LIVINGSTON BOARD OF EDUCATION
REORGANIZATION MEETING MINUTES

Tuesday, January 3, 2023
Hybrid Meeting at Administration Building – 7:00 p.m.

A **Reorganization 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 7:06 p.m. by Michael Davison, Business Administrator/Board Secretary, 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, Parul Khemka and Jeffrey Xu

Also in Attendance: Dr. Matthew Block, Michael Davison, Lisa Capone-Steiger, Mark Stern, Susan Burman and Joann Goldberg

There were approximately 76 members of the public and staff watching in person and remotely through the webinar and a Facebook Live Stream.

Suvir and Anay Khemka led the Pledge of Allegiance.

Mr. Davison read the election results:

Election Results – November 8, 2022

(Officially certified by the Board of Elections)

For three year term (vote for two) on the Board of Education

Seth Cohen - 6,214
Parul Aneja Khemka - 4,336
Marjorie Wang - 3,439
Adriana Bordoni - 2,384

Swearing in of New Board Members

Mr. Davison administered the oath of office to Seth Cohen for a three-year term as a Board Member.

Mr. Davison administered the oath of office to Parul Khemka for a three-year term as a Board Member.

Election of President

Mr. Davison called for nominations for the position of President of the Board.

Mr. Cohen nominated Mrs. Khanna.

Mrs. Chirls seconded the nomination.

There being no further nominations for the position of President, nominations were closed.

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

Board President Takes Chair

Mrs. Khanna took the chair as President.

Election of Vice President

Mr. Davison called for nominations for the position of Vice President of the Board.

Mrs. Khanna nominated Mrs. Chirls as Vice President.

Mr. Cohen seconded the motion.

There being no further nominations for the position of Vice President, nominations were closed.

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

President/Vice President Comments

Mrs. Khanna acknowledged past board members for inspiring and encouraging us to move forward, congratulated the incoming Mayor Michael Vieira, Rosie Bagolie on her election, and thanked the current and outgoing Town Council members for their collaboration with the Board of Education and for their service to the community. Mrs. Khanna also thanked all the school volunteers, the Police Department, Fire Department, First Aid, DPW, Dr. Block, Mr. Davison, Mr. Stern, Mrs. Steiger, Mrs. Burman, Mrs. Goldberg, Ms. McLaughlin, Mrs. Bent, Mr. Douglas, the educators, tech staff, nurses and buildings and grounds staff for all their work on behalf of the district and community. Mrs. Khanna continued with thanks to Mr. Cohen for his leadership as Board President in 2022 and congratulated him on his reelection. Mrs. Khanna welcomed Mrs. Khemka to the board table and thanked her board colleagues for their support in nominating her to be the president this year. Mrs. Khanna thanked Marjorie Wang and Adriana Bordoni for running for the board and expressed there are many other ways they can help serve the community. Mrs. Khanna acknowledged Ms. Messer for her service of two terms on the board and Mr. Xu for being the voice of our students.

Mrs. Khanna continued that the importance of public service needs and entails policy, perspective, passion, possibilities and planning and that their common focus is a strong, sensitive, self-sustaining, sociable and successful youth.

Mrs. Khanna reviewed the positive outcomes from the past year which included the roll out of a successful strategic plan, well thought out portrait of a graduate, updated and enhanced curriculum, demographic study to understand where we stand, architectural analysis to determine where we are heading, introduction to the pilot Cricket program, enhanced chess club, revision of

SEPAC bylaws, addressing school security and hiring well qualified staff and a highly experienced board attorney.

Mrs. Khanna concluded her speech by reading the poem, "Where the Mind is Without Fear," by Rabindranath Tagore.

Superintendent's Report

Dr. Block thanked everyone for coming out to support our new board members and officers tonight.

Dr. Block also thanked Mr. Cohen for his counsel last year as President of the Board, congratulated and welcomed Mrs. Khemka and stated that he looks forward to working with Mrs. Khanna and Mrs. Chirls as the new President and Vice President this year.

Board Member Code of Ethics

The board members each took a turn reading through the ten items listed in the Code of Ethics. It is a requirement of the board to review and sign an acknowledgement of the Code of Ethics each year.

Public Input on Agenda Items ~ up to 15 minutes

Navana Taylor Porter, 288 North Livingston Avenue, spoke on behalf of her son about racist comments being made and reported to the school. Mrs. Porter asked what the district is doing to rectify the situation and wants to bring awareness to the group that this is happening.

Eric Porter, 288 North Livingston Avenue, echoed his wife's comments and asked that some type of sensitivity training be provided to the high school and middle school students and staff.

Mrs. Khanna responded that one of the board's main initiatives and goals is to ensure all students feel respected and that they will discuss this with the administration.

Dr. Block responded that their request for sensitivity training has been heard and they are continuing to address the specific items they have brought to his attention.

Ronnie Konner, 15 Boulderwood Drive, welcomed Mrs. Khemka to the board, commended Ms. Arnette for finishing her first year as a board member, thanked Mr. Cohen for his leadership this past year and welcomed Mrs. Khanna and Mrs. Chirls as Board President and Vice President this year. With respect to the parents who spoke prior, Mrs. Konner challenged the district to not only work within the school and with parents but also with the town council so this could be addressed as a community.

Mr. Cohen moved the following:

Rules for School Governance

Resolved, the Livingston Board of Education adopts all bylaws, policies and regulations in effect on January 3, 2023 in compliance with N.J.S.A. 18A:11-1.

Mrs. Chirls seconded the motion.

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

Mrs. Chirls moved the following:

Curricula and Textbooks

Resolved, that the Livingston Board of Education adopts all curricula and textbooks of record on January 3, 2023 in compliance with N.J.S.A. 18A:33-1 and 34.1.

Ms. Arnette seconded the motion.

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

Mr. Cohen moved the following:

Bylaws, Policies & Regulations

Resolved, that the Livingston Board of Education approves all bylaws, policies and regulations previously adopted by the Board to date.

Ms. Arnette seconded the motion.

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

Mr. Cohen moved the following:

Job Descriptions

Resolved, that the Livingston Board of Education approves all job descriptions previously adopted by the Board to date.

Ms. Arnette seconded the motion.

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

Mrs. Chirls moved the following:

Official Newspapers/Media Outlets

Resolved, that the Livingston Board of Education designates *The Star Ledger*, *The West Essex Tribune* and *TAPinto Livingston* as official newspapers and media outlets for legal notices and other obligations.

Ms. Arnette seconded the motion.

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

Mr. Cohen moved the following:

Financial Depositories and Signatures

Whereas, Vineeta Khanna has been elected president and Pamela Chirls has been elected vice president of the Board of Education; and

Whereas, Michael Davison has been appointed Secretary of the Board; and

Whereas, Michael Davison has been appointed Treasurer of School Monies; and now therefore be it

Resolved, the Livingston Board of Education establish the following bank accounts at Regal Bank, Livingston, New Jersey and that Regal Bank is hereby requested, authorized and directed to honor all checks, draft and other orders for the payment of money drawn in the name of the Board of Education in the following accounts when bearing the true or approved facsimile signature(s) indicated:

Regal Bank			
Account Title and Number		**Signature(s)**	
BOE School District of Livingston General Account 0108010471		Board President **and** Michael Davison **and** Dr. Matthew Block	
BOE School District of Livingston Referendum 0108010505		Board President **and** Michael Davison **and** Dr. Matthew Block	
Livingston Board of Education Payroll Account 0108010463		Board President **and** Michael Davison	
Livingston Board of Education Payroll Agency Account 0108010414		Board President **and** Michael Davison	
Burnet Hill Elementary School School Account 0108010547		Lisa Sama-Barreto Jessica Byrne Michael Davison	*Any 2*
Collins Elementary School School Account 0108010562		Michelle Cebula Stefanie Lichtstein Michael Davison	*Any 2*
Harrison Elementary School School Account 0108010539		Daniel Garcia Patricia Fernandez Michael Davison	*Any 2*
Hillside Elementary School School Account 0108010570		Carlos Gramata Gina Ioviero Michael Davison	*Any 2*
Mount Pleasant Elementary School School Account 0108010521		Lorena Dolan Gail Writt Michael Davison	*Any 2*
Riker Hill Elementary School School Account 0108010612		Justin Toomey Deborah Paolella Michael Davison	*Any 2*
Mount Pleasant Middle School School Account 0108010554		Bronawyn O'Leary Gina Covello Michael Davison	*Any 2*
Heritage Middle School School Account 0108010513		Shawn Kelly Andrew Espinoza Kristen Fullam Christina Woytas Michael Davison	*Any 2*
Livingston High School Activity Account		Danielle Rosenzweig Yulee Chuy	*Any 2*

0108010588		Dr. Mary K. Pretto Marie Battist-Rock Michael Davison	
Livingston High School Athletic Account 0108010604		Danielle Rosenzweig Yulee Chuy Dr. Mary K. Pretto Marie Battist-Rock David Cohen Michael Davison	*Any 2*
Livingston High School Special Account 0108010596		Danielle Rosenzweig Yulee Chuy Dr. Mary K. Pretto Marie Battist-Rock Michael Davison	*Any 2*
Livingston Board of Education Board Secretary's Petty Cash 0108010489		Dr. Matthew Block Michael Davison Tatiana Gilbert	*Any 2*
Livingston Board of Education Capital Reserve Fund Account 0108010448		Wire Transfers to other Board of Education Accounts Only Michael Davison Tatiana Gilbert	
Livingston Board of Education Unemployment Trust Fund Account 0108010455		Wire Transfers to other Board of Education Accounts Only Michael Davison Tatiana Gilbert	
Livingston Board of Education Cafeteria 0108010430		Michael Davison or Tatiana Gilbert	
Livingston Board of Education FSA 0108010422		Wire Transfers to other Board of Education Accounts Only Michael Davison Tatiana Gilbert	

Mrs. Chirls seconded the motion.

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

Mr. Cohen moved the following:

Establishment of Annual Public Meeting Calendar

Resolved, the Livingston Board of Education approves the following annual public meeting calendar and executive session meeting calendar for 2023:

January, 2023			**July, 2023**	
3	*Reorganization*		11	*Voting*
17	*Voting*			
24	*Executive Session*			
			August, 2023	
February, 2023			8	*Voting*
7	*Workshop*			
28	*Voting*		**September, 2023**	
			12	*Workshop*
March, 2023			26	*Voting*
14	*Workshop*			
21	*Voting*		**October, 2023**	
			10	*Workshop*
April, 2023			17	*Voting*
18	*Workshop*			
25	*Public Hearing/Voting*		**November, 2023**	
			14	*Workshop*
			28	*Voting*
May, 2023				
(Thurs) 11	*Exec Session on Personnel*			
(Mon) 15	*Workshop/Voting*		**December, 2023**	
23	*Voting*		12	*Voting*
June, 2023			**January, 2024**	
12	*Workshop (Mon)*		(Wed) 3	*Reorganization*
20	*Voting*			

Until further notice, all meetings are to commence on Tuesdays at 7:00 p.m. in a hybrid format both in person in the large conference room at the Administration Building, 11 Foxcroft Drive, and via Zoom and Facebook livestream, unless otherwise indicated. Please confirm dates on the District Calendar.

Mrs. Chirls seconded the motion.

The board agreed to add an Executive Session on January 24, 2023 and to move the meeting on Tuesday, June 13 to Monday, June 12, 2023. The board agreed that two of the members will meet to calendarize additional meetings for the 2023 calendar year and bring them forth for a vote on January 17.

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

BUSINESS

Ms. Arnette moved the following:

3.1 Board Member Assignments

Resolved, that the Livingston Board of Education accepts the President's designation of the following committee assignments as shown on ***Attachment A.***

3.2 Educational Technology Professionals

Resolved, that the Livingston Board of Education approves the expense with Education Technology Professionals for one Systems Administrator from January 9, 2023 through June 30, 2023 at a prorated amount of $37,500.

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.

Mr. Cohen seconded the motion.

Mr. Cohen asked Dr. Block to speak with the PT Council about ensuring consistency across the school PTAs with respect to the role of the board liaison to the schools.

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

PERSONNEL

Mr. Cohen moved the following:

4.1 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
Lindita Agastra	CO	Assistant Business Administrator	Leave Replacement	T. Gilbert	NA	NA	$110,000 (prorated)	1/23/2023-9/30/2023
Ellen Papazian	MPMS	Teacher of English	First Year Tenure Track	S. Steckert	MA+16	5	$68,220 (prorated)	12/12/2022
Hongkai Zhang	LHS	Teacher of Computer Science	First Year Tenure Track	M. Cheng	MA+32	8	$75,900 (prorated)	upon release of current contract
Mara Bergman	BHE	TOSD	First Year Tenure Track	M. Polo (transfer of position with LOA @ BHE)	MA	6	$65,305 (prorated)	2/13/2023 or earlier if released from current district
Danielle Maxwell	MPMS	School Counselor	Leave Replacement	M. O'Brien	MA	1	$62,455 (prorated)	1/31/2023
Lauren Anderson	Elementary	STEM Teacher	First Year Tenure Track	reallocation of Media Specialist position	BA+16	8	$63,450 (prorated)	2/1/2023
Kelly Caffrey	CO	Accounts Payable Clerk	First Year Tenure Track	N. Held (transfer)	AS> 7/12	10	$66,376 (prorated)	2/1/2023
Vincent Kulik	LHS	PT Security Liaison	NA	J. Clark	Security Liaison >7/12	8	$37,986** (prorated)	1/3/2023
Adriana Colom	RHE	Playground Aide	NA	NA	NA	NA	$18/hr	12/12/2022

Shadeana Lucas	BHE	Playground Aide	NA	NA	NA	NA	$18/hr	12/7/2022

4.2 Long-Term Substitutes

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
*Carol Silberfein**	BHE	PRIDE Teacher	Long Term Substitute	D. Adesso	$275/day	12/12/2022-TBD
*Susan Gille**	BHE	ABA Teacher	Long Term Substitute	J. George	$275/day	12/12/2022-2/17/2023

**to be paid the difference between $275/day and the individual's current per diem rate.*

Ms. Arnette seconded the motion.

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

MISCELLANEOUS

Mr. Cohen moved the following:

5.1 HIB Report

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

Ms. Arnette seconded the motion.

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

Public Comment ~ up to 15 minutes

There was no public comment.

Adjournment

At 8:06 p.m., Mr. Cohen made a motion to adjourn the meeting.

Mrs. Chirls seconded the motion.

Vote all in favor.

Respectfully submitted,

Michael Davison
Board Secretary