Attachment L**.

4.8 Mentor Fees

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

Ms. Arnette seconded the motion.

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

MISCELLANEOUS

5.1 HIB Report

There was no HIB report this evening.

Old Business

There was no old business.

New Business

Ms. Arnette announced that a high school student put together a program through LCDI called 'Sazon' to celebrate Hispanic Heritage Month. Ms. Arnette encouraged the community to come out to enjoy a variety of activities and food trucks on October 7 from 1 to 4 p.m. at the Gazebo on the Oval.


ADJOURNMENT

At 8:55 p.m., Mr. Cohen made a motion to adjourn the meeting.

Mrs. Khemka seconded the motion.

Vote all in favor.

Respectfully submitted,



Thomas J. Lambe
Board Secretary

September 26, 2023