LIVINGSTON BOARD OF EDUCATION
WORKSHOP/VOTING MEETING AGENDA

Tuesday, March 14, 2023
Executive Session - Administration Building - 6:15 p.m.
Public Session - Hybrid Meeting - Administration Building - 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 – Vineeta Khanna, 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 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.

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:

- Student Matter

Action may be taken upon return to the public session. The full length of the meeting is anticipated to be approximately 45 minutes and be it

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

ROLL CALL VOTE

D. Pledge of Allegiance / Roll Call

E. Superintendent's Report

1. Calendar Discussion 2024-2025

2. Budget Discussion

F. Board Reports

G. Student Representative's Report

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

An excerpt from Policy #0167 adopted on December 13, 2004, revised on January 10, 2011 and reviewed on March 4, 2013 and January 23, 2017 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

2. <u>STUDENT SERVICES</u>
The Superintendent recommends the following:

2.1 <u>Related Services/Medical Consultants</u>

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:

<u>Psychiatric</u>

GenPsych	$250.00/assessment

ROLL CALL VOTE

3. **BUSINESS**
The Superintendent recommends the following:

3.1 Change to Annual Public Meeting Calendar

Resolved, that the Livingston Board of Education approves changing the Tuesday, March 21, 2023 meeting to Monday, March 20, 2023 and to include the adoption of the Tentative Budget for School Year 2023-2024.

ROLL CALL VOTE

4. **PERSONNEL**
The Superintendent recommends the following:

4.1 Resignations & Retirements

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

Name	Position	Reason	Location	Last Day of Employment
Marianne Cullen	School Nurse	Resignation	MPE	May 5, 2023
Joan Reilly	Payroll/Benefits Coordinator	Resignation	CO	May 9, 2023

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.

ROLL CALL VOTE

III. PREVIEW OF MARCH 20, 2023 VOTING AGENDA

1. **PROGRAM/CURRICULUM**
   - **1.1 Student Teacher**
   - **1.2 Field Trips**
3. **BUSINESS**
   - **3.1 Adoption of the Tentative Budget for School Year 2023-2024**
   - **3.2 Appropriation of Surplus**
   - **3.3 Adjustment for Enrollment**
   - **3.4 Capital Reserve Account Withdrawal**
   - **3.5 Maximum Travel**
   - **3.6 Travel and Related Expense Reimbursement**
   - **3.7 Payment of Bills**
   - **3.8 Board Secretary Report – January 2023**
   - **3.9 Transfers**
   - **3.10 Conferences and Overnight Trips**
   - **3.11 Approval of Academic Calendar**
   - **3.12 Approval of Annual Comprehensive Financial Report**

3.13 Final Board Secretary Reports
3.14 Acceptance: Additional Funds for Nonpublic Auxiliary and Handicapped Aid (Chapter 192/193)

4. PERSONNEL (forthcoming)
4.1 Resignations & Retirements
4.2 Leaves of Absences
4.3 Appointments
4.4 Appointment of Interim School Business Administrator/Board Secretary
4.5 Substitutes
4.6 Extra Work Pay
4.7 Stipends
4.8 Mentor Fees
4.9 ESEA Grant
4.10 ESSER Grant

I. Public Comment ~ up to 15 minutes

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J. Old Business

K. New Business

IV. ADJOURNMENT

EXECUTIVE SESSION

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 14, 2023 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.

LBOE Agenda Planning/Future Agenda Items

JANUARY

Meetings and Workshops

- Board Reorganization
- Election of Board Officers
- Board Member Committee Assignments
- BOE Meeting Calendar
- LPS Budget Calendar
- Submission of Financial Disclosure
- Mandatory Training Requirements
- Review of ACFR or Action Items

Presentations

- LHS Report on Graduates from Counseling
- Annual Comprehensive Financial Report

Professional Development

- Code of Ethics with BOE Attorney

Executive Sessions

- BOE Retreat
- Establish CSA Evaluation Schedule

FEBRUARY

Meetings and Workshops

- Academic Calendar Discussion, two years out

Presentations

- Update on Diversity, Equity, and Inclusion
- District Goals: Mid-Year Update
- First Presentation of LPS Budget
- Second Presentation of LPS Budget

Executive Sessions

- CSA Evaluation Process: Meet with the NJSBA representative and review the CSA evaluation process and timeline

MARCH

Presentations

- Third Presentation of LPS Budget
- Fourth Presentation of LPS Budget
- Final Presentation and BOE Adoption of Tentative Budget (before the deadline to Essex County)
- Board Goals Update

Executive Sessions

- NJSBA CSA Evaluation (to meet July 1st statutory deadline for CSA evaluation)
- NJSBA Board Self-Evaluation

APRIL

Meetings and Workshops

- Public Hearing and Adoption of Budget
- Subscription Bus Pricing
- Safety Grant
- Comprehensive Equity Plan (every 3 years/SOA annually)

Presentations

- Superintendent Goals Planning and Update

Executive Sessions

- Board and CSA pre-conference for evaluation

MAY

Meetings and Workshops

- Livingston Education Association: Second Conference
- Personnel Appointments
- Governor's Educator of the Year Ceremony
- Annual Appointments
- Sale of SRECs
- General Education Out-of-District Tuition Rates
- New Jersey State Interscholastic Athletic Association

Presentations

- End-of-Year District Goals Report

Executive Sessions

- Board Self-Evaluation
- CSA Evaluation Process
- Tenure Recommendations (BOE Review of Files)
- End-of-Year, All-Staff Review

JUNE

Meetings and Workshops

- LHS Student Representative to BOE
- Staff Retirement Ceremony
- Seal of Biliteracy
- Non-Affiliated Appointments
- Summer Appointments (work, project, curriculum)
- Compliance with PL 2015, Chapter 47
- Transfer of Current Year Surplus to Capital Reserve
- Bus Evaluation Drills Report

Presentations

- SEPAC
- End-of-Year Report on District Goals (by CSA)
- End-of-Year Report on Board Goals (by BOE)
- Board Self-Evaluation, review, and reflection

Executive Sessions

- Review, revise, and finalize CSA Evaluation
- Board Retreat

JULY

Meetings and Workshops

- Property, Liability, and WC Insurance
- Board Goals and Action Plans
- District Professional Development Plan
- Review and Approval of Curriculum Writing Plans and Process

AUGUST

Meetings and Workshops

- Open Campus Lunch

Presentations

- Enrollment Update
- District Goals and Action Plans
- Student progress at key grade levels and the NJ Student Learning Standards results, including the performance of student subgroups on state tests as appropriate and allowable.

SEPTEMBER

Meetings and Workshops

- Board Goals
- Mentoring Plan
- Remote Learning Plan

OCTOBER

Meetings and Workshops

- Approval of Nursing Services Plan
- Livingston Education Association: First Conference
- Annual review of MOA and law enforcement operations with the Board President
- Public Hearing of District and School HIB Self-Assessment Report

Presentations

- Summer Curriculum Writing
- NJSLA Results

NOVEMBER

Meetings and Workshops

- Board Budget Goals
- Technology Plan: review and approval
- Comprehensive Maintenance Plan: review and approval

Presentations

- LPS Assessment Update

DECEMBER

Meetings and Workshops

- QSAC SOA

Presentations

- National Merit Semi-Finalists Recognition Ceremony
- New LPS Course Offerings

Professional Development

- New BOE member orientation

Livingston PUBLIC SCHOOLS

2024-2025 ACADEMIC CALENDAR

for LBOE Review - March 14, 2023

July 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

4 - Independence Day - District closed
5, 12, 19, 26 - District closed

August 2024

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2, 9, 16, 23 - District closed
19-22 - New Staff Orientation
28-29 - PD full days for staff

September 2024

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
			20 Student Days			

2 - Labor Day - District closed
3 - First Day for Students
18 - Students early dismissal
18 - Staff PD in afternoon

October 2024

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
			20 Student Days			

3-4 - Rosh Hashanah - District closed
12 - *Yom Kippur - on weekend*
14 - Columbus Day - no school for students, PD for Staff

November 2024

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
			16 Student Days			

1 - Diwali - District closed
7-9 - NJEA Convention - District closed
27 - Early dismissal for all
28-29 - Thanksgiving recess for all

December 2024

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
			15 Student Days			

4 - early dismissal for students
4 - Staff PD in afternoon
20 - early dismissal for all
23-31 - Winter Recess - District closed

January 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
			20 Student Days			

1 - New Years Day - District closed
20 - MLK Jr. Day - District closed
29 - Lunar New Year - District closed

February 2025

S	M	T	W	T	F	S
						1
2	/	/	5	/	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
			15 Student Days			

3, 4 & 6 - Partial day Elem conferences
5 - Students early dismissal
5 - Staff PD in afternoon
17 - Presidents Day - District closed
18-21 - Break - schools closed

March 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31		20 Student Days			

5 - Students early dismissal
5 - Staff PD in afternoon
31 - Eid - District closed

April 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
			17 Student Days			

14-17 - Spring Recess - schools closed
18 - Good Friday - District closed
(13-20 Passover, 20 Easter)

May 2025

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
			21 Student Days			

26 - Memorial Day - District closed

June 2025

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
			18 Student Days			

20 - Juneteenth - District closed
25-26 - Students early dismissal
26 - Last day of school & Graduation

This calendar allows for:
- 182 Student Days, 185 Staff Days
- (2) Inclement Weather Days. Add'l emergency days will be taken in the following order: April 14, 15, 16
- Professional Development Time: (3) full days -8/28, 8/29, 10/14 and (4) partial days - 9/18, 12/4, 2/5, 3/5