



LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Tuesday, May 24, 2022

Executive Session - Hybrid Meeting - 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 and Samantha Messer (arrived at 7:20 p.m.)

Members Absent: Ethan Hirsch

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 Issue

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
Nayes - None

At 7:01 p.m. Mr. Cohen reconvened the public meeting.

There were approximately five members of the public and staff in person and approximately 53 members of the public and staff watching remotely through the webinar and a Facebook Live Stream.

Mr. Cohen asked for a moment of silence for the children and adults who were killed today at a school in Texas.

Superintendent's Report

1. Student Recognition

Ms. Angelina Rodriguez recognized MPMS students Hubert Zheng, Eric Wang, Anubhav Dey, Nishka Bansal, Yuze Lu and Aditya Jumbunathan for becoming National Winners in the Continental Math League. In addition, Hubert Zheng, Eric Wang and Anubhav Dey are also National Student Leaders.

Mr. Antonio Matheus recognized HMS students Derek Peng, Neel Balija, Steve Chen, Benjamin Laskov, Jack Liu, Gavin Lo, Roger Zhang and Ryan Zhu for becoming National Winners and National Student Leaders in the Continental Math League.

Mr. Brian Carey recognized Jeffrey Xu, Elaina Mann and Adarsh Patel for their accomplishments in the North Jersey Regional Science Fair. Mr. Xu placed first in chemistry, Miss Mann placed first in computer science and Mr. Patel placed third in plant sciences.

Mr. Carey also recognized Elodie Yecko for her accomplishment in placing second in life sciences in the Rutgers Junior Science and Humanities Symposium.

Mr. Rob Rolling congratulated Ken Zushma, Alek Sadiwynk and Ben DeRuosi who were recognized through the NJTEEA "5-Star Program of Excellence" for their work with students at MPMS and HMS. The New Jersey Technology and Engineering Educators Association recognizes and honors exemplary Technology and Engineering and iSTEM Education Programs in New Jersey schools.

2. Environmental Impact Assessment

Mr. Davison began with an update on the turf construction timeline by explaining we are still waiting for approval from the NJDEP. Mr. Davison explained our 90 day wait expires on May 27 and we plan to follow up with them after that date to get a status update. Mr. Davison continued once we receive the approval, we can advertise to go out to bid on the project, with an anticipated approval of the bid on August 9, at which point the board would be committed to the project.

Mr. Vince Krisak and Mr. Kasey Lechner of ARH Associates stated through their study, their firm determined that installing the turf field will have no adverse or harmful impact on the surrounding environment.

The board asked some questions about drainage, lighting and the health risk of fumes emanating from the turf in high heat.

Mr. Anthony Gianforcaro explained the drainage system and how runoff water would be collected in a catch basin, how the pellets on top of the carpet won't end up in the water and how the pipes under the field would work. Mr. Gianforcaro also expressed that the turf field is the same as the ones that are installed across the country and can share data with the board explaining why they don't pose a health risk.

Mr. Matthew Gianforcaro reviewed the way the nine light fixtures will light the field and explained how the level of spillage or glare based on the type of LED lighting used will reach zero far before hitting the closest property lines.

Mr. Cohen asked that the environmental impact statement report be made to the public. The district will post it on their website tomorrow.

Mr. Cohen asked about using the new field for cricket and Mr. Gianforcaro responded the field can accommodate cricket play but recommends restricting cricket stumps to a spring type wicket rather than the type that drives a stake into the ground.

3. End of Year Goals Report

Dr. Block reviewed the four district goals and provided progress highlights since his mid-year presentation to the board. The full presentation can be viewed on our website.

The board asked questions about the process to evaluate and assess progress, mental health programming, counseling and the mapping of Math in Focus at the elementary level.

Board Reports

Ms. Messer and Mrs. Khanna attended the SEPAC meeting last week where feedback was provided on proposed changes to their bylaws.

Ms. Arnette congratulated the students whose artwork was displayed at the Livingston Mall.

Ms. Arnette announced that Riker Hill has their TREP\$ marketplace tomorrow.

Mr. Cohen congratulated the students in advance who will be participating in the science symposium tomorrow.

Approval of Minutes

Mrs. Chirls moved the following:

1. Public Hearing on the Budget/Voting Meeting Minutes of April 26, 2022
2. Public Portion of Executive Session Meeting Minutes of May 9, 2022
3. Workshop/Voting Meeting Minutes of May 12, 2022

Ms. Messer 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

James Calderon, 130 West Hobart Gap Road, questioned the need for an additional field, commented that we need more minority representation in our affinity and equity groups and commented that the portrait of a graduate shouldn't be singular because not all of our graduates will look the same.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Mrs. Khanna moved the following:

1.1 Textbooks and DVDs

Resolved, that the Livingston Board of Education approves the textbook 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 Field Trips

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

1.4 Student Internship Program

Resolved, that the Livingston Board of Education approves students participating in the Senior Internship Program to work a minimum of 24 hours per week between May 31 and June 20, 2022 at the businesses as shown on **Attachment D.**

Ms. Messer seconded the motion.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Ms. Messer
Nays - 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 2021-2022 for two (2) Livingston students 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 E.**

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 2021-2022 school year:

BEHAVIORAL TRAINING & ASSISTANCE / APPLIED BEHAVIORAL ANALYSIS

KDDS Too, Inc. t/a North Jersey Outreach for Therapeutic and Training Services \$125.00/hour

OCCUPATIONAL THERAPY

KDDS Too, Inc. t/a North Jersey Outreach for Therapeutic and Training Services \$125.00/hour

SPEECH THERAPY

KDDS Too, Inc. t/a North Jersey Outreach for Therapeutic and Training Services \$125.00/hour

Ms. Arnette seconded the motion.

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

BUSINESS

Ms. Messer 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	1,844,657.66
12	Regular	70,892.83
20	Regular	240,581.56
60	Cafeteria	460,723.16
	TOTAL	2,616,855.21

Regular Checks	96813-97216	2,156,132.05
Cafeteria	1368-1372	460,723.16
	TOTAL	2,616,855.21

3.2 Board Secretary Report – March 2022

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for March 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 March 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	12,392,669	7,146,584	
(11) Current Expense			11,830,746
(12) Capital Outlay		117,260	4,389,775

(20) Special Revenue Fund	668,948	1,719,030	
(30) Capital Projects Fund	4,544,802		
(40) Debt Service Fund	165,773		
Total:	17,772,192	8,982,874	16,220,521

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of March 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 2021-2022 budget for March 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>
0100	Salaries	77,087	
0270	Health Benefits		28,500
0320	Purchased Prof Educ Services		18,349
0330	Purchased Professional Services	12,499	
0332	Audit Fees		1,900
0339	Other Prof Services	6,400	
0420	Clean/Repair Maintenance		550
0421	Hardware Maintenance		48,708
0500	Other Purchased Services		5,000
0503	Aid in Lieu Payments	28,500	
0600	Supplies and Materials	40,780	
0610	General Supplies		517
0731	Instructional Equipment	15,845	
0890	Other Objects		77,587
	TOTALS	\$181,111	\$181,111

3.4 Conferences and Overnight Trips

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

Resolved, that the Livingston Board of Education approves *Tom Garzon* and *Hal Mordkoff* to chaperone approximately 17 students participating in the FBLA National Conference in Chicago, IL from June 28 to July 3, 2022, at no cost to the district.

3.5 General Education Out of District Tuition Rates

Resolved, that the Livingston Board of Education approves general education out of district tuition rates for the 2022-2023 school year as follows:

Kindergarten (full day)	\$15,927
Grades 1-5	\$16,078
Grades 6-8	\$16,878
Grades 9-12	\$17,985

3.6 Sale of SRECs

Resolved, that the Livingston Board of Education designates the Business Administrator/Board Secretary to act on behalf of the Board as the officer to sell and to award the Solar Renewable Energy Certificates (SRECs). The SRECs will be sold via a competitive auction through SREC Trade, San Francisco, California at no cost per SREC and the Business Administrator/Board Secretary shall report in writing the result of the sale to the Board.

3.7 New Jersey State Interscholastic Athletic Association

Resolved, that the Livingston Board of Education approves the enrollment of Livingston High School as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interscholastic athletic program sponsored by NJSIAA for the 2022-2023 school year.

3.8 RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF LIVINGSTON IN THE COUNTY OF ESSEX, NEW JERSEY AUTHORIZING THE SOLICITATION OF BIDS FOR A TAX-EXEMPT LEASE PURCHASE FINANCING NOT TO EXCEED \$2,045,000 FOR THE ACQUISITION OF VARIOUS EQUIPMENT AND THE AWARD AND EXECUTION OF A LEASE PURCHASE FINANCING

Resolved, that the Livingston Board of Education approves the resolution as shown on ***Attachment G***.

3.9 Annual Appointments

Resolved, that the Livingston Board of Education approves the following appointments for the 2022-2023 school year which are in effect until changed by resolution:

Board Secretary/SBA	Michael Davison
Custodian of Records	Michael Davison
OPRA Representative	Michael Davison
Public Agency Compliance Officer (PACO)	Michael Davison
Qualified Purchasing Agent	Michael Davison
Treasurer	Michael Davison
Assistant Board Secretary	Tatiana Gilbert
AHERA Coordinator	James Perrette
Integrated Pest Management Coordinator	James Perrette
Right to Know Officer	James Perrette
504 Compliance Officer	Lisa Capone-Steiger
Affirmative Action Officers	Lisa Capone-Steiger and Amro Mohammed
Anti-Bullying Coordinator	Lisa Capone-Steiger

Homeless Liaison
 School Safety Specialist
 Title IX Coordinator
 Issuing Officers for Working Papers
 Bond Counsel
 Broker of Record
 Continuing Disclosure Agent
 School Physician
 Board Attorney

Special Counsel
 Livingston Public Broadcasting Executive Board

Sinead Crews
 Justin Toomey
 TBD
 Karen Alessio and Lauren Mercer
 Wilentz, Goldman & Spitzer, P.A.
 IMAC Insurance Agency
 Phoenix Advisors
 Dr. Michael Kelly
 Sciarrillo, Cornell, Merlino, McKeever
 & Osborne, LLC
 Machado Law Group, LLC
 Stu Bodow, Don Schwartz, Frank Sheehan

3.10 Policies & Regulations

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

Section	Policy or Regulation #	Title	Comments
Bylaws	Reg #0155	Board Committees	with revisions
Students	Policy #5111	Eligibility of Resident/Non-Resident Students (M)	with revisions
Finances	Policy #6115.01	Federal Award/Funds Internal Controls - Allowability of Costs (M)	new to district
	Policy #6115.02	Federal Award/Funds Internal Controls - Mandatory Disclosures (M)	new to district
	Policy #6115.03	Federal Award/Funds Internal Controls - Conflict of Interest (M)	new to district
	Policy #6311	Contracts for Goods or Services Funded by Federal Grants (M)	new to district
Operations	Reg #8420.1	Fire and Fire Drills (M)	with revisions
	Policy #8550	Meal Charges/Outstanding Food Service Bill (M)	with revisions
Community	Policy #9131	Civility	with revisions

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

Section	Policy or Regulation #	Title	Comments
Administration	Policy #1110	Organizational Chart	with revisions
Program	Policy #2415.05	Student Surveys, Analysis,	with revisions

		Evaluations, Examinations, Testing, or Treatment (M)	
	Policy #2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)	with revisions
	Regulation #2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (with revisions)	with revisions
	Regulation #2460.30	Additional/Compensatory Special Education and Related Services (M)	new to district
	Policy #2622	Student Assessment (M)	with revisions
	Regulation #2622	Student Assessment (M)	new to district
Property	Regulation #7432	Eye Protection (M)	with revisions
	Policy #7540	Joint Use of Facilities	with revisions
Operations	Policy #8465	Bias Crimes and Bias-Related Acts (M)	with revisions
	Regulation #8465	Bias Crimes and Bias-Related Acts (M)	with revisions
	Policy #8600	Student Transportation (M)	with revisions
Community	Policy #9560	Administration of School Surveys (M)	new to district

Mrs. Khanna seconded the motion.

The minutes shall reflect a correction to the board secretary report appropriation balance under the general current expense fund as well as the total at the end of the column.

Mr. Davison explained under our board secretary report, the cash balance across all funds, 10-40, is approximately \$17.8 million. The cash balance on our accounting system ties to the actual cash maintained in our bank account. Mr. Davison added our available appropriation balance for all funds is slightly under \$9 million, no budgetary lines are negative and our revenue projections remain on target.

ROLL CALL VOTE - Ayes - Ms. Arnette, Mrs. Chirls, Mr. Cohen, Mrs. Khanna, Ms. Messer
Nayes - 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
Lauren Castoro	Elementary School Teacher	Resignation	Hillside	June 30, 2022
Kaitlyn Rooney	ABA TA	Resignation	BHE	June 30, 2022
Jessica Klima	School Nurse	Resignation	HMS	May 7, 2022
Lauren Chin	Elementary School Teacher	Resignation	BHE	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
Sinead Crews*	LHS	Director of School Counseling	4/11/2022-6/24/2022 & 6/25/2022-8/19/2022**	NA	NA	8/22/2022
Johanna Frye*	LHS	Teacher of Biology	4/4/2022-6/10/2022	6/13/2022-11/7/2022**	NA	11/8/2022

**as amended from a previous agenda*

***Designates time counted toward NJFLA/FMLA*

4.3 Transfer

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

4.4 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
Tatiana Gilbert	CO	Assistant Business Administrator	First Year Tenure Track	P. Ramos	NA	NA	\$123,500 (prorated)	7/25/2022
Katherine Collins	LHS	Teacher of Art	First Year Tenure Track	A. Newman	MA	10	\$76,733	8/30/2022
Rachel Frieman	Harrison	Elementary School Teacher	First Year Tenure Track	N. Edelson	MA	2/3	\$63,155	8/30/2022
Daniel King	LHS	Teacher of Music	First Year Tenure Track	new	MA	12	\$84,773	8/30/2022

<i>Alyssa Evanik</i>	HMS	Teacher of Social Studies	First Year Tenure Track	L. Friedman	MA	2/3	\$63,155	8/30/2022
<i>Amira Padilla</i>	Hillside	Elementary School Teacher	First Year Tenure Track	L. Castoro	BA	2/3	\$55,600	8/30/2022
<i>Samantha Russo</i>	Hillside	Elementary School Teacher	First Year Tenure Track	S. Pacheco	BA	4	\$56,300	8/30/2022
<i>Oleksiy Lytvyn</i>	District	IT Support Specialist	NA	A. Bennett	NA	NA	\$65,000** (prorated)	6/1/2022
<i>Heather Ruesch</i>	District	School Nurse (non-certified)	NA	A. Ellis	NCSN	7	\$75,080	8/30/2022
<i>James Soutar</i>	MPE	Playground Aide	NA	NA	NA	NA	\$15.50/hr	5/23/2022

**as amended from a previous agenda*

***salary will remain the same for the 2022-2023 school year*

4.5 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 2021-2022 school year:

Teachers

Samia Tanagho

Sharon Treiber

Karen Friedman

4.6 Extra Work Pay

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

4.7 ESEA Title I and Title IIA Salary Allocations

Resolved, that the Livingston Board of Education approves the revised reallocation of a portion of the salaries of the individuals listed on **Attachment J** to be funded through the ESEA grant.

4.8 IDEA Basic and IDEA Preschool Salary Allocations

Resolved, that the Livingston Board of Education approves and reallocates the revised salaries of the individuals listed on **Attachment K** to be funded through the IDEA Basic and IDEA preschool grants.

4.9 Summer Work

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment L** to work over the summer of 2022 at the Summer Intervention Program at the approved rate.

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment M** for 2022 Extended School Year (ESY) staffing at the listed hourly rates.

Resolved, that the Livingston Board of Education approves *Stuart Lukowiak* and *Lester Ambio* to work over the summer of 2022 as substitute security aides at Livingston High School at \$25.00 per hour.

4.10 Extra Period Assignments

Resolved, that the Livingston Board of Education approves the individuals listed on **Attachment N** for extra period assignments during the 2021-2022 school year.

4.11 Summer Intervention Meetings

Resolved, that the Livingston Board of Education authorizes all Intervention/ Enrichment Specialists who are hired to teach BSI Math to attend meetings regarding Math Intervention over the summer of 2022 at the approved curriculum writing rate.

4.12 Contract Adjustments

Resolved, that the Livingston Board of Education amends the effective date of the contract adjustments as listed on **Attachment O** (previously approved as *Attachment J* at the May 12, 2022 meeting).

Mrs. Chirls seconded the motion.

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

MISCELLANEOUS

Mrs. Khanna moved 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 months of March and April.

Ms. Arnette 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

In response to Mr. Calderon's comment about our portrait of a graduate, Dr. Block explained it is an aspirational document for every student, not any individual, that is about human character traits such as resilience, flexibility, growth mindset and curiosity and not about a specific skill or achievement.

New Business

There was no new business.

ADJOURNMENT

At 9:00 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**

May 24, 2022

