



LIVINGSTON BOARD OF EDUCATION VOTING MEETING AGENDA

Monday, March 15, 2021

Executive Session - Virtual Meeting Via Zoom - 6:45 p.m.

Public Session - Virtual Meeting Via Zoom and Facebook Live – 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 – Ms. Samantha Messer, 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, 2021 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. 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 Matter and Personnel

Action may be taken upon return to public session. The full length of the meeting is anticipated to be approximately 15 minutes and be it

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

D. Pledge of Allegiance / Roll Call

E. Superintendent's Report

1. Board Size Conversion by Charlene Peterson, NJSBA
2. Budget Discussion

F. Board Reports

G. Approval of Minutes

The Superintendent recommends the following:

1. Executive Session Minutes of December 7, 2020; December 9, 2020; December 29, 2020; January 20, 2021; February 1, 2021; February 8, 2021; February 15, 2021; February 22, 2021; February 23, 2021 and March 3, 2021
2. Voting Meeting Minutes of March 3, 2021

ROLL CALL VOTE

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

An excerpt from Policy #0167 adopted on January 10, 2011 and reviewed on March 4, 2013 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 Student Teachers

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

ROLL CALL VOTE

2. STUDENT SERVICES

The Superintendent recommends the following:

2.1 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:

NURSING SERVICES

Bayada	LPN	\$46.00/hour
	RN	\$56.00/hour

ROLL CALL VOTE

3. BUSINESS

The Superintendent recommends the following:

3.1 Tentative School District Budget for 2021-2022

Be It Resolved that the tentative budget be approved for the 2021-2022 School Year using the 2021-2022 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
2021-2022 Total Expenditures	\$119,939,725	\$2,550,471	\$8,388,300	\$130,878,496
Less: Anticipated Revenues	\$8,823,772	\$2,550,471	\$735,092	\$12,109,335
Taxes to be Raised	\$111,115,953	-----	\$7,653,208	\$118,769,161

And to advertise said budget in the West Essex Tribune in accordance with the form suggested by the State Department of Education and according to the law; and

Be It Further Resolved, that a public hearing be held via Zoom and at the Administration Building, 11 Foxcroft Drive, Livingston, New Jersey, on May 4, 2021 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2021-2022 school year.

3.2 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	1,544,487.13
12	Regular	1,243.00
20	Regular	121,965.64
60	Cafeteria	438.90
	TOTAL	\$1,668,134.67

Regular Checks	90849-91210	1,667,695.77
Cafeteria	1284-1289	438.90
	TOTAL	\$1,668,134.67

3.3 Board Secretary Report – January 2021

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for January 31, 2021, 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 January 31, 2021, 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	11,665,954		
(11) Current Expense		27,995,748	8,009,270
(12) Capital Outlay		120,750	1,978,235
(20) Special Revenue Fund	855,236		
(30) Capital Projects Fund	183,768		
(40) Debt Service Fund	1,569,604		
Total:	\$14,274,562	\$28,116,498	\$9,987,505

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of January 31, 2021, 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.

3.4 Transfers

Whereas, the Superintendent of Schools recommends certain transfers among accounts in the 2020-2021 budget for January 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>
0330	Purchased Professional	13,035	
0320	Purchased Professional Ed		13,035
	TOTALS	\$13,035	\$13,035

3.5 Settlement Agreement

Resolved, that the Livingston Board of Education approves the Settlement Agreement for Case #02-2021 which is on file at the Board of Education office.

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>Joanne Geller</i>	Teacher of English	Retirement	HMS	June 30, 2021
<i>Marion Callahan</i>	Teacher of Physics	Resignation	LHS	June 30, 2021
<i>Ryan Brown*</i>	Teacher of Health & PE	Resignation	LHS	March 19, 2021
<i>Olivia Vollbrecht</i>	Instructional Aide	Resignation	BHE	March 24, 2021

**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	Position	Location	LOA w/pay and benefits	LOA w/o pay, but with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date
Amanda Cognetti	Elementary School Teacher	MPE	3/22/2021-6/30/2021	8/30/2021-11/22/2021**	11/23/2021-11/30/2021	12/1/2021
Adam Berryann	School Counselor	LHS	4/30/2021-5/17/2021 (.5)**	NA	NA	5/17/2021
Christina Mamangakis-Evans*	Teacher of English	LHS	10/26/2020-2/5/2021	2/6/2021-5/13/2021 & 5/14/2021-6/30/2021**	NA	8/30/2021
Meghan Bailey*	TOSD	Collins	2/22/2021-5/14/2021	NA	NA	NA
Christine Islinger*	Intervention /Enrichment Specialist	HMS	9/8/2020-10/19/2020	10/20/2020-1/19/2021**	1/20/2021-6/30/2022	9/1/2022
Rosario Tauro	Secretary	HMS	8/30/2021-11/12/2021	11/15/2021-11/19/2021 & 11/22/2021-2/25/2022**	NA	2/28/2022
Kristin Santos*	TOSD	BHE	2/1/2021-4/15/2021	4/16/2021-9/10/2021**	9/13/2021-1/2/2022	1/3/2022
Tara Freeman*	PRIDE	BHE	2/22/2021-4/23/2021 (.5)	4/23/2021(.5)-6/11/2021 & 6/14/2021 -9/30/2021**	NA	10/1/2021

*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
Andrew Chen	MPE	Elementary School Teacher	Leave Replacement	A.Cognetti	MA	1	\$60,445 (pro-rated)	3/8/2021
Thomas Locatelli	LHS	Teacher of Health & PE	Leave Replacement	D. Felcher	BA	1	\$53,240 (pro-rated)	3/15/2021
Louella Selby*	MPMS	TOSD	Leave Replacement	A. Lyons	MA+16	1	\$63,905 (pro-rated)	3/5/2021
Martin Clarke	MP Complex	Night Custodian	NA	V. Calderon	Custodial	2	\$41,825 plus \$975 for nights	3/1/2021
Donovan Bacchas	HMS	Night/ Weekend Custodian	NA	I. Nesimi	Custodial	2	\$41,825 plus \$975 for nights & \$975 for weekends	3/1/2021

*as amended from a previous agenda

Resolved, that the Livingston Board of Education approves the appointment of *Jose Negron* as an Interim Assistant Principal at Livingston High School. Mr. Negron's employment will commence on March 29, 2021 through June 30, 2021 and he will be compensated \$450 per day for this assignment.

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

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 2020-2021 school year:

Teachers

Eileen Bach

Iurii Galkin

Esha Patel

Michael Russo

Custodial

Valon Dervishi (\$15.50/hr)

4.5 Extra Work Pay

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

4.6 Contract Adjustments

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

4.7 Stipends

Resolved, that the Livingston Board of Education approves the individuals on **Attachment E** for athletic stipends at Livingston High School for the 2020-2021 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 F** for co-curricular stipends at Livingston High School for the 2020-2021 school year in accordance with the contract between the LBOE and the LEA.

4.8 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment G** for extra period assignments during the 2020-2021 school year.

4.9 Mentor Fees

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

4.10 Settlement Agreement

Resolved, that the Livingston Board of Education approves the settlement agreement between the LBOE and Employee #7552.

4.11 Memorandum of Understanding

Resolved, that the Livingston Board of Education approves the Memorandum of Understanding between the LBOE and the Livingston Administrators Association and the Livingston Supervisors Association dated March 15, 2021. The terms of this Memorandum of Understanding shall additionally apply to all non-bargaining, 12-month, full-time employees.

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.

5.2 Suspension Report

Resolved, that the Livingston Board of Education approves the Suspension Report for the month of February.

ROLL CALL VOTE

H. Public Comment ~ up to 15 minutes

An excerpt from Policy #0167 adopted on January 10, 2011 and reviewed on March 4, 2013 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

III. ADJOURNMENT

EXECUTIVE SESSION

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 March 15, 2021 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)

April 5, 2021 (*workshop*)

- Budget Discussion

May 4, 2021 (*Public Hearing/voting*)

- Transportation Contracts
- Subscription Bus Pricing

May 11, 2021 (*Executive Session - Personnel*)

May 13, 2021 (*workshop/voting*)

- Conference with the Livingston Education Association
- District Goals
- Personnel Appointments

May 18, 2021 (*Executive Session - CSA Evaluation*)

May 24, 2021 (*voting*)

- Annual Appointments
- Sale of SRECs
- Out of District Tuition Rates
- New Jersey State Interscholastic Athletic Association
- Travel and Conference Expenses
- YMCA Contract

June 14, 2021 (*workshop*)

- Retirement Ceremony
- SEPAC

June 21, 2021 (*voting*)

- Student Representative to the Board
- Superintendent Summer Approval to Hire
- Summer Work Appointments
- Curriculum Writer Names and Locations
- ESY Appointments
- Bus Evacuation Drills
- Compliance with PL 2015, Chapter 47
- Transfer of Current Year Surplus to Capital Reserve

July 14, 2021 (*voting*)

- Property, Liability and WC Insurance
- Food Service Renewal
- Out of District Placements for 2021-2022
- Related Services and Medical Consultants for 2021-2022
- Extended School Year Out of District Placements Summer 2021

August 11, 2021 (*voting*)

- Enrollment Update
- Travel and Conferences Expenses
- Livingston Chinese School Contract
- Livingston Huaxia Chinese School Contract

September 14, 2021 (*workshop*)

September 28, 2021 (*voting*)

- District Nursing Services Plan

October 12, 2021 (*workshop*)

- Public Hearing for District and School HIB Self-Assessment Report
- NJSLA (as per Policy 2610)

October 19, 2021 (*voting*)

- Conference with the Livingston Education Association
- Summer Curriculum Writing Update

November 9, 2021 (*workshop*)

- Board Budget Goals
- Assessment Update

November 23, 2021 (*voting*)

December 7, 2021 (*voting*)

- Comprehensive Annual Financial Report
- New Course Offerings
- Approval of Comprehensive Annual Financial Report (Corrective Action Plan)
- NJQSAC Statement of Assurance
- Bus Evacuation Drills

January 4, 2022 (*Reorganization*)

March 15, 2021

Name	School	Type of Placement	In-District Location	Assigned Staff	Date
Owen McFadden	Caldwell University	Clinical I & II	Hillside Elementary	Katelyn Viverito	Mar. 15 - June 25, 2021 & Sept. 1 - Dec. 20, 2021

NEW HIRES FOR 2020-2021

School	First Name	Last Name	Position	Hours/Week	Step	Base Salary	Start Date
Mt. Pleasant Elementary	Foram	Gopalji	Instructional Aide	28.75	1	\$24,379 (pro-rated)	3/8/2021
Livingston High	Kalyani	Margale	Instructional Aide	29.83	1	\$25,296 (pro-rated)	3/8/2021

**amended from previous agenda*

NAME	DATE	POSITION	#HOURS WORKED	RATE	TOTAL AMOUNT
Dlugo, Cara	1/21-2/9/2021	Game Worker/Basketball	8	\$22.50	\$180.00
	2/17-2/20/2021	Game Worker/Basketball	8.5	\$22.50	\$191.25
Lukowiak, Stuart	2/4-2/6/2021	Game Worker/Securiy	8	\$25.00	\$200.00
	2/8-2/13/2021	Game Worker/Securiy	12	\$25.00	\$300.00
Weber, Doug	2/9/2021	Game Worker/Security	3.5	\$25.00	\$87.50
					\$958.75

Visual Personnel Employee Reports

Attachment D

Last Name	First Name	Locatio	Job Title	Step	Base Salary	Longevity	Degree	Credits	Total Salary	FTE1
DO	SINEAD	50	Adm Scy/Bkp12 A7/12	9	\$ 62,678	\$ -	\$ 1,200	\$ -	\$ 63,878	100.00
FERNANDEZ	PATRICIA	90	First Scy 10-m A7/12	9	\$ 54,111	\$ -	\$ -	\$ -	\$ 54,111	100.00
PETERS	MICHELLE	90	Off Supp FT10m A7/12	7	\$ 48,354	\$ -	\$ 1,200	\$ -	\$ 49,554	100.00

2020-2021 Stipend	Title	Amount	First Name	Last name
Fencing Coach	Assistant	\$7,511	Maria	Sztan

Position	# Positions	Staff Member	Amount
Computer lab Extended Hours (Art, Business, Math, Tech & Photoshop) (not to exceed 68 hours each)	5	Patrick Catalano	\$36.82/hr

Name	Position	Location	# of classes	Dates
Alaina Burrows	Teacher of Math	HMS	.2	3/24/2021-6/30/2021
Thomas Truscello	Teacher of Math	HMS	.2	3/24/2021-6/30/2021

**amended from previous agenda*

New Employees Requiring Mentoring						
Teachers						
Last Name	First Name	Position	School	Assigned Mentor	Fee	Comments
Chen	Andrew	Elementary School Teacher	MPE	James Diegnan	\$467	First 14 weeks

LIVINGSTON PUBLIC SCHOOLS

March 15, 2021 LBOE Meeting

**OUT-OF-SCHOOL SUSPENSIONS
February 2021**

The District had 1 out-of-school suspension for the month of February 2021.

ELEMENTARY SCHOOLS – Total of 0 out-of-school suspensions

MIDDLE SCHOOLS – Total of 0 out-of-school suspensions

HIGH SCHOOL – Total of 1 out-of-school suspension

Dissemination of disruptive material - 1

Memorandum of Agreement
between
The Livingston Board of Education
&

The Livingston Supervisors Association & The Livingston Principals Association

Whereas, we have experienced an unprecedented year due to the health emergency brought about by a global pandemic; and

Whereas, the health emergency has created the need to consistently modify schedules, adjust instruction and provide additional support for staff and students; and

Whereas, our administrators, supervisors and non-bargaining, 12-month employees have fully dedicated themselves to being available for whatever the district has asked of them and have been unable to fully utilize their time off as a result of the increased workload; and

Whereas, the Livingston Board of Education does not believe that administrators, supervisors and non-bargaining, 12-month employees should forfeit earned vacation days as result of their dedication to the district's work during a crisis;

Therefore, be it resolved that the Livingston Board of Education, upon the recommendation of the Superintendent will address it as follows:

Individuals hired prior to May 21, 2010

- On June 30, 2021, members of the LAA, LSA and non-bargaining hired before May 21, 2010 may elect to transfer all unused vacation days from the 2020-2021 school year to their accumulated sick bank or may elect to carry up to ten total vacation days to the 2021-2022 school year, with any days over ten being converted to sick days.

In the event, they do not use all ten of the carry over days, they will have one additional opportunity to convert only the carryover days (ten maximum) to their sick bank on June 30, 2022.

Employees hired on or after May 21, 2010

- For members hired AFTER May 21, 2010, for one year only, any unused accumulated vacation days from the 2019-2020 school year carried over into the 2020-2021 school year and remaining in an employee's account as of June 30, 2021 will be converted into sick days and placed into the employee's accumulated sick day bank.

It is hereby understood by all parties that no further arrangements will be made after this year for vacation time not utilized by the parties. Individuals should utilize their time by June 30 each year in accordance with the provisions of the contract, or it will be forfeited.

Pamela Chirls, LBOE Negotiations Committee

Brian Carey, LSA President

Seth Cohen, LBOE Negotiations Committee

Carlos Gramata, LAA President